

**MINUTES OF MEETING OF SINGLETON COUNCIL HELD IN THE COUNCIL CHAMBERS QUEEN STREET SINGLETON ON TUESDAY 21 OCTOBER 2025, COMMENCING AT 5.49pm.**

**PRESENT:**

Crs S Moore (Mayor and Chairperson), G Adamthwaite, S George, P Thompson, A McGowan, M McLachlan, P Watson, S Yeomans.

**APOLOGIES**

H Jenkins

It was noted that Cr D Thompson had applied for a leave of absence which was to be considered later in the meeting.

- 129/25 **MOVED** Cr Adamthwaite **SECONDED** Cr A McGowan that the apologies from for non-attendance at the meeting be accepted.

**CARRIED**

**IN ATTENDANCE**

Justin Fitzpatrick-Barr, General Manager; Dwight Graham, Director Corporate & Community Services; Melinda Curtis, Executive Director, Katie Hardy. Acting Director Infrastructure & Planning; Mark Wiblen, Manager Corporate & Commercial Services; Ellie Watts, Acting Coordinator Communication and Engagement; Samantha Calleja, Executive Assistant and Rebecca Bailey, Governance Lead. There were representatives of the media and members of the public present in the gallery.

**CONFIRMATION OF MINUTES**

- 130/25 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr P Thompson that the minutes of Meeting of Singleton Council held on Tuesday 16 September 2025, be confirmed.

**CARRIED**

**MATTERS ARISING FROM MINUTES**

Nil.

**DISCLOSURES AND DECLARATIONS OF INTEREST**

Nil.

**WITHDRAWAL OF ITEMS AND LATE ITEMS OF BUSINESS**

Nil.

**INSPECTION COMMITTEE**

|  |                                                                                                                                                         |
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|  | <b>DI&amp;P59/25 Council Determination – 8.2024.268.1 – Farm Building and Ancillary Structures – Lot 1 DP 748856 – 119A Minimbah Drive, Whittingham</b> |
|  | Crs Moore, George, McLachlan, Adamthwaite and McGowan attended a site inspection regarding this application on Monday 20 October 2025.                  |

***Presentations*****PR1/25 Singleton Tidy Towns****FILE:25/00131**

Lyn MacBain, Chairperson of Singleton Tidy Towns gave a presentation to Council on the Keep Australia Beautiful NSW 2025 Tidy Towns Awards.

Meeting adjourned 6.02pm

Meeting commenced 6.07pm

131/25 **MOVED** Cr Adamthwaite **SECONDED** Cr M McLachlan that the following matters be brought forward for consideration:

- DI&P59/25 – Council Determination – 8.2024.268.1 – Farm Building and Ancillary Structures – Lot 1 DP 748856 – 119A Minimbah Drive, Whittingham

**CARRIED**

**DI&P59/25 Council Determination - 8.2024.268.1 - Farm Building  
and Ancillary Structures - Lot 1 DP 748856 - 119A  
Minimbah Drive, Whittingham**

**FILE:8.2024.268/06**

Council is in receipt of a development application (8.2024.268) seeking consent for the construction of a farm building. The proposal involves the construction of a 11.5 metre by 12 metre by 4.5 metre farm building, along with associated site improvements to support agricultural operations.

132/25 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr McLachlan that Council approve the proposed development subject to the conditions set out below:

**General Conditions**

|   |                                                                                                                                                                         |                 |                     |                       |              |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------|-----------------------|--------------|
| 1 | <b>Approved plans and supporting documentation</b>                                                                                                                      |                 |                     |                       |              |
|   | Development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise. |                 |                     |                       |              |
|   | Approved plans                                                                                                                                                          |                 |                     |                       |              |
|   | Plan number                                                                                                                                                             | Revision number | Plan title          | Drawn by              | Date of plan |
|   | DA02                                                                                                                                                                    |                 | Proposed Site Plan  | Contemporary Heritage | 20.03.2025   |
|   | DA03                                                                                                                                                                    |                 | Proposed Floor Plan | Contemporary Heritage | 20.03.2025   |
|   | DA04                                                                                                                                                                    |                 | Proposed Floor Plan | Contemporary Heritage | 20.03.2025   |
|   | DA05                                                                                                                                                                    |                 | Proposed Elevations | Contemporary Heritage | 20.03.2025   |
|   | DA06                                                                                                                                                                    |                 | Proposed Elevations | Contemporary Heritage | 20.03.2025   |
| 2 | In the event of any inconsistency between the approved plans and documents, the approved plans prevail.                                                                 |                 |                     |                       |              |
|   | In the event of any inconsistency with the approved plans and a condition of this consent, condition prevails.                                                          |                 |                     |                       |              |
|   | <b>Condition reason:</b> To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.                            |                 |                     |                       |              |
|   |                                                                                                                                                                         |                 |                     |                       |              |
|   | <b>Appointment of Principal Certifier and issue of Construction Certificate</b>                                                                                         |                 |                     |                       |              |
|   | Work shall not commence in connection with this Development Consent until:                                                                                              |                 |                     |                       |              |
|   | a) A Construction Certificate for the building work has been issued by:                                                                                                 |                 |                     |                       |              |
|   | i. The Consent Authority (Singleton Council; or                                                                                                                         |                 |                     |                       |              |
|   | ii. A Principal Certifier (PC); and                                                                                                                                     |                 |                     |                       |              |
|   | b) The person having the benefit of the development consent has:                                                                                                        |                 |                     |                       |              |
|   | i. Appointed a Principal Certifier (PC) for the building work, and                                                                                                      |                 |                     |                       |              |
|   | ii. Notified the Principal Certifier (PC) that the person will carry out the work owner builder, if that is the; and                                                    |                 |                     |                       |              |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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|   | <p>c) The PC has, no later than 2 days before the building work commences:</p> <ul style="list-style-type: none"> <li>i. Notified the Council of their appointment, and</li> <li>ii. Notified the person having the benefit of the development consent of any critical stage inspections that are to be carried out in respect of the building work; and</li> </ul> <p>d) The person having the benefit of the development consent, if not carrying out the work as an owner-builder, has</p> <ul style="list-style-type: none"> <li>i. Appointed a Principal Contractor for the building work who must be the holder of a contractor licence if any residential building work involved, and</li> <li>ii. Notified the Principal Certifier of such an appointment, and</li> <li>iii. Unless that person is the Principal Contractor, notified the principal contractor of any critical stage inspections and other inspections that are to be carried out in respect of the building work, and</li> </ul> <p>e) The person having the benefit of the development consent has given at least two (2) days notice to the Council of the person's intention to commence the erection of the building.</p> <p>Note: If Council is appointed as the PC, the nomination will be subject to the payment of a fee for the service to cover the cost of undertaking all necessary inspections and the issue of the appropriate certificates. Completion of a contract for appointment of Council as the PC is required to be submitted to Council prior to commencement of any works.</p> <p><b>Condition reason:</b> To ensure the development complies with the requirement to appoint a Principal Certifier and gain a Construction Certificate.</p> |
| 3 | <p><b>Construction Certificate, Principal Certifier &amp; Notice of Commencement</b></p> <p>In accordance with the provisions of Section 6.6 of the Environmental Planning and Assessment Act 1979 construction works approved by this consent must not commence until:</p> <ul style="list-style-type: none"> <li>a) A Construction Certificate has been issued by the consent authority, Council or an accredited certifier; and</li> <li>b) A Principal Certifier has been appointed by the person having benefit of the development consent in accordance with Section 109E of the EP&amp;A Act 1979</li> <li>c) If Council is not the Principal Certifier, notify Council no later than two (2) days before building work commences as to who is the appointed Principal Certifier; and</li> <li>d) At least two (2) days before commencement of building work, the person having benefit of the development consent is to notify Council as to the intention to commence building work.</li> </ul> <p><b>Condition reason:</b> To ensure a Construction Certificate is approved before building work commences.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4 | <p><b>Energy Efficiency - Class 3, 5,6, 7, 8 and 9 Buildings</b></p> <p>The proposed building(s) must be constructed in accordance with the current requirements for efficient energy use. The Principal Certifier is to be satisfied that the proposed building(s) will comply with Section J and NSW Subsection J(B) of the Building Code of Australia.</p> <p><b>Condition reason:</b> To ensure the buildings satisfy the relevant energy efficiency requirement.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5 | <p><b>Section 138 Approval</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

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|   | <p>Any work within a public road must be inspected and approved by Council under the <i>Roads Act 1993</i> as the Roads Authority. The applicant is to submit an application in order to obtain a permit with conditions prior to starting any works on the Council Road Reserve.</p> <p><b>Condition reason:</b> To ensure the work complies with the <i>Road Act 1993</i>.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 6 | <p><b>Compliance with Recommendations of Report</b></p> <p>All recommendations as outlined in the approved Statement of Heritage Impact prepared by Contemporary Heritage dated 16/04/2025, including the following:</p> <ul style="list-style-type: none"> <li>• All fences and gates proposed are to be of a simple rural nature, and match those in the vicinity, being largely of timber post and rail or picket and wire or a combination of both with a maximum height of 1.2m.</li> <li>• The proposed gates should match existing rural type gates in the vicinity with a maximum height of 1.2m.</li> <li>• The proposed new driveway works and levelled area for the proposals shall match the existing dirt/gravel driveway surface.</li> <li>• The shed shall be clad with a Custom Orb corrugated profile sheet.</li> <li>• Quad gutter profiles with no slots are preferable with circular downpipes.</li> <li>• The shed walls, roof, windows, doors and rainwater goods shall be simple grey colours including Colorbond Basalt, Windspray or Shale Grey.</li> </ul> <p><b>Condition reason:</b> To ensure compliance with the recommendations of relevant reports</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 7 | <p><b>Operation Plan of Management</b></p> <p><b>Prior to the issue of any Occupation Certificate, an Operational Plan of Management must be submitted to and approved by Singleton Council. The Operational Plan of Management shall include, but not be limited to, the following:</b></p> <ol style="list-style-type: none"> <li>1. Employee Numbers - total number of staff on-site during peak and off-peak periods.</li> <li>2. Visitor numbers - anticipated maximum number of customers or patrons on-site at any one time.</li> <li>3. Waste Management – procedures for storage, collection, and disposal of waste, including recycling and organic waste.</li> <li>4. Traffic Generation – expected vehicle movements, parking arrangements, and measures to manage traffic impacts.</li> <li>5. Chemical Use or Storage – types and quantities of chemicals used or stored on-site, and associated safety and containment measures.</li> <li>6. Emissions – identification and management of any emissions (e.g. noise, odour, dust, light) generated by the development.</li> <li>7. CCTV and Surveillance – locations and purpose of CCTV cameras, signage, data management protocols, and compliance with the Surveillance Devices Act 2007.</li> <li>8. Community Liaison – mechanisms for community feedback, complaint handling procedures, and contact details for operational concerns.</li> <li>9. Emergency Procedures – site-specific emergency response plans, evacuation procedures, and contact details for emergency services.</li> </ol> <p>The Operational Plan of Management must be implemented upon commencement of operations</p> |

and maintained for the life of the development unless otherwise approved by Council.

**Condition reason:** To ensure the development operates in a manner that protects the amenity of the surrounding area, manages environmental impacts, and complies with relevant legislative requirements.

## Building Work

### Before issue of a construction certificate

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| 8  | <p><b>Building Waste</b></p> <p>Prior to any construction work commencing, containment of building waste materials shall be provided within the boundaries of the building site, above natural or excavated ground level, a screened area of silt stop fabric or shade cloth, having minimum dimensions of 2.4 x 2.4 x metres high OR equivalent size waste disposal bin.</p> <p><b>Condition reason:</b> To require records to be provided, during site work, documenting the disposal of waste.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 9  | <p><b>Drainage Design</b></p> <p>Before the issue of a construction certificate the applicant shall submit details of stormwater disposal with supporting calculations for the development to the Principal Certifier for approval.</p> <p><b>Condition reason:</b> To ensure stormwater is disposed of appropriately.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 10 | <p><b>Sediment and Erosion Control Plan</b></p> <p>Before the issue of a Construction Certificate, a sediment and erosion control plan is to be submitted and approved by the nominated Principal Certifier. The sediment and erosion control plan shall be prepared in accordance with Council's Development Engineering Specification Landcom's 'Soil and Construction – Managing Urban Stormwater - Current edition.</p> <p><b>Condition reason:</b> To ensure stormwater is disposed of appropriately.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 11 | <p><b>Water and Sewer Services – Compliance Requirements</b></p> <p><b>Make Application</b></p> <p>Before the issue of a construction certificate application is to be made to Council's Water and Sewer Group for requirements for compliance with Section 307, <i>Water Management Act (NSW)</i>.</p> <p>In response to this application, Council's Water and Sewer Group will issue a Notice of Requirements under Section 306 of the <i>Water Management Act 2000</i> (NSW), which will include conditions, which must be satisfied.</p> <p><b>Comply with Pre-Construction Requirements</b></p> <p>Provide evidence of compliance with pre-construction requirements of the s306 Notice of Requirements. The Notice of Requirements will include conditions which must be satisfied to release of a Construction Certificate including any requirements for completion of water and sewer servicing strategies and associated detailed designs.</p> |

|                                                       | <b>Condition reason:</b> To ensure the development complies with Singleton Council Water and Sewer Requirements.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                     |           |                               |     |                                                       |      |                     |    |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------|-------------------------------|-----|-------------------------------------------------------|------|---------------------|----|
| 12                                                    | <p><b>Variation of 88B Instrument</b></p> <p>The applicant must prepare an amendment to the existing Section 88B Instrument with all relevant signatures and company seals (where applicable) to the satisfaction of Council. The 88B instrument must be registered with NSW Land Registry Services prior to issue of the Construction Certificate.</p> <p>The Section 88B Instrument must incorporate the following easements and restrictions to user where necessary:</p> <ul style="list-style-type: none"> <li>a) right of carriageway;</li> <li>b) restriction as to user which defines a restricted building zone;</li> <li>c) restriction as to user directing that the burdened lot must not be developed other than in accordance with the approved plan.</li> </ul> <p><b>Condition reason:</b> To make clear the original intent of the restriction, to allow for permitted agricultural uses, and to conserve the heritage significance of heritage items, including associated fabric, settings and views.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                     |           |                               |     |                                                       |      |                     |    |
| 13                                                    | <p><b>Fixed Development Contributions</b></p> <p>A monetary contribution is to be paid to Council, pursuant to Section 7.12 of the <i>Environmental Planning &amp; Assessment Act 1979</i> and the Singleton Local Infrastructure Contributions Plan 2020, related to the cost of the development as determined in accordance with clause 208 of the <i>Environmental Planning and Assessment Regulation 2021</i> and outlined in the table below.</p> <table border="1"> <thead> <tr> <th>Cost of development</th><th>Levy Rate</th></tr> </thead> <tbody> <tr> <td>Up to and including \$100,000</td><td>Nil</td></tr> <tr> <td>More than \$100,000 and up to and including \$200,000</td><td>0.5%</td></tr> <tr> <td>More than \$200,000</td><td>1%</td></tr> </tbody> </table> <p>The payment of the fixed development consent levy is to be accompanied by a Cost Summary Report Form setting out an estimate of the cost of development in accordance with the Singleton Council Local Infrastructure Contributions Plan.</p> <p>Where the estimated cost of carrying out the whole of the development is more than \$1,000,000, the Cost Summary Report Form must be completed by a Quantity Surveyor who is a Registered Associate member or above, of the Australian Institute of Quantity Surveyors.</p> <p>This condition cannot be taken to be satisfied until a payment has been made in accordance with the cost of development stated on a cost summary report submitted to Council in accordance with this condition.</p> <p>Payment of the above amount must apply to Development Applications as follows:</p> <ul style="list-style-type: none"> <li>a) Building work only – prior to issue of the Construction Certificate.</li> </ul> <p><b>Condition reason:</b> To ensure contributions are levied in accordance with the approved Local</p> | Cost of development | Levy Rate | Up to and including \$100,000 | Nil | More than \$100,000 and up to and including \$200,000 | 0.5% | More than \$200,000 | 1% |
| Cost of development                                   | Levy Rate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                     |           |                               |     |                                                       |      |                     |    |
| Up to and including \$100,000                         | Nil                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                     |           |                               |     |                                                       |      |                     |    |
| More than \$100,000 and up to and including \$200,000 | 0.5%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |           |                               |     |                                                       |      |                     |    |
| More than \$200,000                                   | 1%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                     |           |                               |     |                                                       |      |                     |    |

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|                                       | Infrastructure Contributions Plan in effect at the time of determination.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Before building work commences</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 14                                    | <p><b>Construction Certificate</b></p> <p>Before the commencement of any Subdivision construction work, a Construction Certificate be obtained from a Principal Certifying Authority.</p> <p>Note: If the Construction Certificate is issued by a Principal Certifier that is not Council it will be necessary to lodge the Construction Certificate and other approved documents with Council for a minimum of two days of such approval.</p> <p><b>Condition reason:</b> To ensure a construction certificate is submitted as required.</p>                                                                                                                                                              |
| 15                                    | <p><b>Critical Stage Inspections</b></p> <p>Critical stage inspections must be called for by the Principal Contractor or Owner Builder as required by the Principal Certifier (PC), and PC Service Agreement, and the Act and Regulations.</p> <p>Work must not proceed beyond each critical stage until the PC is satisfied that work is proceeding in accordance with this consent, the Construction Certificate(s) and the Act. Critical stage inspections, means the inspection prescribed by the Regulations for the purpose of section 107 of the Act or as by the PC and PC Service Agreement.</p> <p><b>Condition reason:</b> To ensure critical stage inspections are undertaken as required.</p> |
| 16                                    | <p><b>National Construction Code</b></p> <p>To ensure that the proposed building, when constructed will comply with the National Construction Code, relevant Australian Standards, the approved plans and specifications and to enable progress inspections as required, the following details will need to be provided to the Principal Certifier at least two (2) working days before the relevant inspection.</p> <p><b>Condition reason:</b> To ensure the development is compliant with the National Construction Code.</p>                                                                                                                                                                           |
| 17                                    | <p><b>Notice of Builders Details</b></p> <p>Before to the commencement of any development or excavation works, the Principal Certifier shall be notified in writing of the name and contractor license number of the owner/builder intending to carry out the approved works.</p> <p><b>Condition reason:</b> To ensure the development is compliant with the National Construction Code.</p>                                                                                                                                                                                                                                                                                                              |
| 18                                    | <p><b>Notice of Commencement</b></p> <p>At least 48 hours prior to the commencement of any development (including demolition, excavation, shoring or underpinning works), a notice of commencement of building or subdivision work form and appointment of the Principal Certifier form shall be submitted to Council.</p> <p><b>Condition reason:</b> To ensure notice of commencement received before work commences.</p>                                                                                                                                                                                                                                                                                |
| 19                                    | <p><b>Principal Certifier Signage and Details</b></p> <p>Prior to the commencement of works, a sign must be erected in a prominent position on the site on which the proposal is being carried out. The sign must state:</p> <ul style="list-style-type: none"> <li>a) Unauthorised entry to the work site is prohibited;</li> <li>b) The name of the principal contractor (or person in charge of the site) and a telephone number on which that person may be contacted at any time for business purposes including outside working hours; and</li> <li>c) The name, address and telephone number of the Principal Certifier for the work.</li> </ul>                                                    |

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|    | <p>Any such sign must be maintained while the work is being carried out, but must be removed when the work has been completed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|    | <p><b>Condition reason:</b> To ensure Principal Certifier contact details are displayed as required.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 20 | <p><b>Sediment and Erosion Control</b></p> <p>The control of erosion and the prevention of silt discharge into drainage systems and waterways will be necessary in accordance with Council's Development Engineering Specifications, Landcom's 'Soil and Construction – Managing Urban Stormwater - Current edition. Sediment and erosion control measures are to be implemented before the commencement of any earthworks and shall be maintained until satisfactory completion and restoration of site earthworks, including revegetation of all exposed areas.</p> <p><b>Condition reason:</b> To ensure sediment and erosion control measures are appropriately put in place.</p> |
| 21 | <p><b>Temporary Closet Requirements</b></p> <p>A temporary closet shall be provided on site from the commencement of building work. No inspections will be made until the closet is installed.</p> <p>A temporary closet shall be:-</p> <ol style="list-style-type: none"> <li>A water closet connected to the sewerage system to Council approval; or</li> <li>A water closet connected to an approved septic tank; or</li> <li>A chemical closet supplied by a contractor approved by Council.</li> </ol> <p><b>Condition reason:</b> to ensure temporary closets are provided as required.</p>                                                                                     |

#### During building work

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| 22 | <p><b>Discovery of relics and Aboriginal objects</b></p> <p>While site work is being carried out, if a person reasonably suspects a relic or Aboriginal object has been discovered:</p> <ol style="list-style-type: none"> <li>the work in the area of the discovery must cease immediately;</li> <li>the following must be notified <ol style="list-style-type: none"> <li>for a relic – the Heritage Council; or</li> <li>for an Aboriginal object – the person who is the authority for the protection of Aboriginal objects and Aboriginal places in New South Wales under the <i>National Parks and Wildlife Act 1974</i>, section 85.</li> </ol> </li> </ol> <p>Site work may recommence at a time confirmed in writing by:</p> <ol style="list-style-type: none"> <li>for a relic – the Heritage Council; or</li> <li>for an Aboriginal object – the person who is the authority for the protection of Aboriginal objects and Aboriginal places in New South Wales under the <i>National Parks and Wildlife Act 1974</i>, section 85.</li> </ol> <p><b>Condition reason:</b> To ensure the protection of objects of potential significance during work.</p> |
| 23 | <p><b>Placement of fill</b></p> <p>Filling must not be placed in such a manner that natural drainage from adjoining land is obstructed or in such a manner that surface water will be diverted.</p> <p>Further, any alterations to the natural surface contours must not impede or divert natural water runoff so as to cause a nuisance to adjoining property owners.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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|    | <b>Condition reason:</b> To ensure fill is appropriately placed during works.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 24 | <b>Site Management</b><br>All possible and practical steps shall be taken to prevent nuisance to the occupants of the surrounding neighbourhood from windblown dust, debris, noise and the like during the demolition, excavation and building works.<br><b>Condition reason:</b> To protect Health and amenity.                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 25 | <b>Waste Management</b><br>Rubbish generated from the development is to be suitably contained on site at all times. No rubbish shall be stockpiled in a manner which facilitates the rubbish to be blown off site.<br><b>Condition reason:</b> Rubbish generated from the development is to be suitably contained on site at all times. No rubbish shall be stockpiled in a manner which facilitates the rubbish to be blown off site.                                                                                                                                                                                                                                                                                                                       |
| 26 | <b>Noise – Construction Sites</b><br>The operating noise level of construction site operations, including machinery, plant and equipment when measured at any affected premises, shall be evaluated and comply with the requirements of the NSW Office of Environment and Heritage publication “Interim Construction Noise Guideline” July 2009.<br><br>Approved Construction Times<br><br>The approved hours for construction of this development are:<br><br>Monday to Friday - 7.00am to 6.00pm.<br>Saturday – 8am to 1pm.<br><br>No construction work shall take place on Sundays or Public Holidays.<br><b>Condition reason:</b> To specify when works are able to be undertaken and to minimise construction noise impacts on surrounding environment. |
| 27 | <b>Retention of Trees and Native Vegetation</b><br>All native vegetation on the site shall be retained and protected unless it:<br><br>a) has been identified for removal on the approved plans or documentation<br><br>All reasonable measures shall be undertaken to protect all other native vegetation on the site and on adjoining lands from damage during construction.<br><b>Condition reason:</b> To ensure native vegetation is retained and protected.                                                                                                                                                                                                                                                                                            |

#### Before issue of an occupation certificate

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| 28 | <b>Repair of infrastructure</b><br>Before the issue of an Occupation Certificate:<br><br>1. any public infrastructure damaged as a result of the carrying out of work approved under this consent (including damage caused by, but not limited to, delivery vehicles, waste collection, contractors, sub-contractors, concreting vehicles) must be fully repaired to the written satisfaction of Council, and at no |
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|    | <p>cost to Council; or</p> <p>2. if the works in (a) are not carried out to Council's satisfaction, Council may carry out the works required and the costs of any such works must be paid as directed by Council and in the first instance will be paid using the security deposit required to be paid under this consent.</p>                                                                                                                                                                                                                                                                                                                                                                      |
|    | <b>Condition reason:</b> To ensure any damage to public infrastructure is rectified.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 29 | <p><b>Driveway Access – Rural Areas</b></p> <p>Before issue of an Occupation Certificate, the driveway access to the property boundary shall include an all-weather suitably drained 2 coat bitumen sealed surface. The driveway access is to be designed and constructed in accordance with Council Development Engineering design and construction specifications.</p> <p>Note: This work within the road reserve will required a section 138 application</p> <p><b>Condition reason:</b> To ensure Driveway Access is appropriately provided.</p>                                                                                                                                                |
| 30 | <p><b>Fire Safety Certificate</b></p> <p>A Final Fire Safety Certificate must be obtained in accordance with Part 11 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, before the issue of an Occupation Certificate for the building.</p> <p>A copy of the Fire Safety Certificate and Fire Safety Schedule must be:</p> <ul style="list-style-type: none"> <li>a) Forwarded to Singleton Council;</li> <li>b) Forwarded to the Commissioner of NSW Fire and Rescue; and</li> <li>c) Prominently displayed in the building</li> </ul> <p><b>Condition reason:</b> To ensure a fire safety certificate is obtained prior to occupation.</p> |
| 31 | <p><b>Issue of Occupation Certificate</b></p> <p>The Principal Certifier shall only issue an Occupation Certificate when the building has been constructed in accordance with the approved plans, specifications and conditions of consent. No occupational use is permitted until the Principal Certifier issues an Occupation Certificate.</p> <p>Note: If an registered certifier approves occupation of a dwelling the certifier is to immediately notify Council in writing.</p> <p><b>Condition reason:</b> To ensure the occupation certificate is only issued in accordance with the approved documentation.</p>                                                                            |
| 32 | <p><b>Occupation Certificate – Principal Certifier</b></p> <p>Every building or part of a building shall not be occupied or used until an Occupation Certificate has been issued by the Principal Certifier.</p> <p>Please be advised that Section 6.10 of the Environmental Planning and Assessment Act, 1979 prevents the Principal Certifier from issuing an Occupation Certificate until all conditions of Development Consent have been completed.</p> <p><b>Condition reason:</b> To ensure the development is not occupied before an occupation certificate is obtained.</p>                                                                                                                 |
| 33 | <b>Stormwater Disposal</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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|    | <p>Stormwater shall be disposed of through a system designed to the satisfaction of the Principal Certifier in accordance with Australian Standard 3500 and be conveyed to:</p> <ul style="list-style-type: none"> <li>a) An existing approved stormwater system</li> <li>b) The street gutter or kerb inlet pit</li> <li>c) An existing easement to which the land has entitlement to use</li> <li>d) An inter allotment drainage system to which the land has entitlement to use</li> </ul> <p>Immediately after completion of any roof, a disposal system shall be installed which disposes of the stormwater without causing any adverse environmental impacts.</p> <p><b>Condition reason:</b> To ensure stormwater from the development is disposed of appropriately.</p> |
| 34 | <p><b>Water and Sewer Certificate of Compliance</b></p> <p>Prior to the issue of an Occupation Certificate, a certificate of compliance with requirements of Section 307, <i>Water Management Act 2000 (NSW)</i> must be obtained from Council's Water and Sewer group.</p> <p>A Section 307 Certificate of Compliance will be issued, upon application to the Water and Sewer Group, after all requirements detailed in the Section 306 Notice of Requirements have been satisfied.</p> <p><b>Condition reason:</b> To ensure the development complies with Water and Sewer Requirements</p>                                                                                                                                                                                   |

#### Occupation and ongoing use

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| 35 | <p><b>Use of CCTV Surveillance</b></p> <p>Use of CCTV within the site shall comply with the Surveillance Devices Act 2007. Clear and visible signage must be displayed at all site entrances and areas under surveillance, notifying individuals that CCTV is in operation.</p> <p><b>Condition reason:</b> To ensure use of CCTV within the site shall comply with the <i>Surveillance Devices Act 2007</i></p> |
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Upon being put to the meeting, the motion was declared carried.

For the Motion were Crs S Moore, Mayor, G Adamthwaite, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, P Watson and S Yeomans Total (8).

Against the Motion was Nil Total (0).

**CARRIED**

*General Manager's Report (Items Requiring Decision)***GM66/25 Request for Leave of Absence - Cr Daniel Thompson -  
20 October 2025 to 31 October 2025****FILE:21/00157**

The purpose of this report was to advise that Councillor Daniel Thompson has requested a leave of absence for the period 20 October 2025 to 31 October 2025. The reason is for travel.

- 133/25 **MOVED** Cr Adamthwaite **SECONDED** Cr McGowan that Council grant the leave of absence to Councillor Daniel Thompson for the period 20 October 2025 to 31 October 2025.

**CARRIED****GM63/25 Request for Leave of Absence - Cr Hollee Jenkins - 10  
November 2025 to 7 December 2025****FILE:21/00157**

The purpose of this report was to advise that Councillor Hollee Jenkins has requested a leave of absence for the period 10 November 2025 to 7 December 2025. The reason is for travel.

- 134/25 **MOVED** Cr Adamthwaite **SECONDED** Cr Watson that Council grant the leave of absence to Councillor Hollee Jenkins for the period 10 November 2025 to 7 December 2025.

**CARRIED****GM70/25 Request for Leave of Absence - Cr Sue George - 11  
November 2025 to 17 November 2025****FILE:25/00033**

The purpose of this report was to advise that Councillor Sue George has requested a leave of absence for the period 11 November 2025 to 17 November 2025 for medical reasons.

- 135/25 **MOVED** Cr Thompson **SECONDED** Cr McLachlan that Council grant leave of absence to Councillor Sue George for the period 11 November 2025 to 17 November 2025 for medical reasons.

**CARRIED****GM61/25 Request for Leave of Absence - Cr Mel McLachlan - 17  
November 2025 to 1 December 2025****FILE:21/00157**

The purpose of this report was to advise that Councillor Mel McLachlan has requested a leave of absence for the period 17 November 2025 to 1 December 2025. The reason is for travel.

- 136/25 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr Adamthwaite that Council approve leave of absence from Councillor Mel McLachlan for the period of 17 November 2025 to 1 December 2025

**CARRIED**

**GM60/25 Minutes - United Wambo VPA Community Committee -  
21/08/2025****FILE:25/00128/003-02**

The United Wambo Voluntary Planning Agreement (UW VPA) Community Committee held its ordinary meeting on 21 August 2025. The minutes of the meeting were provided for Council's consideration.

137/25 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr Thompson that Council:

1. Notes the minutes of the UW VPA Community Committee meeting held on the 21 August 2025.
2. Endorse the recommendation from the UW VPA Community Committee to investigate the amount of interest that has not been paid from the period of the inception of the United Wambo Voluntary Planning Agreement until July 2023.

**CARRIED****GM62/25 Minutes - Mount Thorley Warkworth Voluntary  
Planning Agreement Community Committee -  
11/09/2025****FILE:25/00027/006-02**

The Mount Thorley Warkworth Voluntary Planning Agreement (MTW VPA) Community Committee held its ordinary meeting on 11 September 2025. The minutes of the meeting were provided for Council's consideration, along with a recommendation to endorse the funding of one project and the refusal of one project.

138/25 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr McGowan that Council:

1. Notes the minutes of the Mount Thorley Warkworth Voluntary Planning Agreement Community Committee meeting held on the 11 September 2025.
2. Approve a total of \$176,004.76 for the Bulga Tennis Court Refurbishment Project, these funds will be from the MTW VPA Reserve in the existing allocated 2025/2026 budget.
3. Approve the refusal of the Enhanced Community Yoga & Connection Program.

**CARRIED**

**GM64/25 Code of Meeting Practice Policy****FILE:POL/1014**

The purpose of this report was for Council to consider adopting the POL/1014.11 - Code of Meeting Practice (COMP) Policy for public exhibition, allowing the community to provide feedback.

139/25 **MOVED** Cr Watson **SECONDED** Cr George, Deputy Mayor that:

1. Council place the draft POL/1014.11 - Code of Meeting Practice on public exhibition for a period of at least 28 days with submissions accepted for a minimum of 42 days, allowing the community to provide feedback before final adoption subject to consideration of submissions received.
2. Council adopts the draft POL/1014.11 - Code of Meeting Practice following the public exhibition period, if there are no submissions received and POL/1014.10 – Code of Meeting Practice be rescinded.
3. Should any submissions be received and/or amendments be required to the draft Policy, Council receives a further report, providing details of any submissions received and any proposed amendments to the Policy prior to adopting draft POL/1014.11 - Code of Meeting Practice.

**CARRIED****GM65/25 Public Forum Policy****FILE:25/00006**

The purpose of this report was for Council to consider adopting the draft Public Forum Policy for public exhibition, allowing the community to provide feedback. This Policy supports the Code of Meeting Practice.

140/25 **MOVED** Cr Watson **SECONDED** Cr Thompson that:

1. Council place the draft POL/40018 Public Forum Policy including the removal of any time reference and to begin 30 minutes prior to the agreed Council meeting time, on public exhibition for a period of at least 28 days, provide public notice of Council's intention to adopt the draft document subject to consideration of submissions received;
2. The draft POL/40018 Public Forum Policy be adopted following the public exhibition period, provided no submissions are received.
3. Should any submissions be received and/or any proposed amendments be required to the draft document, a further report be presented to Council prior to adopting draft POL/40018 Public Forum Policy.

**CARRIED**

**GM59/25 General Manager's Performance Appraisal****FILE:25/00308**

The purpose of this report was to advise that the General Manager's Performance Appraisal will be considered in Closed Council on the grounds that the matter will involve the discussion of personnel matters concerning a particular individual.

- 141/25 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr Thompson that the General Manager's Performance Appraisal be considered in Closed Council, with the press and public excluded, as provided for under Section 10A (2) (a) of the *Local Government Act, 1993*, on the grounds that the matter will involve the discussion of personnel matters concerning a particular individual.

**CARRIED**

*Corporate and Commercial Services Report (Items Requiring Decision)*

**DCCS38/25 Potential Sale of Council Land - 16 Phillip Street,  
Dunolly****FILE:25/00540**

The purpose of this report was to advise Council that a report has been prepared for Council's consideration in Closed Council as provided for under Section 10A(2) (d) of the *Local Government Act, 1993*, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.

- 142/25 **MOVED** Cr Adamthwaite **SECONDED** Cr McLachlan that the report on Potential Sale of Council Land – 16 Phillip Street, Dunolly be considered in Closed Council with the press and public excluded in accordance with Section 10A(2)(d) of the *Local Government Act, 1993* on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.

**CARRIED**

**DCCS41/25 2024/2025 Audited Annual Financial Statements FILE:24/00272**

The purpose of this report was to present Council's audited 2024/2025 Annual Financial Statements for adoption.

143/25 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr Adamthwaite that Council:

1. Note the Auditor's Confidential Engagement Closing Report has been received by Council's Audit Risk and Improvement Committee.
2. Adopt the 2024/25 Annual Financial Statements for the financial year ended 30 June 2025 (at Attachment 1).
3. Approve the Mayor and Deputy Mayor to sign the Statement by Councillors and Management.
4. Approve the lodgement of the audited Annual Financial Statements with the Office of Local Government.

**CARRIED**

**DCCS39/25 Land Acquisition of Council Owned Land****FILE:25/00548**

The purpose of this report was to advise Council that a report has been prepared for Council's consideration in Closed Council as provided for under Section 10A(2) (d) of the *Local Government Act, 1993*, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.

144/25 **MOVED** Cr Adamthwaite **SECONDED** Cr Thompson that the report on Land Acquisition of Council Owned Land be considered in Closed Council with the press and public excluded in accordance with Section 10A(2) (d) of the *Local Government Act, 1993*, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.

**CARRIED**

**DCCS37/25 Fee Waiver Request - Singleton High School - HSC Exams****FILE:20/00196/009**

The purpose of this report was to seek Council's consideration of a request from Singleton High School to waive \$2068.50 of fees associated with the hiring of the Civic Centre for HSC exams which are scheduled to be held from Thursday 16 October to Wednesday 22 October 2025.

- 145/25 **MOVED** Cr Moore, Mayor **SECONDED** Cr George, Deputy Mayor that Council does not support the request from Singleton High School to waive the \$2068.50 hire fees for the Civic Centre, in accordance with Council's adopted Fees and Charges Policy.

**Upon being put to the meeting, the motion was declared carried.**

**For the Motion were Crs S Moore, Mayor, G Adamthwaite, S George, Deputy Mayor, M McLachlan, A McGowan and S Yeomans Total (6).**

**Against the Motion were Crs P Thompson and P Watson Total (2).**

**CARRIED****DCCS40/25 Fee Waiver - Lease to Scouts Apex Park Scout Hall FILE:25/00495**

The purpose of this report was to seek Council's consideration of a request from the Singleton Scout Group, to waive the minimum rent fee noted within the Lease/Licence of Council Land & Buildings to Community Groups Policy for the purposes of a new lease.

- 146/25 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr McGowan that Council does not support the request for a fee waiver of the minimal rent noted under the Lease/Licence of Council Land & Buildings to Community Groups Policy.

**Upon being put to the meeting, the motion was declared carried.**

**For the Motion were Crs S Moore, Mayor, GA Adamthwaite, S George, Deputy Mayor, M McLachlan, A McGowan and S Yeomans Total (6).**

**Against the Motion were Crs P Thompson and P Watson Total (2).**

**CARRIED**

*Infrastructure & Planning Report (Items Requiring Decision)***DI&P61/25 Minutes - Sustainability Advisory Committee -  
11/09/2025****FILE:25/00542/001**

The Sustainability Advisory committee held its ordinary meeting on 11 September 2025. The minutes of the meeting were provided for Council's consideration.

147/25 **MOVED** Cr Adamthwaite **SECONDED** Cr McGowan that Council:

1. Notes the minutes of the Sustainability Advisory Committee meeting held on 11 September 2025.
2. Adopts the following recommendations of the Sustainability Advisory Committee:

**5.1 Singleton Sustainability Advisory Committee – Membership**

1. Consider a resolution of Council from its ordinary meeting on 17 June 2025 to consider a report to expand membership, if required and noting that there is existing membership duplication, to include community representation with an interest in weed management.
2. Amend the current Terms of Reference for the Sustainability Advisory Committee to include *2 x members of the community with a demonstrated interest in sustainability and/or weed management and experience in community engagement.*
3. Support the Chair of the Sustainability Advisory Committee writing to the immediate past members of the Weeds Advisory Committee to advise of the change in the Terms of Reference, noting current membership of the Sustainability Advisory Committee includes representatives from the former Weeds Advisory Committee.

**5.2 List of Operational Plan Strategies for Review in 2025/2026**

That the Singleton Sustainability Advisory Committee seek presentations from council staff preparing strategies for review during the 2025/2026 Operational Plan on the following items:

- Electric Vehicle Charging Infrastructure Strategy
- Liveability Assessment Review
- Singleton Development Control Plan 2014
- Aboriginal Heritage Guidelines
- Report on constraints, opportunities and impacts associated with establishing renewable energy production facilities within the LGA (subject to funding)
- Post Mining Land Use Framework
- Singleton Sustainability Strategy

**CARRIED**

**DI&P62/25 Hunter Transmission Project - Submission on the  
Environmental Impact Statement****FILE:150.2025.27/01**

The purpose of this report was to provide Councillors with a copy of the preliminary advice prepared by staff on the Hunter Transmission Project Environmental Impact Statement and seek endorsement of that advice.

148/25 **MOVED** Cr Moore, Mayor **SECONDED** Cr Adamthwaite that Council

1. Endorse the preliminary advice prepared by staff on the Environmental Impact Statement for the Hunter Transmission Project; and
2. Strengthening the provisions related to the community impacts.

**CARRIED****DI&P59/25 Council Determination - 8.2024.268.1 - Farm Building  
and Ancillary Structures - Lot 1 DP 748856 - 119A  
Minimbah Drive, Whittingham****FILE:8.2024.268/06**

This item was considered earlier in the meeting.

**DI&P63/25 Council Determination - Modification to Development  
Application - 8.2021.293.3****FILE:8.2021.293/10**

Council is in receipt of a modification application for 8.2021.293.1. This application was originally reported to Council for determination, as the staff recommendation was to refuse the development. At its meeting of 15 March 2022, Council resolved to approve the application for demolition and the construction of a dual occupancy.

149/25 **MOVED** Cr P Watson **SECONDED** Cr M McLachlan that Council approve the proposed modification application 8.2013.127.3 subject to conditions set out below:

**General Conditions**

|   |                                             |
|---|---------------------------------------------|
| 1 | Approved plans and supporting documentation |
|---|---------------------------------------------|

The development consent incorporates this schedule of conditions and the plans referenced and stamped as follows:

| Plans prepared by: Stibbard Homes; Project Number: Unreferenced |                |              |            |
|-----------------------------------------------------------------|----------------|--------------|------------|
| Name of Plan                                                    | Drawing Number | Issue        | Date       |
| Site Plan & Detail                                              | 1/9            | 202101_DA_R1 | 30/8/2021  |
| Ground Level Layout Plan                                        | 2/9            | 202101_DA_R1 | 30/8/2021  |
| Elevations                                                      | 3/9            |              | 30/8/2021  |
| Lower Level Floor Plan                                          | 4/9            | 202101_DA_R1 | 30/8/2021  |
| Upper Level Floor Plan                                          | 5/9            | 202101_DA_R1 | 30/8/2021  |
| Elevations                                                      | 6/9            |              | 30/8/2021  |
| Section                                                         | 7/9            | 202101_DA_R1 | 30/8/2021  |
| Site Analysis/Sediment Control Plan                             | 8/9            | 202101_DA_R1 | 30/8/2021  |
| Garage Plan and Elevations                                      | 9/9            | 202101_DA_R1 | 30/8/2021  |
| Plans prepared by: Bosque; Project Number: Unreferenced         |                |              |            |
| House and Entrance Plan                                         | 3 of 5         | L-DA_03      | 14/12/2021 |
| Landscape Sections                                              | 4 of 5         | L-DA_04      | 14/12/2021 |
| Perimeter Planting Plan                                         | 5 of 5         | L-DA_05      | 14/12/2021 |

Details of the development shown in the approved plans and documents referenced are altered in the manner indicated by:

- i) Any amendments made by Council on the approved plans or documents;
- ii) Any notes, markings, or stamps on approved plans or documents, and
- iii) Any conditions contained in this consent.

**Condition reason:** To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.

## 2 Construction Certificate, Principal Certifier & Notice of Commencement

In accordance with the provisions of Section 6.6 of the *Environmental Planning and Assessment Act 1979* construction works approved by this consent must not commence until:

- a) A Construction Certificate has been issued by the consent authority, Council or an accredited certifier; and
- b) A Principal Certifier has been appointed by the person having benefit of the development consent in accordance with Section 109E of the *EP&A Act 1979*; and
- c) If Council is not the Principal Certifier, notify Council no later than two (2) days before building work commences as to who is the appointed Principal Certifier; and
- d) At least two (2) days before commencement of building work, the person having benefit of the development consent is to notify Council as to the intention to commence building work.

**Condition reason:** To ensure a Construction Certificate is approved before building work commences.

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| 3 | <b>Plumbing and Drainage Works</b><br>All plumbing and drainage works shall be carried out by a licensed plumber in accordance with the provisions of the <i>Plumbing and Drainage Act &amp; Regulation 2011</i> , National Plumbing and Drainage Code AS/NZ 3500, and with the approval of Singleton Council being the Plumbing Regulator under delegation by NSW Fair Trading.<br><b>Condition reason:</b> To ensure plumbing and drainage is carried out appropriately. |
| 4 | <b>Section 138 Approval</b><br>Any work within a public road must be inspected and approved by Council under the <i>Roads Act 1993</i> as the Roads Authority. The applicant is to submit an application in order to obtain a permit with conditions prior to starting any works on the Council Road Reserve.<br><b>Condition reason:</b> To ensure the work complies with the Road Act 1993.                                                                              |
| 5 | <b>Water and Sewer</b><br>Where a new water or sewer connection or modification to an existing connection is required, an application shall be made to Singleton Council's Water and Sewer Department for the provision of services.<br><b>Condition reason:</b> To ensure water and sewer connection is provided.                                                                                                                                                         |

### Building Work

#### Before issue of a construction certificate

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| 6 | <b>Water and Sewer Services - Compliance Requirements</b><br><b>Make Application</b><br>Before the issue of a construction certificate application is to be made to Council's Water and Sewer Group for requirements for compliance with Section 307, <i>Water Management Act 2000 (NSW)</i> .<br><br>In response to this application, Council's Water and Sewer Group will issue a Notice of Requirements under Section 306 of the Water Management Act 2000 (NSW), which will detail conditions, which must be satisfied.<br><br><b>Comply with Pre-Construction Requirements</b><br>Provide evidence of compliance with pre-construction requirements of the s306 Notice of Requirements. The Notice of Requirements will include conditions which must be satisfied prior to release of a Construction Certificate including any requirements for completion of water and sewer servicing strategies and associated detailed designs.<br><b>Condition reason:</b> To ensure the development complies with Singleton Council Water and Sewer Requirements. |
| 7 | <b>Engineer Assessment</b><br>The applicant shall submit a report from a suitably qualified and experienced engineer in respect of the proposed development, such report to verify that:<br>a) any damage to the proposed development sustained in a flood will not generate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|    | <p>debris capable of causing damage to downstream buildings or property</p> <p>b) the building structure will be able to withstand the force of flood waters (including buoyancy forces) and the impact of debris</p> <p>c) finishes, plant fittings and equipment subject to inundation will be of materials and functional capability resistant to the effects of flood waters.</p> <p>Details submitted in association with the CC application are to demonstrate compliance with this requirement. The report is to be approved by the Certifier as satisfying this requirement prior to the issue of a CC.</p>                                                                                                                                                                                                                                                            |
| 8  | <p><b>BASIX Commitments</b></p> <p>BASIX Certificate No 1213696S must be submitted to the Principal Certifier with the application for a construction certificate.</p> <p>Where a change or changes are proposed in the BASIX commitments, the applicant must submit a new BASIX certificate to the Council and the Principal Certifier (if not the Council). If any proposed change in the BASIX commitments is inconsistent with the development consent, the applicant will be required to submit a modification to the development consent to Council under Section 4.55 of the Act.</p> <p>All commitments in the BASIX certificate must be shown on the plans accompanying the Construction Certificate prior to the issue of any Construction Certificate</p> <p><b>Condition reason:</b> To ensure the development complies with the applicable BASIX certificate.</p> |
| 9  | <p><b>Drainage Design</b></p> <p>Before the issue of a construction certificate the applicant shall submit details of stormwater disposal with supporting calculations for the development to the Principal Certifier for approval.</p> <p><b>Condition reason:</b> To ensure stormwater is disposed of appropriately.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 10 | <p><b>Sediment and Erosion Control Plan</b></p> <p>Before the issue of a Construction Certificate, a sediment and erosion control plan is to be submitted and approved by the nominated Principal Certifier. The sediment and erosions control plan shall be prepared in accordance with Council's Development Engineering Specifications and Landcom's 'Soil and Construction – Managing Urban Stormwater - Current edition.</p> <p><b>Condition reason:</b> To ensure appropriate sediment and erosion control measures are in place.</p>                                                                                                                                                                                                                                                                                                                                    |
| 11 | <p><b>Swimming Pools and Spas</b></p> <p>Prior to the issue of a Construction Certificate, the Principal Certifier shall be satisfied that the plans adequately reflect compliance with the Swimming Pools Act 1992, Swimming Pools Regulation 2018, Australian Standard 1926 Parts 1, 2 and 3 and Parts 3.9.3 and 3.9.4 of the Building Code of Australia.</p> <p><b>Condition reason:</b> To ensure the swimming pool complies with relevant construction requirements.</p>                                                                                                                                                                                                                                                                                                                                                                                                  |

**Before building work commences**

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| 12 | <b>Notice of Commencement</b><br><p>At least 48 hours prior to the commencement of any development (including demolition, excavation, shoring or underpinning works), a notice of commencement of building or subdivision work form and appointment of the Principal Certifier form shall be submitted to Council.</p> <p><b>Condition reason:</b> To ensure notice of commencement received before work commences.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 13 | <b>Removal of On-Site Sewage Management System</b><br><p>Application shall be made to Council under Section 68 of the <i>Local Government Act 1993</i> to remove/modify/construct an Onsite System of Sewage Management. The application shall be accompanied by the required documentation, as specified under Clause 26 of the <i>Local Government (General) Regulation 2005</i>. The Section 68 application shall be considered and approved by Council prior to the and removal, modification or construction of the On-Site Sewage Management System.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 14 | <b>Asbestos</b><br><p>If asbestos is encountered during construction or demolition work, even if the works are partial demolition (eg one wall), measures must be in place in accordance with WorkCover NSW guidelines, AS 2601:: Demolition of structures and the Work Health &amp; Safety Regulations 2017 NSW. Work shall not commence or continue until all the necessary safeguards required by WorkCover NSW are fully in place.</p> <p>Only contractors who are appropriately licensed for asbestos disposal by WorkCover NSW may carry out the removal and disposal of asbestos from demolition and construction sites.</p> <p>Prior to commencing demolition of buildings containing asbestos, a commercially manufactured sign containing the words "DANGER ASBESTOS REMOVAL IN PROGRESS" measuring 400mm x 300mm shall be erected in a prominent visible position on the site in accordance with AS1319 "Safety Signs for the Occupational Environment.</p> <p>The person entitled to act on this consent shall notify adjoining residents in writing five working days prior to the demolition.</p> <p>Asbestos waste must only be disposed of at a landfill site authorised to receive such waste and copies of receipts received from such disposal kept and made available for inspection by Council during normal working hours and upon the giving of reasonable notice.</p> <p><b>Condition reason:</b> Managing asbestos removal appropriately.</p> |
| 15 | <b>Demolition and Building Waste</b><br><p>Prior to any demolition or construction work commencing, containment of building waste</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | <p>materials shall be provided within the boundaries of the building site, above natural or excavated ground level, by a screened area of silt stop fabric or shade cloth, having minimum dimensions of 2.4 x 2.4 x 1.2 metres high OR equivalent size waste disposal bin.</p> <p>The enclosure or bin shall be maintained for the term of the construction to the completion of the development. The enclosure or bin shall be regularly cleaned to ensure proper containment of the building wastes generated on the site. Appropriate provision is to be made to prevent wind-blown rubbish escaping from the containment.</p>                                                     |
| 16 | <p><b>Hoarding and Construction Site Safety Fencing</b></p> <p>Construction site safety fencing and/or hoarding shall be provided in accordance with WorkCover requirements. Such fencing and/or hoarding shall be erected wholly within the property boundary unless prior approval from Council is obtained.</p> <p>Council approval is required to install hoarding, site fencing or overhead protective structures over or adjoining a public place i.e. a footpath or a Public Reserve. No work shall commence until written approval is obtained.</p> <p><b>Condition reason:</b> To ensure the construction site is fenced appropriately</p>                                   |
| 17 | <p><b>Sediment and Erosion Control</b></p> <p>The control of erosion and the prevention of silt discharge into drainage systems and waterways will be necessary in accordance with Council's Development Engineering Specifications, Landcom's 'Soil and Construction – Managing Urban Stormwater - Current edition. Sediment and erosion control measures are to be implemented before the commencement of any earthworks and shall be maintained until satisfactory completion and restoration of site earthworks, including revegetation of all exposed areas.</p> <p><b>Condition reason:</b> To ensure sediment and erosion control measures are appropriately put in place.</p> |
| 18 | <p><b>Service Relocations</b></p> <p>The registered proprietor of the land shall be responsible for all costs incurred in the necessary relocation of any services affected by the required construction works. Council and other service authorities should be contacted for specific requirements prior to commencement of any works.</p> <p><b>Condition reason:</b> To ensure costs of service relocation are paid by the consent holder as appropriate</p>                                                                                                                                                                                                                       |
| 19 | <p><b>Temporary Closet Requirements</b></p> <p>A temporary closet shall be provided on site from the commencement of building work. No inspections will be made until the closet is installed.</p> <p>A temporary closet shall be:-</p> <ul style="list-style-type: none"> <li>a) A water closet connected to the sewerage system to Council approval; or</li> <li>b) A water closet connected to an approved septic tank; or</li> </ul>                                                                                                                                                                                                                                              |

|  |                                                                                |
|--|--------------------------------------------------------------------------------|
|  | c) A chemical closet supplied by a contractor approved by Council.             |
|  | <b>Condition reason:</b> to ensure temporary closets are provided as required. |

### During building work

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| 20 | <b>Demolition</b><br>All demolition works are to be carried out in accordance with AS 2601 “Demolition of structures”, with all waste being removed from the site. Hazardous waste such as asbestos cement sheeting etc, should be handled, conveyed and disposed of in accordance with guidelines and requirements from NSW Workcover Authority. Disposal of asbestos material at Council’s Waste Depot requires prior arrangement for immediate landfilling.<br><b>Condition reason:</b> to ensure demolition work is completed in accordance with the Australian Standard. |
| 21 | <b>Standards for demolition work</b><br>All demolition works are to be undertaken in accordance with the provision of Australian Standard AS 2601-2001 “The Demolition of Structures”. Prior to demolition, all services are to be disconnected and capped off.                                                                                                                                                                                                                                                                                                               |
| 22 | <b>Non-Indigenous Relics</b><br>Should any relics be discovered then all excavations or disturbance to the area shall cease immediately and the Heritage Council of NSW shall be notified in accordance with Section 146 of the <i>Heritage Act 1977</i> .<br>All necessary approvals shall be obtained from the Heritage Council of NSW and copies provided to Council prior to works recommencing.                                                                                                                                                                          |
| 23 | <b>Aboriginal Relics</b><br>Should any Aboriginal relics be discovered then all excavations or disturbance to the area shall cease immediately and the NSW Office of Environment and Heritage, shall be informed in accordance with Section 89A of the <i>National Parks and Wildlife Act 1974</i> .<br>All necessary approvals from the NSW Office of Environment and Heritage shall be obtained and a copy provided to Council prior to works recommencing.<br><b>Condition reason:</b>                                                                                     |
| 24 | <b>Dust Suppression</b><br>During the extraction, removal, and transportation of material associated with the works, the person having the benefit of the consent shall ensure that airborne dust is contained within the work site or transport vehicles, and does not impact on the amenity of the surrounding environment.<br><br>Effective environmental controls and practices shall be implemented and maintained to the satisfaction of Council and/or the Principal Certifier.                                                                                        |
| 25 | <b>Noise – Demolition and Construction Sites</b><br>The operating noise level of construction site operations, including machinery, plant and equipment when measured at any affected premises, shall be evaluated and comply with the requirements of the NSW Office of Environment and Heritage                                                                                                                                                                                                                                                                             |

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|    | <p>publication "Interim Construction Noise Guideline" July 2009.</p> <p>Approved Demolition Times<br/>The approved hours for this development are:<br/>Monday to Friday - 7.00am to 6.00pm.<br/>Saturday – 8am to 1pm.<br/>No construction work shall take place on Sundays or Public Holidays.</p> <p><b>Condition reason:</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 26 | <p><b>BASIX Certificate</b></p> <p>The development shall be constructed in accordance with a current BASIX certificate. Should there be any changes to the specifications of the development (e.g. colour, insulation, etc), except where restricted or excluded by any condition of consent an amended/new BASIX Certificate shall be obtained and may be relied upon as having complied with this condition.</p> <p>A copy of any amended/new BASIX Certificate shall be submitted by the Principal Certifier to Council within fourteen days of the receipt of the BASIX Certificate. Prior to the issue of an Interim or Final Occupation Certificate, whichever occurs first, certification of compliance with the BASIX Certificate shall be provided to the Principal Certifier.</p> <p><b>Condition reason:</b></p> |
| 27 | <p><b>Waste Management</b></p> <p>Rubbish generated from the development is to be suitably contained on site at all times. No rubbish shall be stockpiled in a manner which facilitates the rubbish to be blown off site.</p> <p><b>Condition reason:</b> Rubbish generated from the development is to be suitably contained on site at all times. No rubbish shall be stockpiled in a manner which facilitates the rubbish to be blown off site.</p>                                                                                                                                                                                                                                                                                                                                                                       |
| 28 | <p><b>Waste Disposal</b></p> <p>All waste materials generated by the demolition works shall be classified in accordance with NSW Environment Protection Authority Waste Classification Guidelines and disposed of to a waste management facility licensed to accept each form of classified waste.</p> <p>Under no circumstances shall demolition waste be disposed of on-site, including by means of burning, depositing, burial, spreading or otherwise.</p> <p>Receipts attesting to the lawful disposal of waste materials shall be retained by the person having benefit of the consent and a copy submitted to Council within seven (7) days following removal off-site.</p>                                                                                                                                          |
| 29 | <p><b>Damage Caused During Demolition</b></p> <p>The applicant will be responsible for the repair of any damage to a public road or associated structures, including utility services, caused as a consequence of the development works.</p> <p>Any remediation work is to be completed to Council's satisfaction.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 30 | <p><b>Retention of Trees and Native Vegetation</b></p> <p>All native vegetation on the site shall be retained and protected other than</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|    | outlined in the approved plans and conditions. All reasonable measures shall be undertaken to protect all other native vegetation on the site and on adjoining lands from damage during demolition.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 31 | <b>Building Materials On-Site</b><br>All building materials, plant and equipment are to be placed on the building site. Building materials, plant and equipment (including water closets), are not to be placed on footpaths, roadways, public reserves, etc.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 32 | <b>Earthworks</b><br>All earthworks carried out as part of the development are to be constructed in accordance with Australian Standard 3798-2007, 'Guidelines on Earthworks for Commercial and Residential Developments'.<br>Any alterations to existing surface levels on the site shall be undertaken in such a manner as to ensure that no additional surface water is drained onto or impounded on adjoining properties.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 33 | <b>Inspection Requirements for Sanitary Drainage</b><br>The applicant shall ensure that Council, being the Plumbing Regulator under delegation by NSW Fair Trading, has been requested to and carried out inspection of the works at the following stages of construction:<br>a) Internal drainage lines before the floor is laid, or concrete placed.<br>b) Stackwork before being covered.<br>c) External drainage lines before backfilling of the trenches.<br>d) Final - on completion of all sanitary plumbing to drainage work.<br>Requests for inspections may be made either by telephone (02) 65 787 290 or in person at one of Council's Customer Service Counters.<br>Inspection requests are subject to the following:-<br>a) Applicants are required to nominate the relevant Notice of Work and address prior to the inspection request being granted.<br>b) Clerical staff only will receive all requests for inspections.<br>c) Where work is not prepared, ready for inspection, applicants will be required to rebook inspections through a Customer Service Centre for the next available day and a re-inspection fee may be charged.<br>d) Inspections must be received before 3.30 pm on the working day prior to when the inspection is required.<br>e) Inspections will be carried out in accordance with inspection details indicated on Council's website – search Building/Plumbing Inspections.<br><b>Condition reason:</b> |
| 34 | <b>Compliance Information</b><br>At the completion of works, the applicant must provide the following information to Council for review:<br>• Confirmation that all non-recyclable waste was disposed at a licenced land fill<br>• Where asbestos was identified, a clearance certificate from a qualified professional<br>must be provided stating that all asbestos was removed from site.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

**Before issue of an occupation certificate**

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| 35 | <b>Occupation Certificate</b><br>Every building or part of a building shall not be occupied or used until an Occupation Certificate has been issued by the Principal Certifier.<br>Please be advised that Section 6.10 of the <i>Environmental Planning and Assessment Act, 1979</i> prevents the Principal Certifier from issuing an Occupation Certificate until all conditions of Development Consent have been completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 36 | <b>Damage Caused During Construction</b><br>Prior to issue of an occupation certificate, the applicant will repair any damage to a public road or associated structures such as kerb and gutter, drains, footpath and utility services caused as a consequence of the development works. Any remediation work is to be completed to Council's satisfaction.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 37 | <b>Compliance with BASIX Certificate</b><br>Prior to the issue of an Occupation Certificate, the Principal Certifier shall be satisfied that all commitments listed in the current BASIX Certificate have been complied with.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 38 | <b>Evacuation Management Plan</b><br>Prior to the issue of an Occupation Certificate, the applicant shall prepare an Evacuation Management Plan (EMP) that accords with the Land and Environment Court planning principle for management plans.<br><br>The EMP shall be submitted to, and approved by, Council. The EMP must address all necessary requirements for the safety and preservation of life, livestock, and property, including the applicant's proposal for evacuation from the site, its route, and alternatives if sheltering on-site becomes necessary.<br><br>To ensure enforceability in perpetuity, the evacuation plan requirements shall be incorporated into a registered Section 88B restriction on the title of Lot 1 DP 1248719, burdening the land in favour of Singleton Council.<br><br>Evidence of the draft Section 88B Instrument, to Council's satisfaction, shall be provided prior to finalisation of the modification. Registration of the Section 88B restriction shall occur prior to the issue of an Occupation Certificate.<br><b>Condition reason:</b> |
| 39 | <b>Driveway Access – Rural Areas</b><br>Before issue of an Occupation Certificate, the driveway access to the property boundary shall include an all-weather suitably drained 2 coat bitumen sealed surface. The driveway access is to be designed and constructed in accordance with Council Development Engineering design and construction specifications.<br><br>Note: This work within the road reserve will required a section 138 application.<br><b>Condition reason:</b> To ensure Driveway Access is appropriately provided.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 40 | <b>Stormwater Disposal</b><br>Stormwater shall be disposed of through a system designed to the satisfaction of the Principal Certifier in accordance with Australian Standard 3500 and be                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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|    | <p>conveyed to:</p> <ul style="list-style-type: none"> <li>a) an existing approved stormwater system;</li> <li>b) the street gutter or kerb inlet pit;</li> <li>c) an existing easement to which the land has an entitlement to use; or</li> <li>d) an inter-allotment drainage system to which the land has an entitlement to use.</li> </ul> <p>Immediately after completion of any roof, a disposal system shall be installed which disposes of the stormwater without causing any adverse environmental impacts.</p> <p><b>Condition reason:</b> To ensure stormwater from the development is disposed of appropriately.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 41 | <p><b>Water and Sewer Headwork Charges</b></p> <p>Prior to the release of an Occupation Certificate, the applicable water and sewer headworks charges must be paid. Water Directorate Guidelines are used to calculate the charges which reflect the additional water and sewer loadings generated by the development.</p> <p>The value of head works charges will be included in Water and Sewer Group's Notice of Requirements in response to the developer's application for a certificate of compliance as under Section 307, <i>Water Management Act 2000 (NSW)</i>.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 42 | <p><b>Water and Sewer Certificate of Compliance</b></p> <p>Prior to the issue of an Occupation Certificate, a certificate of compliance with requirements of Section 307, <i>Water Management Act 2000 (NSW)</i> must be obtained from Council's Water and Sewer group.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 43 | <p><b>Stormwater and Flood Management</b></p> <p>Prior to issue of any Occupation Certificate for the building(s) the stormwater drainage from the building is to be installed and must provide for an onsite stormwater detention, retention and recycling system. The minimum standard for compliance with Council's Policy is as follows:</p> <ul style="list-style-type: none"> <li>• Single dwellings and outbuildings/Duplex developments with a hardstand area (roof plus impervious surfaces) of greater than 500sqm must provide a stormwater retention and detention system that ensures that the total of the sites stormwater runoff after development does not exceed the calculated runoff for the site prior to the development for all storm durations for the 5 year, 20 year and the 100 year ARI (Australian Recurrence Level) storm event.</li> <li>• All electrical fittings and electrical outlets installed in the proposed dwelling is to be certified by a registered surveyor as being not less than 500mm above the 100-year Average Recurrence Interval flood level. The certification shall be submitted to the Principal Certifier prior to issue of an Occupation Certificate.</li> </ul> |

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|    | <ul style="list-style-type: none"> <li>A Section 307 Certificate will be issued, upon application to the Water and Sewer Group, after all requirements detailed in the Section 306 Notice of Requirements have been satisfied.</li> </ul>                                                                                                                                                                                  |
| 44 | <b>Swimming pools and Spas</b><br>Prior to the issue of an Occupation Certificate, the Principal Certifier shall be satisfied that the development as constructed achieves compliance with the Swimming Pools Act 1992, Swimming Pools Regulation 2018, Australian Standard 1926 Parts 1, 2 and 3 and Parts 3.9.3 and 3.9.4 of the Building Code of Australia.                                                             |
| 45 | <b>Wastewater from pool - Unsewered Areas</b><br>The swimming pool wastewater is to be discharged to a 450mm wide x 900mm deep x 4.5metre long tunnel trench. Alternatively, swimming pool wastewater is to be conveyed to a 450mm wide x 900mm deep x 6m long rubble trench. The discharge of pool wastewater is to be clear of on-site sewage management systems and not cause a nuisance to adjoining owners.           |
| 46 | <b>Proximity of Cut and Fill</b><br>The cut and/or fill shall extend for a minimum of one metre clear of the building and the finished ground shall slope away from the building with a minimum fall of 50mm over the first metre.                                                                                                                                                                                         |
| 47 | <b>Rural Addressing</b><br>Prior to the issue of an Occupation Certificate, the person having the benefit of the consent shall obtain and display the correct address of the property. Council's Lands and Asset Management Systems (LAMS) Team should be contacted via phone on 02 6578 7290 or via <a href="mailto:ssc@singleton.nsw.gov.au">ssc@singleton.nsw.gov.au</a> to obtain correct property addressing details. |

### Occupation and ongoing use

No additional conditions have been applied to this stage of development.

### General advisory notes

This consent contains the conditions imposed by the consent authority which are to be complied with when carrying out the approved development. However, this consent is not an exhaustive list of all obligations which may relate to the carrying out of the development under the EP&A Act, EP&A Regulation and other legislation. Some of these additional obligations are set out in the [Conditions of development consent: advisory notes](#). The consent should be read together with the *Conditions of development consent: advisory notes* to ensure the development is carried out lawfully.

The approved development must be carried out in accordance with the conditions of this consent. It is an offence under the EP&A Act to carry out development that is not in accordance with this consent.

Building work or subdivision work must not be carried out until a construction certificate or subdivision works certificate, respectively, has been issued and a principal certifier has been appointed.

A document referred to in this consent is taken to be a reference to the version of that document which applies at the date the consent is issued, unless otherwise stated in the conditions of this consent.

**Upon being put to the meeting, the motion was declared carried.**

**For the Motion were Crs S Moore, Mayor, G Adamthwaite, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, P Watson and S Yeomans Total (8).**

**Against the Motion was Nil Total (0).**

**CARRIED**

*General Manager's Report (Items for Information)*

**GM67/25 Disclosures by Councillors and Designated Persons**

**Returns - 2024/2025**

**FILE:25/00464**

Annual disclosure of interests returns for Councillors and designated persons have been submitted and made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2018* and any guidelines issued by the information Commissioner.

**NOTED**

**GM68/25 Minutes - Australia Day Committee - 10/09/2025**

**FILE:25/00203**

The Australia Day Committee held its ordinary meeting on 10 September 2025. The minutes of the meeting were provided for Council's information.

**NOTED**

**GM69/25 Minutes - Singleton Legacy Fund Governance Panel  
and Quarterly Fund Progress Reports - September  
2025**

**FILE:22/00153/001**

The Singleton Legacy Fund Governance Panel held its meeting on Thursday 18 September 2025. The minutes of the meeting were provided for Council's information.

**NOTED**

*Corporate and Commercial Services Report (Items for Information)*

**DCCS42/25 Minutes - Property Advisory Panel - 27/08/2025**

**FILE:20/00126/002**

The Property Advisory Panel held its ordinary meeting on 27 August 2025. The minutes of the meeting were provided for Council's information.

**NOTED**

**DCCS43/25 Investment Report - September 2025****FILE:25/00405**

A report was provided advising funds invested under section 625 of the *Local Government Act, 1993* as at 30 September 2025.

**NOTED**

150/25 **MOVED** Cr M McLachlan **SECONDED** Cr P Thompson that Council **MOVE** to Closed Council (Confidential Section of Ordinary Meeting – Closed to the Public) at **6.54pm**

**CARRIED****OPEN COUNCIL RESUMED AT 7.21pm.**

Justin Fitzpatrick-Barr, General Manager; Dwight Graham, Director Corporate & Community Services; Melinda Curtis, Executive Director, Katie Hardy, Acting Director Infrastructure & Planning; Mark Wiblen, Manager Corporate & Commercial Services; Ellie Watts, Acting Coordinator Communication and Engagement; and Samantha Calleja, Executive Assistant returned to the meeting

*Closed Council***CC7/25 Potential Sale of Council Land - 16 Phillip Street, Dunnolly****FILE:25/00540**

The Committee RECOMMENDED to Council that:

1. Endorse the proposed sale of Lot 1 DP 531319 known as 16 Phillip Street, Dunnolly.
2. Accept the offer of compensation as outlined in this report.
3. Delegates to the General Manager and Mayor, authority to sign all documents under Council's seal, associated with the sale.

**CC9/25 Land Acquisition of Council Owned Land****FILE:25/00548**

The Committee RECOMMENDED to Council that:

1. Agrees to the Land Acquisition of a portion of Council land being 482sqm of Lot 22 DP 752455, located on Bridgman Road.
2. Accept the compensation as detailed in this report, determined by a land valuation report.
3. Authorise the General Manager and Mayor to execute, under Council Seal, all documents required for the acquisition of land.

**CC8/25 General Manager's Performance Appraisal****FILE:HR/001203**

The Committee RECOMMENDED to Council that:

1. Council receive and note the General Manager Performance Review Panel's Report.
2. Council notes the General Manager achieved a satisfactory level of performance for the review period as determined by the panel with an overall outcome being Performed Successfully.

151/25 **MOVED** Cr Adamthwaite **SECONDED** Cr George, Deputy Mayor that the recommendations of Closed Council be adopted.

**CARRIED**

The meeting closed at 7.24pm and the minutes pages 1 to 34 were confirmed on 18 November 2025 and are a full and accurate record of proceedings of the meeting held on 21 October 2025.

.....  
Mayor/Chairperson

.....  
General Manager

**PUBLIC FORUMLIST  
COUNCIL MEETING – 21 October 2025  
PAGE 1 OF 1**

**Item Details****Page No's**

DI&P59/25 Council Determination - 8.2024.268.1 - Farm Building and Ancillary Structures -  
Lot 1 DP 748856 - 119A Minimbah Drive, Whittingham ..... 264

**Speakers**

| Speakers <b>Against</b> the recommendation |                                              |
|--------------------------------------------|----------------------------------------------|
| David Dwyer                                | Self                                         |
| Shane Davy                                 | Self                                         |
| Hamish Ord                                 | Self (Staff to read statement on his behalf) |
|                                            |                                              |

| Speakers <b>For</b> the recommendation |                                |
|----------------------------------------|--------------------------------|
| Name and address                       | Representing self/organisation |
| Sally Garland                          | Self                           |
|                                        |                                |
|                                        |                                |