

**MINUTES OF MEETING OF SINGLETON COUNCIL HELD IN THE COUNCIL CHAMBERS QUEEN STREET SINGLETON ON TUESDAY 21 APRIL 2026, COMMENCING AT 6:00PM.**

**PRESENT:**

Crs S Moore (Mayor and Chairperson), S George (Deputy Mayor), P Thompson, H Jenkins, A McGowan, M McLachlan, P Watson, S Yeomans and D Thompson.

**APOLOGIES**

Cr G Adamthwaite has submitted an apology due to medical reasons.

36/26 **MOVED** Cr McLachlan **SECONDED** Cr D Thompson that the apology from Cr Adamthwaite for non-attendance at the meeting be accepted.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**IN ATTENDANCE**

Justin Fitzpatrick-Barr, General Manager; Dwight Graham, Director Corporate & Community Services; Melinda Curtis, Executive Director, Mike Duff, Director Infrastructure & Planning; Mark Wiblen, Manager Corporate & Commercial Services; Briony O'Hara, Coordinator Communication and Engagement; Rebecca Bailey, Governance Lead; Erika Wagstaff, Governance Lead; Kellie Jordan, Integrated Planning and Reporting Specialist, Mary-Anne Crawford, Manager Community Growth & Evolution, Emily Riley, Coordinator Strategic Planning, Conor Byrne, Manager Infrastructure Services, Nicole Rindal, Manager Community Experience & Events and Julie Murray, Chief Financial Officer. There were representatives of the media and members of the public present in the gallery.

**CONFIRMATION OF MINUTES**

37/26 **MOVED** Cr McGowan **SECONDED** Cr Watson that the minutes of Meeting of Singleton Council held on Tuesday 17 March 2026, be confirmed.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**MATTERS ARISING FROM MINUTES**

NIL

**DISCLOSURES AND DECLARATIONS OF INTEREST**

Cr Peree Watson declared a non-significant, non-pecuniary interest in GM19/26 Offer to enter a VPA with REW22 due to being a member of the Regional Planning Panel for this Development Application.

Cr Sue George declared a non-significant, non-pecuniary interest in GM19/26 Offer to enter a VPA with REW22 due to being a member of the Regional Planning Panel for this Development Application.

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

A supplementary agenda was circulated which included:

- ED20/26 – Responses to Questions on the Business Paper - 21 April 2026 and Taken on Notice - 17 March 2026

*Mayoral Minutes*

**MM2/26 Mayoral Minute - Over 55 Retirement Opportunities****FILE:26/00006/004**

There is a need to ensure Singleton provides appropriate and diverse housing options for our ageing population, particularly for those over 55 seeking to downsize and maintain independence.

Singleton is experiencing demographic changes, with an increasing number of residents approaching or entering retirement age. It is essential that Council proactively plans for this shift by encouraging the development of suitable over 55 and retirement living options within our local government area. Providing these opportunities not only supports our ageing population but also helps to free up existing housing stock for younger families, contributing to a more balanced and sustainable housing market.

To support this objective, it is important that Council takes an active role in engaging with industry. By initiating discussions with developers who specialise in over 55 and retirement living, Council can better understand market interest, identify potential barriers to development, and explore opportunities to facilitate appropriate projects within Singleton.

Acknowledging that there is an information report in this agenda that details actions taken to date in the implementation of the Singleton Local Housing Strategy, including in relation to over 55s developments, I am now seeking a structured approach to creating the development environment necessary to attract development suitable for over 55s.

38/26 **MOVED** Cr Moore, Mayor **SECONDED** Cr Watson that Council:

1. Note and support the incorporation of a Housing Forum into the 2026/2027 draft Operational Plan

2. Once the Operational Plan is approved by Council, undertake the Housing Forum within the first six months of the 2026/2027 Operational Plan period
3. Ensure that the scope of work for the Housing Forum includes a specific over 55s retirement theme
4. Provide a report back to Council within three (3) months of completion of the Housing Forum that includes actions and associated timeframes in response to the outcomes of the Housing Forum.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**MM3/26 Mayoral Minute - Review of Singleton Local Environmental Plan (SLEP)**

**FILE:26/00006/004**

Singleton is experiencing continued growth and change, bringing both opportunities and challenges for our community. It is important that Council takes a proactive and forward-thinking approach to planning, ensuring that our framework not only responds to current demands but also anticipates future needs and supports sustainable development.

The review of the Singleton Local Environmental Plan (SLEP) presents a timely opportunity to strategically plan for this growth, with a focus on unlocking housing diversity, improving land utilisation, and delivering long-term community benefits. This review should prioritise key areas of strategic importance, including land around the bypass, land adjacent to the hospital, and significant public spaces.

In addition, it is essential that the review explores innovative housing solutions to address affordability and increase housing diversity, including the consideration of tiny homes and manufactured homes as part of a more flexible and inclusive planning framework.

A proactive approach to the LEP review will enable Council to:

- Support a diverse range of housing options that meet the needs of residents at different life stages.
- Encourage efficient and sustainable use of land, particularly in areas with strategic transport links and community infrastructure.
- Maximise the community benefit of public land, including health precincts and central public spaces.
- Promote innovative housing solutions, such as tiny homes and manufactured homes, to increase affordability and choice.

Acknowledging that there is an information report in this agenda that details actions taken to date in the implementation of the Singleton Local Housing Strategy, I am now seeking a higher level of focus on these priorities. By doing so, Council can ensure Singleton remains a vibrant, inclusive, and well-planned community that balances growth with liveability.

39/26 **MOVED** Cr Moore, Mayor **SECONDED** Cr George, Deputy Mayor that Council

1. Commence work to prepare a review of the Singleton Local Environmental Plan (SLEP) focusing on:
  - a) Investigating opportunities for the rezoning of land around the bypass to support appropriate development outcomes;
  - b) Exploring options to optimise the use of land adjacent to the hospital for community, health, and/or compatible residential purposes;
  - c) Incorporating provisions for tiny homes and manufactured homes to unlock increased opportunities for affordable housing and greater housing diversity; and
2. Commence the process to reclassify Victoria Square and Cranston Park from Community Land to Operational Land to support affordable housing outcomes, while maintaining community benefit.
3. Investigate opportunities for Albion Park to support affordable housing outcomes.
4. Within three (3) months, bring a report back to Council detailing the timeframe, community consultation and other actions required to achieve items 1, 2 and 3.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, AM McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

*Notices Of Motion*

**NM3/26 Cr Yeomans - Notice of Motion - Key Service Summaries**

**FILE:26/00215**

Councillor S Yeomans will move that Council:

1. Develop a series of key service area summaries within 6 – 12 months, that will be incorporated into the combined Delivery Program 2025-2029 and Operation Plan 2027/28, that will include the following:
  - Identification of services as mandatory (core), community priority (non-core) or open market services
  - Annual resource allocation including number of employees, revenue and expenditure
  - Relevant legislation
  - Activities and projects as outlined in the Community Strategic Planning, Delivery Program and Operational Plan
  - Team/s involved in delivering service
2. Provide a report back to Council by December 2026 tabling these key service summaries.

40/26 **MOVED** Cr Yeomans **SECONDED** Cr Moore, Mayor that Council:

1. Develop a series of key service area summaries within 6 – 12 months, that will be incorporated into the combined Delivery Program 2025-2029 and Operation Plan 2027/28, that will include the following:
  - Identification of services as mandatory (core), community priority (non-core) or open market services
  - Annual resource allocation including number of employees, revenue and expenditure
  - Relevant legislation
  - Activities and projects as outlined in the Community Strategic Planning, Delivery Program and Operational Plan
  - Team/s involved in delivering service
2. Provide a report back to Council by December 2026 tabling these key service summaries.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, AM McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**NM4/26 Cr Watson - Notice of Motion - Commercial and Operational Land Lease Register**

**FILE:26/00215**

Councillor Cr Watson will move:

That a register of Singleton Council Commercial Leases of Community and Operational Land be produced annually and included in the 2026/27 Annual Report.

The register to include:

- Details of property
- Leasee
- The property revenue to Council
- Operational (excluding depreciation) and capital expenses
- Are we covering the cost of properties with the lease
- Lease end date and extension options

In the interim for the 2025/26 Annual Plan, the following data to be included:

- Details of property
- Leasee
- The property revenue to Council
- Are we covering the cost of properties with the lease
- Lease end date and extension options

The funding source for the Notice of Motion is that it can be covered by operational budget as long as the data points and timelines are consistent with the above.

41/26 **MOVED** Cr Watson **SECONDED** Cr Jenkins

That a register of Singleton Council Commercial Leases of Community and Operational Land be produced annually and included in the 2026/27 Annual Report.

The register to include:

- Details of property
- Leasee
- The property revenue to Council
- Operational (excluding depreciation) and capital expenses
- Are we covering the cost of properties with the lease
- Lease end date and extension options

In the interim for the 2025/26 Annual Plan, the following data to be included:

- Details of property
- Leasee
- The property revenue to Council
- Are we covering the cost of properties with the lease
- Lease end date and extension options

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**NM5/26 Response to Notice of Motion - Cr McLachlan - Review of Sporting Groups and Grounds Across LGA - NM8/25 FILE:26/00215**

A report providing a response to the Notice of Motion put forward by Cr Mel McLachlan at the Council meeting held in April 2025 was provided for the information of Council.

**The meeting was adjourned at 6:32pm**

**The meeting resumed at 6:38pm**

42/26 **MOVED** Cr McLachlan **SECONDED** Cr Watson:

Council revisit the original motion from April 2025 and provide a report to the June 2026 Council Meeting identifying the water usage costs per club and identify the relevant services provided as originally requested.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, AM McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**NM6/26 Response to Notice of Motion - Cr Hollee Jenkins - Reporting on Council Projects over \$100,000 - NM1/26 FILE:26/00215**

A report providing a response to the Notice of Motion put forward by Cr Hollee Jenkins at the Council meeting held in February 2026 was provided for the information of

Council.

43/26 **MOVED** Cr Jenkins **SECONDED** Cr Watson that, for all future Council projects with a value exceeding \$100,000, a report be provided to Council upon project completion addressing:

- final project outcomes
- Initial tender price / budget
- total expenditure
- any variations
- delivery timeframes
- whether the project was completed within the approved budget.
- The total of grant funding and the source
- Any additional funds required, and the source.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

44/26 **MOVED** Cr D Thompson **SECONDED** Cr P Thompson that:

Council bring forward items spoken to at public forum:

- GM17/26 Gym & Swim 25m Pool Enclosure Preferred Solution
- D&IP9/26 Request to Waive Section 138 Fees - 2026 Milbrodale Mountain Classic

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, AM McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

*General Manager's Report (Items Requiring Decision)*

**GM17/26 Gym & Swim 25m Pool Enclosure Preferred Solution**

**FILE:PRO25/04/C**

A report was provided to inform Council of the outcomes of a structured evaluation process undertaken to determine the most appropriate long-term solution for the 25m pool at Singleton Gym & Swim and to seek Council endorsement to commence procurement activities for a new enclosure or alternative solution.

45/26 **MOVED** Cr P Thompson **SECONDED** Cr Watson that Council:

1. Note a contract has been awarded for the demolition of the 25m pool existing dome structure with a target completion in June 2026.

2. Note the evaluation process of potential solutions undertaken for the 25m pool based on criteria including community impact, capital cost, speed of solution, operational costs, visitation and revenue.
3. Note the preferred concept recommended for the 25m pool is to replace the demolished existing dome with a new enclosure.
4. Approve the commencement of procurement activities for the design and construction of a new 25m pool enclosure (either as per the current approved design or an alternative design) or an outdoor heated pool solution.
5. Note that following the outcome of the procurement process, a tender evaluation report will be returned to Council for final determination.
6. Note that staff will investigate temporary operation of the existing 25m pool heating without an enclosure, to determine if this is feasible.
7. If temporary operation of the existing 25m pool heating is deemed feasible:
  - a. Delegate to the General Manager approval to proceed with necessary temporary works.
  - b. Receive a status report including options, expected performance, capital and operational cost, methodology and risk.
8. Note the requirement for a heated pool facility (either indoor or outdoor) to be in service for the community by 1 April 2027.
9. Endorse a separate investigation to explore the feasibility of future heating of the outdoor 50m pool.
10. A report to Council each month that provides a status update
11. An extraordinary meeting to be held as soon as practical to award the tender.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**DI&P9/26 Request to Waive Section 138 Fees - 2026 Milbrodale Mountain Classic**

**FILE:26/00145/006**

A report was provided report is to seek Council's consideration of a request received from the Hunter Valley Off Road Racing Association (HVORRA) to waive the applicable Section 138 application fee of \$711 for temporary traffic and road reserve management associated with the 2026 Milbrodale Mountain Classic.

46/26 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr P Thompson that Council does not support the request for a fee waiver for Hunter Valley Off Road Racing Association of the Section 138 fee as per Council's adopted Fees and Charges.

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

**For the Motion were Crs S George, Deputy Mayor, A McGowan, P Thompson and S Yeomans Total (4).**

**Against the Motion were Crs S Moore, Mayor, H Jenkins, M McLachlan, D Thompson and P Watson Total (5).**

**LOST**

47/26 **MOVED** Cr Moore, Mayor **SECONDED** Cr Jenkins that Council reduce the s138 fee for the 2026 event to \$350.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**GM15/26 Draft Construction Workers Accommodation Policy FILE:POL/40016**

A report was provided to seek Council endorsement to place the draft Construction Workers Accommodation Policy on public exhibition for a period of 28 days to allow for submissions to be made.

48/26 **MOVED** Cr George, Deputy Mayor **SECONDED** Cr D Thompson that:

1. Council place the reviewed POL/40016.2 Construction Workers Accommodation Policy on public exhibition for a period of at least 28 days and provide public notice of its intention to adopt the reviewed strategy subject to consideration of submissions received
2. The reviewed POL/40016.2 Construction Workers Accommodation Policy be adopted following the public exhibition period subject to submissions received, provided that no submissions or objections are received or that no alterations are required to the draft document and POL/40016.1 Construction Workers Accommodation Policy be rescinded.
3. Should any objections or submissions be received or any alterations be required to the draft document, a further report be presented to Council prior to adopting the reviewed POL/40016.2 Construction Workers Accommodation Policy.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**GM16/26 Draft Electric Vehicle Charging Infrastructure on Council Land Policy**

**FILE:POL/10070**

A report was provided to seek Council endorsement to place the draft Electric Vehicle Charging Infrastructure on Council Land Policy on public exhibition for a period of 28 days to allow for submissions to be made.

49/26 **MOVED** Cr D Thompson **SECONDED** Cr Jenkins that:

1. Council place the reviewed POL/10070.2 Electric Vehicle Charging Infrastructure on Council Land Policy on public exhibition for a period of at least 28 days and provide public notice of its intention to adopt the reviewed strategy subject to consideration of submissions received.
2. The reviewed POL/10070.2 Electric Vehicle Charging Infrastructure on Council Land Policy be adopted following the public exhibition period subject to submissions received, provided that no submissions or objections are received or that no alterations are required to the draft document and POL/10070.1 Electric Vehicle Charging Infrastructure on Council Land Policy be rescinded.
3. Should any objections or submissions be received or any alterations be required to the draft document, a further report be presented to Council prior to adopting draft POL/10070.2 Electric Vehicle Charging Infrastructure on Council Land Policy.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**GM9/26 Singleton Affordable Housing Action Plan**

**FILE:23/00549**

A report was provided to advise Council of the outcomes of the consultation undertaken on the Draft Singleton Affordable Housing Action Plan and to seek Council endorsement to adopt the Action Plan.

50/26 **MOVED** Cr Watson **SECONDED** Cr Jenkins that Council:

1. Receive and note the submission received during the public exhibition of the draft Singleton Affordable Housing Action Plan; and
2. Adopt the Singleton Affordable Housing Action Plan as exhibited with an additional action added to review permissible uses in both residential and rural zones under the Singleton Local Environmental Plan 2013 to ensure relevant zones do not preclude the development of 'tiny homes'.
3. As per the December 2025 Council meeting that Council write to local CHP Home in Place, our local Aboriginal community housing provider, Homes NSW and other relevant agencies and request they attend a meeting that all Councillors are invited to, to discuss opportunities and strategies for rapid delivery of additional affordable housing stock, and a report be provided to Council next month.

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

For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).

Against the Motion was Nil Total (0).

**CARRIED**

Item - GM17/26.Gym & Swim 25m Pool Enclosure Preferred Solution - has been moved to another part of the document.

**GM18/26 Huntlee Pty Ltd Class 4 Proceedings**

**FILE:25/00186/025**

A report was provided advising Council that a report has been prepared for Council's consideration in Closed Council as provided for under Section 10A(2) (g) of the *Local Government Act, 1993*, on the grounds that the report contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

51/26 **MOVED** Cr Jenkins **SECONDED** Cr George, Deputy Mayor that the report on Huntlee Pty Ltd Class 4 Proceedings be considered in Closed Council with the press and public excluded in accordance with Section 10A(2) (g) of the *Local Government Act, 1993*, on the grounds that the report contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

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

For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).

Against the Motion was Nil Total (0).

**CARRIED**

Cr Peree Watson left the meeting, the time being 07:29 PM

Cr Sue George, Deputy Mayor left the meeting, the time being 07:29 PM

**GM19/26 Offer to enter into a Voluntary Planning Agreement with REW22 Pty Ltd for land at 349 Bridgman Road, Obanvale**

**FILE:145.2024.5**

A report was provided to seek in principle endorsement by Council of an offer to enter into a Voluntary Planning Agreement (VPA) with REW22 Pty Ltd in relation to a development application (DA) currently under assessment at 349 Bridgman Road, Obanvale. The offer has been made in accordance with clause 7.4 of the *Environmental Planning and Assessment Act, 1979* (the Act) which sets out the terms for entering into a Voluntary Planning Agreement.

52/26 **MOVED** Cr Jenkins **SECONDED** Cr D Thompson that Council:

1. Accepts, in principle, the offer **Attachment 1** to enter into a Voluntary Planning

- Agreement with REW22 Pty Ltd for the dedication of land, free of cost.
2. Should the application be approved by the Hunter and Central Coast Regional Planning Panel, authorise the General Manager or his delegate to continue to negotiate and prepare a draft planning agreement and explanatory note.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, M McLachlan, A McGowan, P Thompson, D Thompson and S Yeomans Total (7).**

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

**CARRIED**

Cr Sue George, Deputy Mayor returned to the meeting, the time being 07:31 PM

Cr Peree Watson returned to the meeting, the time being 07:31 PM

**GM20/26 Offer to enter into a Voluntary Planning Agreement  
with REW21 Pty Ltd for land at 133 Pioneer Road,  
Hunternview**

**FILE:145.2024.1**

A report was provided to seek in principle endorsement of an offer to enter into a Voluntary Planning Agreement (VPA) REW21 Pty Ltd in relation to a development application (DA) located at 133 Pioneer Road, Hunternview. The offer has been made in accordance with clause 7.4 of the *Environmental Planning and Assessment Act, 1979* (the Act) which sets out the terms for entering into a Voluntary Planning Agreement.

53/26 **MOVED** Cr D Thompson **SECONDED** Cr McLachlan that Council

1. Accepts, in principle, the offer **Attachment 1** to enter into a Voluntary Planning Agreement with REW21 Pty Ltd for the dedication of land, free of cost.
2. Should the Developer seek a modification of the determination to add a condition of consent that refers to the general terms of the VPA., authorise the General Manager or his delegate to continue to negotiate and prepare a draft planning agreement and explanatory note.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**GM21/26 Draft Singleton Town Centre Masterplan**

**FILE:23/00549**

A report was provided is to seek Council endorsement to place the Draft Singleton Town Centre Masterplan on public exhibition in accordance with Council's adopted Community Engagement Strategy.

54/26 **MOVED** Cr Jenkins **SECONDED** Cr P Thompson that Council:

1. Endorse the Draft Singleton Town Centre Masterplan to be placed on Public Exhibition for a period of 28 as per Council's adopted Community Engagement

- Strategy.
2. Receive a further report following completion of the public exhibition period that includes how the draft Singleton Town Centre Masterplan has been revised to take into consideration feedback from the community and the councillor workshop.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

*Corporate and Community Services - Report (Items Requiring Decision)*

**DCCS23/26 Event Promotion Policy - Public Exhibition FILE:25/00608**

A report was provided to seek Council's endorsement to place the draft *Event Promotion Policy* on public exhibition for a period of 28 days to allow community feedback prior to adoption.

55/26 **MOVED** Cr Watson **SECONDED** Cr McLachlan that Council:

1. Place the draft *Event Promotion Policy* on public exhibition for a period of at least 28 days and provide public notice of its intention to adopt the draft document subject to consideration of submissions received.
2. The draft *Event Promotion Policy* be adopted following the public exhibition period subject to submissions received, provided that no submissions or objections are received or that no alterations are required to the draft document.
3. Should any objections or submissions be received or any alterations be required to the draft document, a further report be presented to Council prior to adopting the draft *Event Promotion Policy*.

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

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

**Against the Motion was Cr S Yeomans Total (1).**

**CARRIED**

**DCCS24/26 Westpac Charity Ball 2026 - Fee Waiver/Donation Request**

**FILE:26/00115**

A report was provided to seek Council's consideration of a request from Westpac Rescue Helicopter Service for a waiver of fees equivalent to the hire fees for the Singleton Civic Centre for the 2026 Upper Hunter Rescue Ball, to be held on Saturday 22 August 2026.

56/26 **MOVED** Cr Watson **SECONDED** Cr Jenkins that

1. Council support the request to provide a fee waiver and/or donation equivalent to

the Civic Centre hire fees totalling \$4,301.00 inclusive of GST.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, M McLachlan, A McGowan and P Watson Total (5).**

**Against the Motion were Crs S George, Deputy Mayor, P Thompson, D Thompson and S Yeomans Total (4).**

**CARRIED**

**DCCS25/26 Draft Hardship Policy**

**FILE:POL/6009**

A report was provided for Council to consider the amended draft Hardship policy in response to a motion for deferral from the Council meeting of 17 March 2026.

57/26 **MOVED** Cr Watson **SECONDED** Cr McLachlan that Council

1. Place the draft POL/6009.7 Hardship Policy for public exhibition for 28 days to ensure compliance with the *Local Government Act, 1993* and *Local Government (General) Regulation, 2021* and provide public notice of its intention to adopt the draft document subject to consideration of submissions received.
2. The draft POL/6009.7 Hardship Policy be adopted following the public exhibition period subject to submissions received, provided that no submissions or objections are received or that no alterations are required to the draft document.
3. Should any objections or submissions be received or any alterations be required to the draft document, a further report be presented to Council prior to adopting the draft POL/6009.7 Hardship Policy
4. Upon adoption of the draft POL/6009.7 Hardship Policy, rescind POL/6009.6 Hardship Policy.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

Item - DI&P9/26.Request to Waive Section 138 Fees - 2026 Milbrodale Mountain Classic - has been moved to another part of the document.

*Infrastructure & Planning Report (Items Requiring Decision)*

**DI&P10/26 Minutes - Roads Advisory Committee - 12/03/2026**

**FILE:26/00158**

The Roads Advisory Committee held its ordinary meeting on 12 March 2026. The minutes of the meeting were provided for Council's consideration.

58/26 **MOVED** Cr Moore, Mayor **SECONDED** Cr Jenkins that Council:

1. Notes the minutes of the Roads Advisory Committee meeting held on 12

March 2026.

2. Adopts the following recommendation of the Roads Advisory Committee:

**5.1 Draft Roads Capital Works 2026/2027**

1. Support the proposed draft Roads Capital Works Program – 2026/2027
2. A further report provided to the next Roads Advisory Committee Meeting scheduled for June 2026 to provide the finalised draft Capital Works Program - 2026/2027

**5.2 Brunners Bridge Timeline**

1. Provide to the Roads Advisory Committee in June 2026 a report for Brunners Bridge with the full scope of works, what was originally determined at the Council meeting, explanation regarding the variation, what needed to be implemented, an explanation as to why the variation didn't come back to Council and the final outcome.
2. No funds or project acquittal returned until Council has had the opportunity to lobby to use money on debilitated roads/detours from Brunners Bridge, until report presented to June 2026 Roads Advisory Committee meeting
3. Mayor to contact or write to Federal and State Government Ministers attached to the funding source, to request the remaining funds are to be spent on the repair of the damage caused to the detour roads whilst Brunners Bridge was not accessible.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

**DI&P11/26 Combo Lane Pedestrian & Cycling Bridge & Quietway Project Update**

**FILE:23/00708**

A report was provided to Council to provide information relating to the funding shortfall for the Combo Lane Pedestrian & Cycling Bridge & Quietway project, and advising Council that a report has been prepared for Council's consideration in Closed Council as as provided for under Section 10A(2) (c) of the *Local Government Act, 1993*, on the grounds that the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

59/26 **MOVED** Cr McGowan **SECONDED** Cr McLachlan that the report on Combo Lane Pedestrian & Cycling Bridge & Quietway Project Update be considered in Closed

Council with the press and public excluded in accordance with Section 10A(2) (c) of the *Local Government Act, 1993*, on the grounds that the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED**

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

**GM22/26 Update on Implementation of the Singleton Local Housing Strategy** **FILE:24/00139/002**

A report for Council's information to provide an update on the implementation of the Singleton Local Housing Strategy including feedback following a site visit to Port Stephens Council.

**NOTED**

**GM23/26 Minutes - Australia Day Committee - 11/03/2026** **FILE:26/00212**

The Australia Day Committee held its ordinary meeting on 11 March 2026. The minutes of the meeting were provided for Council's information.

**NOTED**

**GM24/26 Hunter Environment Advisory Group** **FILE:26/00006**

The Hunter Environment Advisory Group held its meeting on 5 March 2026, the minutes of the meeting were provided for Council's information.

**NOTED**

**GM25/26 Arts Upper Hunter** **FILE:17/00618**

The Arts Upper Hunter board meeting was held on 2 December 2025 and the minutes of the meeting were provided for Council's information.

**NOTED**

*Executive Director's Report (Items for Information)*

**ED17/26 Annual Chairpersons Report 2025 - Audit Risk and Improvement Committee** **FILE:26/00033**

The Annual Chairpersons Report for Councils Audit Risk and Improvement Committee was provided for the information of Council. Mr Paul Quealey, Chairperson attended the meeting via audiovisual link for the purpose of responding to questions.

**NOTED****ED18/26 Minutes - Mount Thorley Warkworth Voluntary Planning Agreement Committee - 19/02/2026 FILE:26/00027/001-01**

The Mount Thorley Warkworth Voluntary Planning Agreement Committee held its ordinary meeting on 19 February 2026. The minutes of the meeting were provided for Council's information.

**NOTED****ED19/26 Minutes - United Wambo Voluntary Planning Agreement Committee - 26/02/2026 FILE:26/00117/003-01**

The United Wambo Voluntary Planning Agreement Committee held its ordinary meeting on 26 February 2026. The minutes of the meeting were provided for Council's information.

**NOTED****ED20/26 Responses to Questions on the Business Paper - 21 April 2026 and Taken on Notice - 17 March 2026 FILE:26/00126**

A report was provided to Council containing the responses to questions submitted by Councillors in relation to items contained within the Business Paper for the 21 April 2026 Council Meeting and responses to questions during the Council meeting on 17 March 2026, that were taken on notice.

**NOTED***Corporate and Community Services - Report (Items for Information)***DCCS26/26 Investment Report - March 2026 FILE:25/00405**

In accordance with clause 212 of the *Local Government (General) Regulation, 2021* a report was provided outlining funds invested under section 625 of the *Local Government Act, 1993* as at 31 March 2026.

**NOTED****DCCS27/26 Minutes - Singleton Arts & Culture Advisory Group -**

**24/02/2026****FILE:22/00156**

The Singleton Arts & Culture Advisory Group held its ordinary meeting on 24 February 2026. The minutes of the meeting were provided for Council's information.

**NOTED****DCCS28/26 Minutes - Property Advisory Panel - 25/02/2026 FILE:20/00126/002**

The Property Advisory Panel held its ordinary meeting on 25 February 2026. The minutes of the meeting were provided for Council's information.

**NOTED****DCCS29/26 Minutes - Compliments, Complaints & Customer Experience Review Committee - 18/02/2026 FILE:23/00151**

The Compliments, Complaints & Customer Experience Review Committee held its ordinary meeting on 18 February 2026. The minutes of the meeting were provided for Council's information.

**NOTED**

*Infrastructure & Planning Report (Items for Information)*

**DI&P12/26 Minutes - Singleton Sports Advisory Committee - 19/02/2026 FILE:26/00151**

The Singleton Sports Advisory Committee held its ordinary meeting on 19 February 2026. The minutes of the meeting were provided for Council's information.

**NOTED**

60/26 **MOVED** Cr McLachlan **SECONDED** Cr McGowan that Council **MOVE** to Closed Council (Confidential Section of Ordinary Meeting – Closed to the Public) at **8:01pm**

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

**For the Motion were Crs S Moore, Mayor, H Jenkins, S George, Deputy Mayor, M McLachlan, A McGowan, P Thompson, D Thompson, P Watson and S Yeomans Total (9).**

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

**CARRIED****OPEN COUNCIL RESUMED AT 8:51pm.***Closed Council*

**CC8/26 Closed Council Response to Questions on Huntlee  
Class 4 Proceedings** **FILE:25/00186/025**

The Committee noted the information provided during the closed session.

**CC9/26 Combo Lane Pedestrian & Cycling Bridge & Quietway  
Project Update** **FILE:23/00708**

The Committee resolved that:

1. Note that staff have lodged a variation request to TfNSW to cover the budget shortfall identified during the project tender process.
2. Note the current project delay awaiting a decision from TfNSW in regard to the variation request.
3. Note the potential need for Council funds to ensure sufficient project budget is available to award a contract.
4. Delegate to the General Manager approval to provision available Council funds as noted in this report to resolve any project budget shortfall.
5. Approve the recommencement of the procurement process once the project budget shortfall is resolved.
6. Note the tender recommendation resulting from the procurement process will be reported back to Council for a final decision including the project budget outcome.

**The meeting closed at 8:54pm and the minutes pages 1 to 20 were confirmed on 19 May 2026 and are a full and accurate record of proceedings of the meeting held on 21 April 2026.**

.....  
Mayor/Chairperson

.....  
General Manager

**Public Forum**

GM17/26 – Gym and Swim 25m Pool Enclosure Preferred Solution

**Speakers**

Speakers <b>For</b> the recommendation	
Name and address	Representing self/organisation
Mr Kevin Morgan	Self

Speakers <b>Against</b> the recommendation	
Name and address	Representing self/organisation
Mrs Lea L Scoular	Self

DI&amp;P9/26 – Request to Waive Section 138 Fees Milbrodale Mountain Classic

**Speakers**

Speakers <b>For</b> the recommendation	
Name and address	Representing self/organisation
NIL	

Speakers <b>Against</b> the recommendation	
Name and address	Representing self/organisation
Jan Hedley	Self