



INFRASTRUCTURE POLICY COMMITTEE

AGENDA

1 NOVEMBER 2022

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **INFRASTRUCTURE POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 1 November 2022.**

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Administration on 6393 8106.

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1 INTRODUCTION

1.1 DECLARATION OF PECUNIARY INTERESTS, SIGNIFICANT NON-PECUNIARY INTERESTS AND LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 (the Act) regulate the way in which Councillors and designated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public role.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons given for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussion or voting on that matter, and requires that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code of Conduct also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Infrastructure Policy Committee at this meeting.

2 COMMITTEE MINUTES

2.1 MINUTES OF THE CITY OF ORANGE TRAFFIC COMMITTEE MEETING - 11 OCTOBER 2022

RECORD NUMBER: 2022/2070

AUTHOR: Ian Greenham, Director Technical Services

EXECUTIVE SUMMARY

The City of Orange Traffic Committee held a meeting on 9 August 2022 and the recommendation from that meeting is presented to the Infrastructure Policy Committee for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1. Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

- 1 That Council acknowledge the reports presented to the City of Orange Traffic Committee at its meeting held on 11 October 2022.
- 2 That Council determine recommendations 3.1, 3.2, 3.3, 3.4, 3.5 and 3.7 from the minutes of the City of Orange Traffic Committee meeting of 11 October 2022.
 - 3.1 **Traffic and Parking – Intersection of Byng Street and Hamer Street**
That the City of Orange Traffic Committee undertake a site inspection of this area at the conclusion of the next Committee meeting to be held on 8 November 2022.
 - 3.2 **Speeding – Kearney’s Drive**
That Council install traffic classifiers on Kearneys Drive and provide speed information to NSW Police.
 - 3.3 **Favell Road**
That Council install curve advisory signs on Favell Road as per the attached plan.
 - 3.4 **Orange Cycle And Triathlon Club 2022/2023 Season**
That Council approve the conditional approval for the Orange Cycle and Triathlon Events, 2022/2023 Season.
 - 3.5 **Street Event - 2022 Santa Arrival**
That Council approve the conditional approval for the Santa Arrival event on Saturday 26 November 2022.
 - 3.7 **Lords Place South - Proposed Parking Zone Time Changes**
That Council adopt the new parking time zones for Lords Place (Summer Street to Kite Street), as set out on the attached plan, on the condition Council proceeds with the project in its current conceptual form, and review in 12 months.
- 3 That the remainder of the minutes of the City of Orange Traffic Committee at its meeting held on 11 October 2022 be adopted.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

ATTACHMENTS

- 1 COTC 11 October 2022, Minutes, 11 October 2022
- 2 COTC 11 October 2022 Agenda, D22/64717 [↓](#)
- 3 COTC 11 October 2022 Agenda Late Item, D22/64719 [↓](#)

ORANGE CITY COUNCIL

MINUTES OF THE

CITY OF ORANGE TRAFFIC COMMITTEE

HELD IN COMMITTEE ROOM 3, CIVIC CENTRE, BYNG STREET, ORANGE

ON 11 OCTOBER 2022

COMMENCING AT 9.33AM

1 INTRODUCTION

ATTENDANCE

Cr Tony Mileto (Chairperson), Ms Kylie Buckenhofer, Mr Kel Gardiner, Manager Development Assessments, Road Safety Officer, Works Manager, Manager Engineering Services, Parking Officer (Cisco), Senior Parking Officer (Stefanovska), Divisional Administration Officer

1.1 Apologies and Leave of Absence

RECOMMENDATION	Mr K Gardiner/Ms K Buckenhofer
That the apologies be accepted from Chief Inspector David Harvey, Sgt Adam Cornish, Acting Inspector Andrew Barnes and Cr Melanie McDonell for the City of Orange Traffic Committee meeting on 11 October 2022.	

1.2 Acknowledgement of Country

The Chairperson conducted an Acknowledgement of Country.

1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

Nil

2 PREVIOUS MINUTES

RECOMMENDATION	Mr K Gardiner/Ms K Buckenhofer
That the Minutes of the Meeting of the City of Orange Traffic Committee held on 9 August 2022 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the City of Orange Traffic Committee meeting held on 9 August 2022.	

MATTER ARISING FROM CONSIDERATION OF THE ABOVE MINUTES**16 Cities Bus Zones**

- A question was asked regarding the 3 bus zones that were discussed and deferred from the last City of Orange Traffic Committee meeting.

It was advised that they are with Transport for NSW for further discussion and consultation.

- TfNSW are looking to create additional bus zone – 94 shelters & 56 upgrades under CPTIGS funding.

3 GENERAL REPORTS**3.1 TRAFFIC AND PARKING - INTERSECTION OF BYNG STREET AND HAMER STREET**

TRIM REFERENCE: 2022/1863

RECOMMENDATION

Ms K Buckenhofer/Cr T Mileto

That the City of Orange Traffic Committee undertake a site inspection of this area at the conclusion of the next Committee meeting to be held on 8 November 2022.

3.2 SPEEDING - KEARNEY'S DRIVE

TRIM REFERENCE: 2022/1864

RECOMMENDATION

Mr K Gardiner/Ms K Buckenhofer

That Council install traffic classifiers on Kearneys Drive and provide speed information to NSW Police.

3.3 FAVELL ROAD

TRIM REFERENCE: 2022/1883

RECOMMENDATION

Ms K Buckenhofer/Cr T Mileto

That Council install curve advisory signs on Favell Road as per the attached plan.

3.4 ORANGE CYCLE AND TRIATHLON CLUB 2022/2023 SEASON

TRIM REFERENCE: 2022/1865

RECOMMENDATION

Mr K Gardiner/Ms K Buckenhofer

That Council approve the conditional approval for the Orange Cycle and Triathlon Events, 2022/2023 Season.

3.5 STREET EVENT - 2022 SANTA ARRIVAL

TRIM REFERENCE: 2022/1886

RECOMMENDATION**Ms K Buckenhofer/Mr K Gardiner**

That Council approve the conditional approval for the Santa Arrival event on Saturday 26 November 2022.

3.6 EVENT - ZOO2ZOO BICYCLE RIDE - 13 TO 16 OCTOBER 2022

TRIM REFERENCE: 2022/2015

RECOMMENDATION**Mr K Gardiner/Cr T Mileto**

That Council approve the conditional approval for the Zoo2Zoo Bicycle Ride to be held 13 to 16 October 2022.

*** Due to this event taking place prior to the IPC meeting of 1 November, it was approved by Delegated Authority. ***

3.7 LORDS PLACE SOUTH - PROPOSED PARKING ZONE TIME CHANGES

TRIM REFERENCE: 2022/1885

RECOMMENDATION**Cr T Mileto/Ms K Buckenhofer**

That Council adopt the new parking time zones for Lords Place (Summer Street to Kite Street), as set out on the attached plan, on the condition Council proceeds with the project in its current conceptual form, and review in 12 months.

GENERAL BUSINESS

- Racecourse Road Safety Concerns**

Following a recommendation from the last City of Orange Traffic Committee meeting, it was advised that traffic classifiers have recently been pulled out from Racecourse Road. No speed data is available at the moment but will be distributed and a report will be presented to the next meeting.

THE MEETING CLOSED AT 10.38AM.



CITY OF ORANGE TRAFFIC COMMITTEE

AGENDA

11 OCTOBER 2022

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **CITY OF ORANGE TRAFFIC COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COMMITTEE ROOM 3, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 11 October 2022** commencing at **9.30AM**.

David Waddell

CHIEF EXECUTIVE OFFICER

For apologies please contact Jason Theakstone on 6393 8505.

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

AGENDA

EVACUATION PROCEDURE

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

Under no circumstances is anyone permitted to re-enter the building until the all clear has been given and the area deemed safe by authorised personnel.

In the event of an evacuation, a member of Council staff will assist any member of the public with a disability to vacate the building.

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CITY OF ORANGE TRAFFIC COMMITTEE**11 OCTOBER 2022**

1 INTRODUCTION**MEMBERS**

Cr Tony Mileto (Chairperson), Ms Kylie Buckenhofer, Sgt Adam Cornish, Sgt Peter Foran, Chief Inspector David Harvey, Mr Kel Gardiner, Chief Executive Officer, Director Technical Services, Manager Development Assessments, Road Safety Officer, Works Manager, Manager Engineering Services, Communications Officer, Parking Officer, Divisional Administration Officer

1.1 APOLOGIES AND LEAVE OF ABSENCE**1.2 ACKNOWLEDGEMENT OF COUNTRY**

I would like to acknowledge the Traditional Custodians of the land on which we meet today, the people of the Wiradjuri Nation. I pay my respects to Elders past and present, and extend those respects to Aboriginal Peoples of Orange and surrounds, and Aboriginal people here with us today.

1.3 DECLARATION OF PECUNIARY INTERESTS, SIGNIFICANT NON-PECUNIARY INTERESTS AND LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 (the Act) regulate the way in which Councillors and designated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public role.

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Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code of Conduct also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the City of Orange Traffic Committee at this meeting.

2 PREVIOUS MINUTES**RECOMMENDATION**

That the Minutes of the Meeting of the City of Orange Traffic Committee held on 9 August 2022 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the City of Orange Traffic Committee meeting held on 9 August 2022.

ATTACHMENTS

- 1 Minutes of the Meeting of the City of Orange Traffic Committee held on 9 August 2022

ORANGE CITY COUNCIL

MINUTES OF THE

CITY OF ORANGE TRAFFIC COMMITTEE

HELD IN COMMITTEE ROOM 3, CIVIC CENTRE, BYNG STREET, ORANGE

ON 9 AUGUST 2022

COMMENCING AT 9.34AM

1 INTRODUCTION

ATTENDANCE

Cr Tony Mileto (Chairperson), Ms Kylie Buckenhofer, Sgt Adam Cornish, Chief Inspector David Harvey, Mr Kel Gardiner (9.35am), Road Safety Officer, Works Manager, Manager Engineering Services, Parking Officer, Divisional Administration Officer

1.1 Apologies and Leave of Absence

RECOMMENDATION	Mr K Gardiner/Chief Insp D Harvey
That the apologies be accepted from Cr M McDonell, the Senior Parking Officer and for lateness Kel Gardiner for the City of Orange Traffic Committee meeting on 9 August 2022.	

1.2 Acknowledgement of Country

The Chairperson conducted an Acknowledgement of Country.

1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

Nil

2 PREVIOUS MINUTES

RECOMMENDATION	Chief Insp D Harvey/Mr K Gardiner
That the Minutes of the Meeting of the City of Orange Traffic Committee held on 14 June 2022 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the City of Orange Traffic Committee meeting held on 14 June 2022.	

MINUTES OF CITY OF ORANGE TRAFFIC COMMITTEE**9 AUGUST 2022****3 GENERAL REPORTS****3.1 16 CITIES - BUS ZONE REQUIREMENTS**

TRIM REFERENCE: 2022/1404

RECOMMENDATION**Sgt A Cornish/Mr K Gardiner**

- 1 That Council approve 11 of the 14 bus zones outlined in Table 1 of the report post TfNSW installing a shelter, concrete pad, tactile and a B pole at each of the locations at TfNSW cost.
- 2 That the following bus zones be deferred for further discussion and consultation prior to bringing back to the Committee:
 - Leeds Parade at Miriam Drive (Inbound)
 - Orange East Public School, Nile Street (Inbound and Outbound)
 - Moulder Street before McNamara Street (Outbound).

3.2 STREET EVENT - 2023 ORANGE RUNNING FESTIVAL

TRIM REFERENCE: 2022/1178

RECOMMENDATION**Mr K Gardiner/Sgt A Cornish**

That the Conditional Approval for the 2023 Orange Running Festival to be held Sunday 5 March 2023 be endorsed subject to compliance with the attached conditions.

3.3 RACECOURSE ROAD SAFETY CONCERNS

TRIM REFERENCE: 2022/817

RECOMMENDATION**Ms K Buckenhofer/Sgt A Cornish**

That a traffic counter be placed on Racecourse Road and that this matter be deferred pending results of the traffic counter and identification of budget for the project.

3.4 SPEEDING ON BARGWANNA ROAD

TRIM REFERENCE: 2022/1326

RECOMMENDATION**Mr K Gardiner/Sgt A Cornish**

That the matter of speeding on Bargwanra Road be referred to the NSW Police.

MINUTES OF CITY OF ORANGE TRAFFIC COMMITTEE**9 AUGUST 2022**

GENERAL BUSINESS

- **Byng Street (near Woodward Road)**

The Road Safety Officer advised that Council had received positive feedback from a resident in the area to say that the lines that had been painted on the road were working well as enforcement.

THE MEETING CLOSED AT 10.18AM.

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

3 GENERAL REPORTS**3.1 TRAFFIC AND PARKING - INTERSECTION OF BYNG STREET AND HAMER STREET**

RECORD NUMBER: 2022/1863

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

At the Infrastructure Policy Committee meeting held on 6 September 2022, it was resolved:

RESOLVED - 22/330**Cr J Whitton/Cr K Duffy**

That Council defer the decision to install "No Stopping" signs on the eastern side of Hamer Street (Byng to Summer) and install repeater "No Stopping" signs along the western side of Hamer Street, to review the site and get recommendations from the Traffic Committee.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "9.1. Construct and maintain a road network meets the community's transport and infrastructure needs".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the City of Orange Traffic Committee organise a suitable time to inspect the site.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

It is recommended that the City of Orange Traffic Committee arrange a suitable time to inspect the site.

ATTACHMENTS

- 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street, D22/13838

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street

PHILIP DONATO MP
Member for Orange



Our Ref: 220215-T

Mr David Waddell
Chief Executive Officer
Orange City Council

Via email: [REDACTED]

Dear Mr Waddell *David,*

I write to you on behalf of my constituent, [REDACTED] of Orange.

[REDACTED] contacted my office to raise her concerns regarding the problem with car parking for residents of the Duntryleague end of Byng Street.

[REDACTED] raises concerns that residential parking in her neighbourhood is taken up by students from Orange High School.

[REDACTED] argues that something needs to be done to ensure students are not blocking driveways and that residents and rate payers are able to access parking for themselves, visitors, tradesmen and health care workers.

I have included a copy of [REDACTED] original correspondence for your consideration.

Could you please investigate [REDACTED] concerns and provide a response at your earliest convenience?

Yours faithfully, _____

Philip Donato MP
Member for Orange
Encl.

18th
February 2022



P 02 6362 5199 • E orange@parliament.nsw.gov.au • 123 Byng Street, Orange NSW 2800

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street

From: [REDACTED]
Sent: Tuesday, 1 February 2022 8:54 PM
To: ElectorateOffice Orange
Subject: NO parking for residents in Byng Street!

Mr Donato,

I am writing to you on behalf of all the residents of the Duntryleague end of Byng Street .

We have a problem with the car parking of students who attend Orange High School and who park all down our street (on both sides) and NONE of us have any parking outside our homes for visitors/tradesmen / health care workers?

We all pay the Orange rates & yet we have students who park in our drive ways & ALL day while they are in school we have NO parking outside our homes?

I believe the schools have to address this problem as the students just park here because of the shady plane trees & not too far to walk to school! Let's not worry about the elderly (who have paid their taxes & rates)who live in Byng Street who cannot lead a normal life because we are TOO frightened to speak to young people today.

Orange is one of the most obese cities in Australia & it might be time to give these students some exercise by walking or riding a bike to school?

Every student in year 12 (approx 140) have to find a car park every morning so that car can BLOCK our services ALL day ? Simply ridiculous!

We need to enforce 2 hour minimum signs to clear our streets?

The rubbish left behind is unbelievable & we ALL pick up every day after them.

I am happy to provide you with photos of the problem & on behalf of all the affected residents we need something to be done?

We have been to Council..... nothing done!

I spoke with [REDACTED] (Pedestrian Council) & he suggested I notify you?

A meeting of residents in Byng Street could be organised ?

Please would you respond to me ASAP?

Kind regards, [REDACTED]

Regards,

[REDACTED]

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street

From: [REDACTED]
Sent: Wednesday, 16 February 2022 4:50 PM
To: Jason Theakstone
Cc: David Waddell
Subject: Byng St / Hamer St Traffic Safety Problems

Dear Jason,

Further to the meeting with residents of Byng & Hamer Sts on 10th February to discuss traffic safety problems, please find attached a formal submission & petition to be put before the Council Traffic Committee together with photographs.

The residents look forward to an early resolution of these matters not only to alleviate parking & traffic problems but importantly the safety of pedestrian children!

Regards,
[REDACTED]

Petition received had 28 signatures.

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street

16 February 2022

Mr Jason Theakstone
Manager Engineering Services
Orange City Council
PO Box 35
Orange NSW 2800

Cc:
David Waddell :
Phil Donato M.P. :

Dear Mr Theakstone,

Re Byng Street / Hamer Street Traffic & Safety Problems & Solutions:

Following on from the meeting with residents of Byng & Hamer Streets on 10th February, set out below is a description of the situation which is causing severe congestion with parking and traffic flow and associated safety risks to residents and pedestrians using the Byng Street footpath & children playing in Esso Park in Hamer St.

A proposed Resident Parking Permit Policy is also outlined together with a petition from residents calling for immediate changes to be made by the Traffic Committee.

Refer attached photographs of parking in Byng St & the Byng St & Hamer St intersection !

1. Hamer St Situation - North of Summer St:

- Hamer St is a general access route limited to vehicles 19 metres in length & 50 tonnes in weight.
- The roadway width between 11 Summer St & 13 Summer St is 5.5 metres. This reduces to 5.1 metres between 16 Hamer St & Esso Park.
- Vehicles can theoretically park on both sides (except along Esso Park) but practically on only one side. The width of a medium sized vehicle is 2.2 metres (including side mirrors) which only leaves clearance of 2.9-3.3 metres. This is effectively only one lane of traffic, yet traffic on the street runs both ways.
- All council services currently run North to South in Hamer St from Byng St. Trucks sometimes have to reverse because of cars parked in the narrow lane.
- The only vehicles which can legally enter Hamer St North of Summer St from Summer St are vehicles travelling East along Summer St.
- Vehicles travelling West in Summer St or North in Hamer St (South of Summer St) are prohibited through signage or road markings from entering into the Northern section of Hamer St.
- The intersection of Hamer St & Byng St is a T-intersection in a School Zone with very limited vision due to fence constructions & mature trees situated on the shoulder of Byng St. There is no footpath extending from the boundary of 12 Byng Street to provide vision and safety for pedestrians crossing Hamer St. from the West.
- Conducted observations reveal that the overwhelming majority of vehicles that travel North in Hamer St towards Byng St turn left into Byng St (towards Woodward St.).

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street

2. **Hamer St (North of Summer St) Traffic Safety Problem :**

2.1 There is a major risk to pedestrians crossing Hamer St at the Byng St. intersection. Even though this is a designated School Zone, it is a blind intersection with no footpaths to form a safety or viewing platform before stepping onto the roadway. These pedestrians are mainly school children going to or returning from Orange High School.

2.2 Hamer St North of Summer St is too narrow to carry two-way traffic. There is risk to children entering or exiting Esso Park; traffic collisions & vehicular access to and from residential allotments.

2.3 There are major traffic congestion & parking problems stemming from Orange High School students parking between 8:30am to 3:30pm on school days & parents dropping-off students in the morning & parking to pick-up students in the afternoon.

3. **Hamer St Solutions:**

3.1 Make Hamer St – North of Summer St **One-Way traffic from Byng St !**

3.2 Introduce **“No Stopping” signs** covering 10 metres on the eastern side of Hamer St from Byng St!

3.3 Install **“No Stopping” signs** the entire length of the western side of Hamer Street from Byng Street to Summer Street.

3.4 Extend the **School Zone** right along Hamer St from Byng St to Summer St !

3.5 Introduce a **Resident Parking Scheme** (refer below) limiting non-resident parking to a maximum of two hours.

4. **Byng St Parking (between Sampson & Woodward Streets):**

- On school days between 8:30am & 3:30pm, there is little or no available parking for residents, visitors, trades & other service vehicles in Byng St between Sampson & Woodward Streets. Off-street parking is limited and the zone is almost entirely occupied by students from Orange High School which also sometimes extends to illegal blocking of driveways-causing tremendous inconvenience.
- The Orange City Council should provide equitable access to on-street parking in congested areas, as do numerous other Councils, by also operating a Resident Parking Scheme in this area in particular.
- There are alternative parking facilities available for Orange High School students along non-residential sides of Woodward St & Coronation Drive or more relevantly in the school campus area itself as do James Sheahan High School; Canobolas High School and Kinross Wolaroi School. The Orange High School needs to take community responsibility for the problem which they have created rather than foist it on residents. There is ample space for parking within the School grounds. Council should also encourage the School to introduce “Walk Safety to School” practices to promote Road Safety; Health; Public Transport and the Environment (refer www.walk.com.au).

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street

5. **Proposed Resident Parking Scheme :**

5.1 Aim to provide equitable access to on-street parking in congested areas!

5.2 Operated by Orange City Council in defined neighbourhood areas such as:

- Hamer St – North of Summer St
- Byng St - between Sampson & Woodward Streets.

5.3 Parking Permit Entitlement:

- Equal to the number of vehicles registered to the residential property minus the number of accessible off-street parking spaces attached to the property.
- Applicants present a copy of vehicle registration papers to confirm the entitlement.
- Wind screen stickers to be issued which are renewable each year with the payment of a fee.
- Permit holders vehicles are exempt from parking time limits!

5.4 Non-resident vehicles limited to a two hour limit without substantial movement!

6. **Petition:**

The residents of Hamer & Byng Streets affected by the traffic safety issues described above and whose signatures appear below hereby call for the Council Traffic Committee and those holding statutory positions to promptly introduce the measures proposed, viz:

6.1 Implement **One-Way Traffic flow on Hamer Street from Byng St to Summer St !**

6.2 Introduce **"No Stopping" signs** covering 10 metres on the Eastern side of Hamer St from Byng St !

6.3 Extend the **School Zone** right along Hamer St from Byng St to Summer St !

6.4 Install **"No Stopping"** signs the entire length of the western side of Hamer Street from Byng Street to Summer Street.

6.5 Introduce a **Resident Parking Scheme** (described above) limiting non-resident parking to a maximum of two hours on Byng St between Sampson & Woodward Streets & Hamer St between Byng & Summer Streets !

For & on behalf of the Residents of Byng St & Hamer St set out in the attached Petition



CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street



CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street



CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Correspondence - Orange High School traffic - Byng Street and Hamer Street

From: [REDACTED]
Sent: Thursday, 17 February 2022 10:21 AM
To: Jason Theakstone <>
Cc: David Waddell <>
Subject: FW: Byng / Hamer St crossing

Dear Jason,

Further to yesterday's email, see attached photo of the blind Byng St / Hamer St pedestrian crossing posing a risk to school students of Orange High from traffic travelling North on Hamer St. [This was meant to be attached to the submission to Council Traffic Committee !].

As mentioned this risk to pedestrians would be eliminated by making Hamer St One Way from Byng St South to Summer St.

Regards,

[REDACTED]



CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

3.2 SPEEDING - KEARNEY'S DRIVE

TRIM REFERENCE: 2022/1864

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has received a complaint about motorist speeding on Kearneys Drive.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "9.1. Construct and maintain a road network meets the community's transport and infrastructure needs".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council install traffic classifiers on Kearneys Drive and provide speed information to NSW Police.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

The complainant could not provide the specific time of day speeding occurs, it is therefore recommended that Council install traffic classifiers on Kearneys Drive and provide speed information to NSW Police.

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CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

3.3 FAVELL ROAD

RECORD NUMBER: 2022/1883

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

This report serves to install curve advisory signs on Favell Road.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1. Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

\$3000 funded from the sign budget

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council install curve advisory signs on Favell Road as per the attached plan.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Favell Road was sealed by Council many years ago. It is recommended that sealed roads should have curve advisory signs if they have non-compliant geometry, gravel road should not.

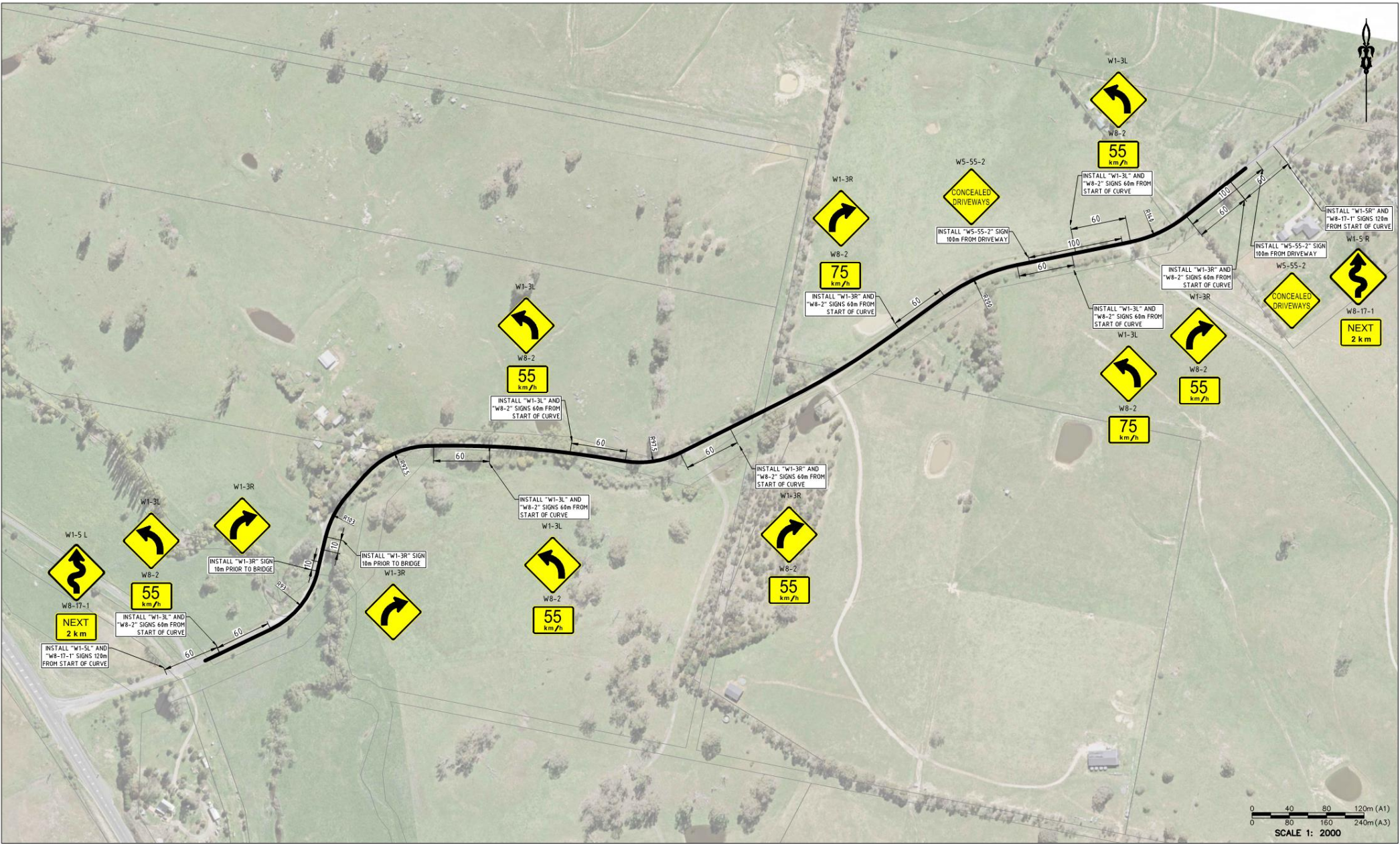
It appears the curve advisory signs may have been overlooked at the time of sealing the road or have inadvertently been removed.

It is recommended that Council install curve advisory signs as per the attached plan.

ATTACHMENTS

1 Favell Road - Proposed Signage Layout, D22/56757

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FAVELL ROAD
PROPOSED SIGNAGE LAYOUT

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CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

3.4 ORANGE CYCLE AND TRIATHLON CLUB 2022/2023 SEASON

RECORD NUMBER: 2022/1865

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has received an application from Orange Cycle and Triathlon Club to hold their club triathlon events during the 2022/2023 season.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “11.2. Develop and attract a variety of events, festivals, venues and activities for locals and visitors, ensuring accessibility for all”.

FINANCIAL IMPLICATIONS

There are no budget implications associated with this recommendation.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council approve the conditional approval for the Orange Cycle and Triathlon Events, 2022/2023 Season.

SUPPORTING INFORMATION

Council has received an application from Orange Cycle and Triathlon Club to hold their club triathlon events during the 2022/2023 season with a similar format to previous years.

The roads used will be Bloomfield Road, Forest Road, Aerodrome Road and Huntley Road.

The events are scheduled from 8.00am to 11.00am on the following Sundays:

2022

November - Sunday 13, 20, 27

December - Sunday 4, 11, 18

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

3.4 Orange Cycle and Triathlon Club 2022/2023 season

2023

January - Sunday 8, 15, 22, 29

February - Sunday 5, 12, 19, 26

March - Sunday 5, 12, 19, 26

April - Sunday 2, 9, 16, 23, 30

May - Sunday 7, 14, 21, 28

June - Sunday 4, 11, 18, 25

July - Sunday 2, 9, 16, 23, 30

August - Sunday 6, 13, 20, 27

September - Sunday 3, 10, 17, 24

October - Sunday 1, 8, 15, 22, 29

November - Sunday 5, 12, 19, 26

December - Sunday 3, 10, 17

Full road closure is not required.

The application and conditional approval for the events are attached.

ATTACHMENTS

- 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route, D22/57627
- 2 Conditional approval - Street Event - Orange Cycle and Triathlon Events - 2022-2023 Season, D22/62227

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route



**ORANGE CYCLE
AND TRIATHLON
CLUB**

PO Box 2390, Orange 2800

12th September 2022

Jason Theakstone
Manager Engineering Services
Orange City Council
135 Byng Street
Orange 2800

**ORANGE CYCLE & TRIATHLON CLUB
APPLICATION FOR APPROVAL TRIATHLON
EVENTS 2022 / 23**

Dear Sir,

We request approval for the upcoming series of Triathlons to be held within the Orange local government area.

Events are to be held with similar format to previous years events and OCTC is affiliated with Triathlon NSW who sanction our events. We also advise the NSW Police of our events who provide conditions for the on road events.

The event organiser shall enforce immediate disqualification upon any competitor who fails to comply with any of these conditions, or any subsequent conditions given by a member of the NSW Police Force.

OCTC currently holds public liability and products liability insurance for the amount of \$20,000,000.

All competitors in the triathlon events are members of either the OCTC or other affiliated clubs (eg Mudgee Triathlon Club etc) or have day licences from Triathlon NSW.

All events are held under the supervision of competent personnel.

CITY OF ORANGE TRAFFIC COMMITTEE**11 OCTOBER 2022**Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route

Prior to all events a pre-race briefing is held detailing the following items:

- The course for the particular event
- Any hazards such as traffic, road works, potholes, pedestrians, weather conditions etc.
- The competitors' responsibilities are not only to themselves, but also motorists, other competitors and the general public.
- The observance of all road rules and traffic regulations

The Orange interclub triathlon will be held on the same format as our weekly triathlons. The numbers of competitors would be approximately 90. This will also be a Triathlon NSW sanctioned event.

See attached the following documentation:

- 2022 Police approval
- 2021/22 Council Approval
- Current certificate of currency for the Triathlon club current until 30/6/2023. This will be renewed prior to expiration and the club will have a current CoC for all events
- Current TCP for the proposed route
- Orange Triathlon Club risk assessment for the proposed events
- Strava Route map and profile of proposed course
- Notice of intention to hold a public assembly

We request approval to host events on the following dates:

- Sunday, November 13, 2022
- Sunday, November 20, 2022
- Sunday, November 27, 2022
- Sunday, December 4, 2022
- Sunday, December 11, 2022
- Sunday, December 18, 2022
- Sunday, January 8, 2023
- Sunday, January 15, 2023
- Sunday, January 22, 2023
- Sunday, January 29, 2023
- Sunday, February 5, 2023
- Sunday, February 12, 2023
- Sunday, February 19, 2023
- Sunday, February 26, 2023
- Sunday, March 5, 2023
- Sunday, March 12, 2023
- Sunday, March 19, 2023
- Sunday, March 26, 2023
- Sunday, April 2, 2023
- Sunday, April 9, 2023
- Sunday, April 16, 2023
- Sunday, April 23, 2023
- Sunday, April 30, 2023
- Sunday, May 7, 2023
- Sunday, May 14, 2023
- Sunday, May 21, 2023
- Sunday, May 28, 2023

CITY OF ORANGE TRAFFIC COMMITTEE**11 OCTOBER 2022**Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route

- Sunday, June 4, 2023
- Sunday, June 11, 2023
- Sunday, June 18, 2023
- Sunday, June 25, 2023
- Sunday, July 2, 2023
- Sunday, July 9, 2023
- Sunday, July 16, 2023
- Sunday, July 23, 2023
- Sunday, July 30, 2023
- Sunday, August 6, 2023
- Sunday, August 13, 2023
- Sunday, August 20, 2023
- Sunday, August 27, 2023
- Sunday, September 3, 2023
- Sunday, September 10, 2023
- Sunday, September 17, 2023
- Sunday, September 24, 2023
- Sunday, October 1, 2023
- Sunday, October 8, 2023
- Sunday, October 15, 2023
- Sunday, October 22, 2023
- Sunday, October 29, 2023
- Sunday, November 5, 2023
- Sunday, November 12, 2023
- Sunday, November 19, 2023
- Sunday, November 26, 2023
- Sunday, December 3, 2023
- Sunday, December 10, 2023
- Sunday, December 17, 2023

We trust that the above conditions meet with your approval. If you should require any additional information for the staging of these events please do not hesitate to contact the undersigned.

We look forward to your approval for the staging of our Series of events.

Thanking you in advance

Yours faithfully

Steve Martin

ORANGE CYCLE AND TRIATHLON CLUB

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route



Philip Tudor.
Orange Cycle and Triathlon Club
PO Box 2390,
Orange, NSW, 2800.

Dear Mr Tudor,

RE: Orange Cycle and Triathlon Club – Triathlon Events 2022.

I refer to your application concerning the conduct of abovementioned events in Orange for January 16th, 23rd and 30th / February 6th, 13th, 20th and 27th / March 6th, 13th, 20th and 27th / April 3rd, 10th, 17th and 24th starting at 8am and concluding at 11am. .

The New South Wales Police Service does not routinely sanction the conduct of this type of event on roads. There are inherent risk factors which directly impact on the safety of those involved, and on other road users.

Event organisers, participants and support elements, are therefore required to strictly comply with a set of conditions, which are designed to minimise risk and disruption to normal traffic during the progress of the event.

The New South Wales Police Service has no official objections to your present application, provided the event is conducted in strict accordance with the attached conditions. Departure from these conditions may result in police terminating the progress of the event, thereby requiring participants to comply with the normal provisions of the Road Transport Legislation thereafter.

I approve these events to be conducted in accordance with Section 115 of the Road Transport Act 2013.

I wish you every success with the event and trust it will be safe and satisfying to all concerned.

Yours sincerely,

Brétt Greentree
Assistant Commissioner,
Commander, Western Region

WESTERN REGION
Region Commanders Office – Dubbo
130 Brisbane Street, DUBBO NSW 2830 (PO Box 738)

ABN 43 406 613 180



CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route



V-Insurance Group Pty Ltd
(AR No 432898) is an
Authorised Representative of
Willis Australia
ABN 90 000 321 237 AFSL No 240600
Level 25, 123 Pitt Street, Sydney NSW 2000

15 July 2022

To Whom It May Concern

CERTIFICATE OF INSURANCE

In our capacity as Insurance Broker to the Named Insured shown below, we confirm having arranged the following insurance, the details of which are correct as at the Issue Date:

Named Insured: Triathlon Australia including all Affiliated Organisations including State and Territory Association, Affiliated Club, Officials, Accredited Coaches, Voluntary Workers, Members (including professional license holders), executives, and Race Directors and Event Organisers

Affiliated Club: Orange Triathlon Club

Class of Insurance: Primary Public and Products Liability

Insurer(s): Chase Underwriting

Policy Number: 502617

Limit of Liability:

Public Liability	\$20,000,000 any one occurrence
Products Liability:	\$20,000,000 any one occurrence and in the aggregate
Professional Liability:	\$20,000,000 any one occurrence and in the aggregate

Territorial Limits: Worldwide excluding operations domiciled in USA and/or Canada other than exports and non-manual visits of directors and employees

Policy Period: 4.00pm, 14 July 2022 to 4pm, 30 June 2023

Interested Party/ies: Orange City Council, Cabonne Shire Council, Orange Cycle Club, Orange Nippers Surf Life Savings Club, Hills of Orange



Noting the above as an interested party but limited to indemnity for the Personal Injury and/or Property Damage which arises solely as a result of the negligence by the named insured. This indemnity will not apply where the interested party is held or alleged to have its own independent liability arising from its own negligence, breach of contract, breach of any statute, or other act/omission. The indemnity provided is subject to the conditions, limits and exclusions of the policy.

For full details regarding coverage, please refer to the policy documentation.

In all instances, cover afforded is subject to the policy terms, conditions and exclusions. Any queries concerning this insurance arrangement should be addressed to this office.

Yours sincerely,

Rob Veale
Managing Director

Disclaimer:

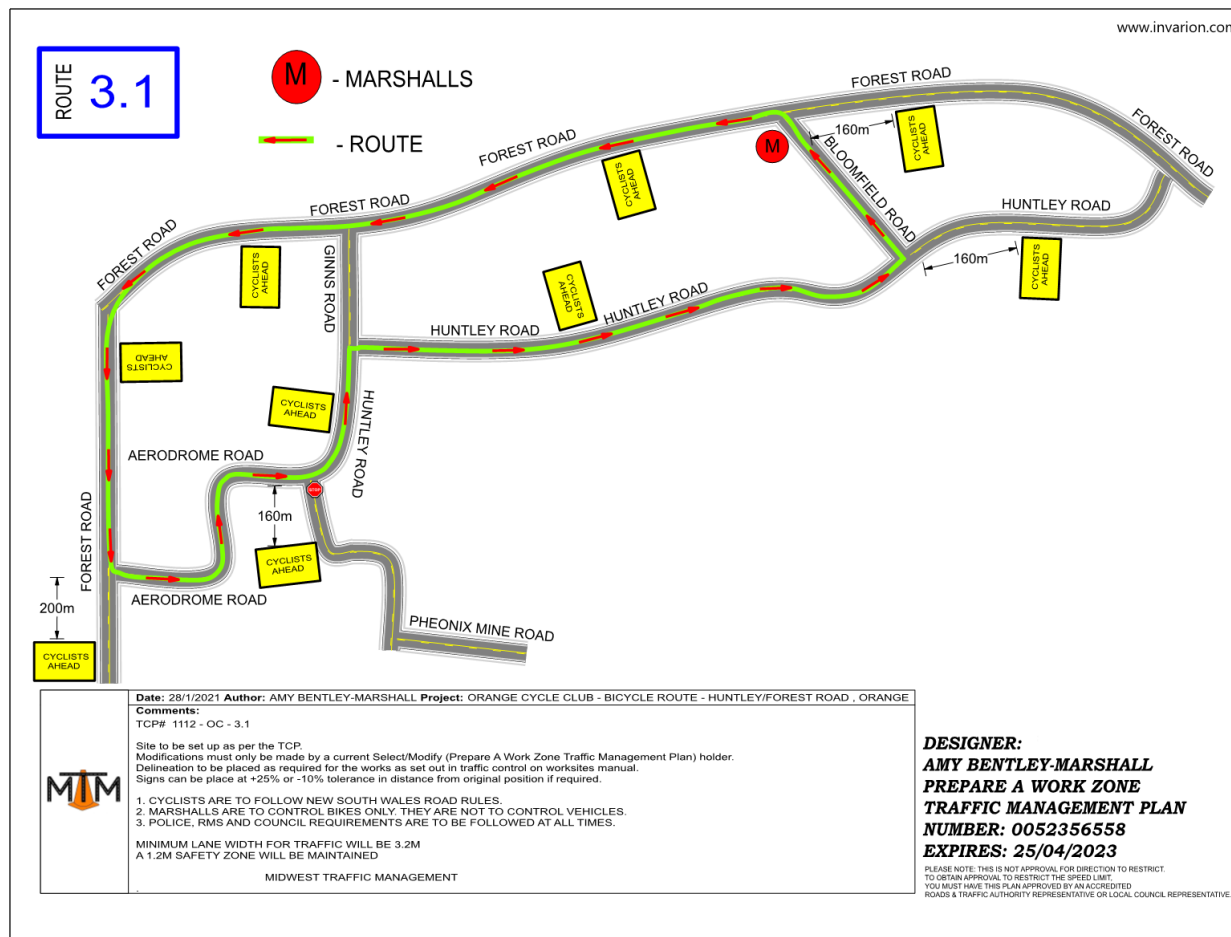
This document has been prepared at the request of our client and does not represent an insurance policy, guarantee or warranty and cannot be relied upon as such. All coverage described is subject to the terms, conditions and limitations of the insurance policy and is issued as a matter of record only. This document does not alter or extend the coverage provided or assume continuity beyond the Expiry Date. It does not confer any rights under the insurance policy to any party. V-Insurance Group is under no obligation to inform any party if the insurance policy is cancelled, assigned or changed after the Issue Date.

V-Insurance Group Pty Ltd, Authorised Representative No. 432898, is an
authorised representative of Willis Australia Limited ABN 90 000 321 237, AFSL No: 240600

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route



CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route



Risk Assessment Report

Event Name: OTC Club Race

Event Identifier: NSW8123

Swim

Hazard	Risk	Control Measure
Large Competitor Numbers	Competitor injury	Design wave starts at appropriate intervals to minimise congestion
Low Water Quality	Infections to competitors	Assess water quality prior to race start and cancel swim leg if water quality is deemed unacceptable
Deterioration in Water Conditions	Competitor injury or drowning	Assess water conditions prior to race start. Ensure water safety is sufficient for current conditions. Consider redesign of swim course. Cancel swim leg if water conditions are deemed unacceptable.
Deterioration in Atmospheric Conditions	Lightning strike to competitors	Assess atmospheric conditions prior to and during the swim leg. Consider delaying the race start or cancelling the swim leg if conditions are unacceptable. If conditions deteriorate during the race, implement the Emergency Response Plan to evacuate the swim course.
Swimming	Drowning	Have swim support on rescue boards or ski to support swimmers as required

Bike

Hazard	Risk	Control Measure
Helmet and Bike Condition	Competitor injury due to unsafe bike	Remind competitors that they are responsible for the safety of their own equipment
Helmet and Bike Condition	Competitor injury due to unsafe bike	Provide an opportunity for Technical Officials to inspect competitors' equipment and fastening of helmets
Large Competitor Numbers	Competitor injury due to collision with another competitor	Design swim wave starts at appropriate intervals to minimise congestion
Large Competitor Numbers	Competitors gain an unfair advantage due to drafting	Design swim wave starts at appropriate intervals to minimise congestion
Large Competitor Numbers	Competitors gain an unfair advantage due to drafting	Provide motorcycles for use by Technical Officials
Course layout	Competitor injury due to collisions with spectators	Install fencing and controlled crossings in areas of high spectator traffic, as described in the Traffic Management Plan (attached)
Course layout	Competitor injury due to collisions with other road users	Signage, barriers and marshals located at high risk locations, as described in the Traffic Management Plan (attached)
Poor road conditions	Competitor injury	Assess road conditions prior to race start. Consider redesign of bike course. Advise competitors of any hazards on the bike course. Marshals, signage, ambulances located at high risk locations as described in the Traffic Management

11/01/2022 10:19:03 AM

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CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route

Hazard	Risk	Control Measure
High winds, torrential rain	Competitor injury	Assess atmospheric conditions prior to and during the bike leg. Consider delaying the race start or cancelling the bike leg if conditions are unacceptable. If conditions deteriorate during the race, implement the Emergency Response Plan to evacuate the bike course.

Run

Hazard	Risk	Control Measure
Infection	Competitor sickness due to infection from a volunteer	Ensure that all volunteers wear hygienic gloves when dealing with food and drinks
Competitor Fitness	Competitor injury due to dehydration, exhaustion	Ensure sufficient aid stations on the run course
Competitor Fitness	Competitor injury due to dehydration, exhaustion	Access to medical assistance at the completion of the race
Competitor Fitness	Competitor injury due to dehydration, exhaustion	Pre-race advice to competitors to ensure sufficient hydration throughout the race
Extreme weather conditions	Competitor injury due to high winds, lightning or extreme heat	Assess atmospheric conditions prior to and during the race. Consider delaying the race start if conditions are unacceptable. If conditions deteriorate during the race, implement the Emergency Response Plan to evacuate the run course
Extreme weather conditions	Competitor injury due to high winds, lightning or extreme heat	Consider locating additional aid stations if heat is extreme.
Course layout	Competitor injury due to a collision with a competitor on the bike course	Ensure a safe separation between the bike course and the run course.

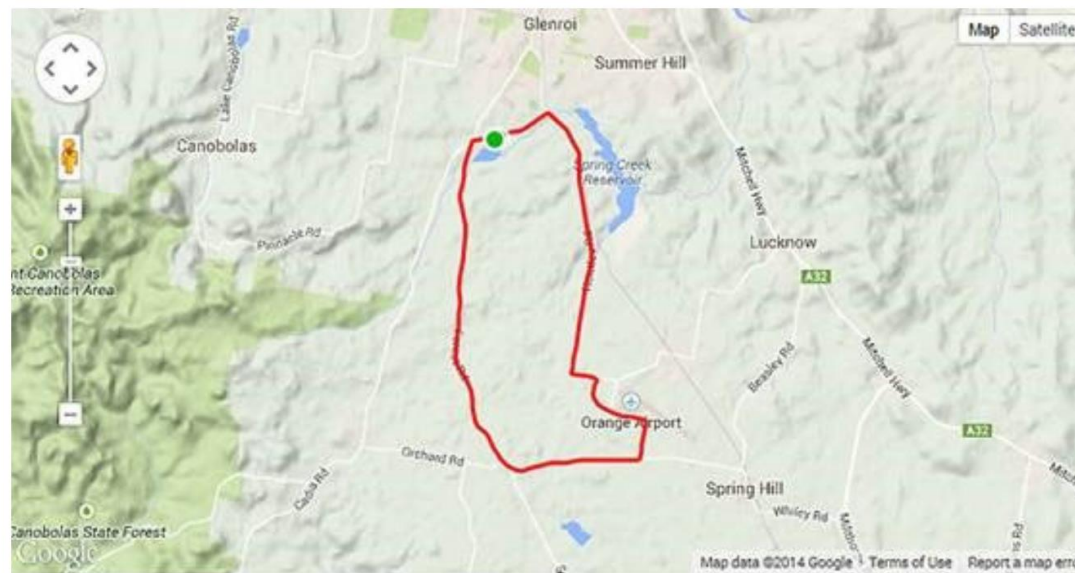
Paddle

Hazard	Risk	Control Measure
Large Competitor Numbers	Competitor injury	Design swim wave starts at appropriate intervals to minimise congestion on paddle course
Difficulty in locating all competitors	Competitor injury	All competitors to wear high visibility singlets or personal floatation devices
Low Water Quality	Infections to competitors	Assess water quality prior to race start and cancel paddle leg if water quality is deemed unacceptable
Deterioration in Water Conditions	Competitor injury or drowning	Assess water conditions prior to race start. Ensure water safety is sufficient for current conditions. Consider redesign of paddle course. Cancel paddle leg if water conditions are deemed unacceptable.
Deterioration in Atmospheric Conditions	Lightning strike to competitors	Assess atmospheric conditions prior to and during the paddle leg. Consider delaying the race start or cancelling the paddle leg if conditions are unacceptable. If conditions deteriorate during the race, implement the Emergency Response Plan to evacuate the paddle course.

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event Application, Risk Assessment, Public Liability, Police Approval, Route



CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 2 Conditional approval - Street Event - Orange Cycle and Triathlon Events - 2022-2023 Season

D22/56737



CONDITIONAL APPROVAL FOR EVENT

Orange Triathlon Events – 2022/2023 Season

Orange Cycle and Triathlon Club (Event Organiser)

Streets to be used: Bloomfield Road, Forest Road, Aerodrome Road, Huntley Road

Dates: 2022
November - Sunday 13, 20, 27
December - Sunday 4, 11, 18

2023
January - Sunday 8, 15, 22, 29
February - Sunday 5, 12, 19, 26
March - Sunday 5, 12, 19, 26
April - Sunday 2, 9, 16, 23, 30
May - Sunday 7, 14, 21, 28
June - Sunday 4, 11, 18, 25
July - Sunday 2, 9, 16, 23, 30
August - Sunday 6, 13, 20, 27
September - Sunday 3, 10, 17, 24
October - Sunday 1, 8, 15, 22, 29
November - Sunday 5, 12, 19, 26
December - Sunday 3, 10, 17

Time: 8am – 11am

Type of closure: No full closure

Class: 2

File: F2901-4

CONDITIONS OF APPROVAL

- 1 A permit under Section 115 of the Road Transport Act 2013 must be obtained from the Commissioner of Police prior to the event.
- 2 Approval will be obtained from the Traffic Branch of the Orange Police. Council will inform Orange Police of the events and you must comply with any additional conditions so imposed.
- 3 Council must be provided with a copy of public liability insurance documentation relating to the event, evidencing a minimum cover of \$20 million with Council and NSW Police's interests duly noted.
- 4 A Traffic Management Plan (TMP) and a Traffic Control Plan (TCP) must be prepared for the event by an authorised person and shall be provided to the City of Orange Traffic Committee for approval prior to the event.
- 5 All Traffic Control Plans (TCP) must be implemented by appropriately qualified persons.

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 2 Conditional approval - Street Event - Orange Cycle and Triathlon Events - 2022-2023 Season

2

- 6 All personnel carrying out traffic control duties must hold an appropriate authorised traffic controller's ticket.
- 7 The event organisers are to maintain appropriate and adequate traffic measures for the safe movements of all road users and participants on all roads impacted by the event or management of the event.
- 8 The event must not interfere with normal pedestrian movements.
- 9 A risk assessment must be completed and Risk Management Plan submitted to Council prior to the event.
- 10 Event Marshals, Traffic Controllers and participants must be consulted and advised of the risk management and contingency arrangements in case of an emergency (RMS S144)
- 11 The applicant will advertise the event and regulation of traffic in a local paper at least seven (7) days prior to the first event, with this advertisement to include the type of event, route and all dates and times. If there is a change of date this must also be advertised.
- 12 The event organisers are to conduct a letter drop to residents and businesses before the first event advising the date of all events for all affected roads. They must also be advised if there is a change of date.
- 13 The event organisers shall inform the following organisations of each event with copies being forwarded to Council: - Fire and Rescue NSW, NSW Rural Fire Service, Ambulance Service NSW, Orange Health Service, Orange Local State Emergency Service, Cadia Valley Operations, Regional Express Airlines, Fly Corporate.
- 14 **COVID-19**
The User shall remain updated on information and advice regarding COVID-19 (Coronavirus) and ensure all Events adhere to the NSW Government's most recent guidelines and regulations relating to Public Health Orders and restrictions.
- 15 All participants are to be briefed prior to the event in regard to the need to comply with The Road Transport Act 2013 and Road Rules 2014.
- 16 Riders and drivers are to be instructed to stay within the left-hand lane.
- 17 Workers compensation for paid staff, personal accident for volunteers and insurance for theft, breakages will be the responsibility of the user.
- 18 The applicant is required to inform all relevant persons involved in the organising of the event of the Conditions of Approval.
- 19 In the event of non-compliance to these conditions Council automatically withdraws its approval of the event.
- 20 Council has the right to withdraw the approval, or impose additional conditions on the event organisers at any time.
- 21 These events may be rescheduled to an alternate Sunday provided the applicant contacts Council at least 24 hours before the event and Council confirms that the alternate date does not clash with another event. Council reserves the right to revoke this concession at any time.
- 22 All documents requested must be submitted to Council by Friday 4 November 2022 and marked to the attention of Mr Jason Theakstone in the Technical Services Division.

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 2 Conditional approval - Street Event - Orange Cycle and Triathlon Events - 2022-2023
Season

3

I hereby declare that I have read and understand the conditions for the Orange Triathlon
Events – 2022/2023 Season.

Signed for and on behalf of Orange Cycle and Triathlon Club -

Name (print): -----

Signature: -----

Date: -----

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

3.5 STREET EVENT - 2022 SANTA ARRIVAL

RECORD NUMBER: 2022/1886

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has received a street event application for the Orange City Centre Santa Arrival on Saturday 26 November 2022.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “11.2. Develop and attract a variety of events, festivals, venues and activities for locals and visitors, ensuring accessibility for all”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council approve the conditional approval for the Santa Arrival event on Saturday 26 November 2022.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council has received a street event application for the Santa Arrival on 26 November 2022.

The procession will commence at the Orange City Centre loading dock area off Colvin Lane and proceed with a mixture of vehicles and performers on foot, around the corner via Lords Place and Summer Street to arrive at the Summer Street main entry to the Orange City Centre.

From there, the procession will continue on foot through the Centre to the Santa Set Christmas Display to officially begin Christmas festivities in the Centre.

Full road closure is required between 9.45am and approximately 11.15am.

The Event application and documentation is attached as well as the conditional approval.

CITY OF ORANGE TRAFFIC COMMITTEE**11 OCTOBER 2022****3.5 Street Event - 2022 Santa Arrival**

ATTACHMENTS

- 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment, D22/62112
- 2 Event - Santa Arrival - TMP, D22/59460
- 3 Event - Santa Arrival - 26 November 2022 - Certificate of Currency, D22/62079
- 4 Conditional approval - Street Event - Santa Arrival Event 2022, D22/62153

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment



Jones Lang LaSalle (NSW) Pty Ltd
A.B.N. 37 002 851 925
Orange City Centre
Centre Management Office
PO Box 2115
ORANGE NSW 2800

25th September 2022

Orange City Council
PO Box 35
Orange NSW 2800

RE: Orange City Centre – Santa Arrival Event Site Plan 2022

I am writing to you with regard to our proposed Santa Arrival event that will take place on Saturday the 26th November 2022.

To launch our Santa Claus arrival for 2022, we would like to hold a Santa Arrival event and have Santa arrive to the Centre as part of a parade procession starting at the Orange City Centre dock zone in Colvin Ln and travelling once around the block ending at the Summer Street entrance.

EVENT DETAILS

DATE: 26 November 2022
TIME: 10:00am – 12:00pm

The procession will commence at the Orange City Centre loading dock area off Colvin Ln and proceed with a mixture of vehicles and performers on foot, around the corner via Lords Place and Summer St to arrive at the new Summer St main entry to the Orange City Centre.

From there, the procession will continue on foot through the Centre to the Santa Set Christmas Display to officially begin Christmas festivities in the Centre.

PROPOSED PARADE INVOLVEMENT

The exact number of participants in the parade is not yet confirmed – however there will be no greater number than 6 vehicles participating in the event with various groups on foot. Please see a list of groups that have been invited to participate:

- Santa and Mrs Claus (Orange City Centre employees)
- Orange Fire Station
- Orange Pipe Band
- Orange Brass band
- Local Schools and Performance Groups
- Canobolas Local Area Command

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment



Jones Lang LaSalle (NSW) Pty Ltd
A.B.N. 37 002 851 925
Orange City Centre
Centre Management Office
PO Box 2115
ORANGE NSW 2800

PROPOSED SCHEDULE

Please see below the proposed schedule of events:

- 9.45am – Road Closure commence (after 9.30am bus)
- 10:00am – 10:30am – Santa aboard vehicle, travelling around Lords Place and Summer Street corner through to Summer St
- 10:30am – Santa arrive at new Summer St entrance to Orange City Centre
- 10.45am – Santa + procession to continue on foot, through the Orange City Centre
- 11:00am – Vehicles to depart
- 11:15/30am – Lords Pl & Summer St to reopen to traffic (next bus 11.50am)

PROPOSED TRAVEL ROUTE AND TRAFFIC PLAN

*Included in attached TCP from Midwest Traffic Management.

- Centre Management to place signage and bollards cordoning off parking bays directly parallel to Summer St entry.
- Centre Management to notify neighbouring businesses of the closure.

APPROVALS

Please find attached:

- Category 2 Event Application Form
- TCP from Midwest Traffic Management
- Event Risk Assessment
- \$20 Million Public Liability Certificate

I look forward to discussing this event with you. If you have any further questions, feel free to contact me on _____ or via email.

Kind regards,

Hannah Bor
Marketing Manager
Orange City Centre

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

EVENT

APPLICATION FORM



ORANGE
CITY COUNCIL

ORANGE CITY COUNCIL

135 - 137 Byng Street, Orange NSW, 2800
PO Box 35, Orange NSW, 2800

P: 02 6393 8000 **F:** 02 6393 8199

E: council@orange.nsw.gov.au

www.orange.nsw.gov.au

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

Orange City Council is committed to working with organisations and community groups to deliver safe and enjoyable events. Below is some information to assist in the application process.

EVENT APPLICATION TIMEFRAMES

Please submit this event application, along with all other required documentation to Orange City Council at least 21 days prior to your event.

If your event is to involve any of the following aspects, please adhere to the associated timeframes:

Application/approval type	Minimum timeframe before event
Approval to Install and Operate Amusement Device (ie: Section 68 approval)	5 working days
Temporary Food Permit	5 working days
Filming Proposal	5 working days
Donations and Grants Application	Quarterly throughout the year
Alcohol Licence	30 working days
Development Application	6 weeks
Temporary Suspension of an Existing Alcohol Free Zone	12 weeks
Road Closure/Traffic Management Plan	16 weeks

USEFUL CONTACTS

Organisation	Phone number
Orange City Council	(02) 6393 8000
Orange City Council - Development Services	(02) 6393 8530
Orange Police	(02) 6363 6399
NSW Ambulance	(02) 6841 2670
Roads and Maritime Services	132 213
NSW Food Authority	1300 552 406
Department of Justice - Liquor and Gaming NSW	(02) 9995 0300
Midwest Traffic Management	(02) 6362 8049
Dubbo Traffic Control	(02) 6882 5643

EVENT APPLICATION FORM

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CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

APPLICANT DETAILS

Name: Hannah Bor

Organisation: Orange City Centre

Address: 190 Anson Street

Suburb: Orange

Postcode: 2800

Phone:

Mobile:

Email:

Website: www.orangecitycentre.com.au

Facebook: facebook.com/orangecitycentre

Instagram: instagram.com/orangecitycentre

Twitter:

EVENT DETAILS

Event Name: Santa Arrival Parade

Location/Venue *subject to availability: Orange City Centre - Lords Pl, Summer Street, Anson Street

Please note that all venues are subject to usage fees as stated in Orange City Council's Fees and Charges.

Event Date/s: 26/11/2022

Event Time/s: 10am-12pm

Bump in date and time:

Bump out date and time:

Describe the main purpose of your event:

Is the event likely to be an ongoing event?

☐ YES ☒ NO

Will your event be open to the public?

☒ YES ☐ NO

Expected event attendance. Participants: Max 6 Vehic

Spectators:

Will your event be attended by children or young people under 18 years of age?

☒ YES ☐ NO

Will you charge an entry fee for this event?

YES ☒ NO

Any event held on Council land or premises must be conducted in accordance with Section 68 of the Local Government Act 1993

PLEASE NOTE:

 = Questions marked with this symbol may require additional Council permits under the Local Government Act or other relevant legislation

EVENT APPLICATION FORM

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CITY OF ORANGE TRAFFIC COMMITTEE

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EVENT SERVICES

 Will there be food and/or drinks sold or supplied at your event? ☐ YES ☒ NO

If yes, you must ensure all Food Vendors have approval from Orange City Council. All Food Vendors must be issued with a Temporary Food Permit and comply with all relevant food and health regulations.

 Will you be operating a BBQ/s at your event? ☐ YES ☒ NO

 Will alcohol be served and/or for sale? ☐ YES ☒ NO

Is your event to be held in a designated Alcohol Free Zone? ☐ YES ☒ NO

If yes, you are required to provide the appropriate Liquor Licence to Council and ensure those serving alcohol have current RSA accreditation. You must ensure there is free drinking water available. You must also make an application to Council at least 3 months prior to your event if your event is to be held within an existing Alcohol Free Zone. You will be required to pay the advertising fees associated with the publication of the suspension of the Alcohol Free Zone via the local newspaper.

Will your event require security personnel? ☐ YES ☐ NO

Will your event require waste management? ☐ YES ☒ NO

Council's existing public placed litter bins are not to be used for waste generated from the event without Council approval to do so.

Will you need to organise the use of the venue's public toilets at your event? ☐ YES ☒ NO

Will you require additional toilets and amenities, including accessible (disabled) facilities? ☐ YES ☒ NO

Guidelines for the number of toilets required are listed below:

People	No alcohol		Alcohol	
	Male	Female	Male	Female
<500	3	6	11	13
<1000	6	9	15	16

Will your event require access to a power supply? (If yes, please provide requirements) ☐ YES ☒ NO

☐ 10 amp | Qty: ☐ 15 amp | Qty: ☐ 20 amp | Qty: ☐ 32 amp | Qty:

Will you need to organise the collection of keys? ☐ YES ☒ NO

Will your event require the use of existing Council lighting? ☐ YES ☒ NO

Will you need to organise additional lighting? YES ☒ NO

 Will you be installing or erecting a structure? (e.g. stage, marquee, tent, caravan etc.) ☐ YES ☒ NO

Type of structure, quantity and dimensions in m²:

The use of any portable structure may require a Development Application if it does not constitute exempt development or have a previous approval. If approval is required, this may take approximately 28 days.

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CITY OF ORANGE TRAFFIC COMMITTEE

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Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

EVENT SERVICES - continued

Will you require the entry of vehicles on to Council property?

☐ YES ☒ NO

 Will your event impact vehicular/pedestrian traffic?


☒ YES ☐ NO

 Are you requesting any road/footpath closures or road/footpath occupation?

☒ YES ☐ NO

If yes, you will be required to obtain approval from Council, Police and in some cases the Roads and Maritime Services (RMS). An application should be submitted to the City of Orange Traffic Committee at least 16 weeks prior to your event which must include:

- *Traffic Management Plan (TMP) and Traffic Control Plan (TCP) compiled by an appropriately qualified person*
- *Proof of public liability insurance to the value of \$20 million with Orange City Council noted as an interested party*
- *Detailed risk assessment*

 Will your event involve large crowds, the use of PA system/s, or amplified music?

☐ YES ☒ NO

Noise levels must not exceed 5 decibels above background noise when measured at the nearest affected residence.


Will there be signage erected promoting your event at the venue?

☒ YES ☐ NO

 Will there be signage erected promoting your event at other locations in the Orange region?

☒ YES ☐ NO

Details: Signage to be posted on light-pole flags on Summer Street.

 Will your event involve the distribution of pamphlets and/or other marketing/promotional material?

☐ YES ☒ NO

Will your event require additional First Aid or Emergency personnel?

☐ YES ☒ NO

Guidelines for the number of First Aid personnel required is listed to the right. Each event must be attended by at least one suitably qualified First Aid Officer. The Ambulance Service of NSW should be advised of major events.

For water based events at Lake Canobolas or Gosling Creek at least one representative is required to have a First Aid Certificate and RLSSA Bronze Medallion qualification

Patrons	First Aiders	First Aid Posts
500	2	1
1000	4	1
2000	6	1
5000	8	2
10000	12	2

Who is the person nominated to engage emergency services or authorise an evacuation?

Name: Nicole Chapman

Contact phone number

What is your Emergency Evacuation Plan?

TBA.

For any event, your strategies for emergency/risk management must comply with Australian Standards AS/NZS ISO 3100/2009. The location of the Emergency Muster Point and details of the nominated person who can authorise an evacuation must be communicated to all those involved with the event.

EVENT APPLICATION FORM

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CITY OF ORANGE TRAFFIC COMMITTEE


11 OCTOBER 2022

Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

EVENT SERVICES - continued

What is your contingency plan for bad weather?

The majority of the parade will take place indoors - contingencies will mainly consist of replacing any open-top vehicles with closed top and should not impact spectators. Spectators on the street will mainly be under Centre awning - in case of bad weather, food parade on Summer Street will be diverted to start at Summer Street Centre entry.

 Will amusement devices (e.g. jumping castle/s, mechanical ride/s) or other entertainment (performers or attractions) be in operation at your event? ☐ YES ☒ NO

Type and number of devices:

Apart from a 'small' jumping castle (i.e. highest platform is less than 9m high), all amusement device owners must hold a Section 68 Approval issued by Orange City Council. Applications must be received at least five working days before the event.

Will there be animal involvement at your event? ☒ YES ☐ NO

If yes, you must comply with all provisions of the Exhibited Animals Protection Act, 1986.

Will your event involve the movement of any aircraft? ☐ YES ☒ NO

Will there be goods (other than food) for sale at your event? ☐ YES ☒ NO

 Will there be fireworks at your event? ☐ YES ☒ NO

Will you be fundraising as part of your event? ☐ YES ☒ NO

Will the event involve any professional filming, drone operation or photography? ☒ YES ☐ NO

Will the event involve any camping? ☐ YES ☒ NO

Will your organisation require information on Council's Donations, Grants and Sponsorship program? ☐ YES ☒ NO

Responsibility to Protect Crowded Places

You are required to address your responsibilities in relation to the protection of crowded places from a range of foreseeable threats, including terror attacks, and should consider anti-terror measures in planning your event. Under the Summary Offences Act 1988, you are required to complete a 'Notice of Intention to Hold a Public Assembly' (available via www.police.nsw.gov.au) and submit to the Police at least 90 days prior to your event.

NOTES

EVENT APPLICATION FORM

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Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

REQUIRED DOCUMENTATION

In order for your request to be processed, please ensure you also provide the following documentation:

- **Site Plan** depicting everything you plan to bring or utilise at the venue, such as: barricading/fencing, stalls and marquees, stages, toilets, rubbish/recycling bins, signs/banners, lights/lighting towers, PA/speakers, entry and exit points, parking, power, first aid and emergency muster points.
- **Certificate of Currency of Public Liability Insurance** to a minimum of \$20 million and noting Orange City Council as an interested party.
- **Risk Assessment** outlining all applicable risks and control measures.

INDEMNITY & DECLARATION

I, _____ hold Orange City Council harmless and releases and indemnifies, and keeps released and indemnified, from and against all action, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect of any damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of council, its servants, agents or employees either solely or in contribution thereto.

I am authorised by the nominated organisation/club/school/association to make this application. I understand that a safety inspection and audit of the Council property is required along with completing a risk assessment prior to each use. I understand that I must only use the Council property if it is safe to do so and must leave the council property in a clean and tidy condition, including all associated facilities. I understand that if Council is required to clean or conduct any repairs due to damage or neglect caused by the applicant, the applicant will be invoiced. I agree to ensure that if the Council property is used at night, the level of lighting is appropriate for the intended purpose and agree to turn off all lighting immediately after the event or use of Council property has ceased.

I understand that only approved line marking agents can be used on Council property and I must obtain Council approval for any signage erected. I agree not to sub-let any Council property or facility. I agree to ensure children using Council property are supervised by an adult and agree not to permit any animals (with the exception of guide/hearing dogs), glass and vehicles on Council property unless prior approval is obtained.

I agree to comply with any requirement set by Council as part of the Conditions of Approval for the event and will comply with any direction of Council in relation to the Council property (e.g. closures due to wet weather and maintenance).

I am authorised to provide this release to Council on behalf of the nominated organisation/club/school/association from all claims made against Council by any person resulting from activities held on Council property.

<input type="text"/>	<input type="text" value="Hannah Bor"/>	<input type="text" value="30/08/2022"/>
Signature	Name (BLOCK LETTERS)	Date

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CITY OF ORANGE TRAFFIC COMMITTEE

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Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

Orange City Centre Santa Arrival 2022 Risk Assessment

1. Introduction

This document has been compiled to assess the risks and controls to be put in place to organise and run the Orange City Centre 2022 Santa Christmas Parade, with minimal to low risk.

This document was developed from a number of activities and learning's from previously held events with Orange City Centre.

This document belongs to Orange City Centre Management, and not to be used for any other applications unless permission is sought and granted by the Orange City Centre 190 Anson Street Orange NSW 2800.

2. Methodology

The risk assessment has been completed in accordance with *AS4360:2004 Risk Management*. The process used is based on widely accepted methodology where the level of risk is defined as a combination of likelihood and consequence. The assessment is conducted using a qualitative assessment of the likelihood and consequence. A risk matrix is then used to determine the level of risk.

The table below provides the qualitative descriptors used for assessing consequences:

CONSEQUENCE LEVELS				
Minor injury. Low-level short-term subjective inconvenience or symptoms. Cuts, bruises, no measurable physical effects. No medical treatment	Significant injury. Objective but reversible disability/impairment and/or medical treatment injuries requiring hospitalisation. Major burns, broken bones, severe bruises, cuts.	Serious Injury. Moderate irreversible or impairment to one or more persons. Serious burns to large parts of body, serious internal and skull injuries.	Single fatality and/or severe irreversible disability or impairment to one or more persons	Multiple fatalities, as a result of short or long term health effects, or significant irreversible human health

The assessment-ranking matrix shown below was used to determine risk levels.

RISK RANK MATRIX

Consequence →	Low	Minor	Moderate	Major	Catastrophic
Likelihood ↓	<i>Minor Injury</i>	<i>Significant Injury</i>	<i>Serious Injury</i>	<i>Fatality</i>	<i>Multiple Fatality</i>
Almost Certain	Moderate	Low	low	Low	Low
Likely	Moderate	Low	Low	Low	Low
Possible	Moderate	Low	Low	low	Low
Unlikely	Moderate	Low	Low	Low	Low
Rare	Moderate	Low	Low	Low	Low

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Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

3. Risk Assessment

The risks have been identified and assessed in accordance with the matrix above and recorded within the table below. The residual risk is assessed, not the inherent risk. This means that the effect of the controls is taken into account in the risk assessment. All controls are also documented in Section 4.

Risks have been grouped into six broad areas for the assessment. The table below provides a summary; more detail on the hazards and the relevant controls is included in Section 4 of the document.

Hazard	Risk	Likelihood	Consequence	Level of Residual Risk
Weather Conditions	Car accident and injury, exposure, heat stress	Low	Moderate	Moderate
Road Layout	Car accident and injury	Rare	Moderate	Moderate
Road Conditions	Car accident and injury	Rare	Moderate	Moderate
Other traffic	Car accident and injury	Low	Moderate	Moderate
Classic Cars	Breakdown heat stress	Low	Moderate	Low
Spectators/Performers on Roadway	Car accident and injury	Low	Moderate	Moderate
Unexpected vehicle in road closure zone	Car accident and injury	Low	Low	Low

4. Hazards and Controls

A) Weather and Conditions

Scenario: Poor to extreme weather conditions leading to poor conditions and injuries.

Causes: Dehydration/Heat Stroke
Fire or floods
Accidents from traffic/weather/road conditions
Poor visibility in Fog or low clouds leading to an accident

Proposed Controls:

1. Weather extremes information provided.
2. Water provided to all cars and passengers.

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3. Sunscreen readily available from team managements.
4. First aid kit available.
5. First aid qualified person and support team members.
6. Emergency services to be identified and road rules obeyed
7. Utilise the following guideline on which to base a decision of stopping a car after the start, due to extreme weather conditions. "Road Controller to liaise with team members and support team re conditions and come to a unanimous decision to terminate, delay or alter the event. If decision not unanimous Road Controller makes final decision."
8. Security/Centre Staff to observe cars at checkpoints for obvious fatigue or stress and offer assistance if necessary. Exercise organiser's right to terminate cars or passengers if problem occurs.
9. Midwest Traffic Management to wear high vision clothing.
10. Public liability insurance obtained.
11. Police advised.

B) Road Layout**Scenario:** A car accident resulting from the inherent road layout.

Causes Junctions, intersections or Parade dismount in Summer Street
 Parade route has been identified – Centre dock to Lords Place, left to Summer Street, along Summer Street.

Embark from Centre Loading Dock (Colvin Ln). Parade to proceed on foot from Lords Pl to Summer Street Centre entrance at pre-determined speed limit. Santa and Friends to walk into Centre doors at Summer St.

Proposed Controls:

1. Advisory information of road layout to be provided.
2. Map & Verbal layouts will be provided to all.
3. RTA advisory signs in place if required.
4. First aid kit available.
5. First aid qualified person.
6. Emergency services to be identified as to road rules.
7. Flashing lights to be provided in lead and rear cars.
8. Cars to be instructed to stay together to create that parade atmosphere.
9. Public liability insurance obtained.
10. Police advised.

C) Road Condition**Scenario:** A car accident resulting from poor road maintenance or condition.

Causes: Pot holes
 Loose gravel and other debris

Proposed Controls:

1. Security/Centre Management to advise of poor conditions where possible, particularly road works.
2. Lead Car to use standard calls to advice of road conditions if required.
3. Encourage team members to provide support.

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Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

4. First aid kit available.
5. First aid qualified person available.
6. Emergency services to be identified as to road rules.
7. Public liability insurance obtained.
8. Police advised.

D) Interaction with Other Traffic

Scenario: A car accident resulting from interaction with other traffic or obstacles.

Causes:

- Cars
- Trucks
- Buses
- Motorcycles
- Cyclists
- Pedestrians
- Animals

Proposed Controls:

1. All cars to obey all road rules.
2. The general community is made aware through Security/Centre Management staff/Midwest Traffic Management.
3. Flashing lights on Lead and Rear vehicles.
4. Midwest Traffic Management to wear high vis clothing.
5. First aid kits available for vehicles.
6. First aid qualified person available if required.
7. Public liability insurance available/obtained
8. Police advised.

E) Classic Car Condition

Scenario: Car Driver/owner fail to operate effectively placing anyone at risk of accident.

Causes:

- Brakes
- Tyres
- Wheels

Proposed Controls:

1. All Car owners required to provide a vehicle in appropriate condition.
2. Car owners encouraged to service classic car pre-event – clean and lubricate. Ensure brakes in good working order. Fitted correctly.
3. Car owners encouraged to also provide additional spares such as spare tyres.
4. Cars in inadequate condition will exclude from participation.
5. Public liability insurance obtained.
6. Police advised.

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Attachment 1 Event - Santa Arrival - 26 November 2022 - Letter, Application, Risk Assessment

F) Spectators/Performers on roadway

Scenario: Potential incident with performers on foot or spectator stepping into the path of traffic/parade.

Causes: Poor behaviour
Crowd pushing / standing in wrong areas (eg. on road, path of travel)
Distraction
Medical condition

Proposed Controls:

1. The requirements and conditions, likely to be expected during the event, are addressed with staff/performers prior to the event. All staff will know their roles and responsibilities during the event.
2. Staff encouraged to use common sense.
3. Security/Centre Management to manage crowd control, ensuring spectators are not on the road and are on the designated footpath areas only.
4. First aid kit available.
5. First aid qualified person available.
6. Emergency services advised of the event.
7. Public liability insurance obtained.
8. Police advised.

G) Unexpected vehicle in road closure zone

Scenario: A car parked overnight in road closure zone.

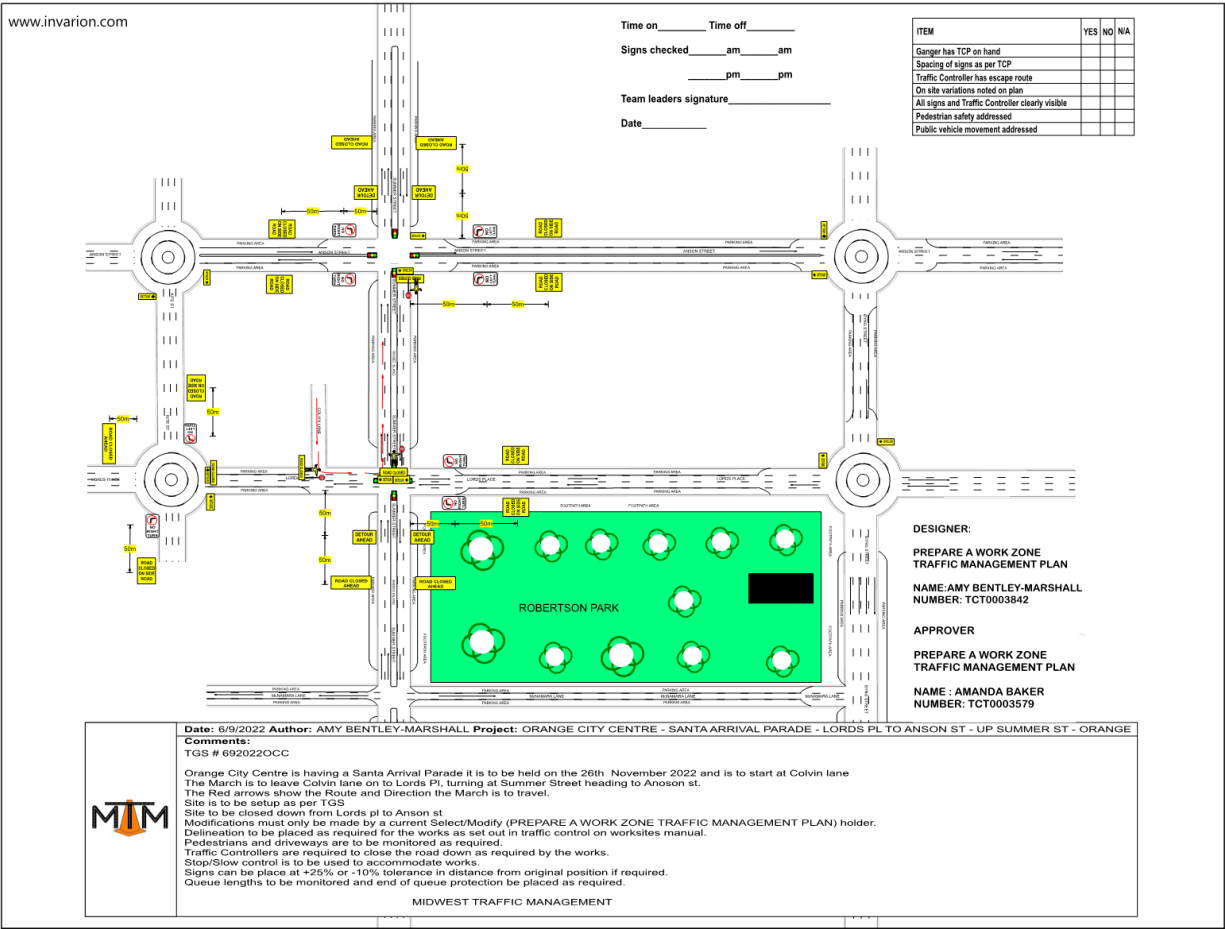
Causes: Car
Truck
Bus
Motorcycles

Proposed Controls:

1. Signage to be posted prior.
2. The general community is made aware through local media, advertising and local interest parties.
3. Police presence.
4. Area check prior to even commencement.

CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 2 Event - Santa Arrival - TMP

11 OCTOBER 2022



CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 3 Event - Santa Arrival - 26 November 2022 - Certificate of Currency



CERTIFICATE OF CURRENCY

In our capacity as Insurance Brokers, we hereby certify that the undermentioned Insurance Contracts are current as at 30 September 2022.

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy below.

CLASS: 1. Industrial Special Risks
2. Public / Products Liability

INSURED: Alceon Group Pty Ltd ATF Orange Retail Trust

INSURER: 1. Zurich Australia
2. Eclipse Insurance

POLICY NUMBER: 78 2349142 ISR
ECL-000678-21Q (Liability)

EXPIRY DATE: 4:00pm 30 September 2023

SITUATION: Orange Shopping Centre and Part Post Office Lane - 2 Summer Street, Orange NSW 2800 (refer attached plan)

INTEREST INSURED: **Buildings & Contents RV:** \$ 95,000,000
Insurable Gross Rentals: \$ 22,480,000
Indemnity Period: 30 months

LIMIT OF LIABILITY: **Public Liability:** \$20,000,000 any one occurrence
Products Liability: \$20,000,000 any one occurrence and in the aggregate

Yours faithfully,

Anna Fennell
Account Manager, General Division

NOTICE TO OUR VALUED CLIENTS

Clients who are not fully satisfied with our service should contact our customer relations/complaints officer, Mr Rocco Pirello (phone 02 8274 8100).

GSA Insurance Brokers also subscribe to the Insurance Brokers Dispute Limited (IBDL), a free customer service, and the General Insurance Brokers Code of Practice. Should you require further information please do not hesitate to contact our office.

PO Box 101,
Grosvenor Place NSW 1220

Tel: +61 2 8274 8100
Fax: +61 2 9252 5882

'The Old Presbytery' 137 Harrington Street, Sydney NSW 2000

www.gsaib.com.au

GSA Insurance Brokers Pty Ltd (GSA)
ABN: 34 084 437 196 AFSL: 238477

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 4 Conditional approval - Street Event - Santa Arrival Event 2022



F2901-4
D22/57049

CONDITIONAL APPROVAL FOR EVENT

2022 SANTA ARRIVAL EVENT

ORANGE CITY CENTRE

Streets to be used: Procession of vehicles and people on foot exits from Orange City Centre dock in Colvin Lane, left into Lords Place, left into Summer Street finishing at the new Summer Street entrance to the Orange City Centre

Date: Saturday 26 November 2022

Time: 9.45am to 11:15am

Type of closure: Full closure

Class: 1

CONDITIONS OF APPROVAL

1. A 'Form 1 - Notice of Intent to Hold a Public Assembly' must be submitted to the police. Police approvals for the event must be obtained and provided to Council. You must comply with any additional conditions so imposed.
2. Approval will be obtained from the Traffic Branch of the Orange Police. Council will inform Orange Police of the events and you must comply with any additional conditions so imposed.
3. The applicant must obtain a Road Occupancy Licence from Roads & Maritime Services (RMS) and evidence of the Road Occupancy Licence must be provided to Council.
4. A Traffic Management Plan (TMP) and a Traffic Control Plan (TCP) must be prepared for the event by an authorised person and shall be provided to the City of Orange Traffic Committee for approval prior to the event. An advanced warning Variable Message Board (VMS) shall be positioned east of William Street advising heavy vehicles of a detour on William Street and west of the Northern Distributor Road (NDR) on Molong Road and The Escort Way advising of the NDR being a heavy vehicle detour.
5. All Traffic Control Plans (TCP) must be implemented by appropriately qualified persons.
6. All personnel carrying out traffic control duties must hold a Roads and Maritime Services (RMS) authorised traffic controller's ticket.

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 4 Conditional approval - Street Event - Santa Arrival Event 2022

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7. Council must be provided with a copy of public liability insurance documentation relating to the event, evidencing a minimum cover of \$20 million with Council's interests duly noted.
8. The applicant will advertise the event and road closure in a local paper at least seven (7) days prior to the event, with this advertisement to include the type of event, route and date and times.
9. The event organisers are to conduct a letter drop to affected residents and businesses advising of the event for all affected roads.
10. The event organisers shall inform the following organisations of the event with copies being forwarded to Council:- Fire and Rescue NSW, Ambulance Service NSW, Orange Local State Emergency Service.
11. COVID-19
The User shall remain updated on information and advice regarding COVID-19 (Coronavirus) and ensure all Events adhere to the NSW Government's most recent guidelines and regulations relating to Public Health Orders and restrictions.
12. All participants are to be briefed prior to the event in regard to the need to comply with The Road Transport Act 2013 and Road Rules 2014.
13. A risk assessment must be completed and Risk Management Plan submitted to Council prior to the event.
14. Event Marshals, Traffic Controllers and participants must be consulted and advised of the risk management and contingency arrangements in case of an emergency
15. The event organisers are to maintain appropriate and adequate traffic measures for the safe movements of all road users and participants on all roads impacted by the event or management of the event.
16. The applicant is required to inform all relevant persons involved in the organising of the event of the Conditions of Approval.
17. In the event of non-compliance to these conditions Council automatically withdraws its approval of the event.
18. Council or the NSW Police Force have the right to withdraw the approval or impose additional conditions on this event at any time.
19. All documents requested must be submitted to Council by Wednesday 9 November 2022 marked to the attention of Jason Theakstone in the Technical Services Division of Council.

WITHDRAWAL OF APPROVAL

Council reserves the right to withdraw its approval in the event of non-compliance with any of the conditions attached to this approval.

WRITTEN ACCEPTANCE

Would you please provide a written acceptance of the conditions outlined in this approval by Wednesday 9 November 2022.

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 4 Conditional approval - Street Event - Santa Arrival Event 2022

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I hereby declare that I have read and understand the conditions for the Santa Arrive Event to be conducted on Saturday 26 November 2022.

Signed for and on behalf of Orange City Centre:

Name (print) _____

Signature _____

Date _____

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CITY OF ORANGE TRAFFIC COMMITTEE**11 OCTOBER 2022**

3.6 EVENT - ZOO2ZOO BICYCLE RIDE - 13 TO 16 OCTOBER 2022

RECORD NUMBER: 2022/2015

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Council has received a request letter from Zoo2Zoo Inc, seeking approval to hold an event known as the Zoo2Zoo Bicycle Ride. The event is scheduled to be held 13-16 October 2022, from Sydney to Dubbo. The cycling event will traverse the Orange Local Government Area on Forest Road, Spring Terrace Road and Cargo Road.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "11.2. Develop and attract a variety of events, festivals, venues and activities for locals and visitors, ensuring accessibility for all".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council approve the conditional approval for the Zoo2Zoo Bicycle Ride to be held 13 to 15 October 2022.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

A vehicle route has been nominated, and is attached for reference.

The bicycle ride has an upper limit of 120 riders, split into groups of 20 people. Two vehicles will be used as front and rear escorts vehicles, with signage and amber flashing lights.

No road closures are proposed for this event.

The conditional approval for the event is attached.

ATTACHMENTS

- 1 Event - Sydney Zoo2Zoo - Traffic Management Plan, D22/63597
- 2 Event - Sydney Zoo2Zoo - Risk Assessment, D22/63598
- 3 Conditional Approval - Zoo2Zoo, D22/63706

CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 1 Event - Sydney Zoo2Zoo - Traffic Management Plan





11 OCTOBER 2022

TRAFFIC MANAGEMENT PLAN
- ON ROAD EVENTS

SPECIAL EVENT DETAILS

Name of Event:	Sydney Zoo2Zoo Bicycle Ride
Event Organisers:	Andrew McKay and Andrew Back
Sponsor:	Zoo2Zoo Inc
Requested Date: Thursday 13 th October 2022 to Sunday 16 th October 2022	
Requested Times:	13 October 2022 7.00am to 5.00pm
	14 October 2022 6.00am to 5.00pm
	15 October 2022 6.00am to 5.00pm
	26 October 2022 6.00am to 2.00pm

CONTACT DETAILS

Contact Name: Andrew McKay
Phone No.: 
Fax No.: n/a
Mobile No.: 
E-mail: Sydney@zoo2zoo.com
Contact Name: Andrew McKay
Phone No.: 
Fax No.: n/a
Mobile No.: 
E-mail: sydney@zoo2zoo.com

AGENCY CONTACT INFORMATION

Council: (Council Name)
Police: Sen Sgt Andrew HUNT SPU
RMS: (Local RMS Contact)

Proponent / Event Organiser Declaration

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I the undersigned declare that the herein proposed event will be staged and operated in accordance with AS1742.3, NSW Police Service Instructions, Work Health and Safety Act 2012 requirements and the conditions as set out in the RMS Traffic Control Manual.

Signed:
Name : Andrew McKay

Date: 20/09/2022
Contact No. 

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TRAFFIC MANAGEMENT PLAN

Location: Taronga Zoo, Sydney, NSW to Taronga Western Plains Zoo, Dubbo, NSW, 2830

Date and Time: Thursday 13th October 2022 from 7.00am to Sunday 16th October 2022

Sponsored by: Zoo2Zoo Inc

Event Organiser: Andrew McKay and Andrew Back

TMP Version: Version 1 **Revision Date:** 20/09/2022

Document Author: Andrew McKay and Andrew Back

This Traffic Management Plan is approved by:

Andrew McKay and Andrew Back 20/09/2022 Event Organisers

Sen Sgt Andrew Hunt (DD/MM/YYYY) Police

(Name) (DD/MM/YYYY) Council

(Name) (DD/MM/YYYY) Roads and Traffic Authority

Authority of the Traffic Management Plan

This Traffic Management Plan (TMP), when approved by the relevant authorities becomes the prime document detailing the traffic and transport arrangements under which an event is to proceed.

Changes to the TMP require the approval of the Police and RMS and where necessary the appropriate local government organisation. All functional or single agency supporting plans are to recognise the primacy of the TMP and nothing contained in those plans may contravene any aspect of the TMP.

Signatories to this TMP should normally be the agency's senior officer appointed to the operational command team for the event on the day.

In case of emergencies, or for the management of incidents, the police are not subject to the conditions of the TMP but will make every effort to inform the other agencies of the nature of the incident and the police response.

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PLANNING

Contact Names:

Event Organiser: Andrew McKay

Phone: [REDACTED]

Fax: n/a

Mobile: [REDACTED]

E-mail: Sydney@zoo2zoo.com

Police (LAC): Senior Sergeant Andrew HUNT

Phone: [REDACTED]

Fax:

Mobile:

E-mail: [REDACTED]

Council:

Phone:

Fax:

Mobile:

E-mail:

Roads and Maritime Services:

Phone:

Fax:

Mobile:

E-mail:

SITUATION ANALYSIS

The Situation Analysis is a narrative that gives an overview of the event and may be overwritten under this heading.

Mission

- *The Sydney Zoo2Zoo Bicycle Ride is being staged over four consecutive days commencing at the Taronga Zoo in Sydney, Thursday 13th October 2022 concluding at Echo Point, Echo Point to Bathurst, Bathurst to Molong and Molong to Dubbo, finally concluding at Taronga Western Plains Zoo, Dubbo, Sunday, 16th October 2022.*
- *The event is being sponsored by Zoo2Zoo Inc.*
- *The event is raising funds for the Black Dog Institute and has a letter of support and Authority to Fund Raise to that affect.*
- *The ride has a limit of 120 riders to minimize traffic disturbance, which will be split into groups of 20.*

EXECUTION

General Outline

- The event will leave Taronga Zoo, Sydney at 7.00am. No impact on traffic around the Sydney CBD and surrounding inner city suburbs is expected, as we are leaving at 7.00am. If required the riders will split into groups of 20 to lessen impact on traffic volumes at intersections.
- Two vehicles will be used as front and rear escort vehicles. Vehicles will display warning signs, have amber flashing lights and 2way radios.
- The departure point is exactly the same as 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018 and 2019. There were events in 2020 and 2021.
- Ride has limit of 120 riders in six groups of twenty (20) as required.
- There will be no road closures due to the ride.
- There will be no media accompanying the riders.
- The ride will be exiting the area of Sydney in the opposite direction to the flow of morning peak hour traffic. The ride will utilize many of the minor roads along the proposed route out of Sydney again to lessen impact on motorists.
- The ride will travel through the Blue Mountains. We will use side roads where possible.
- The ride will travel through quiet country roads where possible.
- The ride from Orange to Molong is via Borenore and Amaroo (both quiet roads). The Sunday leg through Cumnock, Yeoval and onto Dubbo takes in quiet country roads.
- All riders are encouraged to have individual insurance with Cycling NSW including \$20,000,000 Public Liability Insurance.

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The Route

<https://www.strava.com/routes/3007202316906397564>

Date	Start & Finish Points & Times	Proposed Route
13/10/2022 Thursday Day 1	Taronga Zoo, Sydney Dep: 7:00am	Left onto Bradleys Head Rd 1.3km 1.3km at roundabout 2 nd exit onto Military Rd 0.4km 1.7km Left onto Belmont Rd 0.9km 2.6km Left onto Bardwell Rd 0.2km 2.8km Right onto Cabramatta Rd 0.4km 3.2km Left onto Spofforth St 0.4km 3.6km Right onto Rangers Rd 0.6km 4.2km Left onto Yeo St 0.5km 4.7km Right onto Ben Boyd Rd 0.3km 5.0km Left onto Ernest St 1.7km 6.7km Right onto Alexander St 0.2km 6.9km Left onto Albany St 0.5km 7.4km Right onto Pacific Highway 2.5km 9.9km Left onto Epping Rd 5.6km 15.5km Right onto Lane Cover Rd 0.4km 15.9km Left Waterloo Rd 0.5km 16.4km Right onto Khartoum Rd 0.6km 17.0km Left onto Talavera Rd 1.9km 18.9km Left onto Cycleway through Waterloo Park 0.8km 19.7km Left onto M2/M7 Cycleway 34.3km 54.0km Right onto Great Western Hwy 28.8km 82.8km Right onto Russell St 1.0km 83.8km At roundabout turn rt onto Great WH 2.6km 129.0km Right onto Katoomba Rd 2.8km 131.8km ARRIVE ECHO POINT

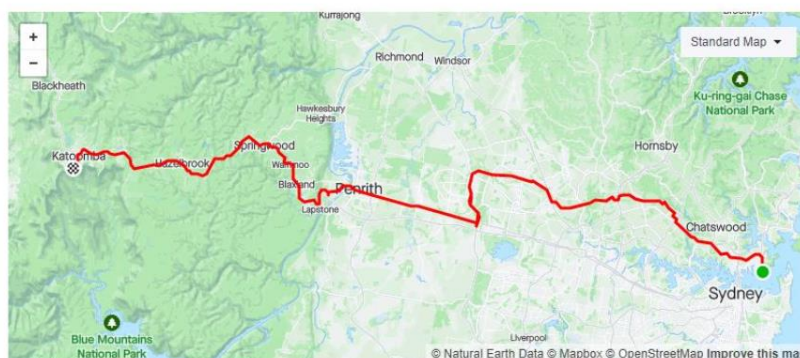
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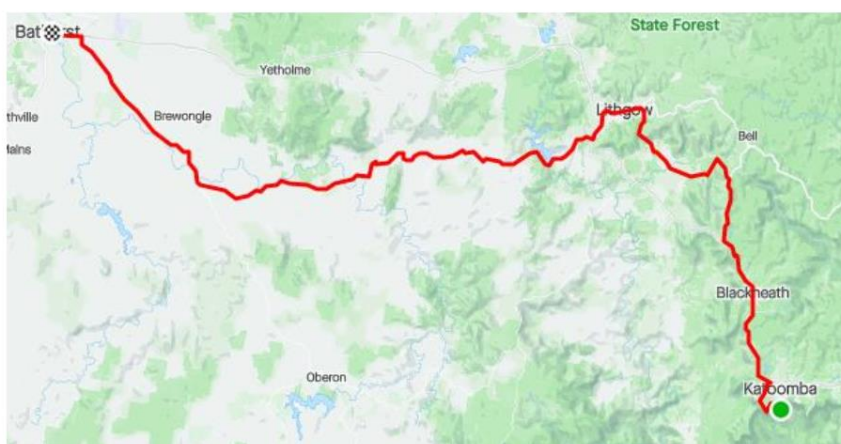
Sydney Zoo2Zoo Route Map
Thursday 13th October 2022 (Day 1)



Sydney Zoo2Zoo Route Description
Friday 14th October 2022 (Day 2)
<https://www.strava.com/routes/2990379371517977782>

Date	Start & Finish Points & Times	Proposed Route
14/10/2022 Friday Day 2	Echo Point Dep:6:00am	Follow Cliff Dr 4.2km 4.2km Become Narrow Neck Rd 2.0km 6.2km Left onto Great Western Highway 15.9km 22.1km Arrive Mount Victoria 22.1km Right onto Darling Causeway 6.1km 28.2km Left onto Hartley Vale Rd 15.2km 43.4km Arrive Lithgow 43.4km Left through Lithgow 5.3km 48.7km Left onto Great Western Hwy 1.7km 50.4km Right onto Magpie Hollow Rd 10.8km 61.2km Continue onto Sodwalls rd 14.3km 75.5km Left onto Mutton Falls Rd 19.0km 94.5km Right onto O'Connell Rd 18.5km 113.0km Left onto GWH 3.2km 116.2km Arrive Bathurst

Sydney Zoo2Zoo Route Map
Friday 14th October 2022 (Day 2)



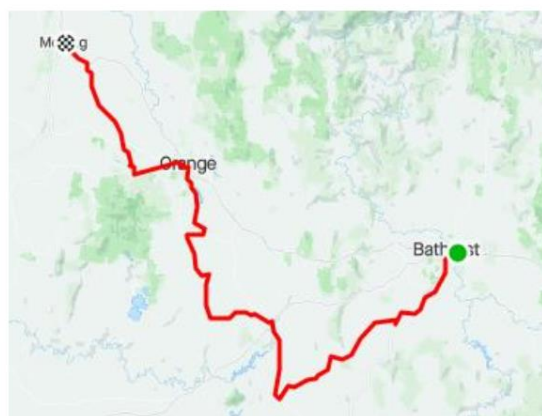
10

Sydney Zoo2Zoo Route Description
Saturday 15th October 2022 (Day 3)
<https://www.strava.com/routes/20813089>

Date	Start & Finish Points & Times	Proposed Route
15/10/2022 Saturday Day 3	Bathurst Dep:6:30am	<p>Follow Vale Rd towards Perthville 10.7km 10.7km Follow Trunkey Rd 7.9km 18.6km Right onto Wimbledon Rd 16.9km 35.5km Arrive Newbridge 35.5km Follow Moorilda Rd 13.0km 48.5km Arrive Barry 48.5km Follow Hobby Yards Rd 14.0km 62.5km Millthorpe Rd 2.1km 64.6km Left onto Browns Creek Rd 9.7km 74.3km Right onto Carcoar Rd 8.1km 82.4km Left onto Forrest Reefs Rd 1.8km 84.2km Right onto Spring Terrace Rd 7.3km 91.5km Left onto Forrest Rd 13.2km 104.7km Arrive Orange Follow Cargo Rd 10.0km 114.7km Right onto Borenore Rd 6.8km 121.5km Left onto Escort Way 0.2km 121.7km Right onto Amaroo Rd 14.8km 136.5km Left onto Mitchell Highway 5.1km 141.6km Arrive Molong</p>

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Sydney Zoo2Zoo Route Map
Saturday 15th October 2022 (Day 3)



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Sydney Zoo2Zoo Route Description**Sunday 16th October 2022 (Day 4)**<https://www.strava.com/routes/20813205>

Date	Start & Finish Points & Times	Proposed Route
16/10/2022 Sunday Day 4	Molong Dep: 6:00am	<p>Follow Mitchell Highway 2.0km 2.0km Left onto Banjo Paterson Way 22.2km 24.2km Arrive Cumnock 24.2km Continue along Banjo Paterson Way 23.4km 47.6km Arrive Yeoval 47.6km Continue onto Obley Rd 37.4km 85.0km Arrive Wambangalang 85.0km Continue along Obley Rd 26.6km 111.6km Arrive Taronga Western Plains Zoo</p>

Sydney Zoo2Zoo Route Map
Sunday 16th October 2022 (Day 4)



Physical Survey of Route

Item	Verified			Action Taken
All one way streets are described	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	
Block access to Church on Sunday	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	
Block access to local business	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	
Block Ambulance /Fire Access	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	
Block Heavy Vehicle Access	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	
Block Hospital Access	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	
Block Local Resident	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	

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Block Police Vehicle Access	Yes <input type="checkbox"/> No X N/A <input type="checkbox"/>	
Block Public Facility (oval etc)	Yes <input type="checkbox"/> No X N/A <input type="checkbox"/>	
Block Public Transport Access	Yes <input type="checkbox"/> No X N/A <input type="checkbox"/>	
Can route use alternatives such as bike tracks, paths, parks, bush tracks etc	Yes X No <input type="checkbox"/> N/A <input type="checkbox"/>	
Conflict with local construction	Yes <input type="checkbox"/> No X N/A <input type="checkbox"/>	
Distance measured is correct	Yes X No <input type="checkbox"/> N/A <input type="checkbox"/>	Google Mapping Utilized
Lane widths and numbers checked to ensure safety of participants and public	Yes X No <input type="checkbox"/> N/A <input type="checkbox"/>	Some lanes narrow over bridges. Escort vehicles to provide rear protection. Use of radios to assist
Restricted Turns / Movements Checked	Yes X No <input type="checkbox"/> N/A <input type="checkbox"/>	
Road Signage / Restrictions Checked	Yes X No <input type="checkbox"/> N/A <input type="checkbox"/>	
Route Impeded by Traffic Calming Devices?	Yes <input type="checkbox"/> No X N/A <input type="checkbox"/>	
Signalised Intersections Checked for event requirements / restrictions	Yes X No <input type="checkbox"/> N/A <input type="checkbox"/>	
Tidal Flows Relevant	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A X	
Traffic Generators such as shopping centres, schools etc checked and notifications given	Yes X No <input type="checkbox"/> N/A <input type="checkbox"/>	

TRAFFIC CONTROL PLAN

This section is mandatory.

The Traffic Control Plan contains the following elements: The Traffic Control Plan for any event must use AS1742.3 as its reference document.

The purpose of the Traffic Control Plan is to inform, control, guide road users and protect the safety of all event participants, spectators, marshals and volunteers.

- See attached Traffic Control Plan for Bunch Riding

Responsibilities

Event Organiser	<i>Develop and implement TCP</i>
Police	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
Councils	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
RMS	<i>Set out agreed responsibility (Review TMP & TCP's)</i>

CONTINGENCY PLANS

This section is mandatory.

This section of the Traffic Management Plan describes the contingency plans for the event. The contingency plan checklist identifies all possible issues/risks that may interfere with the event and the action to be taken to minimise the disturbance of the event. Some examples of the issues/risks and the contingency plans are described as follows;

Contingency Plan Checklist

Issues/Risks	Applicable		Action Taken
Heavy/Bad Weather	Yes X	No <input type="checkbox"/>	Event to be Cancelled
Poor Lighting	Yes X	No <input type="checkbox"/>	
Flood Hazard on route	Yes X	No <input type="checkbox"/>	
Flood Hazard at parking area	Yes X	No <input type="checkbox"/>	
Parking during Wet Weather	Yes X	No <input type="checkbox"/>	
Bush fire Hazard	Yes X	No <input type="checkbox"/>	Event to Be cancelled
Accident on route	Yes X	No <input type="checkbox"/>	Riders load into vehicles and drive past accident
Breakdown on route	Yes X	No <input type="checkbox"/>	Riders load into vehicles and drive past accident
Absence of Marshal / Volunteer	Yes X	No <input type="checkbox"/>	
Absence of Event Signage	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not Required
Blockage to Public Transport	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not Applicable
Slow Participants	Yes X	No <input type="checkbox"/>	Riders to stay together as one group

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Delayed Event	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Cancellation of Event	Yes X	No <input type="checkbox"/>	Notify all relevant parties
Security of Participants	Yes X	No <input type="checkbox"/>	
Security of VIP's	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not Applicable
Bridge Crossing Problems	Yes X	No <input type="checkbox"/>	Block lane of traffic with a rolling closure with front and rear escort vehicles.

Responsibilities

Event Organiser	Develop and implement Contingency Plan
Police	Set out agreed responsibility (Review Contingency Plan)
Councils	Set out agreed responsibility (Review Contingency Plan)
RMS	Set out agreed responsibility (Review Contingency Plan)

PREPARE TRAFFIC SIGNAL DATA

This Section Does not apply

The RMS charges for ALL personnel or time required in the undertaking of Traffic Signal adjustments at full cost to the Event Organiser.

Responsibilities

Event Organiser	<i>To be discussed with (Name) City Council</i>
Police	<i>Set out agreed responsibility</i>
Councils	<i>Set out agreed responsibility</i>
RMS	<i>Set out agreed responsibility</i>

RMS PERSONNEL REQUIRED

This Section Does not apply

Requirements are; Not Applicable

SPECIAL EVENT CLEARWAYS

This Section Does not apply

The RMS can organise special event clearways in certain circumstances if required

The Special event clearway plan contains the following:

- Clearway Enforcement
- Clearway Towing
- Clearway Advertising
- Clearway Signs
- Letterbox drops to local businesses and residents

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Responsibilities

Event Organiser	<i>Not Applicable</i>
Police	<i>Set out agreed responsibility</i>
Councils	<i>Set out agreed responsibility</i>
RMS	<i>Set out agreed responsibility</i>

ADVERTISE TRAFFIC MANAGEMENT ARRANGEMENTS

This section is mandatory.

Where Major changes to Traffic Conditions will occur, Advertising of Traffic Arrangements for an event will be carried out in the Local and Or Major Newspapers, as discussed with the Police, RMS and local Councils.

Event Organiser	There will be strong publicity with our associated supporters and partners, e.g. (Newspaper/ Radio/ Television/ Internet).
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VOLUNTEERS AND EVENT MARSHALS

This Section Applies

Volunteers: All members of the group will be briefed by the organizer prior to commencement of the ride each day and during rest stops.

Responsibilities

Event Organiser	Produce locations and lists of traffic control duties for event marshals. Produce contingency plans for personnel who fail to show on the day.
------------------------	------------------------------------------------------------------------------------------------------------------------------------------------

NOTE:

- **EVENT MARSHALS WHO CARRY OUT TRAFFIC CONTROL DUTIES MUST HOLD AN RTA TRAFFIC CONTROLLERS TICKET.**
- **ANY PERSON WHO SETS OUT TRAFFIC CONTROL SIGNAGE FOR THE EVENT MUST HOLD A TRAFFIC CONTROL AT WORKSITES TICKET.**

PUBLIC SAFETY – POLICE

This section needs to be completed in consultation with the Police. Event organisers cannot direct Police.

Before you have preliminary discussions with the Police Service, you should put together the following details about the event. These are the same details required by local councils.

1. Provisions of the Road Transport Legislation to be observed at all times.

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2. Any person competing in, organising, supporting competitors or in any other manner connected with the event, shall obey any reasonable directions given by a member of the NSW Police Force.
3. A member of the New South Wales Police Force has the authority to delay, halt or cancel the event at any stage of the event in the interests of road safety or the safety of the community.
4. Any directions issued by the Roads and Traffic Authority must be promptly obeyed.
5. The event is to be conducted in accordance with the timing and route supplied and approved by Police.
6. The event is to be conducted within the nominated dates of the event.
7. Any breach of these conditions may result in the event being halted by the NSW Police.
8. Organisers, Officials and Participants are to take all reasonable measures to reduce obstruction to pedestrians or vehicles during the course of the event.
9. Organisers must provide sufficient marshals to control participants in the event.
10. The Organiser is to ensure that all participants and event marshals are adequately briefed as to their roles and responsibilities.
11. Participants are not permitted on a road during periods of poor visibility due to inclement weather or fog, or where there is insufficient daylight to render a person dressed in dark clothing to be discernible at a distance of 100 metres.
12. Participants shall keep to the extreme left-hand side of the carriageway at all times.
13. Participants MUST NOT ride more than 2 abreast on multi lane roads.
14. Participants MUST ride in single file on single lane roads.
15. Participants to obey traffic lights and comply with "STOP" - "GIVE WAY" and "DON'T WALK" signs during the event.
16. Participants and passengers to wear approved helmet in compliance with the Road Transport Legislation.
17. Participants MUST wear suitable reflective clothing when cycling upon a road.
18. The organisers shall provide escort vehicles as detailed below which must be positioned so as to create a positive awareness of the presence of the participants on the carriageway to other road users. Escort vehicles must not be larger than a Toyota Hi Ace type vehicle.
19. Escort and support vehicles are to move off the carriageway when required to wait for the participants, so as not to obstruct traffic on single lane carriageways.

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20. Except when held up by other traffic or mechanical failure, escort or support vehicles shall not stop on the trafficable portion of the roadway for any reason.
21. Lead and rear vehicles are to travel with head and tail lamps illuminated when on escort duty.
22. Unless otherwise directed by police, escort vehicles shall be positioned in the following manner.
23. On a single lane carriageway a lead escort vehicle shall be positioned ahead of the leading participants:
24. This vehicle shall display a sign directed to the front of the vehicle displaying the words "CAUTION CYCLISTS/RUNNERS FOLLOWING", so as to provide advance warning to oncoming motorists and other road users. (Select appropriate wording)
25. A warning escort vehicle shall be positioned about 300 Metres to the rear of the last group of participants warning motorists of cyclists on the road ahead.
26. This vehicle shall display a sign directed to the rear of the vehicle displaying the words "CAUTION CYCLISTS/RUNNERS AHEAD" so as to provide advance warning to overtaking vehicles. (Select appropriate wording)
27. Warning signs referred to above shall be not be less than 900mm x 400mm in size, on yellow/orange background with large black lettering, 170mm proportionate to the dimensions of the sign and in accordance with the Road Transport Legislation.
28. Each escort vehicle shall also be fitted with flashing amber light on the highest point of the roof, and MUST have the hazard and warning lights operating at all times whilst performing escort duty.
29. Communication equipment is to be provided to escort vehicles to enable communication between those vehicles and the organisers. Communication is to be maintained between those vehicles at all times during the course of the event.

In addition the Police also require;

30. The organiser MUST monitor road traffic. In the event of traffic built up, the cyclists MUST clear the road and allow traffic to pass.
31. Under no circumstances must support vehicles be used as escort vehicles.
32. Cyclists must travel in single file on all sections of roadway where road works are in progress.

Responsibilities

Event Organiser	Take out public liability insurance for a minimum of \$20 million
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>

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PUBLIC TRANSPORT

This Section Does not apply

Responsibilities

Event Organiser	Not Applicable
Police	
Councils	
RMS	

EVENT SIGNS

This Section Does not apply

These are general information signs installed one or two weeks prior to the event, informing road users of an impending event and resulting changed traffic conditions.

This section may also relate to the event signs that will be used on the day, which may not be specifically noted on the Traffic Management Plan.

These signs can also advise on alternate routes for major traffic flows and destinations.

VARIABLE MESSAGE SIGNS

This Section Does not apply

Variable Message Signs (VMS) are used to advise road users of altered traffic conditions on the day of an event and are placed in strategic locations.

NOTE: THE RTA MUST APPROVE PLACEMENT OF THESE SIGNS.

Responsibilities

Event Organiser	<i>Not Applicable.</i>
Police	<i>To be consulted in planning process</i>
RMS	<i>To be consulted in planning process</i>
Council	<i>To be consulted in planning process</i>

ACCESS FOR LOCAL RESIDENTS, BUSINESSES, HOSPITALS AND EMERGENCY VEHICLES

This Section Does not apply

Local Resident Access

If applicable, occupants in areas affected will receive a letterbox notice with a minimum seven days notice. Alternative routes will be outlined in local media. Signs are to be displayed as per RMS & Local Council requirements, advising of the traffic arrangements.

Emergency Vehicle Access

Access for emergency vehicles during an event must be provided. Where necessary, any special arrangements should be shown in detail. Ambulance and Fire Brigade to endorse emergency access arrangements.

Responsibilities

Event Organiser	
Police	
Councils	
RMS	

PARKING

This Section Does not apply

Sufficient parking for cars and buses should be identified and listed, including locations for any essential or emergency vehicles. These may include participants, officials, spectators, media, and marshals.

Responsibilities

Event Organiser	<i>Organise all parking</i>
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>

HEAVY VEHICLE ALTERNATIVE ROUTES

This Section Does not apply

All heavy vehicle alternative routes must be of similar standards to existing road system. Standards would include road width, structural strength and height clearances. E.g. bridges and overhead wires.

Heavy vehicle alternative routes need to be provided with advanced advisory signs 2-3 weeks prior to the event. These alternatives also need to be advertised in local and or major newspapers.

Responsibilities

Event Organiser	<i>Organise with Police & RMS in planning process</i>
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>

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COUNCIL – SPECIAL CONDITIONS

Local councils usually have similar requirements for special events. However, every Local Council must be approached individually for approval of any special event within the boundary of that council.

Often time's council will be satisfied with the submission of this Traffic Management Plan and will consult with the Police and the RMS. This is usually done directly with the Local Police Traffic Services Officer and the RMS Traffic Commander, or at the Local Council Traffic Committee.

Local Council Traffic Facilities Co-ordinator or Special Event Co-ordinator should be consulted in the planning process to find out their requirements.

Local Council Consulted was *(Sample) City Council*

Council Officer Consulted was *(Name)*

Date of traffic Meeting at Council *(DD/MM/YYYY)*

Special Conditions Imposed / Requested by Council were; *(Conditions)*

OTHER CONSIDERATIONS

This Section Does not apply

Television

Locations for all static television / camera crews and details of any mobile cameras should be shown. Traffic Control Plans are required for each static location, using AS1742.3 as its reference document.

Responsibilities

Event Organiser	<i>Not Applicable.</i>
Police	<i>List as agreed</i>
Councils	<i>List as agreed</i>
RMS	<i>List as agreed</i>

ADMINISTRATION, LOGISTICS, COMMAND AND COMMUNICATIONS

Administration and logistics builds on the previous section and describes the resources used on the day and who delivers those resources.

Table of Contact Names and Responsibilities:

#	DUTY	RESPONSIBILITY	CONTACT NAME	CONTACT NO.
1	Event Organiser	To manage the event	Andrew McKay	
2	Police			

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3	RMS			
4	Marshals			
5	Parking			
6	Event Signs			
7	Barriers / cones /delineation			
8	Media Liaison			
9	Confirm all marshals in position			
10	Advise NSW Ambulance Service			
11	Insurance			

COMMAND & COMMUNICATIONS

This area sets out the location of the Command Post for the event and the personnel that will be in attendance at that command post.

All issues associated with staging the event are to be directed to the Event Command Post including the deployment of marshals and resources. Any emergency assistance is to be directed to the Police / Ambulance as required.

Command Post Location: Support Vehicle.

ORGANISATION	CONTACT NAME	CONTACT NO:
Event Organiser	Insert contact details	Insert contact details
Police	Insert contact details	Insert contact details
RMS	Insert contact details	Insert contact details
SES	Insert contact details	Insert contact details
Council	Insert contact details	Insert contact details
Media Liaison	Insert contact details	Insert contact details
St John Ambulance	Insert contact details	Insert contact details

ATTACHMENTS

Attachments should include:

1. Event Route including maps of the route
2. Risk Management Plan



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

Zoo2Zoo Bike Ride – Risk Assessment

1. Introduction

This document has been compiled to assess the risks and controls to be put in place to organise and run the Zoo2Zoo bike ride with minimum risk.

This document was developed from a number of activities and learning's from previously held events together with a formal risk assessment workshop held on the following dates: Wednesday 31 August 2022, Friday 31 January 2020, Thursday 31 January 2019, Wednesday 31 January 2018, Saturday 31 December 2016, Sunday 31 January 2016, Friday 31 July 2015 and Sunday the 31st August 2008.

This document belongs to the Zoo2Zoo Ltd, and is not to be used for any other applications unless permission is sought and granted by the Zoo2Zoo.

2. Methodology

The risk assessment has been completed in accordance with *AS4360:2004 Risk Management*. The process used is based on widely accepted methodology where the level of risk is defined as a combination of likelihood and consequence. The assessment is conducted using a qualitative assessment of the likelihood and consequence. A risk matrix is then used to determine the level of risk.

The table below provides the qualitative descriptors used for assessing consequences:

CONSEQUENCE LEVELS				
Minor injury. Low-level short-term subjective inconvenience or symptoms. Cuts, bruises, no measurable physical effects. No medical treatment	Significant injury. Objective but reversible disability/impairment and/or medical treatment injuries requiring hospitalisation. Major burns, broken bones, severe bruises, cuts.	Serious Injury. Moderate irreversible or impairment (<30%) to one or more persons. Serious burns to large parts of body, serious internal and skull injuries.	Single fatality and/or severe irreversible disability or impairment (>30%) to one or more persons	Multiple fatalities, as a result of short or long term health effects, or significant irreversible human health effects to >50 people



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

The assessment-ranking matrix shown below was used to determine risk levels.

RISK RANK MATRIX

Consequence →	Low	Minor	Moderate	Major	Catastrophic
Likelihood ↓	<i>Minor Injury</i>	<i>Significant Injury</i>	<i>Serious Injury</i>	<i>Fatality</i>	<i>Multiple Fatality</i>
Almost Certain	High	High	Extreme	Extreme	Extreme
Likely	Moderate	High	High	Extreme	Extreme
Possible	Low	Moderate	High	Extreme	Extreme
Unlikely	Low	Low	Moderate	High	Extreme
Rare	Low	Low	Moderate	High	High

3. Risk Assessment

The risks have been identified and assessed in accordance with the matrix above and recorded within the table below. The residual risk is assessed, not the inherent risk. This means that the effect of the controls is taken into account in the risk assessment. All controls are also documented in Section 4.

Risks have been grouped into six broad areas for the assessment. The table below provides a summary, more detail on the hazards and the relevant controls is included in Section 4 of the document.

Hazard	Risk	Likelihood	Consequence	Level of Residual Risk
Weather Conditions	Rider accident and injury, exposure, heat stress	Rare	Moderate	Moderate
Road Layout	Rider accident and injury	Rare	Moderate	Moderate
Road Conditions	Rider accident and injury	Rare	Moderate	Moderate
Other traffic	Rider accident and injury	Rare	Major	High



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

Riders	Exhaustion, heat stress	Rare	Minor	Low
Bike condition	Rider accident and injury	Rare	Moderate	Moderate

4. Hazards and Controls

a) Weathers and Conditions

Scenario: Poor to extreme weather conditions leading to poor riding conditions and injuries.

Causes:

- Dehydration
- Accidents from wet roads
- Heat stroke
- Hyperthermia from cold conditions
- Fire or floods
- Accidents from storm conditions
- Poor visibility in Fog or low clouds leading to an accident

Proposed Controls:

1. Weather extremes information provided.
2. Water provided by support team. All riders required to carry sufficient water for each stage.
3. Sunscreen readily available from support team.
4. First aid kits available in each support vehicle.
5. First aid qualified riders and support team members.
6. Emergency services to be identified at each location along the ride.
7. Utilise the following guideline on which to base a decision of stopping the ride, after the start, due to extreme weather conditions. "Ride Controller to liaise with team leaders and support team re conditions and come to a unanimous decision to terminate, delay or alter the event. If decision not unanimous Ride Controller makes final decision."
8. Provide means of keeping the Marshalls up to date with weather conditions, to provide to riders, as follows:
 - i. Observe 3 days weather forecast.
 - ii. Check that phone contacts with the authorities are relevant for the day of the event.
 - iii. Review weather conditions on day prior the event
 - iv. Relay weather forecast to riders in pre ride announcement.



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

- v. Check that all support team have correct phone numbers and phones are working.
 - vi. If weather forecast is severe place further controls in place.
 - vii. Warn participants at stops of possible severe conditions and that it may affect ride conditions and progress.
 - viii. Warn all team captains and support team of severe conditions forecast and ask them to report back to support team and Ride Controller of any changes in their area.
 - ix. If conditions become too severe for riding, either terminate the event or, shorten the distance to by-pass the area if the condition is isolated.
9. Support Team to observe riders at checkpoints for obvious fatigue or stress and offer assistance if necessary. Exercise organiser's right to terminate ride if problem is wide spread. Determine time limits for each section and instruct riders who arrive later to terminate their ride.
10. Riders to wear high vis clothing in poor visibility conditions.
11. Public liability insurance obtained.
12. Police advised.

b) Road Layout

Scenario: A rider accident resulting from the inherent road layout.

Causes:

- Long descents
- Junctions and intersections
- Tight bends – Hair pin bends
- Poor shoulders
- Round-a-bouts

Proposed Controls:

- 1. Advisory information of road layout to be provided
- 2. Map layouts will be provided.
- 3. RMS advisory signs are already in place.
- 4. First aid kits available in each support vehicle.
- 5. First aid qualified riders and support team members.
- 6. Emergency services to be identified at each location along the ride.
- 7. "Caution Cyclist" signs to be placed on support vehicles.
- 8. Flashing lights to be provided for support cars
- 9. Support vehicles instructed to be strategically placed before corners, hills, etc to protect riders.
- 10. Teams to be instructed to stay together for rider protection.
- 11. Support car to be designated for each team.
- 12. Public liability insurance obtained.
- 13. Police advised.



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

c) Road Condition

Scenario: A rider accident resulting from poor road maintenance or condition.

Causes:

- Pot holes
- Loose gravel and other debris
- Rock fall
- Corrugated sections
- Broken shoulders

Proposed Controls:

1. Support team to advise of poor conditions where possible, particularly road works.
2. Lead riders to use standard calls to advise of road conditions.
3. Encourage team riding to provide support.
4. First aid kits available in each support vehicle.
5. First aid qualified riders and support team members.
6. Emergency services to be identified at each location along the ride.
7. Public liability insurance obtained.
8. Police advised.

d) Interaction With Other Traffic

Scenario: A rider accident resulting from interaction with other traffic or obstacles.

Causes:

- Cars
- Trucks
- Buses
- Motorcycles
- Non-participating cyclists
- Pedestrians
- Animals

Proposed Controls:

1. Riders to ride as a team and obey all road rules.
2. The general community is made aware through local media, advertising and local interest parties.
3. Fix "Beware Cyclists Ahead" signs on all support vehicles.



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

4. Flashing lights on vehicles.
5. Support vehicles instructed to be strategically placed before corners, hills, etc to protect riders.
6. Teams to be instructed to stay together for rider protection.
7. Support car to be designated for each team.
8. Riders to wear high vis clothing in poor visibility conditions
9. First aid kits available in each support vehicle.
10. First aid qualified riders and support team members.
11. Emergency services to be identified at each location along the ride.
12. Public liability insurance obtained.
13. Police advised.

e) Rider Performance

Scenario: A rider accident resulting from their own performance.

Causes:

- Poor behaviour
- Dress – dark clothing
- Poor fitness
- Insufficient skills for the event
- Bunch riding
- Drafting too close
- Medical condition

Proposed Controls:

1. The requirements and conditions likely to be expected during the ride are provided at entry.
2. Support team monitoring rider performance.
3. Riders encouraged to be realistic about their ability to continue.
4. Advertised as a non-competitive ride, an individual challenge to complete the distance.
5. Riders requested to sign acknowledgement to ride rules.
6. First aid kits available in each support vehicle.
7. First aid qualified riders and support team members.
8. Emergency services to be identified at each location along the ride.
9. Public liability insurance obtained.
10. Police advised.

f) Bike Condition

Scenario: Bikes fail to operate effectively placing riders at risk of accident.

Causes:

- Brakes
- Tyres

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

Attachment 2 Event - Sydney Zoo2Zoo - Risk Assessment

**Zoo2Zoo RISK ANALYSIS DOCUMENT****31 August 2022**

Wheels
Helmets

Proposed Controls:

1. All riders required and forewarned to provide a bike in appropriate condition.
2. Riders encouraged to service bike pre-event – clean and lubricate chain, derailleur, and other components. Ensure brakes and gearing in good working order. Fitted correctly.
3. Riders required to provide minimum two spare tubes each.
4. Riders encouraged to also provide additional spares such as spare tyres.
5. Limited spares to be carried by support team
6. Bikes in inadequate condition will exclude riders from participation.
7. Support team to have listing of bicycle repair/retail stores enroute.
8. Public liability insurance obtained.
9. Police advised.



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

Appendix – A: Support Crew Instructions

1. Food and Water Supply
 - Main meals to be provided/arranged by support team and organising committee, plus some snacks.
 - Riders to be instructed to bring any particular energy foods or snacks required.
 - Riders to notify of any dietary requirements.
2. Supply of rehydrating additives:
 - Electrolyte powder to be provided by support team.
 - Water to be provided by support team.
 - All riders required to carry sufficient water for each stage.
3. During event tidiness and clean-up
 - Ensure all rubbish is collected and disposed at each stop.
4. Vehicles
 - Warning signs to be fixed to cars.
 - Flashing lights to be fixed to cars.
 - Each car to follow a team of riders.
 - Cars to follow strategically to stop before bends in the road or before crests to provide traffic with best possible warning of riders ahead.

Following information to be provided:

- Maps/route
- Contacts – police, medical/hospital, bike repair/retail
- Rider details (phone, medical etc)

**Zoo2Zoo RISK ANALYSIS DOCUMENT****31 August 2022**

Appendix – B: Rider Instructions

1. Equipment
 - All riders required to provide a minimum two spare tubes and equipment to change flat tyres.
 - All riders must wear Australian standards approved helmets in appropriate condition.
 - Riders must carry enough water for each stage.
 - Riders should refer to full equipment listing on website.
2. Riding
 - Riders must obey road rules at all times.
 - Riders encouraged to ride in teams for safety and support.
 - More experienced riders to lead and trail teams and assist other riders.
 - All riders to use appropriate calls to warn others of road conditions and traffic.
 - Riders should refer to further detail on website.



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

Appendix C – Riders Agreement

Riders are required to acknowledge that they have read, understood, and accept all Terms and Conditions including the 'WAIVER' and 'TERMS AND CONDITIONS OF PAYMENT' listed below prior to submitting their registration for the event.

WAIVER AND ACKNOWLEDGMENT OF RISKS INVOLVED

I understand that the ride involves cycling on public roads which are open to general traffic and I am aware of the hazards associated with this and also the inherent risks associated with cycling.

In my assessment I have sufficient riding competence and experience and have undertaken adequate training to participate in this event. I recognise that the bike used must be in sound mechanical condition and I will wear a correctly fitted Standards approved cycling helmet.

I agree to comply with ACT and New South Wales road rules and to directions given by the ACT Police, NSW Police, ACTRoads, RMS and Zoo2Zoo marshals in the interests of safety.

I hereby release, exempt and indemnify Zoo2Zoo Incorporation and all other persons involved in the event from and against any claims, liability, costs and expenses whether in negligence or otherwise which may arise in connection with this event.

Where I have a known medical condition that may affect not only my safety but that of others whilst involved with this event I will inform Zoo2Zoo Incorporated in writing prior to the commencement of the ride.

Zoo2Zoo Incorporated reserves the right to alter the route and venues provided on this event without notice and reserves the right to refuse admission to any person, irrespective of successful registration.

ENTRY FEE

Event entry includes accommodation on the days of the ride, excluding the final day's night. Meals including breakfast, morning tea, lunch and dinner on the day's of the ride, excluding dinner on the final day.

It is highly recommended to have BicycleNSW membership, or similar standard membership that contains insurance coverage. Please consider carefully what insurance you require for your personal circumstances.

CANCELLATIONS

In the case of a cancellation, Zoo2Zoo Incorporated will refund your entry less any costs incurred.



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

FUNDRAISING

The point of doing the Zoo2Zoo is two fold. One is providing a safe and enjoyable ride, the second is to raise funds and awareness for the Black Dog Institute. Although there is no minimum amount to be raised, it is expected that each rider try their best.

ACCOMMODATION

Accommodation differs depending on the town or city we are staying.

AGE LIMIT REQUIREMENTS

Persons must be 18 years old to participate in the Zoo2Zoo.

PROMOTIONAL KIT

Entrants must wear an official Zoo2Zoo riding shirt to participate in the Zoo2Zoo. If you have done any Zoo2Zoo ride from 2008 onwards you are able to wear the riding shirts from those rides. Otherwise, you are able to purchase a jersey for \$100.

Kit will be available for collection on the morning of the ride at the start of the Zoo2Zoo.

COMMON SENSE

You must ride in a safe and responsible manner during the Zoo2Zoo and use common sense at all times. You should exercise caution on all public roads and operate defensively and courteously.

SPECIAL REQUIREMENTS

We welcome people with disabilities on the Zoo2Zoo and ask that other riders show the same consideration and support they would expect to receive from other riders. Zoo2Zoo Ltd will use all reasonable efforts to cater for your particular disability where able.

FOOD DURING THE RIDE

Zoo2Zoo Incorporated will provide all snacks, food and drinks during the Zoo2Zoo.

SAG WAGON

A trailing support vehicle for riders is provided by Zoo2Zoo Ltd. The Sag Wagon travels behind the last riders on the ride and usually arrives late to the finish.

EVENT & COURSE VARIATION

Zoo2Zoo Ltd reserves the right to vary the venue, course or other services on the Zoo2Zoo without notice.

SUPPORT VEHICLES

A support vehicle will follow each group of up to 20 riders and will specifically support those riders.



Zoo2Zoo RISK ANALYSIS DOCUMENT

31 August 2022

PHOTOGRAPHY

Participants understand and agree that they may be photographed or filmed on the Zoo2Zoo and that Zoo2Zoo Ltd may use this footage for future promotional needs. By coming on the Zoo2Zoo and agreeing to these Conditions of Entry, entrants agree to the creation and use of such footage for future Zoo2Zoo Ltd promotions and publicity.

PROTECTING YOUR PRIVACY

Zoo2Zoo Ltd collects, uses, discloses and otherwise handles your personal information with respect and discretion. Details are not used for any other purpose other than the running of the Zoo2Zoo.

CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 3 Conditional Approval - Zoo2Zoo

11 OCTOBER 2022



D22/63601

CONDITIONAL APPROVAL FOR EVENT

2022 Sydney to Dubbo Zoo2Zoo

Zoo2Zoo Inc. (Event Organiser)

Streets to be used: Forest Reefs Road, Spring Terrace Road, Cargo Road
Date: Saturday 15 October 2022
Time: 6.30 am depart Bathurst
Type of closure: No Road Closure
Class: 2
Container: F2901-4

CONDITIONS OF APPROVAL

- 1 Approval will be obtained from the Traffic Branch of the Orange Police. Council will inform Orange Police of the event and you must comply with any additional conditions so imposed.
- 2 A 'Form 1 - Notice of Intent to Hold a Public Assembly' must be submitted to the police. Police approvals for the event must be obtained and provided to Council. You must comply with any additional conditions so imposed.
- 3 Concurrence to grant a Section 144 Permit must be obtained from the Roads and Maritime Services (RMS). Council will apply to the RMS for this, and the event must not proceed without this approval. Any additional conditions imposed by the RMS must be complied with.
- 4 All participants are to be briefed prior to the event in regard to the need to comply with the Road Rules 2014.
- 5 Council must be provided with a copy of public liability insurance documentation relating to the event, evidencing a minimum cover of \$20 million with Council's interests duly noted.
- 6 Workers compensation for paid staff, personal accident for volunteers and insurance for theft, breakages will be the responsibility of the user.
- 7 A Traffic Management Plan (TMP) and a Traffic Control Plan (TCP) must be prepared for the event by an authorised person and shall be provided to the City of Orange Traffic Committee for approval prior to the event.
- 8 The event must not interfere with normal pedestrian movements.
- 9 All Traffic Control Plans (TCP) must be implemented by appropriately qualified persons.
- 10 The event organisers are to maintain appropriate and adequate traffic measures for the safe movements of all road users and participants on all roads impacted by the event or management of the event.
- 11 A risk assessment must be completed and Risk Management Plan submitted to Council prior to the event.

CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 3 Conditional Approval - Zoo2Zoo

11 OCTOBER 2022

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- 12 Event Marshals, Traffic Controllers and participants must be consulted and advised of the risk management and contingency arrangements in case of an emergency.
- 13 Council has the right to withdraw the approval, or impose additional conditions on the event organisers at any time.
- 14 In the event of non-compliance to these conditions Council automatically withdraws its approval of the event.
- 15 The applicant is required to inform all relevant persons involved in the organising of the event of the Conditions of Approval.
- 16 All documents requested must be submitted to Council by Wednesday 12 October 2022 and marked to the attention of Jason Theakstone in the Technical Services Division.

I hereby declare that I have read and understand the conditions for the 2022 Zoo2Zoo Sydney to Dubbo on 13 to 16 October 2022.

Signed for and on behalf of Zoo2Zoo Inc -

Name (print) : _____

Signature : _____

Date : _____



CITY OF ORANGE TRAFFIC COMMITTEE

LATE ITEMS

11 OCTOBER 2022

LATE ITEMS

3	GENERAL REPORTS	3
3.7	Lords Place South - Proposed Parking Zone Time Changes	3

CITY OF ORANGE TRAFFIC COMMITTEE

11 OCTOBER 2022

3 GENERAL REPORTS**3.7 LORDS PLACE SOUTH - PROPOSED PARKING ZONE TIME CHANGES**

RECORD NUMBER: 2022/1885

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

This report serves to provide technical approval for the parking zone time changes to Council on the condition Council proceeds with the Lords Place South project in its current conceptual form.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1. Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

\$10,000 to be funded from the project budget.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council adopt the new parking time zones for Lords Place (Summer Street to Kite Street), as set out on the attached plan, on the condition Council proceeds with the project in its current conceptual form.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Council would be aware of the community consultation being undertaken for the upgrade of Lords Place (Summer Street to Kite Street). Attached to this design is a proposed change in car parking time zones along Lords Place (Summer Street to Kite Street) to enable the project to proceed. Council staff are currently drafting ramp detail to make the accessible parking compliant in sympathy to the overall design using the opportunity the tree pits provide.

It is recommended that the Committee approve of the car parking time zone changes on the condition Council proceeds with the Lords Place South project in its current conceptual form.

ATTACHMENTS

- 1 Lords Place South Car Parking Signage, D22/56815

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2.2 MINUTES OF THE FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE MEETING - 11 OCTOBER 2022

RECORD NUMBER: 2022/2098

AUTHOR: Ian Greenham, Director Technical Services

EXECUTIVE SUMMARY

The Floodplain Risk Management Community Committee held a meeting on 11 October 2022 and the recommendations from that meeting are presented to the Council Meeting for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “8.1. Identify and deliver essential water, waste and sewer infrastructure to service the community into the future”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Floodplain Risk Management Community Committee at its meeting held on 11 October 2022.**
- 2 That Council determine recommendations 4.1 and 4.2 from the minutes of the Floodplain Risk Management Community Committee meeting of 11 October 2022.**

4.1 Committee Charter

That the Charter for the Floodplain Risk Management Community Committee be adopted with a change to the Quorum to read:

- *At least one community member and at least one Councillor.*

4.2 Engagement of Consultants to update the Orange Flood Model and Development of a Vegetation Management Plan

That the Floodplain Risk Management Community Committee endorse the engagement of Kellogg, Brown and Root Pty Ltd to complete the update of the Flood Model and develop a Vegetation Management Plan to the value of \$36,026 excluding GST.

- 3 That the remainder of the minutes of the Floodplain Risk Management Community Committee at its meeting held on 11 October 2022 be adopted.**

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Report Item 4.2 is a confidential report and is attached under separate cover.

ATTACHMENTS

- 1 FRMCC - Minutes, 11 October 2022
- 2 FRMCC - Agenda, 11 October 2022 (excluding Item 4.2), D22/67082 [↓](#)
- 3 FRMCC - Item 4.2, D22/67084 (Under Separate Cover) - Confidential

ORANGE CITY COUNCIL

MINUTES OF THE

FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE

HELD IN COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE

ON 11 OCTOBER 2022

COMMENCING AT 5.07PM

1 INTRODUCTION

ATTENDANCE

Cr G Floyd (Chairperson), Cr J Evans, Mr Robert Alford, Director Technical Services, Works Manager, Manager Engineering Services, Manager Depot, Airport & Emergency Services

1.1 Apologies and Leave of Absence

RECOMMENDATION

That the apology be accepted from Mr Ivan Rivas-Acosta for the Floodplain Risk Management Community Committee meeting on 11 October 2022.

1.2 Acknowledgement of Country

The Chairperson conducted an Acknowledgement of Country.

1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

Nil

2 PREVIOUS MINUTES

RECOMMENDATION

The Minutes of the Meeting of the Floodplain Risk Management Community Committee held on 6 October 2020 were deferred until the next meeting of the Floodplain Risk Management Community Committee meeting due to not have a seconder in attendance from that meeting.

3 PRESENTATIONS

3.1 VERBAL UPDATE REPORT

TRIM REFERENCE: 2022/1956

The Manager Engineering Services gave a verbal update on the evolution of the existing FPRMP and achievements to date along with the road ahead regarding flood mitigation within the city.

4 GENERAL REPORTS

4.1 COMMITTEE CHARTER - FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE

TRIM REFERENCE: 2022/1954

RECOMMENDATION

Cr J Evans/Mr R Alford

That the Charter for the Floodplain Risk Management Community Committee be adopted with a change to the Quorum to read:

- At least one community member and at least one Councillor.

4.2 ENGAGEMENT OF CONSULTANTS TO UPDATE THE ORANGE FLOOD MODEL AND DEVELOPMENT OF A VEGETATION MANAGEMENT PLAN

TRIM REFERENCE: 2022/1953

RECOMMENDATION

Cr J Evans/Mr R Alford

That the Floodplain Risk Management Community Committee endorse the engagement of Kellogg, Brown and Root Pty Ltd to complete the update of the Flood Model and develop a Vegetation Management Plan to the value of \$36,026 excluding GST.

GENERAL BUSINESS

- **East Orange Channel**

Designs are at a 100% for the March Street bridge, channel to McLachlan Street and culverts beneath McLachlan Street. It is envisaged a RFQ will be advertised next financial year.

- **Lismore Flood**

The Manager Engineering Services briefly explained the Bureau of Meteorology's response to the Lismore floods and how the intensity and duration of rainfall during the event has the Bureau questioning the data within AR&R2019

THE MEETING CLOSED AT 5.34PM.



FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE

AGENDA

11 OCTOBER 2022

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 11 October 2022** commencing at **5.00PM**.

David Waddell

CHIEF EXECUTIVE OFFICER

For apologies please contact Jason Theakstone on 6393 8505.

FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE

11 OCTOBER 2022

AGENDA**EVACUATION PROCEDURE**

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

Under no circumstances is anyone permitted to re-enter the building until the all clear has been given and the area deemed safe by authorised personnel.

In the event of an evacuation, a member of Council staff will assist any member of the public with a disability to vacate the building.

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1.3	Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests.....	3
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FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE**11 OCTOBER 2022**

1 INTRODUCTION**MEMBERS**

Cr G Floyd (Chairperson), Cr J Evans, Mr Robert Alford, Mr Craig Ronan, Mr Ivan Rivas-Acosta, Mr R Kidd, CEO, Director Technical Services, Works Manager, Transport Asset Engineer, Manager Development Assessments, Manager Engineering Services, Manager Depot, Airport & Emergency Services

1.1 APOLOGIES AND LEAVE OF ABSENCE**1.2 ACKNOWLEDGEMENT OF COUNTRY**

I would like to acknowledge the Traditional Custodians of the land on which we meet today, the people of the Wiradjuri Nation. I pay my respects to Elders past and present, and extend those respects to Aboriginal Peoples of Orange and surrounds, and Aboriginal people here with us today.

1.3 DECLARATION OF PECUNIARY INTERESTS, SIGNIFICANT NON-PECUNIARY INTERESTS AND LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 (the Act) regulate the way in which Councillors and designated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public role.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons given for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussion or voting on that matter, and requires that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code of Conduct also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Floodplain Risk Management Community Committee at this meeting.

2 PREVIOUS MINUTES**RECOMMENDATION**

That the Minutes of the Meeting of the Floodplain Risk Management Community Committee held on 6 October 2020 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Floodplain Risk Management Community Committee meeting held on 6 October 2020.

ATTACHMENTS

- 1 Minutes of the Meeting of the Floodplain Risk Management Community Committee held on 6 October 2020

ORANGE CITY COUNCIL

MINUTES OF THE

FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE

HELD IN COMMITTEE ROOM 3, CIVIC CENTRE, BYNG STREET, ORANGE

ON 6 OCTOBER 2020

COMMENCING AT 5.00PM

1 INTRODUCTION

ATTENDANCE

Cr R Kidd (Mayor) (Chairperson), Mr Robert Alford, Mr Cyril Smith, Mr Robert Stevens, Mr Craig Ronan, Mr Peter Droulers, Director Technical Services, Strategic Planning and Design Engineer, Transport Asset Engineer, Manager Engineering Services, Manager Depot, Airport & Emergency Services.

1.1 Apologies and Leave of Absence

RECOMMENDATION

Cr R Kidd/Mr R Alford

That the apologies be accepted from Mr Kim Stevens and Works Manager for the Floodplain Risk Management Community Committee meeting on 6 October 2020.

1.2 Acknowledgement of Country

1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

Nil

2 PREVIOUS MINUTES

RECOMMENDATION

Mr R Alford/Cr R Kidd

That the Minutes of the Meeting of the Floodplain Risk Management Community Committee held on 6 May 2019 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Floodplain Risk Management Community Committee meeting held on 6 May 2019.

MINUTES OF FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE

6 OCTOBER 2020

3 GENERAL REPORTS

**3.1 BLACKMANS SWAMP CREEK AND PLOUGHMANS CREEK FLOODPLAIN RISK
MANAGEMENT STUDY AND PLAN**

TRIM REFERENCE: 2020/1889

RECOMMENDATION

Mr R Alford/Mr C Smith

That Council exhibit the Draft Blackmans Swamp Creek and Ploughmans Creek Study and Plan for a period of 28 days.

THE MEETING CLOSED AT 5.38PM.

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FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE**11 OCTOBER 2022**

3 PRESENTATIONS**3.1 VERBAL UPDATE REPORT**

A verbal update report will be given by Jason Theakstone, Manager Engineering Services.

FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE**11 OCTOBER 2022**

4 GENERAL REPORTS**4.1 COMMITTEE CHARTER - FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE**

RECORD NUMBER: 2022/1954

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

Orange City Council has developed and adopted the Charter for the Floodplain Risk Management Community Committee. The Community Committee structure was determined in February 2022 and the Charters were adopted in March 2022.

The Charter sets out the operations and composition of the Committee and is presented for consideration and adoption by the Committee. If required, the Committee may recommend to Council a change to the Charter, however any such change must be consistent with Council's Code of Meeting Practice.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "8.1. Identify and deliver essential water, waste and sewer infrastructure to service the community into the future".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

All Community Committee Charters have been updated to reflect Council's requirements and to comply with Council's Code of Meeting Practice.

RECOMMENDATION

That the Charter for the Floodplain Risk Management Community Committee be adopted.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

The Charter for the current term of the Committee is attached for consideration and adoption by the Committee.

The Committee may, if needed, recommend changes to the Charter be considered. Any such changes cannot be inconsistent with Council's Code of Meeting Practice.

ATTACHMENTS

1 Draft Charter - Floodplain Risk Management Committee 2022, D22/58981

FLOODPLAIN RISK MANAGEMENT COMMUNITY COMMITTEE

11 OCTOBER 2022

Attachment 1 Draft Charter - Floodplain Risk Management Committee 2022



FLOODPLAIN RISK MANAGEMENT COMMITTEE

2022/218

F181

PURPOSE

To advise Council and make recommendations in relation to the development and implementation of Orange City Council's Floodplain Risk Management Plan.

The Committee does not have a role in the operational function of Council. This is the responsibility of the General Manager and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

REPORTS TO

Infrastructure Policy Committee

TERM

The Floodplain Risk Management Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time.

MEMBERSHIP

Two Councillors (one of whom shall be Chairperson as determined by Council)

One representative from each of:

- Office of Environment and Climate change (non-voting member, advisory capacity only)
- Two community representatives
- Local Land Services
- Chamber of Commerce
- State Emergency Service

Non-voting Committee Clerk

Council staff as required (non-voting)

QUORUM

Majority of community members and at least one Councillor.

MEETING FREQUENCY

As required, with specific meeting dates and times to be determined by the Committee.

VOTING

Each member of the Committee is entitled to one vote only. In the equality of votes, the matter is to be referred to Council for determination.

FLOODPLAIN RISK MANAGEMENT COMMITTEE CHARTER

REPORTS AND RECORDING

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least 10 days before the meeting. Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice. The Committee may make recommendations to Council, via the Infrastructure Policy Committee. Council may adopt, amend or decline any recommendation.

VACANCIES

Vacancies may arise during the term of the Committee. If a vacancy does occur, the Committee may invite an individual to join the Committee, or seek expressions of interest to fill the vacancy.

COMMITTEE CLERK

The General Manager will provide a Committee Clerk who will be the representative of the General Manager, and will exercise the functions of the General Manager so far as they are relevant to the Committee and its Chairperson.

RELEVANT POLICIES/DOCUMENTS

Orange City Council Code of Conduct
Orange City Council Code of Meeting Practice
Orange Community Strategic Plan
Delivery/Operational Plan
Asset Management Plan Strategy and Plans

Copies of these and other documents are available on Council's website at www.orange.nsw.gov.au or from the Committee Clerk.

3 GENERAL REPORTS

3.1 CURRENT WORKS

RECORD NUMBER: 2022/2097

AUTHOR: Ian Greenham, Director Technical Services

EXECUTIVE SUMMARY

The purpose of this report is to update Council on construction and maintenance works which have been carried out since the last current works report to Council.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.1. Construct and maintain a road network meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the information provided in the report on Current Works be acknowledged.

FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Road Maintenance

Ongoing rain events have continued to damage road pavements throughout the Council area. Comparative figures for road patching this year and the same period last year are:

Year	Period	Amount of cold mix asphalt laid by hand	Rainfall for the period.
2021	1 July to 15 Oct	125 tonnes	340mm
2022	1 July to 15 Oct	137 tonnes	404mm

Road Upgrading

Aerodrome Road

Council staff installed further drainage lines to help get water away from the proposed area of road upgrade adjacent to the Airport.

3.1 Current Works

Concrete and Drainage

Footpaths

Work has commenced or continued on new footpaths and footpath reconstructions at:

- Byng Street – Hill to Sale Street, outside Catherine McAuley Catholic Primary School

Works were completed on new footpaths and footpath reconstructions at:

- Byng Street – Park Street to Byng Street.



Photo – Byng Street outside Catherine McAuley

3.1 Current Works

Traffic Facilities

Council crews and contractors took advantage of the recent school holidays to install a raised platform at the existing school crossing on Byng Street, between Park and Seymour Streets. This crossing will get a marked pedestrian crossing and lighting upgrades. The works were nominated by the adjacent St Mary's primary school through the Safety Around Schools programme funded by Transport for NSW.



Photo – New wombat crossing in Byng Street

WATER SUPPLY SERVICES

The type and number of water supply service responses by maintenance staff are shown in the table below.

Category	July 2021 – June 2022	September 2022
Water - Leak (Meter)	288	24
Water Request - Meters Faulty (incorrect readings)	29	16
Water - No Water Supply	39	2
Water – Pressure	23	2
Water Request - Replace Meter box/lid	53	6
Water quality – Dirty	23	0
Water - Burst Main	80	6
Water - leak (Main, Valve, Hydrant)	361	30
Total Water Requests	896	86

3.1 Current Works

Construction WorksClergate Road Water Main Renewal

Works have been completed on the first part of the water main renewal of Clergate Road with the 450mm road crossings completed and the three of the four mains connects completed. Works will continue when the trees are removed from the western side of the road. The remaining scope of works have gone back out for fresh tenders.

Lords Place Water mains renewal

Works are commencing on the 150mm water main installation on Lords Place. These works are to renew the existing 100mm water main with a 150mm water main as part of the Lords Place upgrade.

Water Services

Installation of new water services at the following locations:

- New 20mm water service and meters - 58 Matthews Avenue
- New 20mm water service and meters - 60 Matthews Avenue
- New 32mm water service - 2-6 Bathurst Road
- New hydrant and 32mm water service installation - 6 McNeilly Avenue
- 50mm water meter installation - Bletchington Public School

Water service renewal at the following locations:

- 20mm water service renewal - 112 Spring Street

SEWER SERVICES

The type and number of sewer service responses by maintenance staff are shown in the table below.

Category	July 2021 – June 2022	September 2022
Sewer Choke - Blockages	277	32
Sewer Complaint - Odour	9	1
Sewer Complaint - Overflow	190	14
Total Sewer Requests	476	47

Sewer Construction WorksSieben Drive Sewerage Pump Station

Work on the Sieben Drive Pump Station is nearing completion with the pump station structure complete and commissioned. Council is currently awaiting electrical connection works to be completed for the project to be finalised.

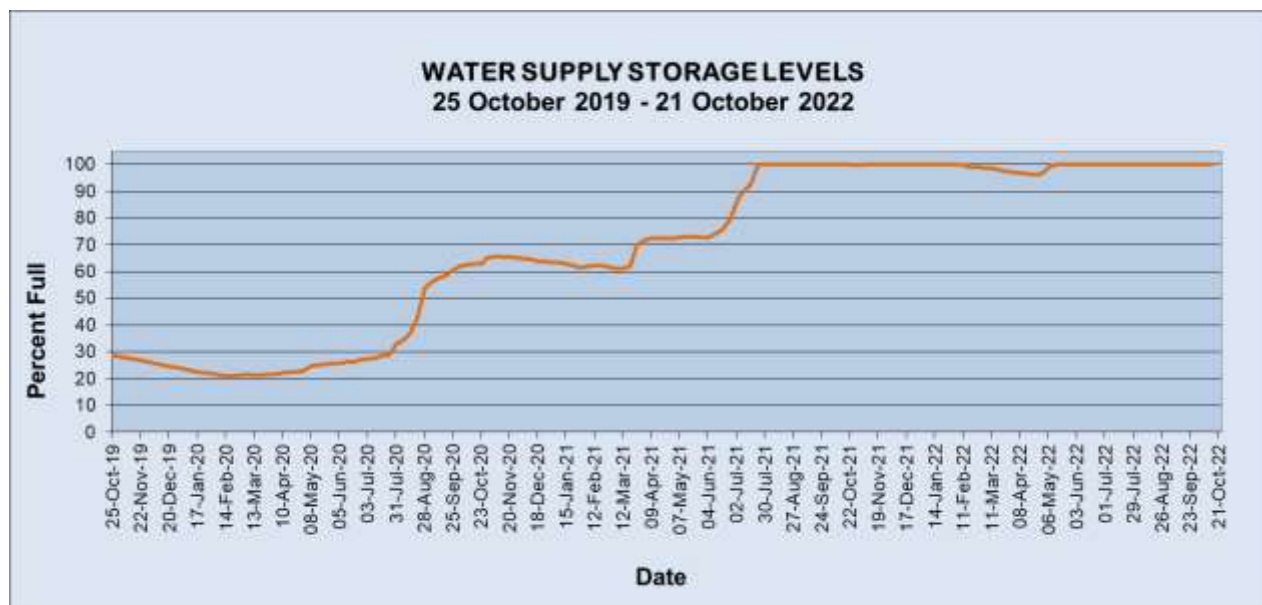
3.1 Current Works

Upgrade of March Road Sewerage Pump Station

Council has purchased a generator for the emergency operations for the March Road Sewer Pump Station. Works are currently underway on the REF assessment.

WATER SUPPLY SECURITY**Water Storage Levels**

The water storage trend for the combined storages from 25 October 2019 to 21 October 2022 is shown in the graph below.



Location	Level Below Spillway (mm)	% of Capacity
Suma Park Dam	0	100%
Spring Creek Dam	0	100%
Lake Canobolas	0	100%
Gosling Creek Dam	0	100%

Supplementary Raw Water Sources

Extractions from the supplementary raw water supplies in recent months are provided in the table below. The 'Total' column is for the water year being 1 July to 30 June.

Raw Water Source	July 2022 (ML)	August 2022 (ML)	September 2022 (ML)	Total (ML) 2022/2023
Bores*	6.95	7.12	9.09	23.16
Stormwater	0.00	0.00	0.00	0.00
Macquarie River	0.00	0.00	0.00	0.00
Total	6.95	7.12	9.09	23.16

* Bores include two at Clifton Grove and two at the Showground/Margaret Street

3.1 Current Works

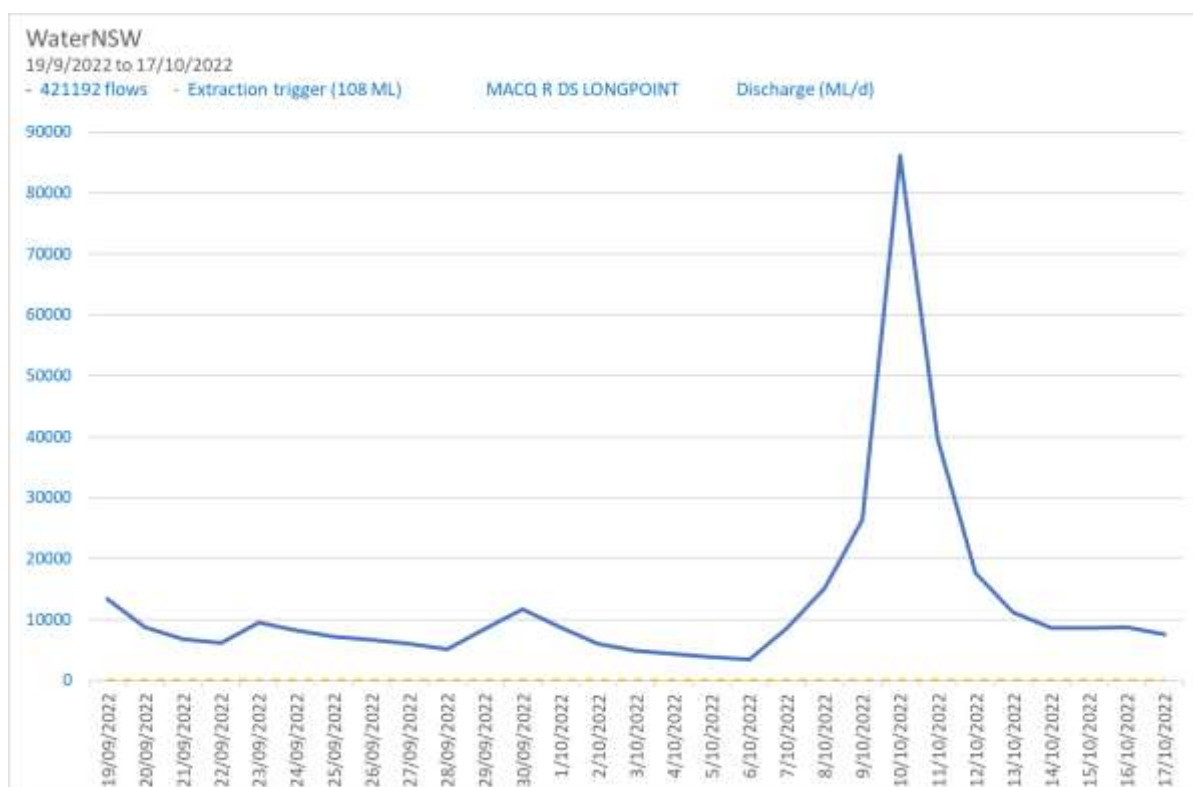
A more detailed monthly summary of raw water transfers can be found on Council's website at <https://www.orange.nsw.gov.au/water/oranges-water-supply/>

The 2022/2023 water year analysis Decision Support Tool (DST) was conducted during July 2022 with neutral conditions predicted from the POAMA forecast. Additionally, as storages remain above 90% capacity, there are no changes to operating conditions. The next DST review is planned for early October.

Macquarie River Flows

The flows in the Macquarie River monitored downstream of Long Point (Station 421192) for the period 19 September to 17 October 2022 are presented below. High flows continued through the period being above the extraction trigger value of 108 ML/d with a minimum flow rate of approximately 3,552 ML/d on 5 October 2022. A maximum flow rate of approximately 86,116 ML/day occurred on 9 October 2022.

The chart below was sourced from the WaterNSW website with flows presented in megalitres per day (ML/d).



Demand Management

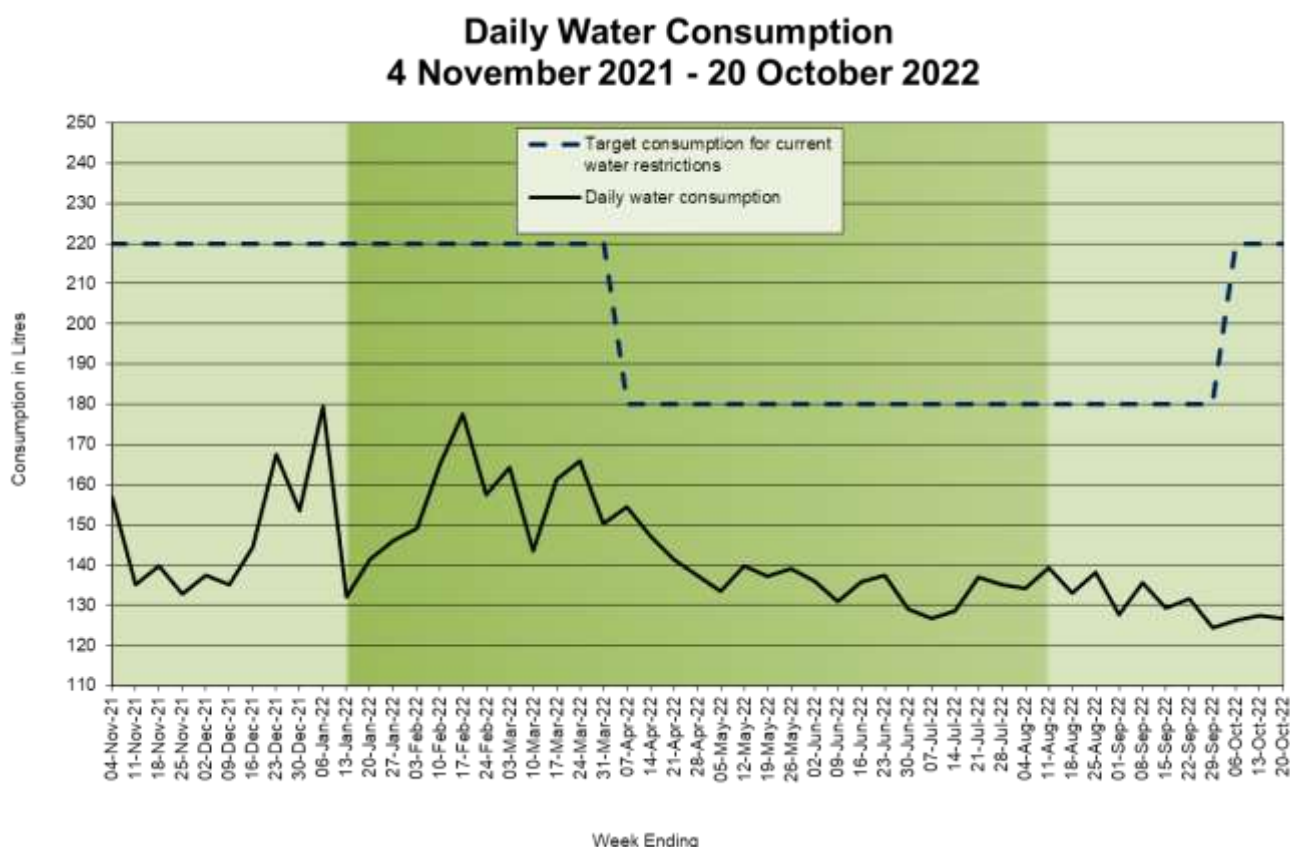
Residential water use

Permanent Water Saving Standards came into effect on Friday 25 June 2021.

Average daily residential water consumption during the week ending 20 October 2022 was 126 litres per person per day.

The graph below shows the average daily residential water consumption trend since November 2021.

3.1 Current Works

*Total water use*

The average daily city-wide water consumption for the period 23 September 2022 to 20 October 2022 was 8.14 ML/day.

DRINKING WATER QUALITY

Water samples are collected as a component of Orange City Council's Drinking Water Quality Monitoring Program in accordance with NSW Health requirements. Samples are collected regularly and sent to the NSW Government National Association of Testing Authorities (NATA) accredited laboratory for analysis. Water quality for September 2022 complied with the Australian Drinking Water Guidelines health targets.

OTHER MAJOR PROJECTS**Lake Canobolas Water and Sewer**

This project proposes to construct a new water main from Orange to Lake Canobolas to improve water quality and also construct a sewer main from Lake Canobolas back to Orange to cater for future higher use and improve environmental outcomes by removing septic systems from the Molong Dam water catchment.

On 18 October 2022, Council considered tenders for the project and endorsed a recommendation to enter into a contract with Utilstra Pty Ltd (Utilstra) to undertake the works. The contract with Utilstra has not been executed as yet. Within the next six weeks, it is proposed to advertise the Request for Tender for the associated sewer pump station to be located at Lake Canobolas.

3.1 Current Works

East Orange Harvesting Wetlands (Blackman's Swamp Creek Stormwater Harvesting Stage 2)

This project, which is designed to provide an offline storage on Blackman's Swamp Creek to increase the city's water supply secure yield, had been experiencing a delay due to a refusal of Council's Water Supply Works Approval (under the Water Management Act 2000) application by the Natural Resources Access Regulator (NRAR).

This refusal predominantly revolves around the interpretation of a weir and its legality under the Water Sharing Plan for the Macquarie-Bogan Unregulated Water Sources 2012 as it was deemed to be an in-river dam and not permitted.

Following the amendments to the Water Sharing Plan for the Macquarie-Bogan Unregulated Water Sources 2012 to exclude a water supply work to be used for town water supply purposes by a local water utility, Council has now made a new application to DPE for a Water Supply Works Approval.

Sewage Treatment Plant Inlet Works

A contract has been executed with Precision Civil Infrastructure Pty Ltd. It is anticipated that the contractor will be established on-site before the end of October.

Future City – Lords Place South

Following the decision by Council to proceed with the project on 18 October 2022, works commenced with the removal of eight trees on 19 October 2022 and the removal of the deck near Colvin Lane on the 20 October 2022. The saw cutting of the asphalt pavement and the removal of tree stumps will now occur along with the installation of underground services including power, drainage and water.

Subject to weather, it is anticipated that the new 22 trees will be installed by the beginning of December along with two new decks. To minimise the impacts on Christmas trade, no significant construction works are proposed to occur during December.

AIRPORT ENERGY USAGE

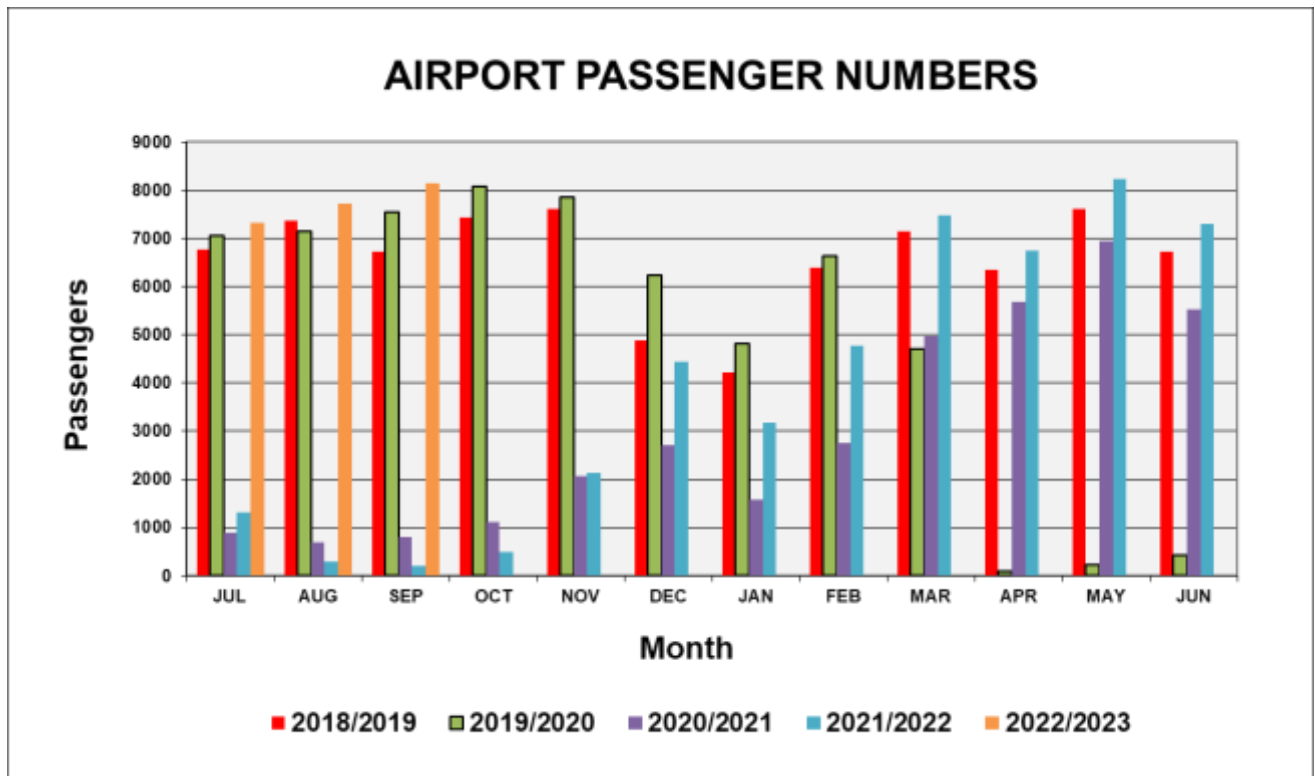
Energy used at the airport during September 2022 was 24,025.56 kWh at a cost to Council of \$1,882.42.

AIRPORT PASSENGER NUMBERS

Passenger numbers during September 2022 were 8,150 compared with 206 in the same month in 2021 (Covid impacted). They exceed non Covid impacted numbers for previous years.

These figures include passenger numbers from Regional Express, Link Airways (formerly Fly Corporate) and QantasLink.

3.1 Current Works

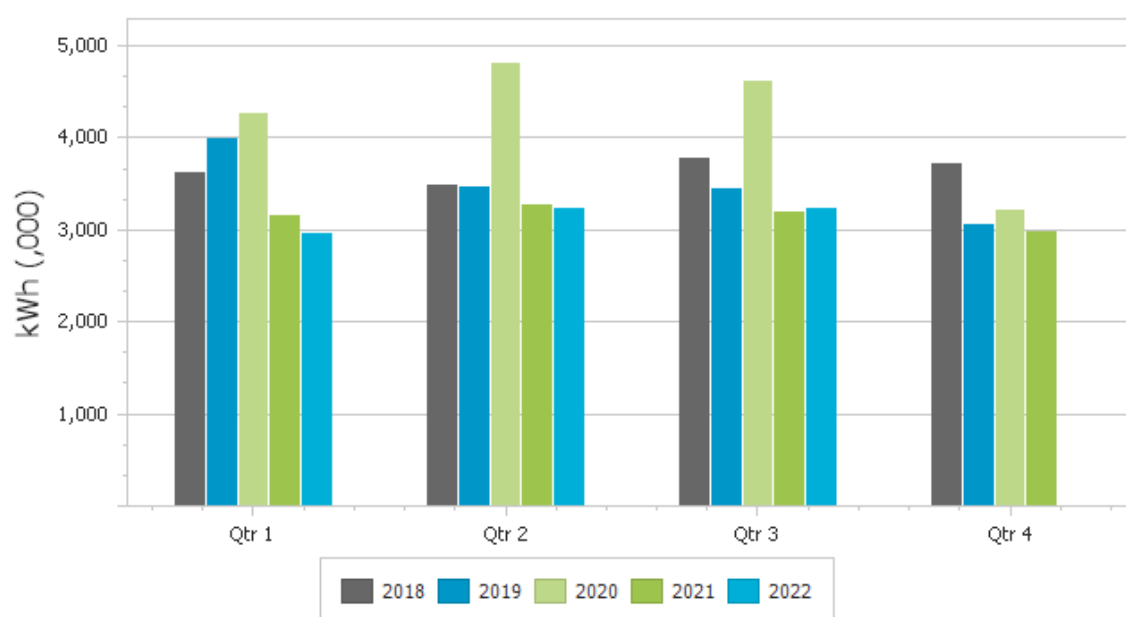


ENERGY USE

The following information is sourced from E21, Council's energy software.

Consumption History - up to 4 Years

Thursday, 20 October 2022 11:15 AM



3.1 Current Works

History - Last 12 Months

GROUP	CONSUMPTION (kWh)	CO2 EMISSIONS(t)	BILL (ex GST)
Parks & Gardens	234,952	200	\$68,042
Water	4,619,949	3,927	\$893,145
Public Buildings & Facilities	3,108,123	2,642	\$666,884
Lighting	1,649,925	1,402	\$498,505
Other	66,453	56	\$20,810
Sewer	4,221,754	3,588	\$755,911
Macquarie Pipeline	18,906	16	\$23,693
Ungrouped	192,933	164	\$64,715
Total	14,112,995	11,996	\$2,991,707