



ORDINARY COUNCIL MEETING

AGENDA

19 MARCH 2024

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **ORDINARY MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 19 March 2024** commencing at **6:30PM**.

David Waddell

CHIEF EXECUTIVE OFFICER

For apologies please contact Administration on 6393 8106.

AGENDA

EVACUATION PROCEDURE

In the event of an emergency, the building may be evacuated. You will be required to vacate the building by the rear entrance and gather at the breezeway between the Library and Art Gallery buildings. This is Council's designated 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 INTRODUCTION

1.1 APOLOGIES AND LEAVE OF ABSENCE

1.2 LIVESTREAMING AND RECORDING

This Council Meeting is being livestreamed and recorded. By speaking at the Council Meeting you agree to being livestreamed and recorded. Please ensure that if and when you speak at this Council Meeting that you ensure you are respectful to others and use appropriate language at all times. Orange City Council accepts no liability for any defamatory or offensive remarks or gestures made during the course of this Council Meeting. A recording will be made for administrative purposes and will be available to Councillors.

1.3 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.

1.4 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 Councillors now disclose any conflicts of interest in matters under consideration by the Council at this meeting.

1.5 OPENING PRAYER

COUNCIL MEETING ADJOURNS FOR THE CONDUCT OF THE OPEN FORUM

COUNCIL MEETING RESUMES

2 MAYORAL MINUTES

Nil

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Orange City Council held on 5 March 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Council meeting held on 5 March 2024.

ATTACHMENTS

- 1 Minutes of the Ordinary Meeting of Orange City Council held on 5 March 2024

ORANGE CITY COUNCIL

MINUTES OF THE

ORDINARY COUNCIL MEETING

HELD IN COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE

ON 5 MARCH 2024

COMMENCING AT 6:30PM

1 INTRODUCTION

ATTENDANCE

Cr J Hamling (Mayor), Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power (Deputy Mayor), Cr J Whitton

Chief Executive Officer, Director Corporate and Commercial Services, Director Development Services, Director Community, Recreation and Cultural Services, A/Director Technical Services (Theakstone), Chief Financial Officer, Manager Corporate Governance, Manager Communications & Engagement, Executive Support Officer, Community Development Coordinator, Manager Community Services.

1.1 APOLOGIES

Nil.

1.2 LIVESTREAMING AND RECORDING

The Mayor advised that the meeting was being livestreamed and recorded.

RESOLVED - 24/050	Cr J Whitton/Cr K Duffy
That Media Cameras be permitted at this Council Meeting.	
For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton	
Against: Nil	
Absent: Nil	

1.3 ACKNOWLEDGEMENT OF COUNTRY

The Mayor conducted an Acknowledgement of Country.

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

Cr Kinghorne declared a Significant Pecuniary Interest in PDC items 2.2 - Development Application DA 233/2023(1) - 60 Stairs Road, 2.3 - Development Application DA 252/2023(1) – 10 Autumn Street, 2.4 - Development Application DA 316/2023(1) – Orange Christian School – 500 Cecil Road and 2.5 – Post Exhibition – LEP Amendment 37, Shiralee DCP Amendment and Voluntary Planning Agreement – 12-20 Shiralee Road as her husband's consultancy company has undertaken work for these sites/applicants.

Cr Floyd declared a Significant Non-Pecuniary Interest in FPC item 2.2(7) Small Donations – Request for Donations – Mr Perfect as he is a co-organiser of this event.

Cr Duffy declared a Significant Pecuniary Interest in FPC item 2.2(5) - Small Donations – Request for Donations – Fairbank Charity Ball as he is the owner of the property where the event is being held.

Cr Peterson declared a Significant Non-Pecuniary Interest in FPC item 2.1(3) – Event Sponsorship Applications – Wangarang Industries as he is a member of the Clinical Governance Committee of Wangarang.

THE MAYOR DECLARED THE ORDINARY MEETING OF COUNCIL ADJOURNED FOR THE CONDUCT OF THE OPEN FORUM AT 6.33PM.

Item 4.1 – Notice of Motion – Council's Involvement in the Proposed Rainbow Festival

- | | | |
|-------------------------|----------------------|-----------------------|
| • Kris Dhillon | • Brett Stanford | • Hunter McLachlan |
| • Joshua Conliffe | • Jonathan Hosking | • Neil Car (online) |
| • Dannielle Ford | • Stephen Lawrence | • Cath Thompson |
| • John Whitehall | • Dr Adelaide Pratt | • John Carrigan |
| • Julie Andrews | • Jennifer Hughes | • Kathy Thomas |
| • James Parker (online) | • Tristan Clark | • Christopher Hayward |
| • Ken Freedman | • Leanne Benson | |
| • Geoffrey Chu | • Anna Noonan | |
| • Linda Ridge | • Catherine McNamara | |
| • Phillip Ridge | • Jordi Thurtell | |

THE MAYOR DECLARED THE ORDINARY MEETING OF COUNCIL RESUMED AT 8.17PM

2 MAYORAL MINUTES

Nil

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RESOLVED - 24/051
Cr J Whitton/Cr T Greenhalgh

That the Minutes of the Ordinary Meeting of Orange City Council held on 20 February 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Council meeting held on 20 February 2024, noting the addition of Cr Kinghorne's comments relating to AusBond data.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

Cr Kinghorne asked for an update on the Lords Place South Investigation.

The Chief Executive Officer advised that proposals should be received from Panel members in the next two weeks and the Investigation should commence in four weeks.

RESOLVED - 24/052
Cr T Mileto/Cr J Whitton

That item 4.1 – Notice of Motion – Council's Involvement in the Proposed Rainbow Festival be moved to be heard and determined before proceeding with the Policy Committee Meetings.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

4 NOTICES OF MOTION/NOTICES OF RESCISSION

4.1 NOTICE OF MOTION - COUNCIL'S INVOLVEMENT IN THE PROPOSED RAINBOW FESTIVAL

TRIM REFERENCE: 2024/220

MOTION
Cr K Duffy/Cr G Floyd

That Orange City Council cancel its involvement and activities in cash or in-kind including staff involvement in the proposed Rainbow Festival as part of the Our Region Our Voice Regional Youth Investment Program.

AMENDMENT
Cr S Peterson/Cr K Duffy

That the Storytime event be cancelled and other planned festival events remain.

THE AMENDMENT WAS WITHDRAWN
THE MOTION ON BEING PUT WAS LOST

For: Cr K Duffy, Cr G Floyd, Cr S Peterson

Against: Cr J Hamling, Cr J Evans, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr G Power, Cr J Whitton

Absent: Nil

Cr Peterson asked for clarification on the Storytime section of the festival.

The Director Community, Recreation & Cultural Services advised that the Storytime was going ahead with the same books, however the reader had been changed.

THE MAYOR DECLARED THE ORDINARY MEETING OF COUNCIL ADJOURNED FOR A SHORT RECESS AT 9.28PM

THE MAYOR DECLARED THE ORDINARY MEETING OF COUNCIL RESUMED AT 9.38PM

RESOLVED - 24/053

Cr M McDonell/Cr T Mileto

That the Council Meeting continue until 10.00pm in accordance with the Code of Meeting Practice defining 9.30pm being the limit on Council Meetings.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

THE MAYOR DECLARED THE ORDINARY MEETING OF COUNCIL ADJOURNED FOR THE CONDUCT OF THE POLICY COMMITTEE MEETINGS AT 9.39PM

THE MAYOR DECLARED THE ORDINARY MEETING OF COUNCIL RESUMED AT 10.01PM

RESOLVED - 24/073

Cr G Floyd/Cr G Power

That Council defer all agenda items of the Environmental Sustainability Policy Committee and Services Policy Committee and Council agenda items 5.1, 5.2, 5.3 and 5.4 to the Council Meeting of 19 March 2024 and proceed to Closed Council in accordance with the Code of Meeting Practice noting the time being 10.00pm, as extended, being the limit on Council Meetings.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

6 CLOSED MEETING

In accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2021, in the opinion of the Chief Executive Officer, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

In response to a question from the Mayor, the Chief Executive Officer advised that no written submissions had been received relating to any item listed for consideration by the Closed Meeting of Council.

The Mayor extended an invitation to any member of the public present at the meeting to make a presentation to the Council as to whether the meeting should be closed for a particular item.

RESOLVED - 24/074**Cr M McDonell/Cr G Power**

That Council adjourn into a Closed Meeting and members of the press and public be excluded from the Closed Meeting, and access to the correspondence and reports relating to the items considered during the course of the Closed Meeting be withheld unless declassified by separate resolution. This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:

6.1 2024 National General Assembly - Nominations for Councillor Attendance

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (f) matters affecting the security of the Council, Councillors, Council staff or Council property.

6.2 Tender - Construction of Orange Adventure Playground Upgrade

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.3 Submission Redaction Report - 5 March 2024

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (e) information that would, if disclosed, prejudice the maintenance of law.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

The Mayor declared the Ordinary Meeting of Council adjourned for the conduct of the Closed Meeting at 10.02pm.

The Mayor declared the Ordinary Meeting of Council resumed at 10.13pm.

7 RESOLUTIONS FROM CLOSED MEETING

The Chief Executive Officer read out the following resolutions made in the Closed Meeting of Council.

6.1 2024 NATIONAL GENERAL ASSEMBLY - NOMINATIONS FOR COUNCILLOR ATTENDANCE

TRIM REFERENCE: 2024/138

RESOLVED - 24/075**Cr M McDonell/Cr G Power**

That Council allows seven Councillors to attend the National General Assembly 2 July to 5 July, 2024 at the National Convention Centre, Canberra.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

6.2 TENDER - CONSTRUCTION OF ORANGE ADVENTURE PLAYGROUND UPGRADE

TRIM REFERENCE: 2024/217

RESOLVED - 24/076**Cr J Whitton/Cr J Evans**

That Council resolves:

- 1 That the Tender F4173-4 for Construction of the Orange Adventure Playground Upgrade be awarded to Paramount Landscaping (trading as Daracon Landscaping) for their tendered price of \$2,433,787 and that additional funds of \$342,026 be sourced from the Future Cities Budget.
- 2 That permission be granted for the use of the Council Seal on any relevant document as required.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

6.3 SUBMISSION REDACTION REPORT - 5 MARCH 2024

TRIM REFERENCE: 2023/2296

RESOLVED - 24/077**Cr K Duffy/Cr J Evans**

That the information contained in the Submission Redaction report be acknowledged.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

THE MEETING CLOSED AT 10.15PM

This is Page Number 6 and the Final Page of the Minutes of the Ordinary Meeting of Orange City Council held on 5 March 2024.

COUNCIL MEETING ADJOURNS FOR THE CONDUCT OF THE POLICY COMMITTEES

*The following Policy Committee meetings were deferred from the Council Meeting of 5 March 2024 due to time constraints.

Environmental Sustainability - Chaired by Cr David Mallard

Services - Chaired by Cr Melanie McDonell

COUNCIL MEETING RESUMES

4 NOTICES OF MOTION/NOTICES OF RESCISSION

4.1 NOTICE OF MOTION - CONSIDERATION OF HOCKEY CENTRE BUDGET ALLOCATION

RECORD NUMBER: 2024/240

I, **CR TAMMY GREENHALGH** wish to move the following Notice of Motion at the Council Meeting of 19 March 2024:

MOTION

That Council include in budget considerations for 2024 – 2025 an allocation of up to \$200,000 towards the upgrade of Smith Field at the Orange Hockey Centre.

BACKGROUND

The Orange Hockey Association is a not-for-profit organization run by volunteers. With over 1,000 they have been operating since 1928.

Their purpose is to provide a safe, inclusive, fun environment for people of local community, surrounding districts and visiting districts to enjoy well organised healthy sport of field hockey.

Smith hockey field is an essential community asset, nurturing a love for hockey among residents and visitors. Its current sand-based surface falls short of International Hockey Federation (FIH) standards, hindering safety and player performance, and limiting opportunity. The Smith field revitalisation will create a modern synthetic pitch, to FIH specification, fostering community engagement, inclusivity, and safety.

This project is a key element of OHI Strategic plan which aligns with Orange City Council Community Strategic Plan. The primary objective of the project is to transform the existing sand-based hockey field into a modern, state-of-the-art synthetic turf pitch that complies with FIH regulations. By doing so, the aim is to create a more enjoyable, inclusive and competitive playing environment, attracting players of all levels, promoting community engagement, and hosting Regional and State-level tournaments.

The project scope will see the complete replacement of a single sand-based hockey field that will also see:

- Rectification of incorrect dimensions (Widening and lengthening) of the field and resolution of safety issues (safety fencing re-located to the correct distance from the sideline in accordance with FIH standards).
- Curvature of the tortoise shell field design to bring it in line with FIH standards.

The estimated cost of the project is 1.1M.

Over the past decade or so, OHI have accumulated \$600k via fund raising efforts and secured funding of \$300k through NSW Sport and Recreation Infrastructure Grant towards the cost of the project. A further grant application has been lodged under the Level the Playing Field grant to NSW Sport grant program which is due for determination in April 2024.

Should that grant application be successful additional funding will not be required.

4.1 Notice of Motion - Consideration of Hockey Centre Budget Allocation

However, should the application fail up to additional \$200k will be required to enable the project to be completed.

Signed Cr Tammy Greenhalgh

FINANCIAL/RESOURCING IMPLICATIONS

Nil. Should Council adopt the recommendation the allocation would be considered in the 2024 / 2025 budget for further discussion and debate.

POLICY AND GOVERNANCE IMPLICATIONS

Nil.

4.2 NOTICE OF MOTION - LETTER OF SUPPORT TO ORANGE MOUNTAIN BIKE CLUB - THE TRAIL OF AWESOMENESS

RECORD NUMBER: 2024/316

I, **CR STEVEN PETERSON** wish to move the following Notice of Motion at the Council Meeting of 19 March 2024:

MOTION

That Council provide a letter of support to the Orange Mountain Bike Club stating the value of the Glenwood Forest Mountain bike flow trail to Orange and ask that the section that would be destroyed by planned logging, be spared.

BACKGROUND

This trail also known as 'the trail of awesomeness' was built at the end of 2022 funded by a \$324,000 NSW Regional Sport Facility Fund that I obtained prior to my election as a councillor.

The trail is quite special for New South Wales having a 400m descent in elevation over its length which obviously requires quite specific geography to obtain. Popularity is booming.

Data is required to justify the grant expenditure and that data is very positive. Over 9000 rides last year, double the number previous to the year of construction. 626 riders attended an event there compared with 180 previously. Many of those attendees are visitors, this tourism combined with the social value, has a total economic input to our local economy estimated at \$434,000 per annum.

Logging will impact a section of the track which is particularly popular for new riders, and it would be wonderful if this did not happen.

Signed Cr Steven Peterson

STAFF COMMENT

The primary purpose of the plantation State Forest's created within and adjacent to Orange is for logging and provision of timber for manufacturing. These plantations are managed by Forestry Corporation.

Plantations around Orange include the Glenwood State Forest and Kinross State Forest.

Harvesting of the Kinross State Forest saw the destruction of the Mountain Bike Trails created in that forest and led to the establishment of a trail network in Glenwood State Forest.

Despite undertaking planning with Forestry in an attempt to construct track in areas not subject to harvesting these plans can change in the short-term impacting on networks that otherwise would not be subject to short-term harvesting activities.

This is the main challenge when constructing trail networks in plantation state forests.

4.2 Notice of Motion - Letter of Support to Orange Mountain Bike Club - The Trail of Awesomeness

FINANCIAL/RESOURCING IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

4.3 NOTICE OF MOTION - PROPOSED MOUNTAIN BIKE TRACK

RECORD NUMBER: 2024/255

I, **CR GLENN FLOYD** wish to move the following Notice of Motion at the Council Meeting of 19 March 2024:

MOTION

- 1 That Council re-instate in full, the intentions around the proposed MTB track encompassing parts of Mt Canobolas (Gaanha Bula), as this is deemed a Council Key Priority 2024.**
- 2 That Council engage all stakeholders in positive, open and transparent conversation. To continue the work that has already been started and take the project to the next level, while seeking alternative options in relation to possible track locations as to avoid sensitive cultural and environmental sites.**
- 3 That Council actively seek through all available avenues incl state and federal grants to minimise or negate Council expenditure moving forward.**
- 4 That Council receive regular reports on progress, bottlenecks, funding etc.**

BACKGROUND

The background on this motion has not changed much since the last time it was discussed. However, some small changes have occurred that highlight the importance of this project.

In 2015-16 this project was tossed around as permanent infrastructure that could put Orange on the map as a tourism destination. As we all know it has been a stop-start project since.

The biggest bonus for this project now is the increase in popularity of mountain bike riding Australia wide. The development of this track will have immense pulling power, with riders from all over NSW, Australia and possible international interest.

With the Tourism, Physical and Mental Health, Infrastructure, Environmental and local job possibilities (especially for the Indigenous community), this venture needs our support now.

Other councils around southern NSW and the snowy areas eg. Eurbodalla Shire including, Narooma, Mogo, Tumut, Thredbo, Jindabyne as well as places like Evan's Head and Kempsey to places like Mt Owen in Tasmania, are all enjoying massive success on existing and newly opened MTB tracks.

In our own backyard, we have the popular Glenwood State Forest at Lidster going from strength to strength. The addition of access to Mt Canobolas (Gaanha Bula) and the numerous new trails being integrated would be an absolute boon for this area.

Any upgrade to this area would bring a huge financial benefit to the local economy by providing world class MTB tracks to cater for everyone from the Adrenalin Junkie to the beginner and families out for a weekend ride.

www.Mtb.westcoasttas.com.au

www.orangemountainbikeclub.com.au

4.3 Notice of Motion - Proposed Mountain Bike Track

www.Visitnsw.com

www.eurobodalla.com.au

Signed Cr Glenn Floyd

FINANCIAL/RESOURCING IMPLICATIONS

Should Council adopt the recommendation a consideration for the provision for costs would be required in the 2024/2025 budget. It is difficult to determine the scale of funding required in the initial stages however should a re-design be required that initial cost (excluding ground truthing) is estimated at \$50,000 - \$100,000.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

4.4 NOTICE OF MOTION - SPORT4ALL ORANGE PROPOSAL

RECORD NUMBER: 2024/335

I, **CR STEVEN PETERSON** wish to move the following Notice of Motion at the Council Meeting of 19 March 2024:

MOTION

That the 'Sport4All' proposal be adopted at the 0.4 full-time equivalent option for a period of two years with the option of a third year to be considered following an evaluation of years 1 and 2.

BACKGROUND

Sport4All is an organisation supported by Australian governments designed to improve participation of people with a disability within mainstream sport.

The model used sees a local community member with a disability or lived experienced being employed as a Sports4all staff member and would liaise with schools and clubs in Orange to achieve this

In the Council meeting on 6 February 2024, it was pointed out that only five of 43 sporting organisations in Orange have specific provisions to accommodate people with disability.

On Friday, 8 March 2024 we had a briefing on the project offered to all councillors.

The cost of this project to Orange City Council would be \$5,000 in the 1st year and \$21,055.33 in the 2nd year. There is an option to extend if we felt this appropriate.

Signed Cr Steven Peterson

FINANCIAL/RESOURCING IMPLICATIONS

As there is not a budget allocation for the project in future years Council would need to consider its inclusion in the upcoming budget cycle process.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

ATTACHMENTS

- 1 NSW/ACT Accessible S4A - Briefing pack - Sports4all, D24/24479 [↓](#)
- 2 Orange Council Involvement Options - Sports4all, D24/24468 [↓](#)



**Any sport,
anywhere for
anyone.**



"Sport both changed and saved my life – and I want every Australian with a disability to have the same opportunity".

Dylan Alcott AO - Founder GSA



What is Sport4All?



A collaboration between the Australian Government, Australian Sports Commission, and Get Skilled Access; Sport4All (S4A) is a dynamic, award-winning program that supports local sporting clubs and schools to become more inclusive, enabling people with disability to have choice and control over when, where and how they would like to participate in mainstream sport.

Delivered in partnership with the local government, the S4A program employs a person with disability or lived experience of disability as an 'Inclusion Coach' to work within the Local Council.



The 'Inclusion Coach' delivers the program using S4A's culturally informed practices and resources.

Aboriginal and Torres Strait
Islander communities

Culturally and Linguistically
Diverse communities

Regional and remote
communities



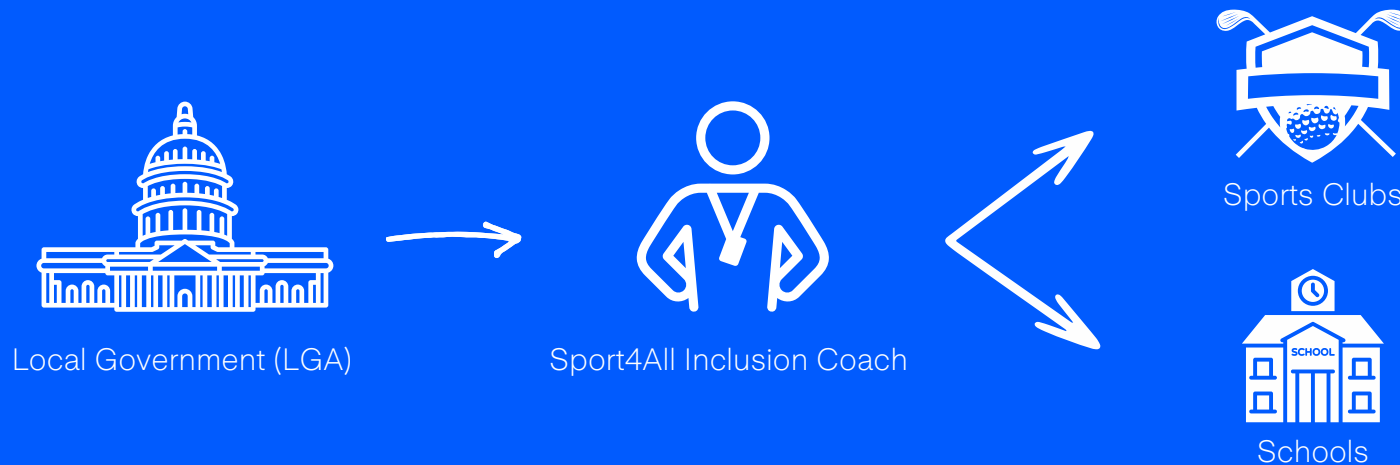
sport4all.com.au

The Opportunity



Local Governments are uniquely placed to bring grassroots sport and individuals with disability together through their vast and varied networks and communication channels.

The Inclusion Coach hired in this partnership with local government will harness this local knowledge, the Sport4All resources and their own lived experience of disability to deliver the program. The partnership model will support local government to engage clubs and schools in the S4A program, and plan for the sustainable continuation of the Inclusion Coach role.



How S4A works in community?



Supporting clubs and schools to:

1. Understand where they are
2. Build confidence and capability
3. Take meaningful action

1

Inclusion Check-in (tool)

- Self-assessment tool to identify current perception of inclusive practises in clubs and schools
- Self-assessment report based on tool responses

2

Online Resources (LMS)

- 8 interactive modules – short videos, resource booklets, checklists, & templates
- Face to face delivery support* in partner LGAs

*available at cost in other LGAs

3

S4A Inclusion Action Plan

- A template for clubs and schools to identify short, medium, and long term objectives to commit to as part of their strategic vision
- Implementation support* in partner LGAs

*available at cost in other LGAs

← Sport4All Inclusion Coach provides ongoing support and connection for clubs and schools throughout and beyond →

Pilot Impact Snapshot

July 2021 - December 2021 (Pilot)

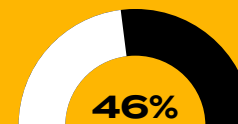


529

Clubs, schools, associations
engaged by Inclusion Coaches



of 529 clubs, schools, associations
completed the Survey following
contact from an Inclusion Coach



of 529 clubs, schools, associations
responded (back and forth
communication) with Inclusion Coaches

238

Clubs, schools, associations
responded to Inclusion Coaches

134

Clubs, schools, associations **completed**
the Inclusion Scoreboard Assessment

Key Takeaways



52%

of clubs and schools were **not confident** with how to communicate with people with a disability.

53%

said they had **no plans** to include more people with disability in roles at their clubs.

Lowest Score

Curiosity was the lowest scoring value in the survey.

showing Clubs need to improve understanding and connection with people with disabilities to incorporate them better in their programs.

Case Study



The City of Stonnington was one of the first Local Government Areas to partner with Sport4All.



A video on Stonnington's Sport4All [Come and Try Day](#)

sport4all.com.au

Endorsements



"Trav brings a forward thinking, person first approach to the team, through his own personal journey and industry experience, that ensures accessibility continues to be in the forefront of team planning and delivery. Trav's ability to develop relationships internal and external has been a key contributor to the success of the Sport4All across the City of Greater Geelong in reducing barriers for people with disability to access community services, particularly of the sporting nature. The City has enjoyed seeing the increased participatory opportunities, through education and support frameworks for sporting clubs provided by the Sport4All program."

Tim Downes, Team Leader Community & Recreation,
City of Greater Geelong

"The Sport4All Professional Learning session seemed like it was a great success, from talking with a few team members it was a great way to look at teaching PE. A few have already started the conversation with me about how they can help their students achieve. Which is a great success!"

Zack Bond, P.E. and Health Leader, Tarneit P-9 College

"The presentation provided us with invaluable first hand experience and insights into establishing an all-abilities program for people with disability"

Phil Morley, President, Wyndham Netball Association

"Our staff who completed the online Sport4All modules found them easy to access and very informative. The content was engaging and broken up into manageable modules. The resources that accompany the modules are excellent and perfect for referring back to when needed. I would recommend this online learning to all staff working within schools, not just PE teachers."

Samantha Thornton, Inclusion Officer, Iramoo Primary School

"Bita has made a valuable contribution in a short time within the City of Greater Dandenong. In just a few months, Bita has engaged with 17 sports clubs, all of which have completed the access and inclusion self-assessment survey, with three clubs progressing to the action plan stage. Bita also continues to work with a number of schools and our aquatic/leisure facilities to create more disability-inclusive sporting environments. Some club feedback includes that by being involved in the program it has 'changed their mindset', 'created lightbulb moments' and that the program is a 'valuable tool for their club'."

Candice McCarthy, Community & Development, City of Greater Dandenong



Let's chat!

Mitch Gourley

National Manager



Elysha O'Neill

ACT / NSW State Manager





Orange Involvement in Sport4All

Option 1 - Cost Breakdowns : 0.6 FTE

	YEAR 1		YEAR 2		YEAR 3* (optional)	
	Council	GSA	Council	GSA	Council	GSA
Compulsory Licence Fee** (Category D)	\$5,000	-	\$5,000	-	\$5,000	-
Salary contribution percentage	0%	100%	50%	50%	100%	0%
Inclusion coach salary base @ 0.6 FTE	-	\$40,000	\$20,000	\$20,000	\$41,200	-
Estimated CPI, capped @3%	-	-	\$600	\$600	\$1,200	-
Superannuation	-	@11% \$4,400	@11.5% \$2,370	@11.5% \$2,370	@12% \$5,090	-
Payroll tax @4.85% of total earnings = base +CPI + super	-	\$2,150	\$1,115	\$1,115	\$2,300	-
Total amount, incl support fees \$	\$10,000	\$46,550	\$32,085	\$24,085	\$55,790	-

*Where Year 3 extension option in clause 2.1 (d) is exercised by Council and GSA

**Compulsory Licence Fee and optional Training program overview below, further details in Appendix 1.

Orange Involvement in Sport4All

Option 2 – Cost Breakdowns : 0.4 FTE

	YEAR 1		YEAR 2		YEAR 3* (optional)	
	Council	GSA	Council	GSA	Council	GSA
Compulsory Licence Fee** (Category D)	\$5,000	-	\$5,000	-	\$5,000	-
Salary contribution percentage	0%	100%	50%	50%	100%	0%
Inclusion coach salary base @ 0.4 FTE	-	\$26,666.67	\$13,333.33	\$13,333.33	\$27,466.67	-
Estimated CPI, capped @3%	-	-	\$600	\$600	\$1,200	-
Superannuation	-	@11% \$2,933.33	@11.5% \$1,579.33	@11.5% \$1,579.33	@12% \$3,394.88	-
Payroll tax @4.85% of total earnings = base +CPI + super	-	\$1,435.60	\$742.66	\$742.66	\$1,536.75	-
Total amount, incl support fees \$	\$5,000	\$31,035.60	\$21,255.32	\$16,255.32	\$38,598.30	-

*Where Year 3 extension option in clause 2.1 (d) is exercised by Council and GSA

**Compulsory Licence Fee and optional Training program overview below, further details in Appendix 1.

****Licence and training fee overview:**

1. **Compulsory Licence Fee:** \$5000 per year
 - Sport4All Program resources and support
 - GSA IP / Expertise / Marketing
 - Inclusion coach training, development and management support
2. **Optional Training Program:** \$2000 per year (includes two 90 minute sessions and associated resources)
 - 90 minute face-to-face foundational training for internal council staff
 - 90 minute seminar (online) 'Building Inclusive Environments' training for all clubs and schools in the Council area
 - After Year 1, suite of available options, tailored to the organisations stage of inclusion journey.
3. **Additional Fee for Service:** \$1200 per session (90 minutes)
 - Suite of available options, tailored to the organisations stage of inclusion journey, e.g.:
 - 'Foundations of Disability'
 - 'Language of Disability'
 - 'Inclusive Recruitment'

Further information in Appendix 1: Licence and Training Fee details

Payment Terms

For Year 1, GSA will invoice Council the total amount payable by Council for that year in 2 equal instalments, with the first invoice being issued on the Appointment Date and the second invoice issued 6 months later. For Year 2 and Year 3, invoices will be issued in 12 equal monthly instalments.

To account for variability in CPI, the CPI adjustment will be paid at the end of each contract year in a separate one-off invoice at amount equal to the official CPI rate multiplied by base salary for the previous year, or the 3% CPI cap multiplied by base salary for the previous year, whichever is lower.

Any optional training fees will be invoiced separately.

Excluding the addition of any optional training fees by mutual agreement, the total amount payable by Council will not exceed [\$xx,xxx] in Year 1 and [\$xx,xxx] in Year 2.

Council must pay each such invoice within 14 days after the date of the invoice.

Equipment for the Inclusion Coach

Council will provide the following equipment and services for the Inclusion Coach

- laptop computer; and
- IT support for the above laptop.

The laptop must be returned to Council upon the expiry or termination of the Agreement.

GSA will provide the following equipment and services for the Inclusion Coach

- Access to GSA accounts, software and systems
- IT support for the above software and systems

Appendix 1: Licence and Training Fee details

	Fee inclusion:	When does the fee inclusion apply:	How is the fee inclusion applied:	Other Relevant Information
Compulsory Fee – Inclusions:	IP of GSA (and associated data)	<ul style="list-style-type: none"> Ongoing access throughout the life of agreement Includes all updates and continuous improvements 	<ul style="list-style-type: none"> The Sport4All Systems; Inclusion Check-in tool (Results and Data), LMS tool (Results and Data), Action plans, templates, checklists Resource development specific to individual Council Resource Updating (new content, Training of Inclusion Coach & communities of practice established over life of project Trademarks - Use of Brand, Images, Logo, Name (Sport4All) 	<ul style="list-style-type: none"> GSA has planned resource and system updates which will further improve access and enhance the impact on community. Access and use of Sport4All images and videos captured in Council and community. Naming rights to use the Sport4All name and logo in conjunction with Council events, activities, and promotion Access to evaluation and impact reporting from Sport4All systems
	Marketing and Branding	<ul style="list-style-type: none"> Ongoing support throughout the life of the agreement to GSA marketing activities 	<ul style="list-style-type: none"> Activation – media coverage Disability Inclusive communications support Optional (60 min online) session for the council staff on accessible marketing and communication Access and use of Sport4All images and videos captured in Council and community. Naming rights to use the Sport4All name and logo in conjunction with Council events, activities, and promotion 	
	Networks and Connection	<ul style="list-style-type: none"> Ongoing support throughout the life of the agreement 	<ul style="list-style-type: none"> Access to GSAs networks across Sport, disability services, corporate organisations, and various levels of government (where applicable) 	<ul style="list-style-type: none"> Access to partner Councils to further understand overall project outcomes and opportunities Joint network of communities of practice in disability Support and advocacy on inclusive and accessible employment practices (Connection with The Field) Access to up to date disability, access and inclusion best practice in business, government and community (Connection to GSA)
	Staff Training & Professional Development	<ul style="list-style-type: none"> Ongoing support throughout the life of the agreement 	<ul style="list-style-type: none"> Access to Employee Assistance program (LifeWorks) Access to GSA schedule of formal learning and development opportunities (monthly sessions) Access to a national network of Inclusion Coaches in councils across the country Regular Inclusion Coach network meetings at State and National level 	
	National & State Manager Support	<ul style="list-style-type: none"> Ongoing support throughout the life of the agreement 	<ul style="list-style-type: none"> Inclusion Coach mentorship, management and performance process 	<ul style="list-style-type: none"> Council requests that are outside the agreed terms, for example, work on other grants and joint funding partnerships

	Ongoing Point of Contact (throughout and beyond the life of agreement)	<ul style="list-style-type: none"> After the Completion date of the Agreement 	<ul style="list-style-type: none"> Joint employee goal-setting and performance management (in collaboration with council) Support with recruitment if Inclusion Coach resigns after completion date Access to Sport4All program communities of practice Ongoing support with Inclusion Coach management, training and development 	<ul style="list-style-type: none"> Activities run by council Provide ongoing assistance to Inclusion Coach and Council after agreement term concludes
Optional – Training program: \$2000 per year (includes 2 sessions)	Disability Confidence Training – Council	<ul style="list-style-type: none"> During each year that optional training program is purchased (details to be confirmed with individual partner organisation) 	<ul style="list-style-type: none"> 90 minute face-to-face training for internal council staff After Year 1, suite of available options, tailored to the organisations stage of inclusion journey. Including: <ul style="list-style-type: none"> Foundations of Disability Language of Disability Inclusive Recruitment 	<ul style="list-style-type: none"> Foundation training for council staff to build their awareness of how they can be inclusive of people with disability in the workforce and community delivered by GSA staff and Inclusion Coach
	Program Induction Training – Community	<ul style="list-style-type: none"> During each year that optional training program is purchased (details to be confirmed with individual partner organisation) Ongoing support throughout the life of the agreement with targeted presentations to community 	<ul style="list-style-type: none"> 90 minute seminar (online) 'Building Inclusive Environments' training for all clubs and schools in the Council area After Year 1, suite of available options, tailored to the community / organisations stage of inclusion journey. Including: <ul style="list-style-type: none"> Foundations of Disability Language of Disability Inclusive Cultures 	<ul style="list-style-type: none"> Introduction to Sport4All program and education delivered by GSA staff and Inclusion Coach Recorded and provided to council as resource for community for duration of agreement
Additional Fee for service – tailored education program: \$1200 per session	Disability, Access and Inclusion Training – fee for service offering	<ul style="list-style-type: none"> At any point in the partnership (details to be confirmed with individual partner organisation) 	<ul style="list-style-type: none"> 90 minute face-to-face training sessions for internal council staff and other community organisations (e.g. Leisure centre staff, State Sporting Organisations, service providers etc) Suite of available options, tailored to the organisations stage of inclusion journey. Including: <ul style="list-style-type: none"> Foundations of Disability Language of Disability Inclusive Recruitment Co-designed custom sessions also available (at small additional cost) 	<ul style="list-style-type: none"> Tailored program for council staff to build their awareness of how they can be inclusive of people with disability in the workforce and community delivered by GSA staff and Inclusion Coach Stackable offerings based on organisational maturity and stage of inclusion journey – a tailored plan to build on staff learning throughout Years 1, 2 and 3 and embed inclusive cultures and practices across the organisation

5 GENERAL REPORTS

*The following items 5.1, 5.2, 5.3 and 5.4 were deferred from the Council Meeting of 5 March 2024 due to time constraints.

5.1 ORANGE CITY LIBRARY STATISTICS JULY - DECEMBER 2023

RECORD NUMBER: 2024/200

AUTHOR: Roslyn Cousins, Manager Central West Libraries

EXECUTIVE SUMMARY

Projecting from the July – December statistics for the Library, loans will increase by 70% in 2023/24, exceeding even pre-Covid levels.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “4.1. A broad range of creative and cultural facilities, services and programs that meet community needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

The report on Orange City Library Statistics by the Manager Central West Libraries be acknowledged.

FURTHER CONSIDERATIONS

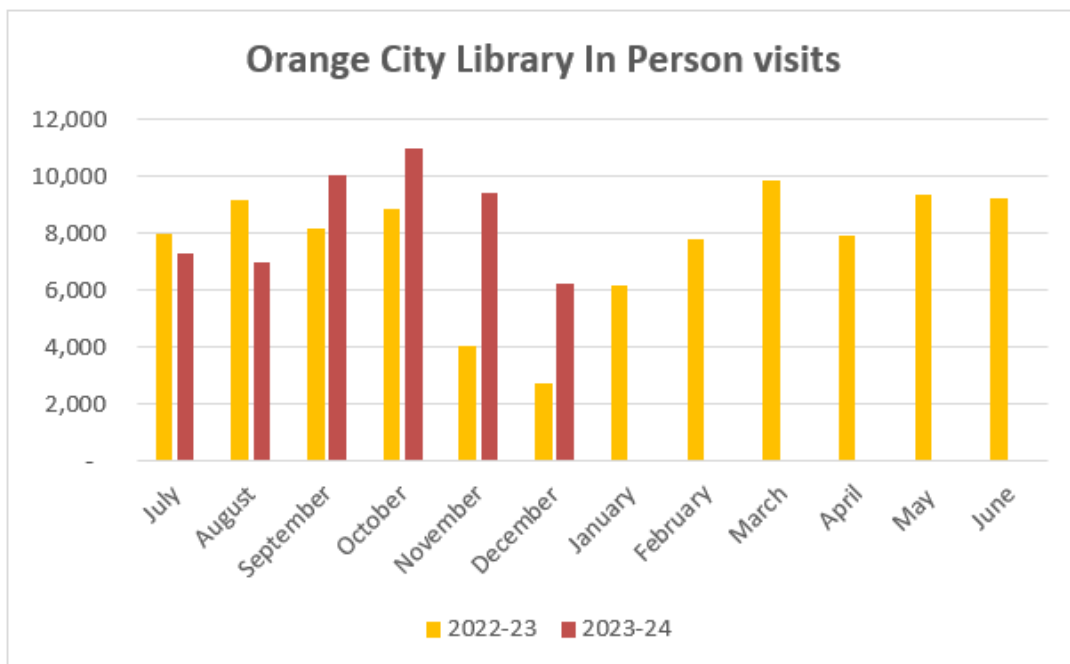
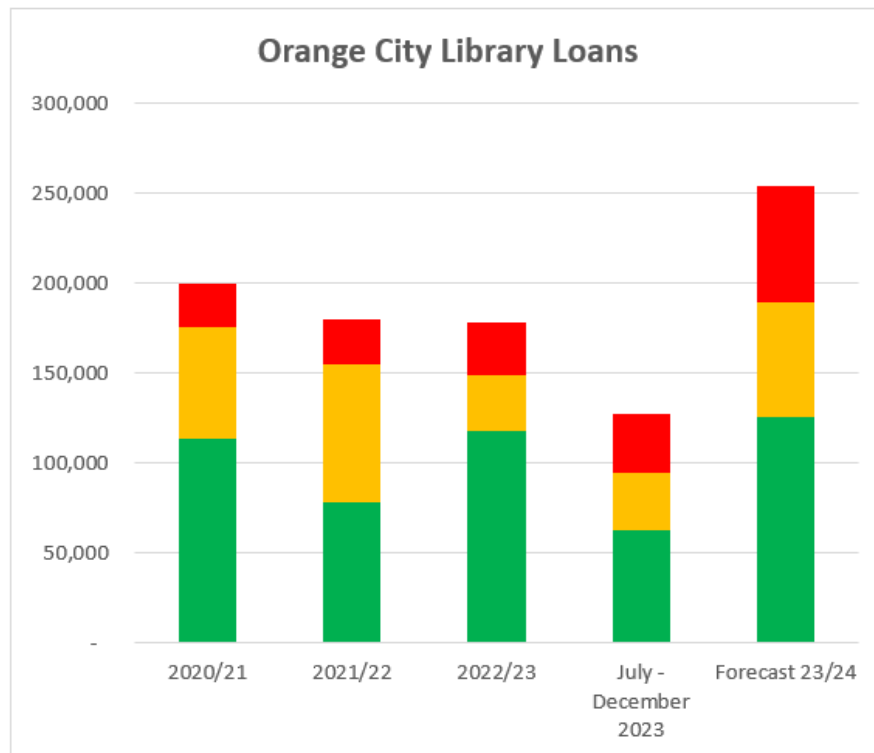
Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Library business has boomed in the past six months exceeding even pre-Covid levels. This increase is not only driven by increased use of electronic resources (Ebooks, Emagazines, streaming movies, eNewspapers) but also the lending of physical items.

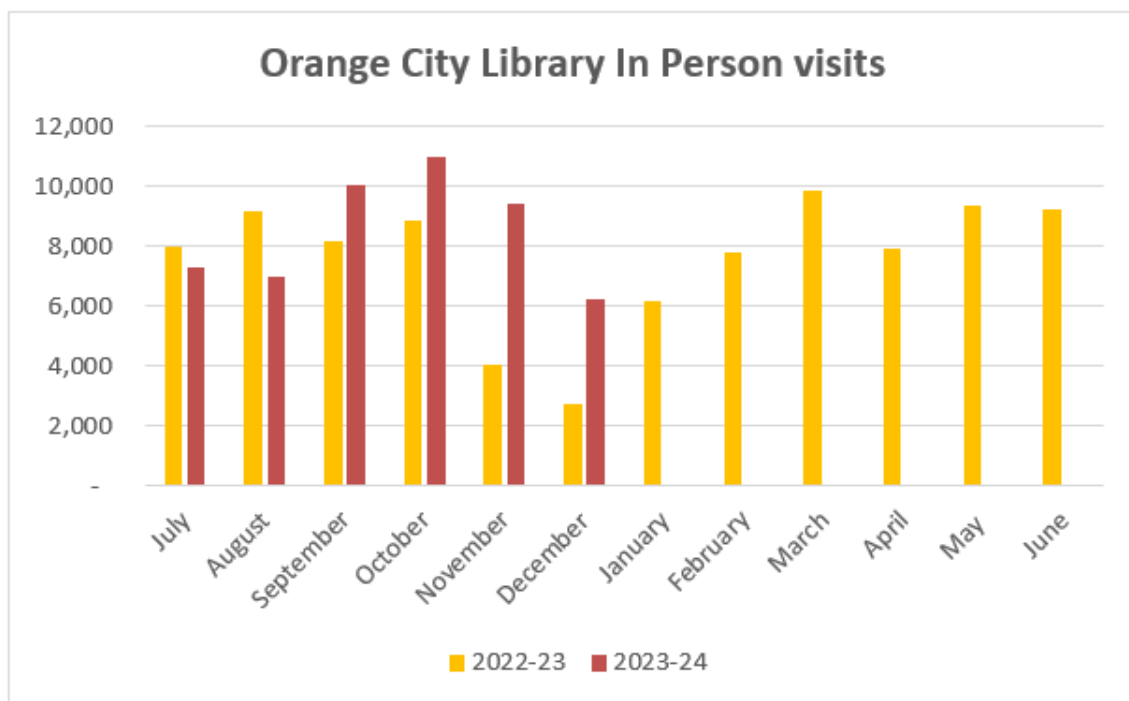
LOANS	Physical	eLoans	Web renewals	Total
2020/21	113,653	62,067	23,821	175,720
2021/22	77,881	77,155	25,117	155,036
2022/23	118,224	30,999	28,873	149,223
July - Dec 2023	62,868	31,714	32,383	126,965
Forecast 23/24	125,736	63,428	64,766	253,930
% Change				70%
Members	29,032			
Stock@ 30/6/2023	86,499			
PC bookings	3,757			
Wifi connections	13,458			

5.1 Orange City Library Statistics July - December 2023

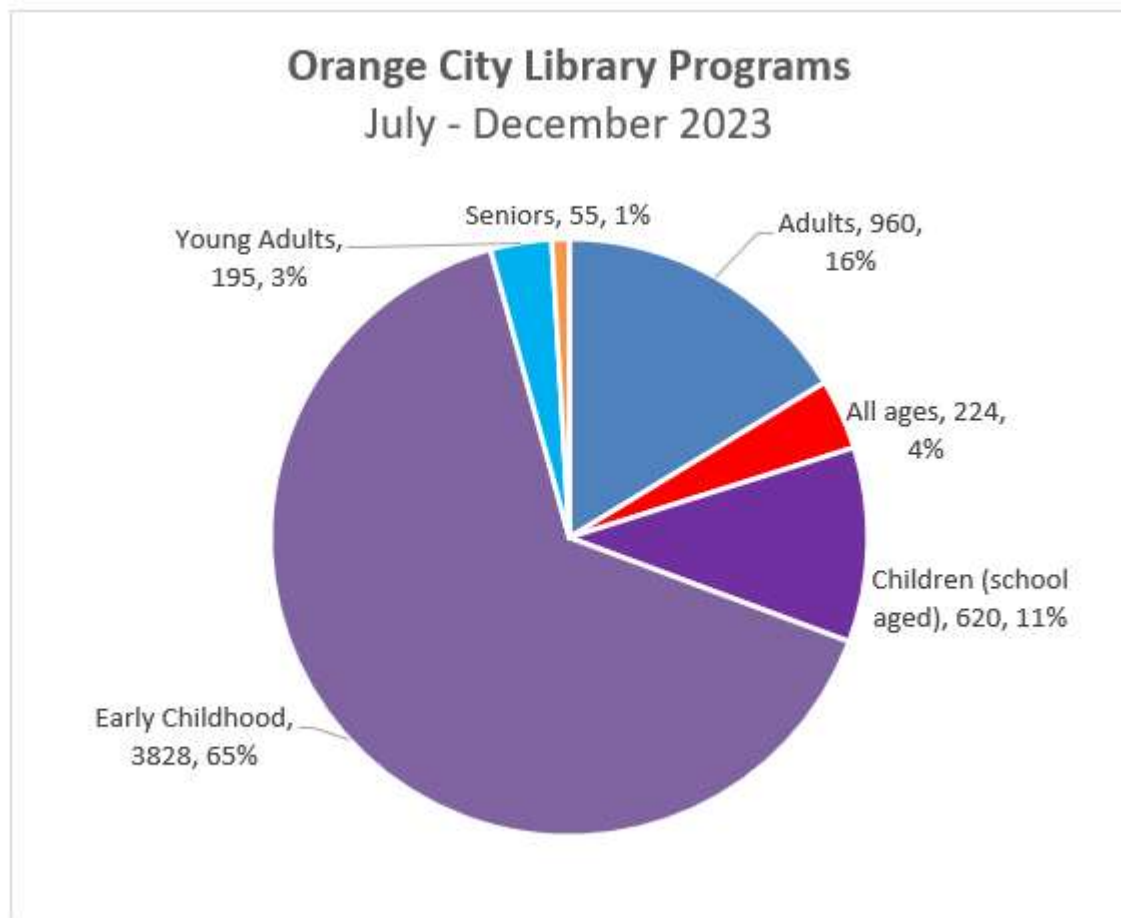


5.1 Orange City Library Statistics July - December 2023

IN PERSON VISITS	2021-22	2022-23	2023-24
July	6,031	7,971	7,271
August	3,535	9,163	7,005
September	1,124	8,175	10,047
October	5,796	8,875	11,008
November	6,829	4,027	9,412
December	4,658	2,703	6,259
January	5,019	6,172	
February	5,850	7,799	
March	7,376	9,883	
April	6,451	7,901	
May	7,794	9,345	
June	7,971	9,263	
Total	68,434	91,277	51,002



5.1 Orange City Library Statistics July - December 2023



5.2 STRATEGIC POLICY REVIEW - GRANTS AND DONATIONS - POST EXHIBITION

RECORD NUMBER: 2023/2240

AUTHOR: Rachelle Robb, Director Corporate & Commercial Services

EXECUTIVE SUMMARY

This report presents Strategic Policy ST32 – Donations and Grants which has been reviewed and placed on public exhibition from 20 December 2023 to 31 January 2024. One internal submission was received as outlined below and those changes now been included in the policy. The policy is now recommended to Council for Adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “18.1. Provide representative, responsible and accountable community governance”.

FINANCIAL IMPLICATIONS

The 2023/24 budget for Donations and Grants is \$163,900. The policy updates recommend small changes to the internal allocation of funds between the different donations and grant programs, with no change to the overall budget.

Program	Current	Recommended	Reason
1. Small Donations	\$84,000	\$80,000	Reallocation of categories as below
2. Educational Support and Recognition	\$16,000	\$17,000	Additional \$1,000 to cover new categories
3. Sports Assistance	\$13,900	\$16,900	Additional \$3,000 to cover new categories
4. Sports Facility Partnership	\$50,000	\$50,000	No change
TOTAL	\$163,900	\$163,900	No change

POLICY AND GOVERNANCE IMPLICATIONS

Council’s Strategic Policies are reviewed and amended to ensure ongoing compliance with legislation and industry best practice.

Policies of Council are of two types:

1. Strategic Policies are determined by Council, and relate to Councillors, required by Legislation or Regulation and/or have an impact on the Orange community. The Local Government Act 1993 requires the public exhibition of Policies (if new or include significant changes) and adoption by Council.
2. Operational Policies are determined and implemented by the Chief Executive Officer and relate to staff and the operations of the organisation.

RECOMMENDATION

That Council resolves to Adopt Strategic Policy ST32 - Donations and Grants.

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

Following a Notice of Motion at Council's meeting of 23 September 2022, Council resolved to defer consideration of funding allocations for the Small Donations and Grants Program until an expedited review of the program had been undertaken (resolution 23/370).

The Small Donations and Grants Program review was completed in May 2023, with a report presented at Council's meeting of 6 June 2023. Council resolved to accept all recommendations in the report (23/210).

The Donations and Grants Policy ST32 and related webpage and application form have now been updated to reflect these resolutions.

2.1 REVIEW OF DONATIONS AND GRANTS POLICY

TRIM REFERENCE: 2023/735

RESOLVED - 23/210

Cr G Floyd/Cr G Power

That Council resolves to:

- 1 Increase the current funding of the Small Donations Program from \$64,000 to \$84,000 with a reallocation of the standing annual \$20,000 grant from Orange Harness Racing as these funds have not been expended since 2021.*
- 2 Consolidate the categories in the Small Donations Program and replace with a general category of a community or not-for-profit group providing benefit to the community.*
- 3 Improve the application process by simplifying the application form, using everyday language throughout, removing unnecessary details, and asking applicants to describe how the donation will benefit the local community. Please see the attached copies of the current and updated application forms for more details.*
- 4 Delegate authority to the CEO for regular prize giving, in-kind donations, and non-sport individuals or teams representing Orange at a National or Overseas Event, and for the education support and recognition program.*

For: Cr J Hamling, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonnell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr K Duffy

Policy for Adoption - ST32 – Donations and Grants

In line with Council resolution 23/210, Strategic Policy 029 Donations and Grants has been reviewed as outlined below. The policy has been on public exhibition from 20 December 2023 to 31 January 2024. One internal submission was received as outlined below and those changes now been included in the policy.

The submission from Council's Sport & Recreation Supervisor, supported by the Director Community, Recreation & Cultural Services requested the re-distribution of additional funds for these programs. Initially when presented to Council, staff had requested an additional \$2,000 be allocated to each of these programs. This has now been adjusted to reflect an additional \$1,000 to the Education & Recognition Program and an additional \$3,000 to the Sports Participation program. The totals additional funds allocated has not changed being a total of \$4,000.

The Donations and Grants Strategic Policy has been updated in line with Council resolution 23/210

Amendment Date	Section/Reference and Amendment
March 2024	<ul style="list-style-type: none"> • New Numbering to ST32, previously ST029. • Simplification and reordering of the General Conditions. • Consolidation of the categories in the Small Donations Program: <ul style="list-style-type: none"> ○ Category 1 for consideration by Council ○ Category 2 under delegation to the CEO • Changes to opening and closing dates for Small Donation applications. • Changes to educational support and recognition program: <ul style="list-style-type: none"> ○ Schools are required to complete an application form ○ CWA and Orange Eisteddfod moved to this category from Small Donations • Changes to Sports Participation Program <ul style="list-style-type: none"> ○ Grand finals, Carnivals and Championships moved to this category from Small Donations • Additional \$4,000 in funding to cover new categories split between the Educational Support & Recognition and the Sports Participation programs.

Webpages for adoption

In line the policy updates, the updated webpages will reflect the simplified approach to applying for donations and grants, including an update to the opening and closing dates for each round.

Round	Current dates	Proposed dates
Round 1	Open 1 June – 6 August To Council in September	Open 1 July – 5 August To Council in September
Round 2	Open 1 September – 4 February To Council in March	Open 1 September – 5 October To Council in November
Round 3	Open 1 January – 6 March To Council in April	Open 1 January – 5 February To Council in March
Round 4	Open 4 April – 6 June To Council in July	Open 1 March – 5 April To Council in May

Small Donations Application Form

In line with Council resolution 23/210, the Small Donations application form has been simplified to make it more customer-friendly while still meeting requirements of the policy.

ATTACHMENTS

- 1 FOR ADOPTION - Strategic Policy - ST32 - Donations and Grants, D23/89310 [↓](#)
- 2 Small Donations - Application Form, D23/89267 [↓](#)



Strategic Policy ST32

Donations and Grants

FOR ADOPTION

PO Box 35, Orange
NSW 2800 Australia

135 Byng Street, Orange
NSW 2800 Australia

P: +61 2 6393 8000
F: +61 2 6393 8199

council@orange.nsw.gov.au
www.orange.nsw.gov.au



All policies can be reviewed or revoked by a resolution of Council, at any time.

1 PURPOSE

Council can assist the local community under a number of grant and donations programs.

Small Donations Program

Assistance to community and not-for-profit groups that offer significant contribution to the social, economic and/or environmental wellbeing of the Orange Local Government Area (LGA).

Educational Support & Recognition Program

Assistance to individuals undertaking the Graduate Certificate in Community Leadership and Resilience Scholarship at Charles Sturt University; assistance for annual Year 12 prize giving; and assistance for annual prize giving (CWA and Orange Eisteddfod).

Sports Assistance Program

Assistance to individuals who have been selected in representative levels and assistance to sports organisations sending teams to championship events.

This Program can also provide local sporting organisations with assistance to host unplanned events such as Grand Finals where additional resources are required.

Sports Facility Partnership Program

Assistance to local sporting clubs to improve local sporting facilities.

2 APPLICABILITY

This policy applies to all not-for-profit individuals, community groups and sporting groups that are residents in, or who conduct their activities in, the Orange Local Government area for the specific benefit of residents of the Orange Local Government area.

3 LEGISLATIVE FRAMEWORK

3.1 This policy is in accordance with these sections in the Local Government Act 1993:

- section 356 (financial assistance)

- section 377 (delegated authority)
- section 610E (waiving or reduction of fees)

3.2 And in accordance with this section in the Local Government Regulation 2021:

- section 207 (record of donations for auditing purposes).

4 GENERAL CONDITIONS

4.1 An application form has to be completed for requesting financial assistance.

4.2 All requests must illustrate how outcomes align with Council's Community Strategic Plan.

4.3 Applicants are limited to one application in a financial year unless otherwise stated.

4.4 Council will consider applications on merit, in conjunction with other applications received and the available budget for donations and grants.

4.5 Ineligible applications will not be considered and will be returned. Ineligibility includes:

- Incomplete forms or applications submitted outside round open and closing dates.
- Government entities.
- Applicants that have and outstanding debt with Council.
- Fundraising for groups or events outside the Orange Local Government Area.
- Applications for fee reductions or waiving of Council fees.
- Applications to cover applicant's insurance or project insurance costs.

4.6 Schools are unable to apply for donations for equipment, infrastructure or maintenance. Schools may apply for a donation if they are holding a community event open to the public or if they are holding a very significant, milestone anniversary event (50-years or more).

4.7 Donations and grants will not be retrospectively applied.



All policies can be reviewed or revoked by a resolution of Council, at any time.

- 4.8 Where applications are seeking funding for capital works or purchase of equipment under the value of \$3,000, no quote is required. A minimum of three written quotes must be included for anything above \$3,001. Purchases must be sourced from a local supplier unless they are not of sufficient quality, or it is not practical to do so.
- 4.9 All payments to applicants will be via electronic transfer.
- 4.10 A tax invoice, invoice or Statement by a Supplier form is not required for Council to pay a donation (as nothing is needed to be supplied for the payment).
- 4.11 If financial assistance is made in return of a supply for the payment, a tax invoice, invoice or Statement by Supplier form is required.
- 4.12 An acquittal form is to be completed and returned to Council for each donation provided.

5 CRITERIA AND CONDITIONS – SMALL DONATIONS PROGRAM

(GST does not apply)

\$80,000 reserve in each year.

Program Categories (For review by Council)

- 5.1 Community and not-for-profit group providing benefit to the local community Maximum* of \$2,500 per applicant (*a lesser amount may be donated). Must be a not-for-profit applicant.

Program Categories (For approval by CEO)

In-kind support for Council services

- 5.2 Maximum* of \$500 per applicant (* a lesser amount may be donated). Must be a not-for-profit applicant.

Program Conditions (in addition to General Conditions)

- 5.3 Applications from community and not-for-profit groups providing benefit to the local community will be determined by Council in four rounds each financial year:

Round 1: Open 1 July - 5 August, with the report to Council in September.

Round 2: Open 1 September - 5 October, with the report to Council in November.

Round 3: Open 1 January – 5 February, with the report to Council in March.

Round 4: Open 1 March – 5 April, with the report to Council in May.

5.4 Applications may be considered outside these rounds in extraordinary cases only.

5.5 Applications for determination by the Chief Executive Officer are determined by quick response. Quarterly reports on donations given will be submitted to Council.

5.6 Funding must be fully expended in the financial year allocated and unspent funds paid back to Council. Council will consider an exception to this when a service club is raising money for a large-cost, eligible project. Council will consider allowing a service club to expend the donation over a three-year period and to apply for the same project in the second and third year if the funding for the project total has not been fully raised (but not to apply for donation for a different purpose during this period) and the service club must submit an acquittal in each of the three years.

5.7 The maximum donation amount can be exceeded for not for-profit organisations working with the vulnerable. Applicants still apply within the maximum donation amount in the relevant category, with a request for additional funding supported by clear reasoning identifying benefit to the local community. Council's consideration to exceed the maximum donation will look at whether there is



All policies can be reviewed or revoked by a resolution of Council, at any time.

remaining money in the budget after all applications have been considered and determined in the subject round.

6 CRITERIA AND CONDITIONS – EDUCATIONAL SUPPORT AND RECOGNITION PROGRAM

(GST does not apply)

\$17,000 budget in each financial year

Program Conditions (in addition to General Conditions)

- 6.1 Applications can be determined by the Chief Executive Officer under section 377(1A) of the Local Government Act and considered within 7 days of receipt.
- 6.2 Quarterly reports on donations given will be submitted to Council.

Educational Support - Graduate Certificate in Community Leadership and Resilience Scholarship at the Charles Sturt University (\$12,000 reserve in each year)

- 6.3 Donations will be made from December to February each year (ahead of the March intake of this Scholarship).
- 6.4 Applicants must be residents of Orange.
- 6.5 Applicants must be undertaking the Graduate Certificate in Community Leadership and Resilience Scholarship at the Charles Sturt University and provide evidence of enrolment.
- 6.6 Assistance is \$1,200 maximum. 10 applicants can apply within the reserve for this Program.

Recognition Program - Annual Prize Giving for Year 12 (\$4,000 reserve in each year)

- 6.7 Assistance is a \$500 donation to each of the 8 high schools in Orange.
- 6.8 The donation is via the schools for annual prize giving to Year 12 students.
- 6.9 Schools are required to complete an application form to access the funds.
- 6.10 Schools are asked to name awards 'The Orange City Council Mayoral Award for...'

and invite a council representative to present the award at end of year ceremonies.

Recognition Program - Country Women's Association (\$500 reserve in each year)

- 6.11 Assistance is a maximum of \$500 (*a lesser amount may be requested).
- 6.12 The CWA is required to complete an application form to access the funds.

Recognition Program - Orange Eisteddfod (\$500 reserve in each year)

- 6.13 Assistance is a maximum of \$500 (*a lesser amount may be requested).
- 6.14 The Orange Eisteddfod is required to complete an application form to access the funds.

7 CRITERIA AND CONDITIONS – SPORTS ASSISTANCE PROGRAM

(GST does not apply)

\$16,900 budget in each financial year

Program Conditions (in addition to General Conditions)

- 7.1 Applications can be determined by the Chief Executive Officer and considered within 7 days of receipt. Quarterly reports on donations given will be submitted to Council.
- 7.2 Written proof of selection from the body running the event/making the selection must be provided.
- 7.3 Applicants can receive more than one donation in a financial year if:
 - an applicant has been selected in regional representation and has then been selected in state representation and/or in national representation in one sport;
 - an applicant has been selected in regional representation and/or state representation and or/national representation in more than one sport.



All policies can be reviewed or revoked by a resolution of Council, at any time.

- 7.4 The number of donations available to an applicant is capped at three in the one financial year. An applicant is ineligible for another donation at the same level for the same sport in one financial year.
- 7.5 If a team has received a donation, an individual in that team cannot be given a donation for the same representation.
- 7.6 Regional representation is not Orange representation. Regional and state representation will be as determined by the peak State body for the sport. National representation will be as determined by peak National body for the sport.
- 7.7 The location and duration of the sports event to be attended and costs arising from selection will be taken into consideration in determining the donation amount applicable.
- 7.8 Applications may only be considered for sports recognised by the Australian Sports Commission.
- teams)
\$750 total for the club/association.
- 6 State representation at National titles** (for a club/association for one team only)
\$500 total for the team.
- 7 State representation at National titles** (for a club/association with multiple teams)
\$1,000 total for the club/association.
- 8 National representation at international titles** (for a club/association for one team only)
\$1,000 total for the team.
- 9 National representation at international titles** (for a club/association with more than one team)
\$2,000 total for the club/association.
- 10 Grand Finals, Carnivals/Championships and Invitationals**
Maximum* of \$1,500 per applicant (* a lesser amount may be donated).
Must be a not-for-profit applicant.

Sports Participant Program Categories

- 1 Regional representation at State level events - Individual** (individual selected in a regional team)
Maximum* of \$250 per applicant (*a lesser amount may be donated). Category includes NSW Combined Independent School Sports representation (or similar) at NSW All School State Championship events.
- 2 State representation at National level events - Individual** (individual selected in State team)
Maximum* of \$500 per applicant (*a lesser amount may be donated)
- 3 National representation - Individual** (individual selected in a national team)
Maximum* of \$1,000 per applicant (*a lesser amount may be donated).
- 4 Regional representation at State titles** (for a club/association for one team only)
\$250 total for the team.
- 5 Regional representation at State titles** (for a club/association with multiple

8 CRITERIA AND CONDITIONS – SPORTS FACILITY PARTNERSHIP PROGRAM

(GST does not apply)

\$50,000 budget in each financial year

Objectives

- 8.1 Improve sporting and recreational facilities for local sporting organisations and the local community.
- 8.2 Create partnerships between Orange City Council and sporting groups in the development of sport and recreational facilities in the city.
- 8.3 Improve opportunities for local sporting organisations to host major sporting events.
- 8.4 Improve resources available to local sporting organisations and community groups.
- 8.5 Enhance the long-term sustainability of the sport.



All policies can be reviewed or revoked by a resolution of Council, at any time.

Guidelines

- 8.6 Applications for the Sports Facility Program will open once a year.
- 8.7 Maximum grant available will be \$15,000. Applications asking for a higher amount will not be considered.
- 8.8 Grants will be considered from local incorporated not-for profit sporting bodies with an ABN.
- 8.9 Grants are offered to sporting bodies for improvements to sporting and recreational facilities located within the Orange Local Government Area and include funding for minor plant.
- 8.10 Grants are on a dollar-for-dollar basis for actual funds. Donated materials and/or voluntary labour will be considered when estimating the cost. Voluntary labour is capped at \$25/hr unless trade qualified services are being provided. Quotations for each component of a project is required.
- 8.11 Evidence of sufficient funds being held to match the grant will be required before the grant is approved. For example, a copy of a recent bank statement should be attached to the application form.
- 8.12 Applications should address ongoing maintenance and/or expenses associated with the proposed project.
- 8.13 It is preferred that grants are sufficient to finish a project within a twelve-month period from approval, however projects already underway will be considered.
- 8.14 The grant can only be used for the purpose approved by Council. Any alterations to approved projects should be applied for in writing and are subject to Council's written consent.
- 8.15 If grants are for structures, relevant development application and/or application for construction certificate must be approved by Council before funding will be available.

8.16

- 8.17 Should more than one application be submitted, the association must rank their projects in order of priority. All applications should be accompanied by a letter of support from local peak bodies.
- 8.18 It should be noted that applications for projects on Council-owned land or Council-managed land are generally given a higher priority for funding.
- 8.19 All applications will be assessed following a report prepared for Council's consideration on the disbursement of funds. Funds will be distributed to sporting organisations as resolved by Council.

Projects considered

- 8.20 The enhancement of existing sporting facilities such as safety netting, lighting, water systems and upgrade of surfaces.
- 8.21 The provision of ancillary and support facilities at established sporting facilities (eg, sun-protection shelters, change rooms and grandstands).
- 8.22 The purchase of equipment that will improve the quality or function of a facility (eg, cricket wicket roller, timing equipment).
- 8.23 The project meets the objectives of the program.

Projects not considered

- 8.24 sporting goods (eg, bats, balls, uniforms).
- 8.25 Projects that have already been completed.
- 8.26 Construction or sealing of car parks or roads.
- 8.27 Projects that involve the development of private or commercial ventures.
- 8.28 General maintenance of sporting facilities (eg, painting).

ST32 – Strategic Policy – Grants and Donations

Review Due: November 2024	Version 1_24	Last Revision: 20 April 2021
Approved By:	Minute Number:	Approval Date:



SMALL DONATIONS PROGRAM - APPLICATION FORM

General donations

Community or not-for-profit group providing benefit to the local community can apply for a maximum of \$2,500

APPLICANT'S DETAILS

Name of organisation:

Contact name:

Position:

Postal address

Phone:

Mobile:

Email:

ABOUT YOUR ORGANISATION

Please select: ☐ Profit or ☐ Not-for-Profit

Please provide a short description of your organisation, and its purpose.

REASON FOR APPLYING FOR FINANCIAL ASSISTANCE

Please outline how the donation will be used

BENEFIT TO ORANGE

Please outline how the donation will benefit the local community, including any local businesses

YOUR COSTS

Please attach evidence of your costs. For purchase equipment, please attach one quote.

Total cost \$

Your contribution \$

Contribution from other sources, including other councils \$

Amount requested from Council \$

BANK ACCOUNT DETAILS FOR PAYMENT

BSB No: Account No:

Account Name:

Bank:

ALIGNMENT TO COUNCIL'S COMMUNITY STRATEGIC PLAN

Which theme/s best match your reason for donation?



LIVE: A healthy, safe, inclusive and vibrant community

This theme recognises the importance of encouraging healthy lifestyles, community pride and a sense of belonging.



PRESERVE: Balancing the natural and built environment

This theme ensures that the unique natural, cultural, social and historical aspects of our community are preserved while recognising the need for growth and improvement.



PROSPER: A smart, innovative and resilient economy

This theme focuses on providing the community with positive choices for investment, employment and study.



COLLABORATE: Leadership and partnership

This theme looks at forging a collaborative community that engages with open and ongoing decision making.

DECLARATION

On behalf of: (name of organisation if applicable)



I certify to the best of my knowledge that the statements made in this application and any supporting documentation are true.

Signed

Date

Print name

Position in organisation

The information you provide will be handled in accordance with the Privacy and Personal Information Protection Act 1998. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, your application may be unable to be processed. Any personal information collected from you will be in order to process your application.

5.3 STRATEGIC POLICY REVIEW

RECORD NUMBER: 2024/241

AUTHOR: Janessa Constantine, Manager Corporate Governance

EXECUTIVE SUMMARY

This report presents the Strategic Policy ST22 – Vandalism Reporting Scheme which has been reviewed and now recommended for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “18.1. Provide representative, responsible and accountable community governance”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

In accordance with the Local Government Act 1993, if the Council is of the opinion that the amendments are not substantial, it may adopt the amended draft policy without public exhibition. There have been no specific updates to these policies, and minor updates only to Policy Number, References to Legislations and Regulation and department names.

RECOMMENDATION

That Council resolves to adopt the Strategic Policy ST22 – Vandalism Reporting Scheme

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 policy has had only minor changes during this review period and the content and outcomes remain unchanged. This term of Council has not yet adopted this policy and it is now recommended for adoption.

Reference	Update
General	<ul style="list-style-type: none">• Renumbering of Policies - New Numbering ST22, previously ST100• Formatting updates.

ATTACHMENTS

1 FOR ADOPTION - Strategic Policy - ST22 - Vandalism Reporting Scheme, D24/24663[↓](#)



Strategic Policy ST22

Vandalism Reporting Scheme

FOR ADOPTION

PO Box 35, Orange
NSW 2800 Australia

135 Byng Street, Orange
NSW 2800 Australia

P: +61 2 6393 8000
F: +61 2 6393 8199

council@orange.nsw.gov.au
www.orange.nsw.gov.au



All policies can be reviewed or revoked by a resolution of Council, at any time.

1 PURPOSE

- 1.1 To reduce the acts of vandalism and malicious damage to Orange City Council and private property.
- 1.2 To provide a mechanism for encouraging and rewarding members of the public who provide information that leads to the successful prosecution and conviction of anyone found vandalising Orange City Council-owned property.

2 APPLICABILITY

The application of this policy is limited by a number of factors, including:

- a) The amount of any reward would be equal to the remediation costs of the vandalism (as determined by Council) capped at a maximum of \$2,000 per event.
- b) The reward scheme is subject to an annual cap of \$20,000 per financial year.
- c) All persons providing information must be aware that they may be required to attend the Police Station and make a formal statement and/or appear in Court and give evidence.
- d) A reward under this scheme will be payable for information leading to a criminal proceeding resulting in a conviction.
- e) Any individual supplying information that leads to the successful prosecution and conviction of anyone found vandalising land owned by Orange City Council.
- f) A reward may only be paid to a person or persons and no reward will be paid to any corporate, business club or other organisation.
- g) Fraudulent and/or misleading claims will be ineligible for payment of the reward. Council may seek to recoup the reward and costs associated with this action should an application be found to be fraudulent or misleading.

3 GENERAL

- 3.1 Vandalism is of ongoing concern to Council and to the Orange community because of its continuing visibility, detrimental impact on the local streetscape, and high cost of removal.
- 3.2 Council recognises the value of programs that focus on the prevention of vandalism before it occurs as being complementary to those aimed at removing it once it has been applied.

4 DEFINITIONS

Graffiti

- 4.1 Any inscription, word, figure, or word design that is marked, etched, scratched, drawn, sprayed, painted, pasted, applied or otherwise affixed to or on any surface without owners consent and includes any remnants of same such as adhesives, glues, tapes, shadows or colour variations remaining after removal.

Vandalism

- 4.2 The wilful or malicious destruction, injury, disfigurement, or defacement of any public property.

Criminal Proceedings

- 4.3 A criminal proceeding is an action taken by the Police against an individual for a malicious damage offence. Criminal proceedings include an individual being charged for the offence, where that individual has admitted guilt, or been found guilty of those charges in a Court of law.



All policies can be reviewed or revoked by a resolution of Council, at any time.

Incident

- 4.4 An incident refers to an offence of malicious damage occurring in one location or in a specific timeframe by the same offender or group of offenders, and as such may refer to more than one specific action.

Malicious Damage Offence

- 4.5 An incident which may result in the charge of malicious damage as defined under the Summary Offences Act.

Council Property

- 4.6 Property owned or managed by or Orange City Council.

5 PROCEDURE

- 5.1 Any person who witnesses, or has information regarding an act of graffiti or vandalism should in the first instance report the matter to the Orange Police Station.
- 5.2 The police will examine the information and may investigate the offence. Should an offender be identified, and admit guilt or be found guilty, the informant should then complete a "Vandalism Reward Claim Form" available on Council's website.
- 5.3 Council's Manager Corporate Governance will assess each claim and make a recommendation to the Chief Executive Officer on the payment of the award. This recommendation will be based on information provided by the NSW Police.

- 5.4 The claimant will be advised of the outcome of their claim in writing.

6 PRIVACY

- 6.1 All documentation held and created in relation to applications held under the scheme and which includes information indicating the identity of the applicant shall be marked confidential.
- 6.2 Any person who makes an application under the scheme will be deemed a complainant to Council.
- 6.3 For purposes of protecting the safety of individuals, the identity of complainants and public interest, documentation held and created in relation to applications held under the scheme, may not be subject to release to members of the public.

ST22 – Strategic Policy – Vandalism Reporting Scheme

Review Due: November 2024	Version 1_24	Last Revision: 21 April 2020
Approved By:	Minute Number:	Approval Date:

5.4 REPORT ON FREE ENTRY TO AQUATIC CENTRE

RECORD NUMBER: 2024/245

AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

EXECUTIVE SUMMARY

This report provides a summary of the patronage and issues experienced at the Aquatic Centre during the Free Entry Period over December and January.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “2.2. Provide recreational activities and programs that are inclusive and meet the needs of the community”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council note the report on Free Entry to the Aquatic Centre.

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

At its meeting of 19 December 2023 Council resolved to permit Free Entry into the Orange Aquatic Centre from 22 December 2023 to 31 January 2024 (inclusive) for everyone.

Patronage:

Following is a comparison of the patronage, café sales and merchandise sales across the same 6-week period for the 22/23 and 23/24 seasons:

Patronage	Café Sales	Merchandise Sales
22/23: 12,423	73,214.10	24,523.27
23/24: 28,992	91,172.94	28,800.60

As noted the increase in patronage more than doubled however these did not translate into an appreciable increase in income in other areas of the centre.

5.4 Report on Free Entry to Aquatic Centre

During this period a Carnival was also conducted which accounted for approximately 1,200 visits and more than \$11,000 to the café and over \$3,000 in merchandise. If these sales were removed from the above statistics sales would have been similar to the previous year.

Issues:

During the free entry period there was a marked increase in abuse of the staff. Over the six-week period more than 250 patrons were ejected from the centre.

The biggest issues were the refusal to follow instructions, abuse of staff or other patrons and a higher-than-normal rate of theft with a number of phones and watches being stolen from bags. A patron's car was stolen from the car park after children stole keys from his bag.

Police were engaged a number of times to report poor behaviour and to request walk throughs.

To protect patrons and staff Council engaged Security guards to manage behaviours. This came at a cost of approximately \$30,000 over the second half of the free entry period.

Council incurred further costs with the increase in staffing costs and cleaning during the period. Forgone revenue on entry based on previous years was approximately \$90,000. If those attending were required to pay for entry the revenue forgone would be approximately \$210,000 (noting this patronage is unlikely to be reached if paid entry was required).

The Centre also experienced a higher number of contaminations than usual – sometimes multiple pools or the same pool being closed multiple times. This has of course increased the online criticism on sites such as Council's FB page or pages such as spread the word orange.

Council also received an increase in complaints from regular patrons. Archetypal complaints were:

- "ruined by small minority" of users
- "very unsafe"
- "scared"
- "out of control", and required intervention to control
- Attended less than otherwise would have

The effect on the staff has been wearing – most were very tired and are relieved when free entry period ended.

The main age group that caused issues was that of teenagers.

5.5 RECOMMENDATIONS AND RESOLUTIONS FROM POLICY COMMITTEES

RECORD NUMBER: 2023/2288

AUTHOR: Janessa Constantine, Manager Corporate Governance

EXECUTIVE SUMMARY

Council's Policy Committees (Planning and Development Committee, Employment and Economic Development Policy Committee, Infrastructure Policy Committee, Sport and Recreation Policy Committee, Environmental Sustainability Policy Committee, Finance Policy Committee and Services Policy Committee) have delegation to determine matters before those Committees with the exception of items that impact on Council's Delivery/Operational Plan.

This report provides minutes of the Policy Committees held this month. Resolutions made by the Committees are presented for adoption or amendment by Council.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "18.1. Provide representative, responsible and accountable community governance".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council resolves:

- 1 That the Minutes of the Planning & Development Policy Committee at its meeting held on 5 March 2024 be and are hereby confirmed as a true and accurate record of the proceedings.**
- 2 That the Minutes of the Infrastructure Policy Committee at its meeting held on 5 March 2024 be and are hereby confirmed as a true and accurate record of the proceedings.**
- 3 That the Minutes of the Finance Policy Committee at its meeting held on 5 March 2024 be and are hereby confirmed as a true and accurate record of the proceedings.**

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**Planning and Development Policy Committee**

At the Planning and Development Policy Committee meeting held on 5 March 2024, all resolutions were made under delegation, and the minutes are presented for adoption.

Infrastructure Policy Committee

At the Infrastructure Policy Committee meeting held on 5 March 2024, all resolutions were made under delegation, and the minutes are presented for adoption.

Finance Policy Committee

At the Finance Policy Committee meeting held on 5 March 2024, all resolutions were made under delegation, and the minutes are presented for adoption.

ATTACHMENTS

- 1 PDC 5 March 2024 Minutes, 2024/299 [↓](#)
- 2 IPC 5 March 2024 Minutes, 2024/300 [↓](#)
- 3 FPC 5 March 2024 Minutes, 2024/303 [↓](#)

ORANGE CITY COUNCIL

MINUTES OF THE

PLANNING AND DEVELOPMENT COMMITTEE

HELD IN COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE

ON 5 MARCH 2024

COMMENCING AT 9:39PM

1 INTRODUCTION

ATTENDANCE

Cr J Whitton (Chairperson), Cr J Hamling (Mayor), Cr G Power (Deputy Mayor), Cr D Mallard, Cr K Duffy, Cr M McDonell, Cr T Mileto, Cr G Floyd, Cr S Peterson, Cr T Greenhalgh, Cr F Kinghorne, Cr J Evans

Chief Executive Officer, Director Corporate and Commercial Services, Director Development Services, Director Community, Recreation and Cultural Services, A/Director Technical Services (Theakstone), Chief Financial Officer, Manager Corporate Governance, Executive Support Officer.

APOLOGIES AND LEAVE OF ABSENCE

Nil.

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

Cr Kinghorne declared a Significant Pecuniary Interest in items 2.2 - Development Application DA 233/2023(1) - 60 Stairs Road, 2.3 - Development Application DA 252/2023(1) – 10 Autumn Street, 2.4 - Development Application DA 316/2023(1) – Orange Christian School – 500 Cecil Road and 2.5 – Post Exhibition – LEP Amendment 37, Shiralee DCP Amendment and Voluntary Planning Agreement – 12-20 Shiralee Road as her husband's consultancy company has undertaken work for these sites/applicants.

MINUTES OF PLANNING AND DEVELOPMENT COMMITTEE**5 MARCH 2024****2 GENERAL REPORTS****2.1 ITEMS APPROVED UNDER THE DELEGATED AUTHORITY OF COUNCIL**

TRIM REFERENCE: 2024/171

RESOLVED - 24/054**Cr G Floyd/Cr T Greenhalgh**

That Council resolves to acknowledge the information provided in the report by the Manager Development Assessments on Items Approved Under the Delegated Authority of Council.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

Cr Kinghorne left the meeting with the time being 9.40pm

2.2 DEVELOPMENT APPLICATION DA 233/2023(1) - 60 STAIRS ROAD

TRIM REFERENCE: 2024/31

Cr Kinghorne declared a Significant Pecuniary Interest in this item as her husband's consultancy company has undertaken work for this sites/applicant, left the meeting and did not participate in discussion or voting on this item.

RESOLVED - 24/055**Cr M McDonell/Cr G Floyd**

That Council consents to development application DA233/2023(1) for a dual occupancy (detached - one additional dwelling); demolition (existing dwelling); dual occupancy (detached - one additional dwelling); and farm building at Lot 2 DP 1042613 - 60 Stairs Road, Orange pursuant to the Conditions of consent in the attached Notice of Approval.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr F Kinghorne

Cr McDonell noted these two dwellings add up a substantial development, is there any indication that one or both are going to be used as accommodation like B&B type accommodation or is it purely private use residential accommodation.

The Director Development Services stated that the application is for private use residential accommodation, the design is quite extensive but that hasn't been applied for so it's just a dwelling and a secondary dwelling/dual occupancy on that site.

Cr Peterson asked Air BnB was effected by zoning or it just happens.

The Director Development Services stated that if it was going to be an Air BnB they would have to comply with State Exempt Development Policy or come back to us for a Development Application similar to if it was going to be an alternative accommodation use.

MINUTES OF PLANNING AND DEVELOPMENT COMMITTEE**5 MARCH 2024****2.3 DEVELOPMENT APPLICATION DA 252/2023(1) - 10 AUTUMN STREET**

TRIM REFERENCE: 2023/2165

Cr Kinghorne declared a Significant Pecuniary Interest in this item as her husband's consultancy company has undertaken work for this sites/applicant, left the meeting and did not participate in discussion or voting on this item.

RESOLVED - 24/056**Cr J Hamling/Cr T Greenhalgh**

That Council consents to development application DA 252/2023(1) for Demolition (existing dwelling, sheds and trees); Subdivision (two lot Torrens title); Dwelling House; Multi Dwelling Housing (six dwellings); and Subdivision (seven lot Community Title) at Lot 10 DP 1086043 - 10 Autumn Street, Orange, pursuant to the conditions of consent in the attached Notice of Approval.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr D Mallard, Cr M McDonnell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr F Kinghorne

2.4 DEVELOPMENT APPLICATION DA 316/2023(1) - ORANGE CHRISTIAN SCHOOL - 500 CECIL ROAD

TRIM REFERENCE: 2024/191

Cr Kinghorne declared a Significant Pecuniary Interest in this item as her husband's consultancy company has undertaken work for this sites/applicant, left the meeting and did not participate in discussion or voting on this item.

RESOLVED - 24/057**Cr G Power/Cr S Peterson**

- 1 That the information contained in the planning assessment report relating to DA 316/2023(1) for proposed school (demolition of existing buildings and new building) at 500 Cecil Road be noted.
- 2 That Council make a supporting submission upon this application to the Western Regional Planning Panel.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr D Mallard, Cr M McDonnell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr F Kinghorne

Cr Mileto asked whether traffic had been addressed and will that assessment be provided in the documentation to the planning panel and what was happening with the single lane bridge. *The Acting Director Development Services stated that traffic had been assessed, the SFR will be built by the time the DA is engaged, the bridge will remain single lane, however UGL has plans to replace it with a two lane bridge.*

MINUTES OF PLANNING AND DEVELOPMENT COMMITTEE

5 MARCH 2024

2.5 POST EXHIBITION - LEP AMENDMENT 37, SHIRALEE DCP AMENDMENT AND VOLUNTARY PLANNING AGREEMENT - 12-20 SHIRALEE ROAD

TRIM REFERENCE: 2024/172

Cr Kinghorne declared a Significant Pecuniary Interest in this item as her husband's consultancy company has undertaken work for this sites/applicant, left the meeting and did not participate in discussion or voting on this item.

RESOLVED - 24/058**Cr J Hamling/Cr D Mallard**

1 That, consistent with the exhibition and matters contained in this report, Council resolve:

- To endorse the Planning Proposal to amend the LEP, to be known as Amendment 37.
- Council supports the lots indicated in the planning proposal subject to new typologies adjacent to the park to be exempted from the provisions of SEPP (Exempt and Complying Development) in order to achieve a higher design outcome for residential development.
- To endorse the VPA in relation to Hill Top Park and related residential developments.
- To adopt the contents of the Shiralee DCP Amendment, allowing for formatting and branding adjustments to be more consistent with the existing Shiralee DCP layout and style, the Amendment is to take effect upon gazettal of Amendment 37.
- That the Planning Proposal component now be referred to the Parliamentary Counsel Office (PCO) for formal legal opinion.
- That any mapping requirements arising from PCO or the Department shall be at the proponents expense.

2 That Council authorise the CEO to:

- Execute the VPA on Councils behalf, and
- Formally make Amendment 37 to the LEP subject to the VPA being registered on title of the subject land and formal opinion from Parliamentary Counsel that the plan may lawfully be made.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr D Mallard, Cr M McDonnell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr F Kinghorne

Cr Kinghorne returned to the chamber with the time being 9.46pm

THE MEETING CLOSED AT 9.46PM.

ORANGE CITY COUNCIL

MINUTES OF THE

INFRASTRUCTURE POLICY COMMITTEE

HELD IN COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE

ON 5 MARCH 2024

COMMENCING AT 10:00PM

1 INTRODUCTION

ATTENDANCE

Cr J Evans (Chairperson), Cr J Hamling (Mayor), Cr G Power (Deputy Mayor), Cr D Mallard, Cr K Duffy, Cr M McDonell, Cr T Mileto, Cr G Floyd, Cr S Peterson, Cr T Greenhalgh, Cr F Kinghorne, Cr J Whitton

Chief Executive Officer, Director Corporate and Commercial Services, Director Development Services, Director Community, Recreation and Cultural Services, A/Director Technical Services (Theakstone), Chief Financial Officer, Manager Corporate Governance, Executive Support Officer.

APOLOGIES AND LEAVE OF ABSENCE

Nil.

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

Nil.

MINUTES OF INFRASTRUCTURE POLICY COMMITTEE

5 MARCH 2024

2 COMMITTEE MINUTES**2.1 MINUTES OF THE CITY OF ORANGE TRAFFIC COMMITTEE 13 FEBRUARY 2024**

TRIM REFERENCE: 2024/207

RESOLVED - 24/071**Cr J Hamling/Cr J Whitton**

- 1 That Council acknowledge the reports presented to the City of Orange Traffic Committee at its meeting held on 13 February 2024.
- 2 That Council determine recommendations 3.1 and 3.2 from the minutes of the City of Orange Traffic Committee meeting of 13 February 2024.
 - 3.1 *Street Event – FOOD Week Sampson Street Lunch – 6 April 2024*
That Council approve the attached Conditional Approval and temporary road closure of Sampson Street (Summer Street to Byng Street) on 6 April 2024 from 7.00am to 6.00pm for the FOOD Week Sampson Street Lunch
 - 3.2 *Street Event – Orange Rainbow Festival – 23 March 2024*
That Council endorse the Conditional Approval for the Rainbow Festival on 23 March 2024 and the following road closures:
 - *Rainbow Festival Street March and Family Event (start South Court, walk west on Byng Street, left into Lords Place and finish in Robertson Park) - rolling road closure starting 12.00pm; and*
 - *Rainbow Festival Event - Full road closure McNamara Street – Summer to Kite from 12.00pm to 2.00am subject to appropriate consultation taking place with businesses in the vicinity.*
- 3 That the remainder of the minutes of the City of Orange Traffic Committee from its meeting held on 13 February 2024 be adopted, noting Cr McDonell was in attendance at this meeting.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

3 GENERAL REPORTS**3.1 CURRENT WORKS**

TRIM REFERENCE: 2024/203

RESOLVED - 24/072**Cr M McDonell/Cr J Whitton**

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

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

THE MEETING CLOSED AT 10.01PM

ORANGE CITY COUNCIL

MINUTES OF THE

FINANCE POLICY COMMITTEE

HELD IN COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE

ON 5 MARCH 2024

COMMENCING AT 9.47PM

1 INTRODUCTION

ATTENDANCE

Cr K Duffy (Chairperson), Cr J Hamling (Mayor), Cr G Power (Deputy Mayor), Cr D Mallard, Cr M McDonell, Cr J Evans, Cr T Mileto, Cr G Floyd, Cr S Peterson, Cr T Greenhalgh, Cr F Kinghorne, Cr J Whitton

Chief Executive Officer, Director Corporate and Commercial Services, Director Development Services, Director Community, Recreation and Cultural Services, A/Director Technical Services (Theakstone), Chief Financial Officer, Manager Corporate Governance, Executive Support Officer.

APOLOGIES AND LEAVE OF ABSENCE

Nil.

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

Cr Floyd declared a Significant Non-Pecuniary Interest in FPC item 2.2(7) Small Donations – Request for Donations – Mr Perfect as he is a co-organiser of this event.

Cr Duffy declared a Significant Pecuniary Interest in FPC item 2.2(5) - Small Donations – Request for Donations – Fairbank Charity Ball as he is the owner of the property where the event is being held.

Cr Peterson declared a Significant Non-Pecuniary Interest in FPC item 2.1(3) – Event Sponsorship Applications – Wangarang Industries as he is a member of the Clinical Governance Committee of Wangarang.

MINUTES OF FINANCE POLICY COMMITTEE

5 MARCH 2024

2 GENERAL REPORTS**RESOLVED - 24/059****Cr S Peterson/Cr T Greenhalgh**

That item 2.1 – Event Sponsorship Applications be heard and determined in seriatim.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

2.1 EVENT SPONSORSHIP APPLICATIONS

TRIM REFERENCE: 2024/113

RESOLVED - 24/060**Cr D Mallard/Cr T Mileto**

1 That Council sponsor the Glow Roller Disco for an amount of \$2,000 for the Glow Roller Discos to be held on 17 February 2024 and 16 March 2024.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr G Power, Cr J Whitton

Against: Cr S Peterson

Absent: Nil

RESOLVED - 24/061**Cr J Hamling/Cr G Power**

2 That Council sponsor FOOD for an amount of \$10,000 for the 2024 FOOD Week event being held 5 April 2024 to 14 April 2024.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

Cr Peterson declared a Significant Non-Pecuniary Interest in FPC item 2.1(3) as he is a member of the Clinical Governance Committee of Wangarang, left the meeting and did not participate in discussion or voting on this item.

RESOLVED - 24/062**Cr T Mileto/Cr J Whitton**

3 That Council sponsor Wangarang Industries Ltd for an amount of \$5,000 for the Wangarang Charity Golf Day.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr S Peterson

Cr Peterson left the meeting with the time being 9.51pm**RESOLVED - 24/063****Cr D Mallard/Cr G Floyd**

That item 2.2 – Small Donations – Requests for Donations be heard and determined in seriatim.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, , Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr S Peterson

MINUTES OF FINANCE POLICY COMMITTEE

5 MARCH 2024

Cr Peterson returned to the meeting joining via audio visual link with the time being 9.52pm

2.2 SMALL DONATIONS - REQUESTS FOR DONATIONS

TRIM REFERENCE: 2024/221

<p>RESOLVED - 24/064 Cr T Mileto/Cr T Greenhalgh</p> <p>1 That Council donate \$2500 to the Lions Club of Orange to purchase a diathermal kit which allows doctors to undertake very complicated surgery on the ear nose and throat of premature babies as part of their Give Me Change for Kids Program.</p> <p>For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr G Power, Cr J Whitton</p> <p>Against: Nil</p> <p>Absent: Cr S Peterson</p>
<p>RESOLVED - 24/065 Cr G Floyd/Cr J Evans</p> <p>2 That Council donate \$2500 to the Orange Photography Club to host the Western Districts Association of Camera Clubs interclub challenge.</p> <p>For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr G Power, Cr J Whitton</p> <p>Against: Nil</p> <p>Absent: Cr S Peterson</p>
<p>RESOLVED - 24/066 Cr M McDonell/Cr T Greenhalgh</p> <p>3 That Council donate \$1500 to Regional Development Australia Central West for the TEN4TEN program.</p> <p>For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr G Power, Cr J Whitton</p> <p>Against: Nil</p> <p>Absent: Cr S Peterson</p>
<p>RESOLVED - 24/067 Cr J Hamling/Cr M McDonell</p> <p>4 That Council donate \$300 to CWA of NSW Western Group to help cover costs of running the CWA Schools's Public Speaking Competition.</p> <p>For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr G Power, Cr J Whitton</p> <p>Against: Nil</p> <p>Absent: Cr S Peterson</p>
<p>RESOLVED - 24/068 Cr M McDonell/Cr T Greenhalgh</p> <p>6 That Council donate \$2500 to the Orange Male Voice Choir to assist with the payment of the honorariums for their Music Director and Accompanist for their professional services.</p> <p>For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr G Power, Cr J Whitton</p> <p>Against: Cr G Floyd, Cr S Peterson</p> <p>Absent: Nil</p>

Cr Duffy left the meeting with the time being 9.54pm and the Mayor chaired the remainder of the committee meeting

MINUTES OF FINANCE POLICY COMMITTEE

5 MARCH 2024

Cr Duffy declared a Significant Pecuniary Interest in FPC item 2.2(5) as he is the owner of the property where the event is being held, left the chamber and did not participate in discussion or voting on this item.

RESOLVED - 24/069**Cr J Whitton/Cr M McDonell**

5 That Council donate \$2500 to the Fairbank Charity Ball to assist with holding the ball to raise funds for the Royal Flying Doctors Service (Central West).

For: Cr J Hamling, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr K Duffy

Cr Duffy returned to the meeting with the time being 9.55pm

Cr Floyd left the meeting with the time being 9.55pm

Cr Floyd declared a Significant Non-Pecuniary Interest in FPC item 2.2(7) as he is a co-organiser of this event, left the chamber and did not participate in discussion or voting on this item.

MOTION**Cr J Whitton/Cr J Hamling**

7 That Council donate \$3500 to Mr Perfect Incorporated to assist with monthly BBQs to encourage men to make connections with other men, and offer an alternative to isolation and loneliness.

AMENDMENT**Cr T Mileto/Cr M McDonell**

7 That Council donate \$2500 to Mr Perfect Incorporated to assist with monthly BBQs to encourage men to make connections with other men, and offer an alternative to isolation and loneliness.

For: Cr J Evans, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson

Against: Cr J Hamling, Cr K Duffy, Cr T Greenhalgh, Cr F Kinghorne, Cr G Power, Cr J Whitton

Absent: Cr G Floyd

THE AMENDMENT ON BEING PUT WAS LOST

THE MOTION ON BEING PUT WAS CARRIED

RESOLVED - 24/070**Cr J Whitton/Cr J Hamling**

7 To donate \$3500 to Mr Perfect Incorporated to assist with monthly BBQs to encourage men to make connections with other men, and offer an alternative to isolation and loneliness.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr G Floyd

Cr Floyd returned to the meeting with the time being 9.59pm

THE MEETING CLOSED AT 9.59PM.

5.6 DEVELOPMENT APPLICATION DA 303/2023(1) - 14 AND 16 ELIZABETH STREET

RECORD NUMBER: 2024/190

AUTHOR: Rishelle Kent, Senior Planner

EXECUTIVE SUMMARY

Application lodged	12 September 2023
Applicant/s	Andrew Crump Town Planning Pty Ltd
Owner/s	Mr H Singh and Ms K Kaur
Land description	Lot 6 DP 32306 and Lot 13 DP 610575 14 and 16 Elizabeth Street, Orange
Proposed land use	Demolition (two dwellings, outbuilding and tree removal) and Hotel or Motel Accommodation
Value of proposed development	\$3,868,667.00

Council's consent is sought for redevelopment of land at 14 and 16 Elizabeth Street, Orange for the purpose of motel accommodation.

The development comprises consolidation of the two lots, demolition of two dwellings, a tree and associated outbuildings, followed by construction of a two-storey building with 19 motel rooms plus onsite manager's room, 18 car parking spaces and ancillary siteworks including landscaping and fencing.

The development requires referral to Essential Energy pursuant to *State Environmental Planning Policy (Transport and Infrastructure) 2021*. Their terms of approval are included in the Notice of Determination.

The application was publicly advertised for 14 days as per Council's Community Participation Plan. Five submissions were received during the exhibition period. These concerns primarily relate to stormwater, privacy, waste collection, lighting, view sharing and construction management.

The proposal has been evaluated pursuant to Section 4.15 of the *Environmental Planning and Assessment Act 1979* and is considered to be suitable subject to the attached Notice of Approval. It is recommended that Council supports the proposal subject to the attached conditions.



Figure 1 - locality plan

DECISION FRAMEWORK

Development in Orange is governed by two key documents Orange Local Environment Plan 2011 and Orange Development Control Plan 2004. In addition the Infill Guidelines are used to guide development, particularly in the heritage conservation areas and around heritage items.

Orange Local Environment Plan 2011 - The provisions of the LEP must be considered by the Council in determining the application. LEPs govern the types of development that are permissible or prohibited in different parts of the City and also provide some assessment criteria in specific circumstances. Uses are either permissible or not. The objectives of each zoning and indeed the aims of the LEP itself are also to be considered and can be used to guide decision making around appropriateness of development.

Orange Development Control Plan 2004 - the DCP provides guidelines for development. In general it is a performance based document rather than prescriptive in nature. For each planning element there are often guidelines used. These guidelines indicate ways of achieving the planning outcomes. It is thus recognised that there may also be other solutions of merit. All design solutions are considered on merit by planning and building staff. Applications should clearly demonstrate how the planning outcomes are being met where alternative design solutions are proposed. The DCP enables developers and architects to use design to achieve the planning outcomes in alternative ways.

DIRECTOR'S COMMENT

This application relates to the demolition of two houses on the land adjoining KFC and constructing a two storey, 19 bed motel. The site represents a fringe area, being where residential land uses meet commercial uses. The motel use is permissible in the residential zone that applies to the site.

There are 18 car parking spaces proposed on the site, which is four spaces less than that required by the DCP. The application includes an assessment of traffic suggesting that allowing for an average of 91% occupancy, staggered shifts of cleaning staff and ample street parking for four staff. The slight shortfall is considered reasonable and would not adversely affect the neighbours.

The site is flood liable and thus the floor level of the ground floor is between 750mm and 970mm above the existing ground level. This results in the overall height of the building when viewed from KFC of up to 8.14m. This height is acceptable given the commercial area and restrictions of the site. Reasonable setback of the two storey parts of the building are provided to the residential neighbours so as not to impact on their privacy or access to sunlight.

Five submissions were received from neighbours. Issues raised have been considered in the assessment and appropriate conditions applied to address all of the concerns where necessary.

The recommendation of staff for PDC to Approve the motel development is supported.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan Strategy “11.1. Ensure plans for growth and development are respectful of our heritage”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council consents to development application DA 303/2023(1) for *Demolition (two dwellings, outbuilding and tree removal) and Hotel or Motel Accommodation* at Lot 6 DP 32306 and Lot 13 DP 610575 - 14 and 16 Elizabeth Street, Orange, pursuant to the conditions of consent in the attached Notice of Approval.

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 PROPOSAL

The proposal involves the following works:

- Demolition of the two existing dwellings and associated outbuildings.
- Removal of a tree within the front setback of 16 Elizabeth Street.
- Consolidation of Lot 6 DP 32306 and Lot 13 DP 610575.
- Construction of a motel, comprising:
 - a two-storey building arranged in an ‘L’ shape along the front (western) boundary and side (northern) boundary, constructed in face brickwork, lightweight cladding and custom orb roof sheeting. Colours will be PGH bricks in Thunder (walls), Shale Grey (roof sheeting and guttering) and Monument (window frames, roller door, entry doors and Weathertex cladding)
 - nineteen motel rooms, including one room that is DDA compliant
 - a night manager room above the reception
 - eighteen onsite car parking spaces, including one accessible space. A new vehicular ingress/egress point will be created, towards the southern boundary of the site. A small rigid vehicle will be able to enter and leave the site in a forward direction, for linen service and general deliveries
 - site works including acoustic fencing, landscaping, services, waste enclosure, storage shed and the like

5.6 Development Application DA 303/2023(1) - 14 and 16 Elizabeth Street

- the operation of the motel will be 24 hrs a day, 7 days a week. Staff numbers will comprise a day/night manager, and four cleaning staff
- waste generation in the order of six x 240L general waste bins, two x 240L recycling and one x 240L green waste bin. These bins will be contained within a dedicated storage area to the rear of the site, appropriately fenced for flood events.

A number of concerns were initially raised with the development in relation to streetscape presentation and activation, setbacks, visual bulk envelopes, landscaping, car parking and stormwater design. These issues have now been resolved with the current amended design.

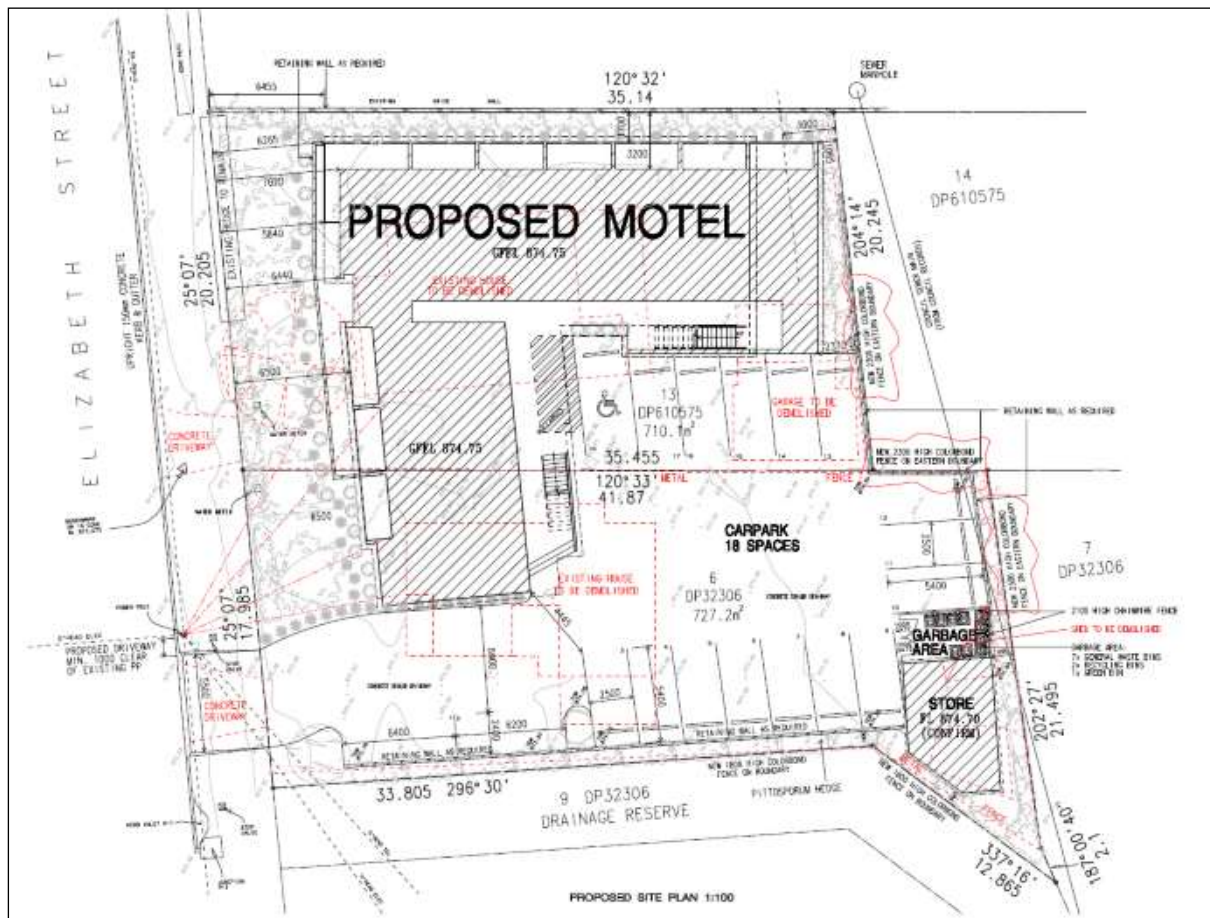


Figure 2 - site plan

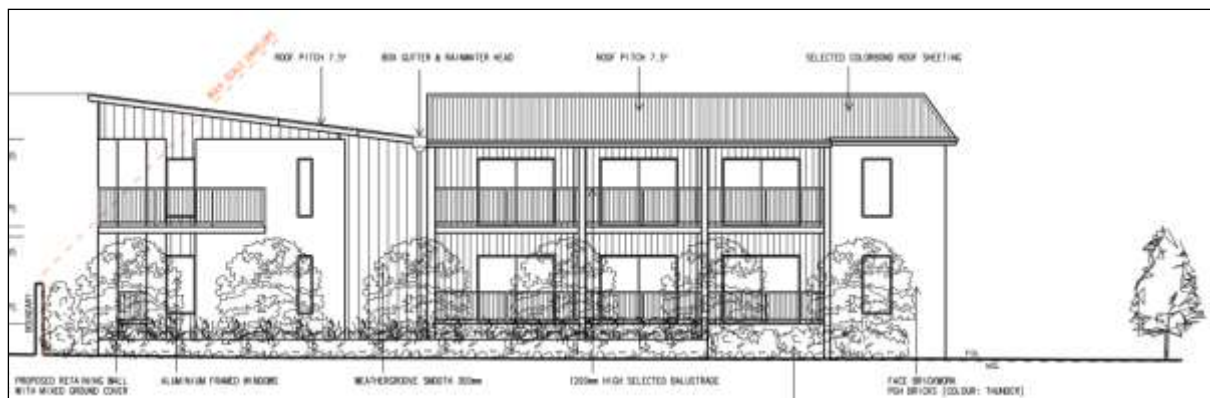


Figure 3 - Elizabeth Street frontage

MATTERS FOR CONSIDERATION**Section 1.7 - Application of Part 7 of the *Biodiversity Conservation Act 2016* and Part 7A of the *Fisheries Management Act 1994***

Section 1.7 of the EP&A Act identifies that Part 7 of the Biodiversity Conservation Act 2016 (BC Act) and Part 7A of the Fisheries Management Act 1994 have effect in connection with terrestrial and aquatic environments.

There are four triggers known to insert a development into the Biodiversity Offset Scheme (ie the need for a BDAR to be submitted with a DA):

- Trigger 1: development occurs in land mapped on the Biodiversity Values Map (OEH) (clause 7.1 of BC Regulation 2017);

The site is not identified on the NSW Biodiversity Values Map.

- Trigger 2: development involves clearing/disturbance of native vegetation above a certain area threshold (clauses 7.1 and 7.2 of BC Regulation 2017); or

The land is a highly disturbed residential site with no significant vegetation present on the land.

- Trigger 3: development is otherwise likely to significantly affect threatened species (clauses 7.2 and 7.3 of BC Act 2016).

The development will not have a significant effect on threatened species, nor will the development impact on any endangered ecological communities or habitats.

In consideration of this section, the development is not likely to give rise to any significant impact upon any endangered ecologically communities, threatened species or their habitat. The site is a longstanding and highly disturbed urban setting, devoid of vegetation. A Biodiversity Assessment Report is not required, and the proposal suitably satisfies the relevant matters at Section 1.7.

Section 4.15

Section 4.15 of the *Environmental Planning and Assessment Act 1979* requires Council to consider various matters, of which those pertaining to the application are listed below.

PROVISIONS OF ANY ENVIRONMENTAL PLANNING INSTRUMENT s4.15(1)(a)(i)**Orange Local Environmental Plan 2011****Clause 1.2 - Aims of Plan**

The broad aims of the LEP are set out under Subclause 2. Those relevant to the application are as follows:

- (b) *to provide for a range of development opportunities that contribute to the social, economic and environmental resources of Orange in a way that allows present and future generations to meet their needs by implementing the principles for ecologically sustainable development,*

The application is considered to be consistent with the aims of the Plan, as discussed within this report.

Clause 1.6 - Consent Authority

This clause establishes that, subject to the Act, Council is the consent authority for applications made under the LEP.

Clause 1.7 - Mapping

The subject site is identified on the LEP maps in the following manner:

Land Zoning Map:	Land zoned R1 General Residential
Lot Size Map:	No Minimum Lot Size
Heritage Map:	Not a heritage item or conservation area
Height of Buildings Map:	No building height limit
Floor Space Ratio Map:	No floor space limit
Terrestrial Biodiversity Map:	No biodiversity sensitivity on the site
Groundwater Vulnerability Map:	Groundwater vulnerable
Drinking Water Catchment Map:	Not within the drinking water catchment
Watercourse Map:	Not within or affecting a defined watercourse
Urban Release Area Map:	Not within an urban release area
Obstacle Limitation Surface Map:	No restriction on building siting or construction
Additional Permitted Uses Map:	No additional permitted use applies
Flood Planning Map:	Within a flood planning area

Those matters that are of relevance are addressed in detail in the body of this report.

Clause 1.9A - Suspension of Covenants, Agreements and Instruments

This clause provides that covenants, agreements and other instruments which seek to restrict the carrying out of development do not apply with the following exceptions:

- (a) *to a covenant imposed by the Council or that the Council requires to be imposed, or*
- (b) *to any relevant instrument under Section 13.4 of the Crown Land Management Act 2016, or*
- (c) *to any conservation agreement under the National Parks and Wildlife Act 1974, or*
- (d) *to any Trust agreement under the Nature Conservation Trust Act 2001, or*
- (e) *to any property vegetation plan under the Native Vegetation Act 2003, or*
- (f) *to any biobanking agreement under Part 7A of the Threatened Species Conservation Act 1995, or*
- (g) *to any planning agreement under Subdivision 2 of Division 7.1 of the Environmental Planning and Assessment Act 1979.*

Council staff are not aware of the title of the subject property being affected by any of the above.

Easements do not burden Lot 6 DP 32306 or Lot 13 DP 610575 to the best of Council's knowledge.

An easement for sewer traverses the rear eastern corner of Lot 6. Council's Assistant Development Engineer requires engineers' details for development within proximity to the sewer main. This has been conditioned accordingly.

Clause 2.1 - Land Use Zones

The subject site is located within the R1 General Residential zone. The proposed development is defined as *hotel or motel accommodation* and *demolition* under OLEP 2011 and the Act, and is permitted with consent in the R1 zone. This application is seeking consent.

Clause 2.3 - Zone Objectives and Land Use Table

The objectives for land zoned R1 General Residential are as follows:

- *To provide for the housing needs of the community.*
- *To provide for a variety of housing types and densities.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents.*
- *To ensure development is ordered in such a way as to maximise public transport patronage and encourage walking and cycling in close proximity to settlement.*
- *To ensure that development along the Southern Link Road has an alternative access.*

The proposed development will satisfy the R1 objectives, as follows:

- The development will remove two dwellings from the housing needs of the community, however, the development is a permissible land use for the zone and will not significantly impact upon the housing needs of the community.
- The site can maximise proximity to public transport and services.

Clause 2.7 - Demolition Requires Development Consent

This clause triggers the need for development consent in relation to a building or work. This requirement does not apply to any demolition that is defined as exempt development.

The proposal involves demolition and the applicant is seeking the consent of Council. The demolition works proposed will have no significant impact on adjoining lands, streetscape or public realm. Conditions will be imposed in respect of hours of operation, dust suppression and the need to investigate for, and appropriately manage the presence of any materials containing asbestos.

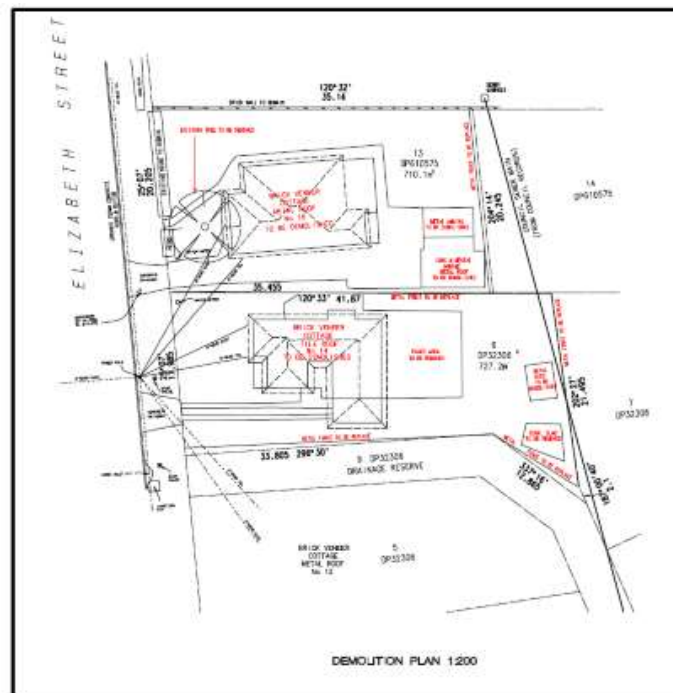


Figure 4 - demolition plan

The existing tree within the frontage of 16 Elizabeth Street is proposed to be removed (shown below). Council's City Presentation Manager raises no objection to its removal.



Figure 5 - tree to be removed

Clause 5.21 - Flood Planning**Clause 7.2A - Floodplain Risk Management**

These clauses require Council to consider if the proposal:

- (a) *is compatible with the flood function and behaviour on the land, and*
- (b) *will not adversely affect flood behaviour in a way that results in detrimental increases in the potential flood affectation of other development or properties, and*
- (c) *will not adversely affect the safe occupation and efficient evacuation of people or exceed the capacity of existing evacuation routes for the surrounding area in the event of a flood, and*
- (d) *incorporates appropriate measures to manage risk to life in the event of a flood, and*
- (e) *will not adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses.*

and:

- (a) *is designed to maximise the use of water permeable surfaces on the land having regard to the soil characteristics affecting onsite infiltration of water*
- (b) *includes, where practical, onsite stormwater retention for use as an alternative supply to mains water, groundwater or river water; and*
- (c) *avoids any significant impacts of stormwater runoff on adjoining downstream properties, native bushland and receiving waters, or if that impact cannot be reasonably avoided, minimises and mitigates the impact.*

Council's Assistant Development Engineer advises:

The proposed development is required to maintain an overland flow path (1% event) through the site. Stormwater flows from south in drainage reserve and east from adjoining property. Boundary fencing to be raised 200mm above the Natural Ground Level (NGL) to allow the free flow of overland stormwater through the carpark area. Minimum floor level to be 500mm above 1% AEP overland flows (GFFL = 874.75m AHD).

With regard to flood response levels in accordance with the above LEP clauses and Chapter 4A of the DCP:

- The site is located within an area of overland flow.
- The development is characterised as a commercial or industrial development.
- Floor levels have been conditioned, as detailed above.
- There is no flood evacuation strategy relevant to the site. The definition of a flood evacuation strategy is: *The proposed strategy for the evacuation of areas during periods of flood as specified within any policy of Council, the Floodplain Risk Management Plan, by advice from the NSW State Emergency Service (SES) or as determined in the assessment of individual proposals.* This implies that Council is to develop a Policy, which does not exist at this point in time, and therefore this clause is satisfied.

- Council's Engineer is satisfied that flood affectation elsewhere will not be increased, with a range of conditions to ensure this. The gap below the dividing fence (200mm) will allow the flow of stormwater across the site, and with the internal driveway and parking area below the FPL, flood affectation on nearby properties is unlikely to be increased.
- There are no areas of external goods storage associated with the development. Notably the area of bin storage is fully fenced with chain wire thus preventing pollution or hazards during a flood events.
- The development is unlikely to cause or contribute to erosion, siltation or reduce riparian vegetation.

Clause 7.1 - Earthworks

The earthworks proposed in the application comprise grading of the carpark and fill for accessibility. The existing NGL is between 873.66 and 874.14 with the GFFL expected to be in the order of 874.75.

The extent of disruption to the drainage of the site is not considered excessive and will not detrimentally affect adjoining properties or receiving waterways.

The extent of the earthworks will not materially affect the potential future use or redevelopment of the site that may occur at the end of the proposed development's lifespan.

The site is not known to be contaminated, and earthworks will be appropriately supported onsite.

Conditions will be imposed to require a sediment control plan, including silt traps and other protective measures to ensure loose dirt and sediment does not escape site boundaries.

Clause 7.3 - Stormwater Management

The development's stormwater design is to include the incorporation of stormwater detention within the development, designed to limit peak outflows from the land to the pre-existing natural outflows up to a 1% AEP storm event, with sufficient allowance in overflow spillway design capacity to safely pass flows of lower frequency (that is, a rarer event) without damage to downstream developments. Conditions have been attached to this effect.

The development will not be contrary to Clause 7.3.

Clause 7.6 - Groundwater Vulnerability

In consideration of Clause 7.6, there are no aspects of the proposed development that will impact on groundwater and related ecosystems.

Clause 7.11 - Essential Services

In consideration of this clause, all utility services are available to the land and adequate for the proposal.

STATE ENVIRONMENTAL PLANNING POLICIES**STATE ENVIRONMENTAL PLANNING POLICY (RESILIENCE AND HAZARDS) 2021**

In consideration of Clause 4.6, the potential for contamination of the site is considered low. The subject land is well-established for residential use. The site is not located within an investigation area and is not known to have been used for a Table 1 purpose to the contaminated land planning guidelines. Further contamination investigation as a precursor to potential site remediation is considered unnecessary for the proposal.

STATE ENVIRONMENTAL PLANNING POLICY (TRANSPORT AND INFRASTRUCTURE) 2021

The proposed development required referral to Essential Energy under Clause 2.48. Their terms of approval are included in the attached conditions of consent.

PROVISIONS OF ANY DRAFT ENVIRONMENTAL PLANNING INSTRUMENT THAT HAS BEEN PLACED ON EXHIBITION 4.15(1)(a)(ii)

There are no draft EPI's relevant to the application.

DESIGNATED /INTEGRATED DEVELOPMENT

The proposed development is not designated or integrated development.

PROVISIONS OF ANY DEVELOPMENT CONTROL PLAN s4.15(1)(a)(iii)**Orange Development Control Plan 2004**

The following chapters of the Orange Development Control Plan 2004 (DCP) are applicable to the proposed development:

Chapter 0 - LEP matters

The proposal seeks to remove a tree within the front setback of 16 Elizabeth Street, as previously described. The removal of the tree is supported on the following grounds:

- The tree is not a native species and does not serve as habitat for threatened species.
- The tree does not significantly contribute to the overall appearance and character of the surrounding streetscape or environment.
- Preserving the tree is not feasible with the proposed building footprint.
- Replacement landscaping of the site is proposed.

Chapter 2 - Natural resource management**Chapter 3 - General considerations****Chapter 4 - Special Environmental**

Matters contained in Chapters 2, 3 and 4 have been addressed above.

Chapter 4A - Flood affected land

As outlined in the foregoing section of this report, the proposal will have nil detrimental impact on localised flooding regimes.

Chapter 7 Residential Development**Neighbourhood character, building appearance, setbacks**

The land is situated on the periphery of the residential zone and abuts a commercial zoning to the north and west. The land adjoins a carpark along the northern boundary and adjacent to the west, with a drainage reserve to the south. Residential dwellings are located to the east and further south.

The design and siting of the development are acceptable, for the following reasons:

- Setbacks have been increased to provide an appropriate building line considering the location of residential dwellings to the south.
- The street frontage (western elevation) and the elevation available from the KFC car park (north elevation) have been appropriately articulated with balconies and windows to provide satisfactory visual interest and a continuation of residential character.
- The built form has been positioned to the north-west of the site so as to provide a buffer to the residential properties. Whilst the two-storey height of the building is not a common element within the neighbourhood, there are examples within the view corridor including the corner of Elizabeth Street and the northern side of Bathurst Road. The two storey element has been sited towards the northern and western boundaries, providing separation to the single storey dwellings to the south and east.
- The materials (face brick and lightweight cladding) are commonly found within the neighbourhood.
- Landscaping of the site will ensure the development is compatible with its surroundings.

Bulk and scale

The building has been designed and sited towards the northern and western commercial zone with two storeys along these boundaries, stepping down to a single storey towards the rear interface with the eastern residential dwelling. This design is commensurate with the built form of the surrounding area, with examples of two storey development to the north and west, and single storey to the east and south.

However, the building does not conform to the bulk and scale envelope as provided in the DCP, as shown in the diagram below. In this respect, the northern wall protrudes above the envelope for a depth of approximately 3.6m, and extends along the entire wall. Nevertheless, the variation can be supported on the following grounds:

- the adjoining land is a commercial carpark
- the visual presentation of the northern wall is acceptable
- the variation provides amenity and solar access to motel guests
- the landowner to the north has not objected

- the motel would not be out of character in the area
- the building would not result in adverse impacts on solar access or the privacy of neighbours
- restrictions on the site, due to flooding.



Figure 6 - VBE variation (northern wall)

Other minor variations to the envelope will be experienced on the eastern wall (refer to Figure 7 below), however, these variations comprise only the eaves of the ground floor and first floor, and will not be visually perceptible from the eastern residence at 11 Nunns Avenue. The variation will not create additional, significant overshadowing or visual impacts, will be partially screened with landscaping (photinia hedge), and is therefore supported.

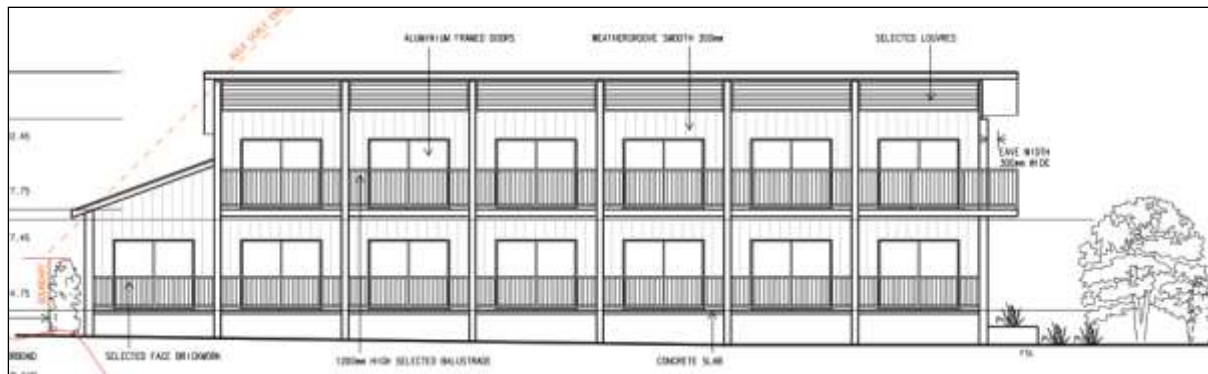


Figure 7 - VBE variation (eastern wall)

Daylight and sunlight

The DCP requires:

- Buildings are sited and designed to ensure:
 - daylight to habitable rooms in adjacent dwellings is not significantly reduced;
 - overshadowing of neighbouring secluded open spaces or main living-area windows is not significantly increased;
 - consideration of Council's Energy Efficiency Code.

To achieve these planning outcomes, the following guidelines are consistently applied by assessment staff:

- | | |
|---|--|
| a | Habitable rooms include windows that are: <ul style="list-style-type: none"> - facing private open space, courtyard, verandah, patio or the like, open to the sky; - at least 1.8 metres from any adjoining building. |
| b | Sunlight to at least 40% of the main area of private open space (on ground level) within the development and on adjoining land: <ul style="list-style-type: none"> - is not reduced to less than 3 hours between 9:00 and 3:00 pm on 21 June; or - is not further reduced where existing overshadowing is greater than the above points. |
| c | Sunlight to at least 75% of north-facing living-area windows within the development and on adjoining land: <ul style="list-style-type: none"> - is provided for a minimum of 4 hours on 21 June; or - is not further reduced than existing where already less. |
- *refer to Energy Smart Homes code***

With regard to (a), habitable rooms are located to the rear of 9 and 11 Nunns Avenue and to the north on 12 Elizabeth Street. As viewed on the shadow diagrams (plan DA05 rev F), these rooms will not receive significant overshadowing between the hours of 9am and 2pm on 21 June, therefore complying with the requirements of the DCP.

With regard to (b), shadow diagrams and calculations demonstrate that sunlight to at least 40% of the main area of private open space (POS) of 9 and 11 Nunns Avenue, and 12 Elizabeth Street, will remain.

In this respect, 12 Elizabeth Street (to the south) will be impacted mostly by the dividing fence given the separation gained from the siting of the building on its northern boundary, and benefitting from the drainage channel which divides the two properties. Whilst the dividing fence will be increased in height, compliance with the DCP will still be achieved.

Numbers 9 and 11 Nunns Avenue are located to the east of the development site. These backyards will also receive shadowing from the dividing fence, as well as from the building from 12pm onwards (on 21 June). Number 11 will be the most affected property, experiencing substantial western shadowing from 3pm onwards.

The DCP requires sunlight to 40% of the main area of POS for 3hrs between 9am and 3pm on 21 June. Shadow diagrams (DA05 rev F) and the diagram below indicate that 4hrs of sunlight is available between 10am and 2pm, for at least 40% of the main area of POS (approximately 107m² unshaded vs 113m² shaded at 2pm on 21 June).

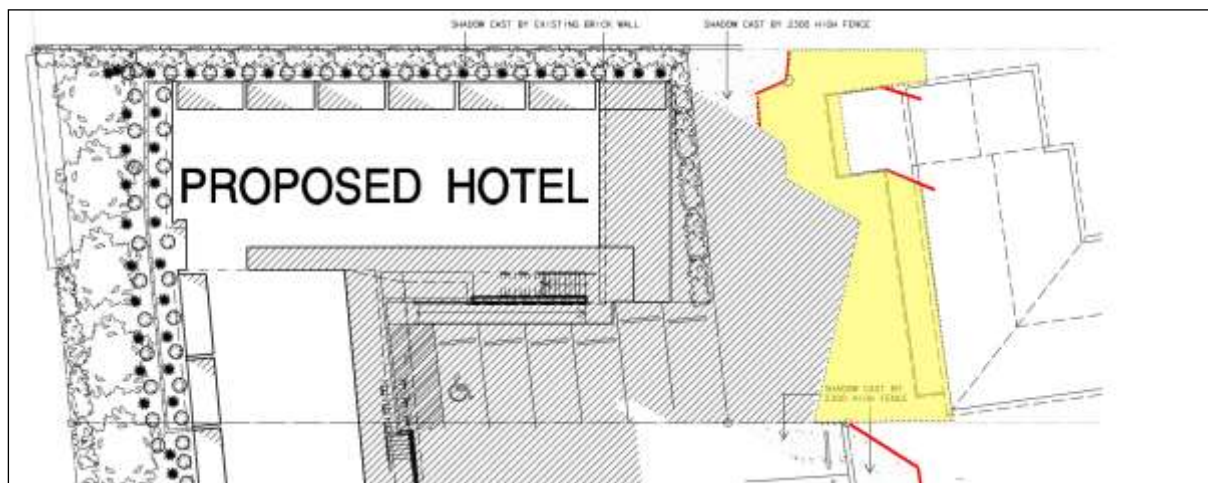


Figure 8 - sunlight to 11 Nunns Avenue at 2pm

With regard to (c), the design of the development ensures there will be no overshadowing impact upon any northern facing living windows of these neighbouring properties.

The development complies with the daylight and sunlight provisions of the DCP.

Views

There are no prominent views experienced by adjoining properties. One submitter raises view sharing concerns to the Wolaroi mansion tower to the north, this will be discussed under 'Submissions'.

Visual and Acoustic Privacy, Security

The siting and design of the motel provides adequate privacy for neighbours in their dwellings and principal private open space areas, as follows:

- Balconies are orientated to the street (west) and the commercial carpark (north), thus there are no opportunities for visual privacy impacts.
- First floor windows are directed away from residential properties, and/or have a separation in excess of 11m, which is industry standard for visual privacy measures. This includes the night manager window in the southern wall. The ground floor window of the reception does not require privacy measures as it is an office (not a residence overlooking a residence), will be screened by the 2.3m high fence, and has adequate separation from the southern neighbour.
- Whilst the stairwell window is located on the eastern wall and has the potential for overlooking, this is a transition zone and therefore does not require privacy measures. Moreover, effective separation has been provided between the window and the property to the south.
- The covered walkways are transition zones with adequate separation to boundaries (in excess of 15m) and therefore do not require privacy measures.

The site is not located within an area of excessively high external noise, and therefore does not require noise sensitive construction materials under the DCP. Noise generated from the development will be discussed under 'Likely Impacts of the Development'.

The site layout provides adequate safety and minimises the potential for crime under the heads of consideration of the Crime Prevention Through Environmental Design (CPTED). Further assessment of security will be provided under 'The Likely Impacts'.

Site access and circulation

Site access and circulation is acceptable, pursuant to the following:

- Public transport is available within the vicinity of the site.
- The parking area and associated boundary treatments have been carefully designed to manage stormwater by means of a 200mm gap at the bottom of the fence for overland flow, removal of proposed landscaped garden beds, and design of waste storage, among others.
- The site layout can allow for people with a disability to travel to and within the site, between car parking space, building entrance and accessible room, however this will be further assessed at Construction Certificate stage.

- All vehicles are able to enter and leave in a forward direction, including a single rigid vehicle for linen services.
- Car parking is deemed acceptable, refer to Part 15 below.

Open space and landscaping

The nature of the proposed development does not require the provision of private open space.

The site layout provides adequate opportunities for deep soil landscaping of the site. The front setback will be suitably planted out with trees and landscaped beds to continue the theme of landscaped front yards in a residential setting. Screening plants will be located on the northern, eastern and southern boundaries where indicated on the plan, providing visual relief to these aspects. The landscaping plan is supported.

Water and soil management

Matters contained in this section have been previously addressed.

Part 15 Car Parking

The Planning Outcome applicable to the development is considered below.

- *Adequate off-street car parking is provided in accordance with the Table, or alternatively, according to an assessment that demonstrates peak parking demand based on recognised research.*

Pursuant to the DCP, onsite parking is required for hotels (outside the CBD) at a rate of one space per unit + one space per each resident manager + one space for every two employees.

The operation of the business involves 19 units + one night/manager + four cleaners, thereby requiring 19 spaces (units) + one space (night/manager) + two spaces (four cleaners) = 22 spaces.

The development provides 18 onsite carparking spaces, which is a shortfall of four spaces. The development initially provided for 19 spaces; however, one was deleted at the request of Council to provide an appropriate landscaped front setback for the development.

A Traffic Impact Assessment was submitted in support of the parking shortfall, and makes the following case:

- The parking rates of the DCP are derived from the RTA Guide to Traffic Generating Developments 2002, assuming a peak occupancy rate of 91%.
- It is expected that the motel will manage their bookings such that if at any time the motel was expected to operate at 100% occupancy, staff members can park on the street.
- The surrounding on-street parking network can absorb the staff parking for temporary periods.
- Additionally, a staff timetable of cleaners (9am to 2pm), manager/administrator (7am to 4pm) and night manager (4pm to 11pm) will assist in alleviating the demand for onsite parking, as cleaners and guests do not typically coincide.

- It is reasonable to assume that some guests would occupy two rooms but arrive in a single vehicle due to the rural setting of the proposed motel.
- It is reiterated that the proposed motel will not operate at 100% occupancy at all times throughout the year, and the expected shortfall can be internally managed by staff members. Any excess parking on-street can be readily absorbed by the surrounding on-street parking network including the four on-street parking spaces along the site frontage.

The proponent makes the case that the reception staff/day manager and night manager work separate shifts (day manager concludes at 4pm and night manager commences at 4pm) so in effect there is only ever one manager on site at any one time, and therefore the number of staff generated parking spaces for the development should be considered three spaces.

Therefore with three on-street spaces occupied by staff, this allows the guests of the remaining unit to utilise the fourth on-street parking available at the front of the site. At 100% occupancy, all motel guests and staff would be accommodated within the site or within the site frontage (on-street parking) and would not require on-street parking in front of adjoining residences.

Given the forgoing, the shortfall of four spaces under the application of the DCP is considered justified and acceptable.

The proposal will have negligible impact on local traffic or roads surrounding the site. Traffic movements associated with the development can be catered for within the local road network, and is sufficient to accommodate the demand without upgrade.

DEVELOPMENT CONTRIBUTIONS

Section 7.11 Development Contributions

Development contributions are not applicable to *tourist and visitor accommodation* including *hotel and motel accommodation* pursuant to Orange Development Contributions Plan 2017.

Section 64 Headworks Charges

Council's Assistant Development Engineer advises contributions for water, sewer and drainage works are required, in the order of 6 ETs for water and 9 ETs for sewer. A credit of two ETs for the two existing sites will be credited at the time of payment. A condition has been attached to this effect.

PROVISIONS PRESCRIBED BY THE REGULATIONS s4.15(1)(a)(iv)

Demolition of a Building (clause 61)

The proposal involves the demolition of two dwellings, associated outbuildings and a tree. A condition is attached requiring the demolition to be carried out in accordance with *Australian Standard AS2601 - 2001: The Demolition of Structures* and the requirements of Safe Work NSW.

THE LIKELY IMPACTS OF THE DEVELOPMENT s4.15(1)(b)

The likely impacts of the development have been addressed in the main body of this report with regards to:

- character, nature, and scale of the proposed development
- parking, traffic, access, and servicing
- environmental impacts (flooding, contamination, tree removal).

Relevant conditions of consent are attached to the draft Notice of Approval to mitigate potential impacts as previously discussed.

Additional impacts are discussed below:

Residential amenity

The site is located within proximity to residential dwellings, and the development has the potential to impact upon their amenity by means of noise, traffic and hours of operation.

An acoustic report has been submitted which predicts the likely noise impacts on nearby sensitive receivers, with background noise monitoring undertaken at properties to the east and south of the development site.

The primary continuous noise sources associated with the operation of the development were found to be mechanical plant (reverse cycle air conditioning units located outside the building) and car park activities (cars starting, doors and boots closing, people talking).

Mitigation measures recommended by the acoustic consultant comprises a 2.3m high boundary fence (or alternatively leave the existing 1.8m high fence with a noise barrier on top of the retaining wall on the perimeter of the car park, at a minimum height of 1.5m).

Council's Senior Environmental Officer provides the following assessment:

The report provided by SoundIn (reference: 17193, Version 1.1), dated 24 August 2023, and the additional letter provided by SoundIn (ref: Letter 17193 ACP 20240209), dated 9 February 2024 after the fence redesign to accommodate overland flows were reviewed. Noise from the development is predicted to occasionally exceed the L_{Amax} noise level at the nearest receivers, though the $L_{Aeq,15min}$ is predicted to be compliant with trigger levels during the day, evening, and night periods.

The L_{Amax} noise levels are predicted to be below 55dBA internally, which the report indicates is unlikely to cause awakening reactions based on research presented in the NSW Road Noise Policy.

The report recommended a boundary fence of 2.3m height, allowing for a 200mm gap beneath it (for overland flows) and a 2.1m fence above the gap, to mitigate noise from the development.

The following condition has been applied to ensure noise impacts do not detrimentally impact upon surrounding residents:

Prior to the issue of an Occupation Certificate, the applicant shall implement the following noise attenuation measures, in accordance with the findings of the acoustic report prepared by SoundIn (reference: 17193, version 1.1), dated 24 August 2023, and the additional letter provided by SoundIn (ref: Letter 17193 ACP 20240209), dated 9 February 2024:

- (a) A Colorbond fence shall be installed along the eastern and southern boundaries to a total height of 2.3m, comprised of a 200mm gap between the ground and fence panels, and a 2.1m high fence above it.

Compliance with the condition will ensure an acceptable level of residential amenity.

Safety, Security and Crime Prevention

A resident manager will be onsite at all times to deal with all likely situations that would arise at a business such as this, including late check-ins, anti-social behaviour, noise complaints, fire alarm and other emergencies.

Natural surveillance to the north and west will be provided from motel rooms, and to each room along the covered walkways providing clear lines of sight. The access point to the motel is well defined, and proposed perimeter fencing and landscaping will provide adequate territorial reinforcement. There is appropriate surveillance of building frontage from Elizabeth Street, and clear lines of sight to car parking areas. The exterior of the building and associated car park will be illuminated at night for the safety of guests.

The proposed development presents an acceptable level of safety, security and crime prevention.

Waste generation

Waste generation will be in the order of six x 240L general waste bins, two x 240L recycling and one x 240L green waste bin. These bins will be contained within a dedicated storage area to the rear of the site (fully fenced with chain wire for flood events) and placed upon the kerb for collection days.

A waste management plan will be required to describe the nature of all wastes to be removed/recycled and the destination of all wastes as a result of the demolition. A condition has been imposed by Council's Building Surveyor to this effect.

Construction Impacts

During the operation of heavy machinery and site traffic during construction, intermittent noise and vibration may be experienced by nearby sensitive receivers, however, this is unlikely to have a significant, long-term effect on neighbours. Notwithstanding this, given the context and setting of the development site, the construction impacts need to be carefully managed and as such a condition is attached that requires a construction management plan to be prepared that addresses such things as parking of construction workers; site deliveries; dust mitigation etc.

A Traffic Management Plan is required to be implemented for all stages of development and has been conditioned accordingly. Hoardings will be required along the street frontage to maintain safety to passing pedestrians.

THE SUITABILITY OF THE SITE s4.15(1)(c)

The subject land is considered to be suitable for the proposed development due to the following:

- the zoning of the land permits development for the purpose of hotel and motel accommodation

- utility services are available and adequate
- the site has direct access to Elizabeth Street, and the local road network is capable of supporting the increase in traffic without upgrade
- the site does not contain particular biodiversity value, and the proposal is unlikely to affect groundwater vulnerability or stormwater arrangements
- the site is not subject to any known natural hazards or contamination.

ANY SUBMISSIONS MADE IN ACCORDANCE WITH THE ACT s4.15(1)(d)

The proposed development is defined as "advertised development" under the provisions of the Community Participation Plan. The application was advertised for the prescribed period of 14 days and at the end of that period five submissions were received. Concerns relevant to the proposal have been considered below.

Appropriate lighting be provided along the Elizabeth Street frontage

All external lighting will be installed in accordance with the Australian Standard for outdoor lighting, which will ensure glare is minimised.

Obstruction to the Ophir Hotel driveway during construction

State Government Road rules will apply during construction. There are no expected impacts as a result of this development.

Damage to the surrounding roads, footpaths during the construction period be rectified prior to OC

The Construction Management Plan will be required to identify and ameliorate damage to Council infrastructure as a result of construction.

The proposal will reduce solar access to rear dining room at 11 Nunns Avenue

The proposal was found to reduce sunlight opportunities from 3pm onwards. Given solar access is available from the hours of 9am to 3pm, this is not considered a significant reduction and thus complies with the requirements of the DCP.

Flooding issues, pertaining to:

- raising the ground level 800mm
- retaining walls and a raised garden bed on the eastern side obstructing the flow of stormwater
- proposed carpark will restrict the flow of water and create a dam effect on properties to the east
- how will disabled people evacuate in a flood? Contingency plan is that people on ground floor will evacuate to first floor balcony.

Matters relating to flooding have been addressed above. Council does not have a policy for flood evacuation strategies. Furthermore, the floor level of the ground floor units would be 500mm above the 1% flood level.

Noise concerns, pertaining to:

- location of carpark on the boundary to neighbouring properties
- guests arriving/departing 24 hours a day.

Matters relating to noise have been addressed above.

Privacy impacts from:

- the night shift managers room and walkway facing east
- occupants of the second storey overlooking rear yard and sunroom of 9 Nunns Avenue
- stairwell window and walkway overlooking 7 Nunns Avenue.

The manager's room (first floor) is located in excess of 9m to the southern boundary and hence does not require privacy measures in accordance with the DCP.

Stairwells and walkways are transition areas, and do not require privacy measures under the DCP.

Loss of views to Kinross Wolaroi tower from 7 Nunns Avenue

The tower of Wolaroi mansion can be viewed from the rear yard of 7 Nunns Avenue, as seen below in Figure 8. The Wolaroi mansion is a local heritage item listed on the LEP.

Council's DCP 2004 principle objectives for Bulk and Scale states *to encourage the sharing of views, while considering the reasonable development of the site.*

Furthermore, Planning Outcome 7.7-9 - Views comprises the following objectives when considering views:

1	Building form and design allow for residents from adjacent properties to share prominent views where possible.
2	Views including vistas of heritage items or landmarks, are not substantially affected by the bulk and scale of new development.

The guidelines which can be used to indicate ways of achieving these outcomes suggest:

- When views are identified from site analysis, the application demonstrates how those views are reasonably shared between the new development and adjacent premises.*

Note: In Orange, views to Mount Canobolas are highly valued. Living areas require special treatment to achieve northern solar access and optimise the south-western views. Other prized views are the Suma Park and Mount Bulga views to the east, the framing hills north of Clifton Grove and the Mullion Ranges to the north as viewed from the western ridge of Ploughmans Valley.

Whilst the guidelines do not specifically list the Wolaroi mansion as a prized view, given the number of heritage items within the Orange LGA it would not be practical to list every valued view. Therefore, the objective is considered to adequately cater for this consideration.

The Land and Environment Court has established principles relating to view loss which argue that in urban areas forward views out over a street are the easiest to protect as there will not be any substantial built form within the road reserve itself, while side views are the hardest to protect given that neighbouring properties will have some reasonable level of development potential. The principle suggests that to decide whether or not view sharing is reasonable, a four step assessment has been adopted.

- 1 The assessment of views to be affected. Water views are valued more highly than land views. Iconic views (Opera House, Harbour Bridge) are valued more highly than views without icons. Whole views are valued more highly than partial views.*
- 2 Consider from what part of the property the views are obtained. For example the protection of views across side boundaries is more difficult than the protection of views from front and rear boundaries. In addition, whether the view is enjoyed from a standing or sitting position may also be relevant. Sitting views are more difficult to protect than standing views. The expectation to retain side views and sitting views is often unrealistic.*
- 3 Assess the extent of the impact. This should be done for the whole of the property, not just for the view that is affected. The impact of views from living areas is more significant than from bedrooms or service areas.*
- 4 Assess the reasonableness of the proposal that is causing the impact. A development that complies with all planning controls would be considered more reasonable than one that breaches them.*

In applying the above principles to 7 Nunns Avenue, it is considered the view to Wolaroi from the rear yard across the side boundary fence as minor, and therefore unreasonable to protect. In this instance, a partial view (not a whole view) of the tower is obtained from the side yard; not front or rear windows. Wolaroi mansion is not considered an iconic view, nor is it a highly valued water view. The proposed development, as amended, complies with most of the planning controls and is considered a reasonable proposal. Therefore loss of view to Wolaroi from the rear yard over the side fence does not warrant refusal, or redesign, to comply with the requirements of the LEP or DCP regarding view sharing.



Figure 8 - view to Wolaroi mansion (circled in red)

Bins located on the rear, dividing fence and potential odour issues. Chain wire will not stop vermin from accessing the waste. Eight wheelie bins on the street on collection day will negatively impact the streetscape.

Bins are suitably designed to store waste, reduce odour and keep vermin out.

The kerbside pickup for waste collection is similar to the rest of the residential neighbourhood, and given the consolidated frontage, the site can suitably cater for the width of street required for collection day.

The site is residential, and the neighbouring buildings are single storey.

Neighbourhood character has been assessed above, with instances of two storey development within the view corridor to the north and west. Hotel or motel accommodation is a permissible use within a residential zone.

Location of services will constrain the car park, storage building and waste enclosure

Council's Assistant Development Engineer supports the proposed design, with access available through the carpark surface if required.

Crisis accommodation will increase crime rates in the area

There is no supporting information that the development will be used for crisis accommodation, or that crime will increase because of the proposed development.

Other matters

Matters raised relating to the increased cost of living, value of land and ability to sell the property are not matters for consideration under the EPA Act 1979.

PUBLIC INTEREST s4.15(1)(e)

The proposal will not be inconsistent with any policy statement, planning study or guideline that has not been considered in this assessment. There are no aspects of the proposal that will be contrary to the welfare or well-being of the general public.

SUMMARY

The proposed development is permissible with the consent of Council. The proposed development complies with the relevant aims, objectives and provisions of Orange LEP 2011 (as amended) and DCP 2004. A Section 4.15 assessment of the development indicates that the development is acceptable in this instance. Attached is a draft Notice of Approval outlining a range of conditions considered appropriate to ensure that the development proceeds in an acceptable manner.

COMMENTS

The requirements of the Environmental Health and Building Surveyor, Environmental Health Officer, City Presentation Manager and the Assistant Development Engineer are included in the attached Notice of Approval.

ATTACHMENTS

- 1 Draft Notice of Approval, D24/23008 [↓](#)
- 2 Plans, D24/20621 [↓](#)
- 3 Submissions (redacted), D24/14303 [↓](#)



NOTICE OF DETERMINATION OF A DEVELOPMENT APPLICATION

Application number	DA 303/2023(1) PAN-367471
Applicant	Kanwaljit Kaur PO Box 9060 Orange East 2800
Description of development	Demolition (two dwellings, outbuildings and tree removal) and hotel or motel accommodation
Property	14 ELIZABETH STREET ORANGE 2800 6/-/DP32306
	16 ELIZABETH STREET ORANGE 2800 13/-/DP610575
Determination	Approved Consent Authority - Council
Date of determination	20/03/24
Date from which the consent operates	20/03/24
Date on which the consent lapses	20/03/28

Under section 4.18(1) of the EP&A Act, notice is given that the above development application has been determined by the granting of consent using the power in section

4.16(1)(a) of the EP&A Act, subject to the conditions specified in this notice.

Reasons for approval

1. The proposed development will reasonably satisfy Local and State planning controls.
2. The proposed development will comply with the requirements of State approval authorities.
3. Impacts of the proposed development on the natural and built environment will be within acceptable limit, subject to mitigation conditions.
4. The proposed development will complement the existing or desired future character of the area.
5. The proposed development will be consistent with the Zone objectives and principal development standards.
6. The proposed development is permitted in the Zone.
7. Utility services are available and adequate.
8. Public exhibition of the application was undertaken in accordance with Council's Community Participation Plan or State legislation. No public submissions were received.
9. Public exhibition of the application was undertaken in accordance with Council's Community Participation Plan or State legislation. During the exhibition period 0 submissions were received. Public submissions were considered. Mitigation conditions are included where considered necessary.

Right of appeal / review of determination

If you are dissatisfied with this determination:

Request a review

You may request a review of the consent authority's decision under section 8.3(1) of the EP&A Act. The application must be made to the consent authority within 6 months from the date that you received the original determination notice provided that an appeal under section 8.7 of the EP&A Act has not been disposed of by the Court.

Rights to appeal

You have a right under section 8.7 of the EP&A Act to appeal to the Court within 6 months after the date on which the determination appealed against is notified or registered on the NSW planning portal.

The Dictionary at the end of this consent defines words and expressions for the purposes of this determination.

Paul Johnston
Manager Development Assessment

Person on behalf of the consent authority

For further information, please contact Rishelle Kent / Senior Planner

DRAFT

Terms and Reasons for Conditions

Under section 88(1)(c) of the EP&A Regulation, the consent authority must provide the terms of all conditions and reasons for imposing the conditions other than the conditions prescribed under section 4.17(11) of the EP&A Act. The terms of the conditions and reasons are set out below.

General Conditions

1	<p>Erection of signs</p> <ol style="list-style-type: none"> 1. This section applies to a development consent for development involving building work, subdivision work or demolition work. 2. It is a condition of the development consent that a sign must be erected in a prominent position on a site on which building work, subdivision work or demolition work is being carried out— <ol style="list-style-type: none"> a. showing the name, address and telephone number of the principal certifier for the work, and b. showing the name of the principal contractor, if any, for the building work and a telephone number on which the principal contractor may be contacted outside working hours, and c. stating that unauthorised entry to the work site is prohibited. 3. The sign must be— <ol style="list-style-type: none"> a. maintained while the building work, subdivision work or demolition work is being carried out, and b. removed when the work has been completed. 4. This section does not apply in relation to— <ol style="list-style-type: none"> a. building work, subdivision work or demolition work carried out inside an existing building, if the work does not affect the external walls of the building, or b. Crown building work certified to comply with the <i>Building Code of Australia</i> under the Act, Part 6.
	<p>Condition reason: Prescribed condition under section 70 of the Environmental Planning and Assessment Regulation 2021.</p>
2	<p>Compliance with Building Code of Australia and insurance requirements under Home Building Act 1989</p> <ol style="list-style-type: none"> 1. It is a condition of a development consent for development that involves building work that the work must be carried out in accordance with the requirements of the Building Code of Australia. 2. It is a condition of a development consent for development that involves residential building work for which a contract of insurance is required under the Home Building Act 1989, Part 6 that a contract of insurance is in force before building work authorised to be carried out by the consent commences.

	<p>3. It is a condition of a development consent for a temporary structure used as an entertainment venue that the temporary structure must comply with Part B1 and NSW Part H102 in Volume 1 of the Building Code of Australia.</p> <p>4. In subsection (1), a reference to the Building Code of Australia is a reference to the Building Code of Australia as in force on the day on which the application for the construction certificate was made.</p> <p>5. In subsection (3), a reference to the Building Code of Australia is a reference to the Building Code of Australia as in force on the day on which the application for development consent was made.</p> <p>6. This section does not apply—</p> <ol style="list-style-type: none"> to the extent to which an exemption from a provision of the Building Code of Australia or a fire safety standard is in force under the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, or to the erection of a temporary building, other than a temporary structure to which subsection (3) applies.
	<p>Condition reason: Prescribed condition under section 69 of the Environmental Planning and Assessment Regulation 2021.</p>
4	<p>Approved plans and supporting documentation</p> <p>Development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise.</p> <div data-bbox="320 1115 1136 1187" style="border: 1px solid black; padding: 5px;"> <p>Approved plans McKinnon Design 22055, drawings DA00 rev G, DA01 rev G, DA02 rev H, DA03 rev G, DA 04 rev H, DA06 rev G (6 sheets)</p> </div> <p>In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.</p> <p>Condition reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.</p>
5	<p>National Construction Code</p> <p>All building work must be carried out in accordance with the provisions of the National Construction Code.</p> <p>Condition reason: To ensure compliance with relevant statutory requirements.</p>

Demolition Work

Before demolition work commences

6	Asbestos removal signage
	Before demolition work commences involving the removal of asbestos, a standard commercially manufactured sign containing the words 'DANGER: Asbestos removal in progress' (measuring not less than 400mm x 300mm) must be erected in a prominent position at the entry point/s of the site and maintained for the entire duration of the removal of the asbestos.
	Condition reason: To alert the public to any danger arising from the removal of asbestos
7	Erosion and sediment controls in place
	Before any site work commences, the principal certifier must be satisfied the erosion and sediment controls in the erosion and sediment control plan are in place. These controls must remain in place until any bare earth has been restabilised in accordance with 'Managing Urban Stormwater: Soils and Construction' prepared by Landcom (the Blue Book) (as amended from time to time).
	Condition reason: To ensure sediment laden runoff and site debris do not impact local stormwater systems and waterways.
8	Waste Management Plan – an approved document of this consent
	Before site work commences, a waste management plan for the development must be provided to Council.
	Condition reason: To ensure resource recovery is promoted and local amenity protected during construction.

During demolition work

9	Demolition - in accordance with AS 2601:2001
	Building demolition is to be carried out in accordance with Australian Standard 2601:2001 - The Demolition of Structures and the requirements of SafeWork NSW.
	Condition reason: To ensure compliance with relevant statutory requirements.
10	Hours of work - demolition
	All demolition work on the site is to be carried out between the hours of 7am and 6pm Monday to Friday inclusive, 7am to 5pm Saturdays, and 8am to 5pm Sundays and Public Holidays. Written approval must be obtained from the Chief Executive Officer of Orange City Council to vary these hours.
	Condition reason: To ensure compliance with relevant statutory requirements.
11	Adjustments to utility services

	Any adjustments to existing utility services that are made necessary by the demolition work are to be at the full cost of the developer.
	Condition reason: To comply with Council's Development and Subdivision Code.
12	Road opening permit required
	A Road Opening Permit in accordance with Section 138 of the <i>Roads Act 1993</i> must be approved by Council prior to any intrusive works being carried out within the public road or footpath reserve.
	Condition reason: To ensure compliance with relevant statutory requirements.

On completion of demolition work

13	Waste disposal verification statement
	On completion of demolition work:
	a) a signed statement must be submitted to Council verifying that demolition work, and any recycling of materials, was undertaken in accordance with the waste management plan approved under this consent,
	and
	b) if the demolition work involved the removal of asbestos, an asbestos clearance certificate issued by a suitably qualified person, must be submitted to Council within 14 days of completion of the demolition work.
	Condition reason: To provide for the submission of a statement verifying that demolition waste management and recycling has been undertaken in accordance with the approved waste management plan

Building Work

Before issue of a construction certificate

14	Section 68 application - water and sewer
	An approval under Section 68 of the <i>Local Government Act</i> is to be sought from Orange City Council, as the Water and Sewer Authority, for water, sewer and stormwater connection. Details concerning the proposed backflow prevention between the nominated water tank supply and the potable system are to be provided. No plumbing and drainage is to commence until approval is

	granted.				
	Condition reason: To ensure the utility services are available to the site and adequate for the development.				
15	Backflow prevention Backflow Prevention Devices are to be installed to AS3500 and in accordance with Orange City Council Backflow Protection Guidelines. Details of the Backflow Prevention Devices are to be submitted to Orange City Council prior to the issue of a Construction Certificate. Condition reason: To ensure compliance with relevant statutory requirements.				
16	Comply with Council's sewer infrastructure services policy Prior to the issue of a Construction Certificate structural engineers' details shall be provided for piers/footings of any building located adjacent to the sewer main. Piers shall extend below the invert of the main and shall be located a minimum of 1.0m clear of the centreline of the main. Condition reason: To comply with Council's Sewer Infrastructure Services policy.				
17	Contributions - water and sewer headworks charges Payment of contributions for water, sewer and drainage works is required to be made at the contribution rate applicable at the time that the payment is made. The contributions are based on water supply headworks and sewerage headworks as follows: <table border="1"> <tr> <td>Water supply headworks</td><td>6.0 ETs</td></tr> <tr> <td>Sewerage headworks</td><td>9.0 ETs</td></tr> </table> <p>The existing site (being 2 residential allotments) has a credit of 2.0 ETs which will be applied at the time of payment.</p> <p>A Certificate of Compliance, from Orange City Council in accordance with the <i>Water Management Act 2000</i>, will be issued upon payment of the contributions.</p> <p>This Certificate of Compliance is to be submitted to the Principal Certifying Authority prior to the issue of a Construction Certificate.</p> <p>(Note – water and sewer headworks contributions 1 July 2023 – 30 June 2024 are currently:</p> <p>\$8,944.75 per ET for water supply and \$5,493.35 per ET for sewerage.</p>	Water supply headworks	6.0 ETs	Sewerage headworks	9.0 ETs
Water supply headworks	6.0 ETs				
Sewerage headworks	9.0 ETs				

	Water and sewer headworks contributions are indexed annually, or as varied by Orange City Council resolution).
	Condition reason: To ensure compliance with relevant statutory requirements.
18	Engineering plans for carpark
	Engineering plans providing complete details of the proposed driveway and car parking areas are to be submitted to Orange City Council or an Accredited Certifier (certifier - subdivision) upon application for a Construction Certificate. These plans are to provide details of levels, cross falls of all pavements, proposed sealing materials and proposed drainage works and are to be in accordance with Orange City Council Development and Subdivision Code. All stormwater from the site is to be collected and piped to the existing kerb inlet pit in Elizabeth Street.
	Condition reason: To comply with Council's Development and Subdivision Code.
19	Flooding - floor levels above 1% AEP flood level
	The development is to be constructed so that all floor levels are at least 500 mm above the 1% AEP flood level. Prior to the issue of a Construction Certificate the plans shall indicate a minimum building floor level of 874.75m AHD.
	No other filling of the site shall occur other than immediately adjacent to the building as necessary for pedestrian access purposes from the carpark. The remainder of the carpark, vehicle manoeuvring areas and areas along the eastern and southern boundaries shall not exceed existing natural levels.
	All fencing located on the eastern and southern boundaries shall be constructed with a 200mm high clear gap at the base of the fence fitted with heavy duty galvanised steel mesh panels.
	Landscaping on the eastern and southern boundaries shall not contain raised garden beds, ground cover vegetation, or kerbs.
	Condition reason: To comply with Council's Development and Subdivision Code.
20	Flooding - structural engineer's report
	Prior to the issue of a Construction Certificate a report from a practicing consulting engineer certifying that the proposed structures are able to safely withstand the force of flowing floodwaters, including debris and buoyancy forces as appropriate up to and including the 1% AEP flood level.
	Condition reason: To comply with Council's Development and Subdivision Code.
21	Road opening permit required
	A Road Opening Permit in Accordance with Section 138 of the Roads Act 1993 must be approved by Council prior to a Construction Certificate being issued or any intrusive works being carried out within the public road or footpath reserve.

	Condition reason: To ensure compliance with relevant statutory requirements.
22	<p>Stormwater detention design</p> <p>The development's stormwater design is to include the incorporation of stormwater detention within the development, designed to limit peak outflows from the land to the pre-existing natural outflows up to a 1% AEP storm event, with sufficient allowance in overflow spillway design capacity to safely pass flows of lower frequency (that is, a rarer event) without damage to downstream developments.</p> <p>The design of the detention storage is to be undertaken using the DRAINS rainfall-runoff hydrologic model (or an approved equivalent capable of assessing runoff volumes and their temporal distribution as well as peak flow rates) based on the most recent version of Australian Rainfall and Runoff calculations allowing for applicable climate change factor(s). The model is to be used to calculate the flow rates for the existing and post-development conditions. The developed flows are to be routed through the proposed storage within the model so that the outflows obtained are no greater than the flows obtained for the pre-existing natural flows. A report detailing the results of the analysis, which includes:</p> <ul style="list-style-type: none"> • catchment plan showing sub-catchments under existing and developed conditions; • schematic diagram of the catchment model showing sub areas and linkages; • tabulation detailing the elevation, storage volume and discharge relationships; and • tabulation for the range of frequencies analysed, the inflows, outflows and peak storage levels for both existing and developed conditions, • together with copies of the data files for the model and engineering design plans of the required drainage system, <p>are to be submitted to Orange City Council upon application for a Construction Certificate.</p> <p>The existing site shall be considered 100% pervious for the purposes of stormwater detention calculations.</p> <p>Condition reason: To comply with Council's Development and Subdivision Code.</p>
23	<p>Water and soil erosion control plan to be submitted</p> <p>A water and soil erosion control plan is to be submitted to Orange City Council or an Accredited Certifier (certifier - subdivision) for approval prior to the issue of a subdivision works certificate. The control plan is to be in accordance with the Orange City Council Development and Subdivision Code and the Landcom, Managing Urban Stormwater; Soils and Construction Handbook.</p> <p>Condition reason: To comply with Council's Development and Subdivision Code.</p>

24	<p>Sewer main to be located by registered surveyor.</p> <p>Prior to the issue of a Construction Certificate the existing 150mm diameter sewer main that crosses the site shall be located by a registered surveyor and the position of the main accurately noted on the site plan in relation to the proposed building works. Reference marks / pegs shall also be established on site to enable the location of the main during construction works.</p> <p>All proposed buildings shall be located a minimum of 1.0m from the centreline of the main. Following the site survey, should a proposed building be found to be closer than 1.0m to the sewer main, the approved plans shall be amended to relocate the building a minimum of 1.0m clear of the main.</p> <p>Condition reason: to comply with Orange City Council Sewer Infrastructure Services Policy</p>
25	<p>Construction Environmental Management Plan (CEMP)</p> <p>Prior to the issue of a Construction Certificate, a Construction Environmental Management Plan (CEMP) must be submitted to the satisfaction of Council's Manager Building and Environment. The CEMP must address, but not be limited to, the following matters where relevant:</p> <p>a. Details of:</p> <ul style="list-style-type: none"> • hours of work; • 24-hour contact details of site manager; • construction traffic management including parking and pedestrian safety, traffic control etc.; • construction noise and vibration management, prepared by a suitable qualified person; • excavation; • management of dust and odour to protect the amenity of the neighbourhood; • erosion and sediment control measures; • stormwater control and discharge; • groundwater management plan including measures to prevent groundwater contamination; • measures to ensure that sediment and other materials are not tracked onto the roadway by vehicles leaving the site; • external lighting in compliance with AS4282:1997 Control of the Obtrusive Effects of Outdoor Lighting; • waste classification (for materials to be removed) and validation (for materials to remain) be undertaken to confirm the contamination status in these areas of the site; and • waste storage, recycling and litter control. • evidence of existing damage to Council's road or services within the road reserve. <p>a. The CEMP must not include works that have not been explicitly approved in this development consent.</p> <p>b. In the event of any inconsistency between the consent and the CEMP, the consent prevails.</p> <p>c. The CEMP (as revised from time to time) must be implemented by the Applicant for the</p>

	duration of the construction works.
	Condition reason: To ensure the amenity of the neighbourhood.

Before building work commences

26	Erosion and sediment controls in place <p>Before any site work commences, the principal certifier must be satisfied the erosion and sediment controls in the erosion and sediment control plan are in place. These controls must remain in place until any bare earth has been restabilised in accordance with 'Managing Urban Stormwater: Soils and Construction' prepared by Landcom (the Blue Book) (as amended from time to time).</p> <p>Condition reason: To ensure sediment laden runoff and site debris do not impact local stormwater systems and waterways.</p>
27	Appoint PC <p>Appoint Principal Certifier. The person having the benefit of the development consent and a construction certificate shall:</p> <ul style="list-style-type: none"> (a) Appoint a Principal Certifier and notify Council of the appointment (if Council is not appointed) and, (b) Notify Council of their intention to commence the erection of the building (at least two (2) day's notice is required) <p>The Principal Certifier shall determine when inspections and compliance certificates are required.</p> <p>Condition reason: To ensure compliance with relevant statutory requirements.</p>
28	Construction certificate required <p>A construction certificate must be obtained from Council or an accredited certifier at least two (2) days prior to any building or ancillary work commencing. Where the construction certificate is obtained from an accredited certifier, the determination and all appropriate documents must be notified to Council within seven (7) days of the date of determination.</p> <p>Condition reason: Required by Section 6.6 (formerly 81A) of the Environmental Planning and Assessment Act, 1979 and Part 8, Division 2 of the Environmental Planning and Assessment Regulation, 2000.</p>
29	No commencement until details received

	<p>The construction works the subject of this development consent MUST NOT be commenced until:</p> <p>(a) Detailed plans/specifications of the building have been endorsed with a construction certificate by:</p> <p>(i) the Council, or</p> <p>(ii) a registered certifier, and</p> <p>(b) The person having the benefit of the development consent:</p> <p>(i) has appointed a Principal Certifier, and</p> <p>(ii) has notified the Council of the appointment, and</p> <p>(c) The person having the benefit of the development consent has given at least two (2) day's notice to the Council of the person's intention to commence the erection of the building; and</p> <p>(d) Builder's name and licence number has been supplied to Council or the Principal Certifier; or</p> <p>(e) Owner Builder's permit issued by Department of Fair Trading to be supplied to Council or the Principal Certifier; and</p> <p>(f) Home Building Compensation Fund (HBCF) has been paid and a copy of the Certificate supplied to Council or the Principal Certifier; and</p> <p>(g) A sign has been erected onsite in a prominent position containing the information prescribed by Clause 98A(2) and (3) of the EP&A Regulations, being the name, address and telephone number of the Principal Certifier for the work, name of the principal contractor for the work and telephone number on which that person may be contacted outside working hours, and stating that unauthorised entry to the site is prohibited. This sign must be maintained onsite while work is being carried out and removed when the work has been completed.</p> <p>Condition reason: To ensure compliance with relevant statutory requirements.</p>
30	<p>Sediment control</p> <p>Sediment and erosion control measures shall be implemented on the site.</p> <p>Condition reason: To protect waterways from pollution by sediment-laden runoff.</p>

31	Essential Energy requirements
	<p>Essential Energy has the following comments to make as to potential safety risks arising from the proposed development:</p> <ul style="list-style-type: none"> As the plans provided do not show the distances from Essential Energy's infrastructure and the development, there may be a safety risk. THE LOW VOLTAGE SERVICE CABLE WILL NEED TO LOOKED AT BY A LEVEL 2 ELECTRICIAN TO MAKE SURE IT IS IN LINE WITH THE SERVICE AND INSTALATION RULES AND AS3000 It is also essential that all works comply with SafeWork clearance requirements. In this regard it is the responsibility of the person/s completing any works to understand their safety responsibilities. The applicant will need to submit a Request for Safety Advice if works cannot maintain the safe working clearances set out in the Working Near Overhead Powerlines Code of Practice, or CEOP8041 - Work Near Essential Energy's Underground Assets. <p>Information relating to developments near electrical infrastructure is available on our website Development Applications (essentialenergy.com.au). If the applicant believes the development complies with safe distances or would like to submit a request to encroach then they will need to complete a Network Encroachment Form via Essential Energy's website Encroachments (essentialenergy.com.au) and provide supporting documentation. Applicants are advised that fees and charges will apply where Essential Energy provides this service.</p> <p>Council's and the applicant's attention is also drawn to Section 49 of the Electricity Supply Act 1995 (NSW). Relevantly, Essential Energy may require structures or things that could destroy, damage or interfere with electricity works, or could make those works become a potential cause of bush fire or a risk to public safety, to be modified or removed.</p> <p>Essential Energy makes the following general comments:</p> <ul style="list-style-type: none"> If the proposed development changes, there may be potential safety risks and it is recommended that Essential Energy is consulted for further comment;

	<ul style="list-style-type: none"> Any existing encumbrances in favour of Essential Energy (or its predecessors) noted on the title of the above property should be complied with; Any activities in proximity to electrical infrastructure must be undertaken in accordance with the latest industry guideline currently known as ISSC 20 Guideline for the Management of Activities within Electricity Easements and Close to Infrastructure; Prior to carrying out any works, a "Dial Before You Dig" enquiry should be undertaken in accordance with the requirements of <i>Part 5E (Protection of Underground Electricity Power Lines)</i> of the <i>Electricity Supply Act 1995</i> (NSW); the location of overhead and underground powerlines are also shown in the Look Up and Live app essentialenergy.com.au/lookupandlive.
	Condition reason: Essential Energy requirements

During building work

32	Surveys by a registered surveyor
	While building work is being carried out, the positions of the following must be measured and marked by a registered surveyor and provided to the principal certifier: <ul style="list-style-type: none"> a. All footings / foundations in relation to the site boundaries and any registered and proposed easements b. At other stages of construction – any marks that are required by the principal certifier.
	Condition reason: To ensure buildings are sited and positioned in the approved location.
33	Hours of work - construction
	All construction work on the site is to be carried out between the hours of 7am and 6pm Monday to Friday inclusive, 7am to 5pm Saturdays, and 8am to 5pm Sundays and Public Holidays. Written approval must be obtained from the Chief Executive Officer of Orange City Council to vary these hours.
	Condition reason: To ensure compliance with relevant statutory requirements.
34	Adjustments to utility services
	Any adjustments to existing utility services that are made necessary by this development

	proceeding are to be at the full cost of the developer.
	Condition reason: To comply with Council's Development and Subdivision Code.
35	Driveway and parking areas
	All driveway and parking areas are to be sealed with bitumen, hot mix or concrete and are to be designed for all expected loading conditions (provided however that the minimum pavement depth for gravel and flush seal roadways is 200mm) and be in accordance with the Orange City Council Development and Subdivision Code.
	Condition reason: To comply with Council's Development and Subdivision Code.
36	Kerb and gutter layback and footpath crossing
	A heavy-duty concrete kerb and gutter layback and footpath crossing is to be constructed in the position shown on the plan submitted with the Construction Certificate application. The works are to be carried out to the requirements of the Orange City Council Development and Subdivision Code and Road Opening Permit.
	Condition reason: To comply with Council's Development and Subdivision Code.
37	Redundant services to be capped off
	The water and sewerage services to the existing dwellings, where they are not proposed to be used as part of this development, are to be sealed off at their respective Council mains.
	Condition reason: To comply with Council's Development and Subdivision Code.
38	Reinstate kerb and gutter
	The existing kerb and gutter layback that is not proposed to be used is to be replaced with standard concrete kerb and gutter and the adjacent footpath area re-graded to the shape and level requirements of footpaths in the Orange City Council Development and Subdivision Code and Road Opening Permit.
	Condition reason: To comply with Council's Development and Subdivision Code.
39	Construct concrete footpath on Elizabeth Street frontage.
	A concrete footpath, a minimum of 1.2 metres wide, shall be constructed for the full frontage of the development to Elizabeth Street.
	Construction work is to be to the requirements and standards of the Orange City Council Development and Subdivision Code.
	Condition reason: To comply with Council's Development and Subdivision Code.

40	Protection of the Environment Operations Act - material delivery
	All materials onsite or being delivered to the site are to be contained within the site. The requirements of the <i>Protection of the Environment Operations Act 1997</i> are to be complied with when placing/stockpiling loose material, or when disposing of waste products, or during any other activities likely to pollute drains or watercourses.
	Condition reason: To protect waterways from pollution by stockpiled or placed construction materials.
41	Unexpected finds - contamination
	In the event of an unexpected find during works such as (but not limited to) the presence of undocumented waste, odorous or stained soil, asbestos, structures such as underground storage tanks, slabs, or any contaminated or suspect material, all work onsite must cease immediately. The beneficiary of the consent must discuss with Council the appropriate process that should be followed therein. Works onsite must not resume unless the express permission of Council's Director Development Services is obtained in writing.
	Condition reason: To ensure any unexpected finds of contamination are notified to Council and managed appropriately.

Before issue of an occupation certificate

42	No use or occupation without occupation certificate
	No person is to use or occupy the building or alteration that is the subject of this approval with the prior issuing of an occupation certificate.
	Condition reason: To ensure compliance with the Building Code of Australia.
43	Section 68 final - water and sewer
	Where Orange City Council is not the Principal Certifier, a final inspection of water connection, sewer and stormwater drainage shall be undertaken by Orange City Council and a compliance certificate issued, prior to the issue of an occupation certificate.
	Condition reason: To ensure the utility services are available to the site and adequate for the development.
44	Backflow prevention devices certification
	Certificates for testable Backflow Prevention Devices are to be submitted to Orange City Council by a plumber with backflow qualifications prior to the issue of an Occupation Certificate.

	Condition reason: To ensure compliance with relevant statutory requirements.
45	Completion of works on public land and services <p>Certification from Orange City Council is required to be submitted to the Principal Certifying Authority prior to the issue of an Occupation Certificate stating that all works relating to connection of the development to Council assets, works on public land, works on public roads, stormwater, sewer and water reticulation mains and footpaths have been carried out in accordance with the Orange City Council Development and Subdivision Code and the foregoing conditions.</p> <p>Condition reason: To comply with Council's Development and Subdivision Code.</p>
46	Completion of works relating to road opening permit <p>A Road Opening Permit Certificate of Compliance is to be issued for the works by Council prior to any Occupation Certificate being issued for the development.</p> <p>Condition reason: To ensure compliance with relevant statutory requirements.</p>
47	Stormwater detention certification <p>A Certificate of Compliance, from a Qualified Engineer, stating that the stormwater detention basin complies with the approved engineering plans is to be submitted to the Principal Certifying Authority prior to the issue of an Occupation Certificate.</p> <p>Condition reason: To comply with Council's Development and Subdivision Code.</p>
48	Noise - attenuation measures to be implemented <p>Prior to the issue of an occupation certificate, the applicant shall implement the following noise attenuation measures, in accordance with the findings of the acoustic report prepared by SoundIn (reference: 17193, version 1.1), dated 24 August 2023, and the additional letter provided by SoundIn (ref: Letter 17193 ACP 20240209), dated 9 February 2024:</p> <p>(a) A colourbond fence shall be installed along the eastern and southern boundaries to a total height of 2.3m, comprised of a 200mm gap between the ground and fence panels, and a 2.1m high fence above it.</p> <p>Condition reason: To ensure noise generated from the development does not unreasonably or unlawfully impact upon surrounding premises.</p>
49	Landscaping - to be installed and maintained in accordance with approved plans <p>Landscaping must be installed in accordance with the approved plans and must be permanently maintained to the satisfaction of Councils Manager Development Assessments.</p>

	Condition reason: To ensure a quality urban design for the development which complements the surrounding environment.
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Occupation and ongoing use

50	Annual fire safety statement
	The owner is required to provide to Council and to the NSW Fire Commissioner an Annual Fire Safety Statement in respect of the fire-safety measures as required by Clause 177 of the <i>Environmental Planning and Assessment Regulation 2000</i> .
	Condition reason: To ensure compliance with relevant statutory requirements.
51	Lighting - outdoor lighting
	Any outdoor lighting must be in accordance with Australian Standard 4282-1997 "Control of the obtrusive effects of outdoor lighting". Any ancillary light fittings fitted to the exterior of the buildings must be shielded or mounted in a position so as to minimise light spill and glare to adjoining properties.
	Condition reason: To prevent the proposed development having a detrimental effect on adjoining land uses.

General advisory notes

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

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

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

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

conditions of this consent.

DRAFT

Dictionary

The following terms have the following meanings for the purpose of this determination (except where the context clearly indicates otherwise):

Approved plans and documents means the plans and documents endorsed by the consent authority, a copy of which is included in this notice of determination.

AS means Australian Standard published by Standards Australia International Limited and means the current standard which applies at the time the consent is issued.

Building work means any physical activity involved in the erection of a building.

Certifier means a council or a person that is registered to carry out certification work under the *Building and Development Certifiers Act 2018*.

Construction certificate means a certificate to the effect that building work completed in accordance with specified plans and specifications or standards will comply with the requirements of the EP&A Regulation and *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*.

Council means ORANGE CITY COUNCIL.

Court means the Land and Environment Court of NSW.

EPA means the NSW Environment Protection Authority.

EP&A Act means the *Environmental Planning and Assessment Act 1979*.

EP&A Regulation means the *Environmental Planning and Assessment Regulation 2021*.

Independent Planning Commission means Independent Planning Commission of New South Wales constituted by section 2.7 of the EP&A Act.

Occupation certificate means a certificate that authorises the occupation and use of a new building or a change of building use for an existing building in accordance with this consent.

Principal certifier means the certifier appointed as the principal certifier for building work or subdivision work under section 6.6(1) or 6.12(1) of the EP&A Act respectively.

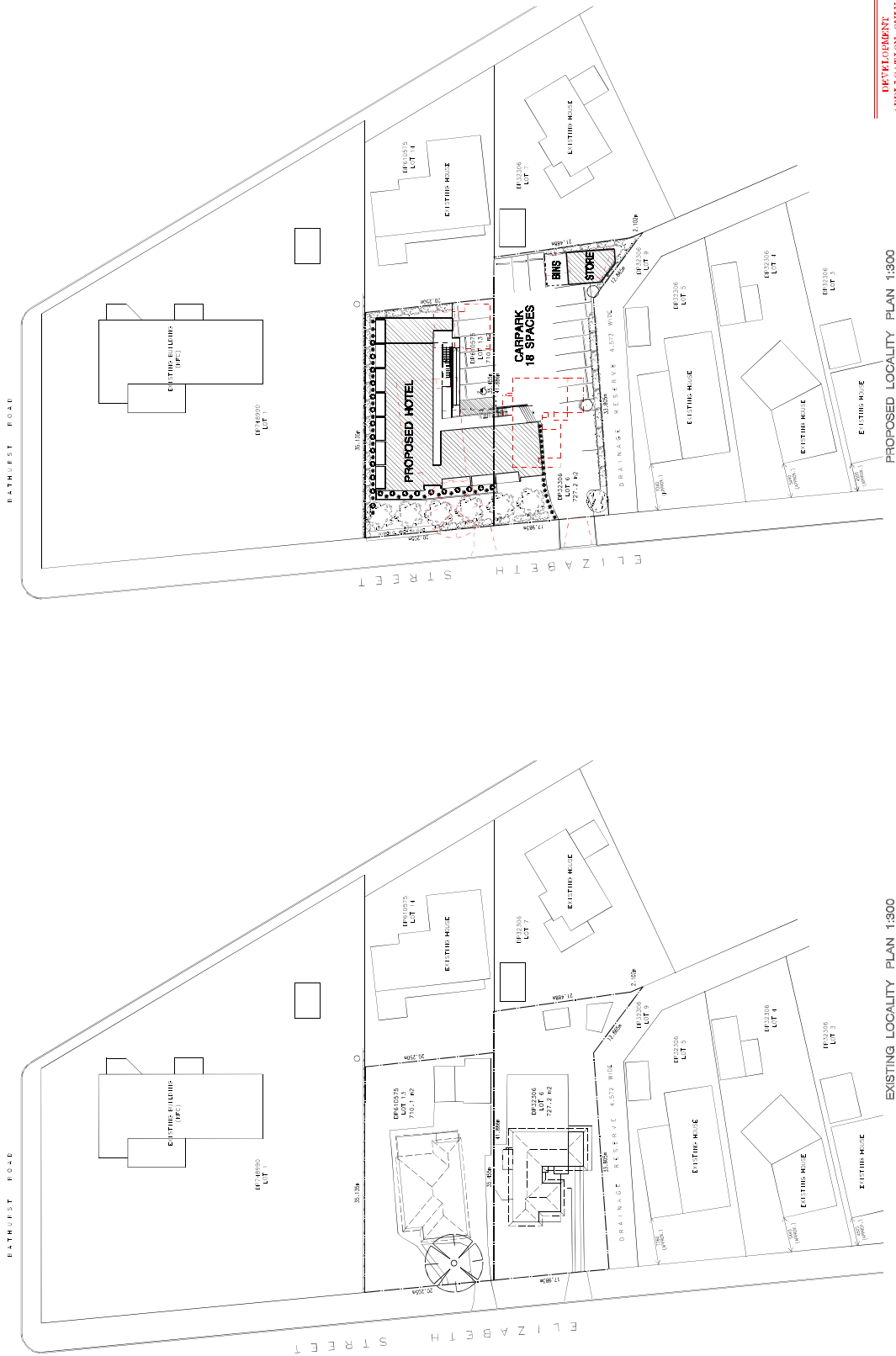
Site work means any work that is physically carried out on the land to which the development the subject of this development consent is to be carried out, including but not limited to building work, subdivision work, demolition work, clearing of vegetation or remediation work.

Stormwater drainage system means all works and facilities relating to:

- the collection of stormwater,
- the reuse of stormwater,
- the detention of stormwater,
- the controlled release of stormwater, and
- connections to easements and public stormwater systems.

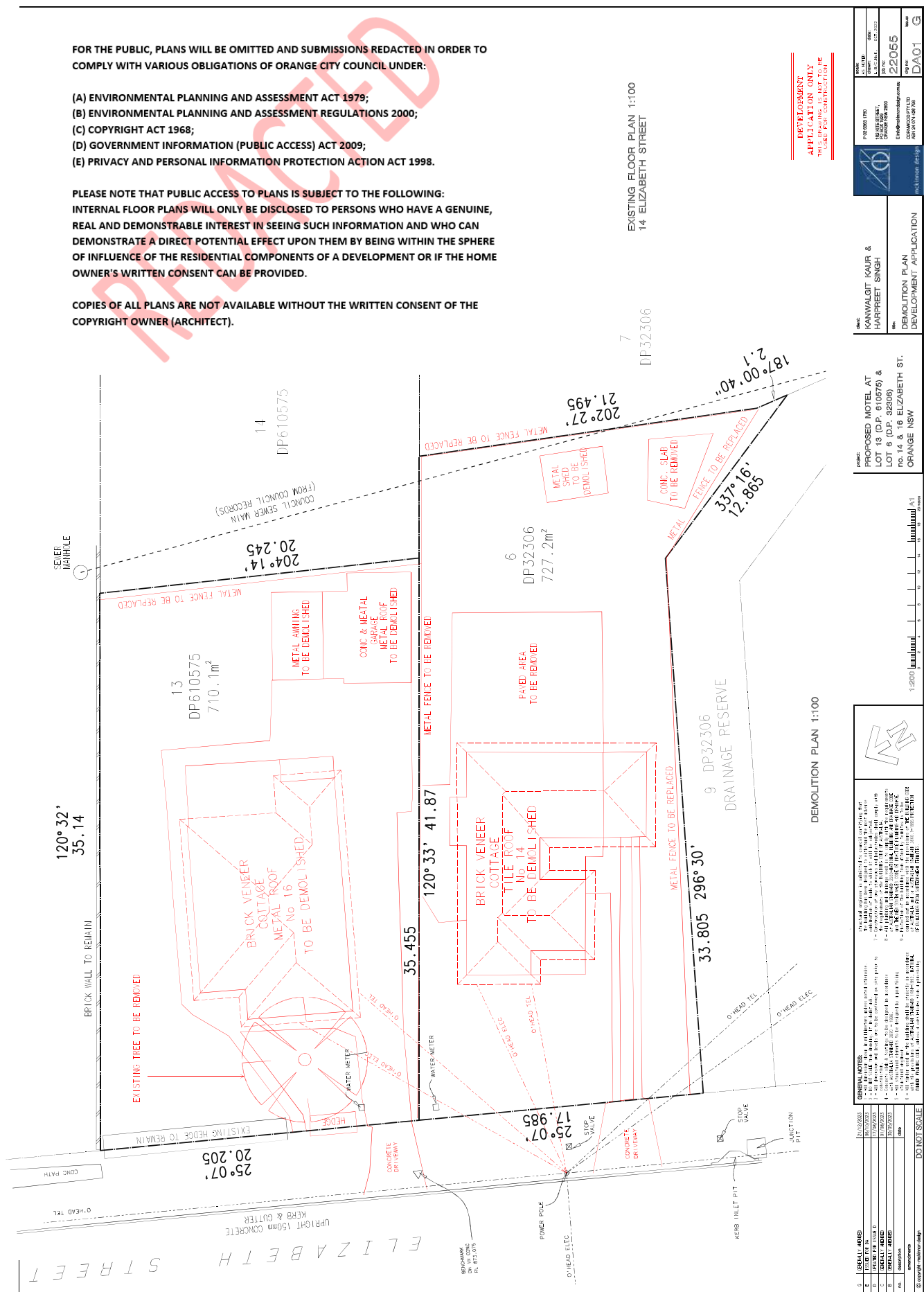
Strata certificate means a certificate in the approved form issued under Part 4 of the *Strata Schemes Development Act 2015* that authorises the registration of a strata plan, strata plan of subdivision or notice of conversion.

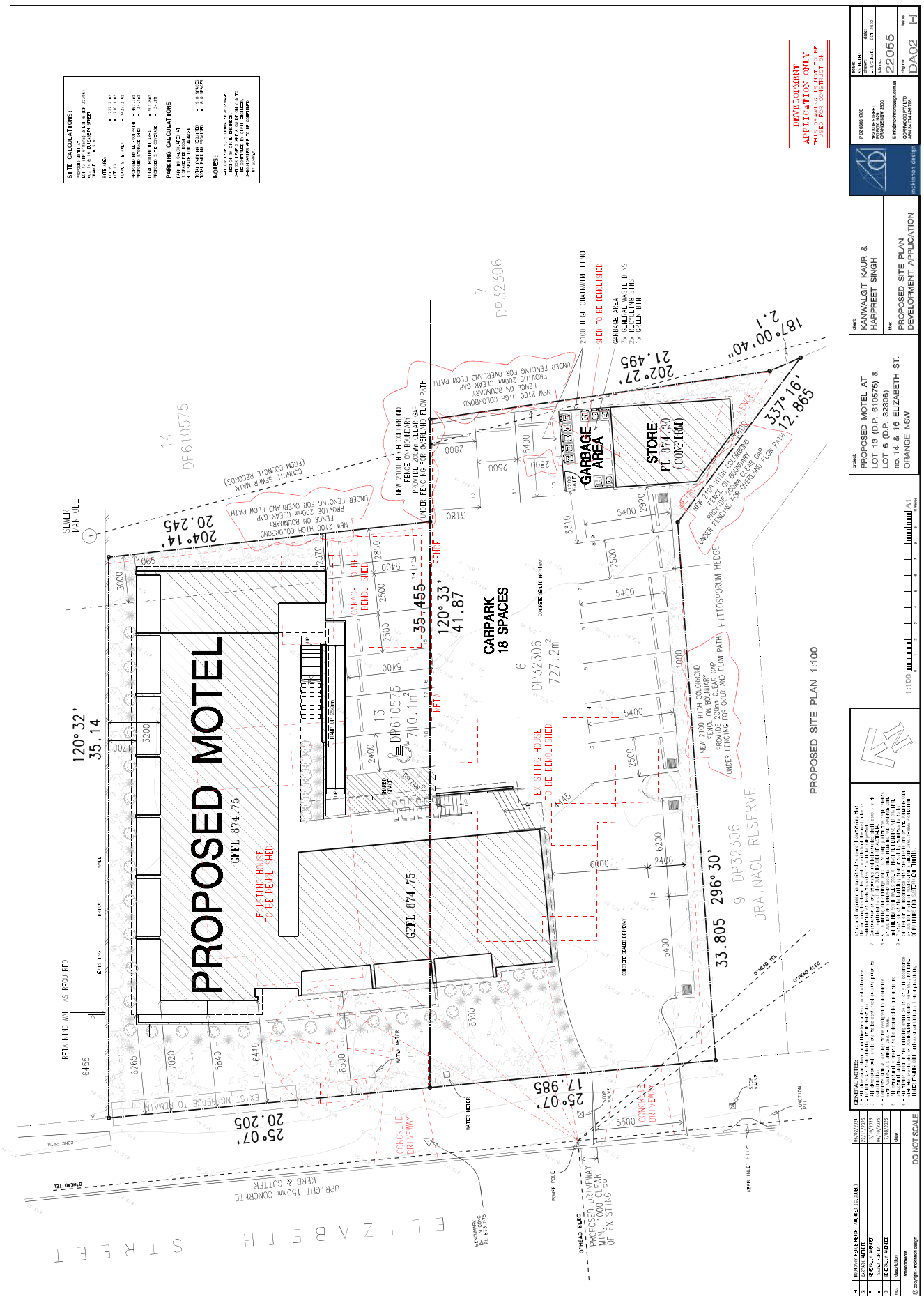
Sydney district or regional planning panel means Western Regional Planning Panel.

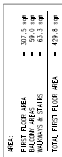


DEVELOPMENT
APPLICATION ONLY
THIS PLAN IS NOT VALID FOR CONSTRUCTION

GENERAL NOTES: 1. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE STATED. 2. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP). 3. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP). 4. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP). 5. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP). 6. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP). 7. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP). 8. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP). 9. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP). 10. THE SITE IS TO BE DEVELOPED IN ACCORDANCE WITH THE LOCAL COUNCIL'S DEVELOPMENT CONTROL PLAN (DCP).		PROJECT: PROPOSED MOTEL AT LOT 13 (D.P. 810679) & LOT 6 (D.P. 32306) NO. 14 & 16 ELIZABETH ST. ORANGE NSW		CLIENT: KANWALGIT KAUR & HARPREET SINGH		DRAWING NO: 22055		DATE: 10/03/2023		SCALE: 1:300		PROJECT NO: DA00		DRAWN BY: G	
DO NOT SCALE		LOCALITY PLAN DEVELOPMENT APPLICATION		LOCALITY PLAN DEVELOPMENT APPLICATION		LOCALITY PLAN DEVELOPMENT APPLICATION		LOCALITY PLAN DEVELOPMENT APPLICATION		LOCALITY PLAN DEVELOPMENT APPLICATION		LOCALITY PLAN DEVELOPMENT APPLICATION		LOCALITY PLAN DEVELOPMENT APPLICATION	



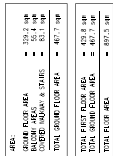




PROPOSED FIRST FLOOR PLAN 1:100

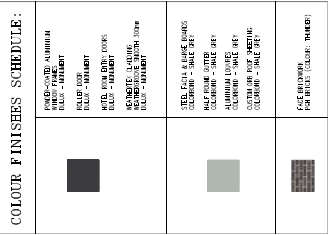


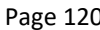
PROPOSED STORAGE SHED FLOOR PLAN 1:100



PROPOSED GROUND FLOOR PLAN 1:100

Page 118

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Submission 1

From:
Sent: Thursday, 2 November 2023 8:43 PM
To: Orange City Council
Subject: Submission: DA 303/2023 (1)

Dear Council,

Please see below Submission in relation to the above DA:

- Appropriate lighting be provided along the Elizabeth Street frontage
- Please ensure there are no obstructions to the Ophir Hotel driveway on Elizabeth Street and Garden Street during construction
- Please ensure that any damage to the surrounding roads, footpaths during the construction period be rectified prior to OC.

Many thanks,

REDACTED

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf

Submission 2

09th November 2023

Chief Executive Officer
Orange City Council
135 Byng St
Orange 2800

Dear Sir,

Re: DEVELOPMENT APPLICATION 303/2023(1) – PAN - 367471

I own and reside in the house situated at _____ which is directly behind _____, which is part of the land for the proposed development site for this application - Motel.

I would like to submit an objection to the proposal based on the following items.

Shadow Effect

- The plans submitted indicates the extent of a shadow cast at 2.00pm from the planned building. There is no indication of what shadow will be cast onwards of 2.00pm.
- I disagree with the statement on Page 56 of the Statement of Environmental Effect suggest that there will be no overshadowing to adjoining neighbor's

Page 56 of the Statement of Environmental Effect

Daylight and Sunlight

- *Buildings are sited and designed to ensure:*
 - *daylight to habitable rooms in adjacent dwellings is not significantly reduced;*
 - *overshadowing of neighbouring secluded open spaces or main living-area windows is not significantly increased;*
 - *consideration of Council's Energy Efficiency Code.*

The built form has been appropriately sited towards the commercial zone boundary (the northern boundary) which provides additional separation from the adjoining residential properties to the south and east, resulting in a development that will present no adverse impacts to adjoining neighbours by way of overshadowing.

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf

- At present we enjoy a good afternoon sun to the rear in winter, as shown in photo below. This also reduces the need to rely on additional heating over the winter months.



Photo 1 Sunlight

Photo 2 Sunlight

Photo 1 was taken May 2 2022 at 4.00pm. Indicating the extent of sunlight to the rear of the house which extends through to the lounge room.

Photo 2 was taken November 2 2023 at 4.55pm

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf



3

Photo No 3 The rear of 16 Elizabeth Street view from

Kitchen Door

Taken 1211 2023 at 1.00pm



4

No 4 Direction of Sun in the winter months. This shows that the proposed building - Motel will impede the afternoon sun totally.

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf

Flooding

In June 2019 I received a letter from Orange City Council advising that my property has been identified within the Overland Flow area.

I purchased this property and was not aware of that this land was subject to flooding.

Since I purchased this property I have experience and witnessed several events where water has inundated this property. This body of water flows and collects debris from Moad Street Orange through to the back yard of my property and drains off to the rear of 14 and 16 Elizabeth Street Orange.

Page 61 of the Statement of Environmental Effect the proposed development indicated that a 100mm space at the bottom of the fence. I have issues with the fact:

- That the ground level will be raised over 800mm in areas to level the land for this construction.
- Retaining walls as required to the eastern side.
- Raised **Garden beds** along the eastern boundary with various plants and hedges used for screening.
- The roots and the foliage builds up in these garden beds will act as a screen that will block leaf litter and other material's that are carried through my yard with the water overflow.

The above will impede the water flow and create a bottle neck with the potential for flood water to enter into my house, causing unnecessary stress, damage and associated repair cost.

Page 61 of the Statement of Environmental Effect

Flood Affection – it is noted that the existing condition of the site comprises solid fencing along the respective side and rear boundaries of 14 and 16 Elizabeth Street. The solid fence would significantly influence flood behaviour.

The proposed development requires solid fencing along the southern and eastern boundaries for the purpose of noise attenuation. The project noise consultant has confirmed that it is possible to install 100mm gap below the boundary fencing to allow the conveyance of overland flows across the site.

Considering the above, the proposed development is unlikely to increase flood affection elsewhere within the locality. Moreover, with the internal driveway and parking area proposed within the development below the FPL, the flood affection on nearby properties is unlikely to be increased.

The characteristics of the existing site condition are such that flood affection is likely to remain unchanged post-development or result in a diminution of affects and as such, it is requested that an engineer's report not be required in this instance.

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf

Flood waters over several years



Taken 2612 2021



Taken 2303 2023

Road View

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf



Taken 2102 2023
Front Door



Taken 2303 2023

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf



Photos of Debris



on Road and in Driveway

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf



Front Yard



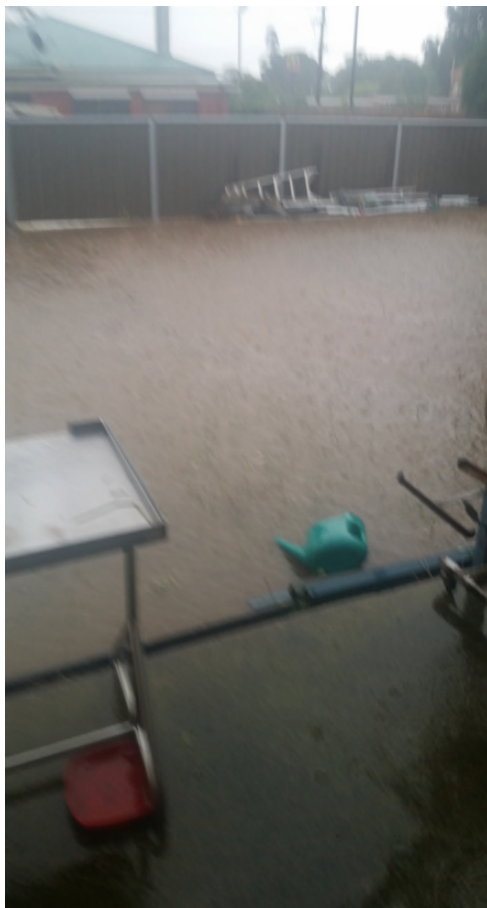
Build up of Water

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf



Water flow through Garage and Sides of House

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf



Rear yard



- Draining Off to 14 and 16 Elizabeth Street Orange NSW

Noise

As my property is situated next to KFC Orange. I do experience a fair amount of motor vehicle associated noises. KFC trading hours are between 10.00am and 10.00 pm and 10.00am to 11.00pm, after these hours there is limited vehicle noise.

This proposed motel car park is on the boundary to my property. There will be guests that will come and go 24/7, increasing the amount of motor vehicle associated noises at any time 24/7, which will result in sleep deprivation and the potential to create other health issues.

Motel DA303 2023(1) - Pan -367471 14 -16 Elizabeth Street Orange NSW 2.pdf

Summary and Other Associated Concerns

- **Shadow affect** from the motel will impact this property in the winter month, when heating is needed the most.
- **Flood water** to inundate the house.
- **Noise from Motor Vehicles** at any time late at night or early hours.
- **Overlooking Windows** Night shift Managers room window and walkway facing easterly will have direct view into kitchen widow and glass door.
- **Increase the cost of living** expenses for extra heating and flood damage to property.
- **Value** of my property reduced.
- **Selling** this development could affect the desirability of my property.

Please consider my objection concerning the proposed development and the impact this development will have on my place of residence.

Yours faithfully

Submission 3

LR-DA303/2023

13 November 2023

General Manager
Orange Council
council@orange.nsw.gov.au

Attention: – Planning Adviser

RE: Objection to DA303/2023(1) – PAN-367471, 14-16 Elizabeth Street, Orange

has been engaged by the owners of
to review DA303/2023 and make a submission on
their behalf.

The DA seeks approval for *demolition (two existing dwellings, existing outbuilding and tree removal) and hotel or motel accommodation*.

The Council's notification letter was only received by the property owner in the second week of the notification period and therefore there has been insufficient time to fully review the application in detail. We respectfully request an extension of time – to **Friday 26th November 2023** - to finalise our submission for consideration as part of Council's assessment of this DA.

Based on our initial review of the publicly available plans and reports, the owners of
submit that the main areas of concern with the proposal is the significant loss of
residential amenity that will occur if adequate mitigating measures are not put in place to
address noise emissions, privacy, light spill from vehicles and the property, landscaping and
fencing.

1. Noise Emissions

The application fails to take into account the location of the bedrooms within
in dealing with the noise emission levels from the development. contains
three bedrooms and all bedrooms are located on the northern side of the house – closest
to the proposed motel car parking area. The primary private open space of is also
on this site of the house.

The Acoustic Assessment reports on minimum compliance levels and concludes that sleep
disturbance assessment is not required. This fails to account for the location of the
bedrooms within . It is a theoretical calculation for a 'noise trigger' level. In reality in

this case, the bedrooms face the side boundary and noise from the car park area will be exacerbated. We request that Council seek further sleep disturbance assessment on the following basis:

- All the bedrooms are located on the northern side of the house.
- All access into and out of the site is via the two-way driveway adjacent the southern boundary and closest to .
- Seven (7) of the (18) spaces directly face the dividing boundary with .
- The motel proposes to operate 24 hours a day, 7 days per week (including all public holidays, Xmas and New Year), there is no break for the neighbours
- There is a combined impact of noise from vehicles, guests and visitor at all times of day together with light spill from vehicles and site security
- Additional to guest vehicles is delivery vehicles for cleaning and supplies. Cleaning is undertaken on a daily basis (with no onsite laundry so collection is daily).
- The use of air-conditioners for heating and cooling of rooms will be a continuous, unimpeded noise - from the balcony levels to the boundaries, with final selection of the units not detailed in the application but with a sound power level of 60 dBA.
- Up to 10 vehicle movements per hour during night time (10pm – 7am) at 64 dBA for one car movement per hour.

The Acoustic report recommends a 2.3m high boundary fence to the east, but nothing to the southern boundary to . We proffer that it is that will be most significantly impacted by the daily movements, noise, lights and generally activity of the commercial operation across the boundary.

The proposed 1.8m colorbond fence and landscape hedge is not sufficient to adequately address the specifics of this proposal. The Acoustic report is supportive – based on absolute minimum night time levels – and does not make allowance for the specifics of the layout and design of the development versus the location of all the bedrooms and outdoor living area of .

We request that Council carefully consider these points and require:

- a 2.3m masonry fence be erected along the southern boundary (behind the parking spaces to the eastern side of space 9), with 100mm clearance to address overland flow. A fence of this height and construction would block vehicle headlight spill, assist with noise from car doors, engines, voices at all times of day, provide a solid privacy barrier to .
- Replace the proposed pittosporum hedge with screen planting that will not require a high level of maintenance and will remain attractive.

2. Overland Flooding

The Statement of Environmental Effects, Table 3, page 37 states that the site is subject to flooding controls, being overland flow. The DCP assessment on page 60 states:

“Considering the above, the proposed development is unlikely to increase flood affectation elsewhere within the locality. Moreover, with the internal driveway and parking area proposed within the development below the FPL, the flood affectation on nearby properties is unlikely to be increased.....

The characteristics of the existing site condition are such that flood affectation is likely to remain unchanged post-development or result in a diminution of affects and as such, it is requested that an engineer's report not be required in this instance.”

We request that Council's flooding and drainage engineers carefully consider the details presented in the application and ensure that the full assessment of this matter is undertaken and not conditioned to a later stage of development.

The applicant's very loose conclusion is not acceptable or reasonable given the proposed level of filling of the site proposed, including the construction of retaining wall around the perimeter and solid fencing. The application mentions the fencing impeding the flow of water, however, filling of the land will divert the nature flow of water off the site, together with significant increases in the impervious area of the development site. What modeling has been undertaken to address water quantity and quality from the site. How will the retaining walls impact the flow of water across and neighbouring properties. What impact will the change in heights have on the adjoining drainage reserve and (immediately adjoining the drainage reserve).

3. Other Matters:

Further we submit that:

- i. There is insufficient car parking provided for the number of rooms proposed. It is does not comply with Council's DCP parking rate and the use of on-street parking as part of the development is not acceptable. The minimum parking requirement should be provided onsite.
- ii. The accessible parking space (No. 18) is not compliant. The shared space next to the parking space is partly block by the access stairway to the first floor. There is

insufficient clearance for a wheelchair to traverse the rear of the space through to the walkway.

- iii. Is there an accessible ramp from the car park level to the reception and then to the accessible room?
- iv. Parking space No. 9 is sited directly in front of the garage bin area and store room. Neither can be accessed when the space is occupied.
- v. Where is the set down area of garbage collection on the street – for that number of 240L bins at one time. There should be “no parking” along the frontage for the day and time of pick every week, otherwise garbage trucks will reverse into the site, with reversing alarm on, to access the bin store.
- vi. The Traffic Report states that there are 20 spaces. This would be based on finalisation of the report prior to lodgement and subsequent amendment of the DA plans. The report is therefore inconsistent with the DA plans and cannot be relied on. Notwithstanding the onsite parking shown in the amended DA does not comply.
- vii. We disagree with the SEE statement on page 65 that the external presentation of the development “*will provide an appropriate design response to the various context and settings surrounding the site*”. The schedule of materials, finishes and colours are not in keeping with a development that is transitional between a residential and commercial use within the character of Orange, particularly a site that is part of the Bathurst Road entrance into the township from Sydney.
- viii. A lighting plan is not provided with the DA plan set. It is not sufficient, given the close proximity of habitable rooms and living areas within to assume that lighting will be installed correctly.
- ix. A CPTED crime prevention report is not submitted with the DA. What measures are proposed to address the four principles of CPTED, particularly site security. CCTV can be a privacy issue for neighbouring residents when cameras face property boundaries.
- x. A Plan of Management for the operation of the motel should be submitted with the DA outlining the proponent’s operational undertakings in relation to security of the site, behaviour of guests, complaint handling, delivery times, garbage collection, site and surrounds cleanliness and maintenance.
- xi. The Manager’s room window should be opaque to allow light but not overlook the bedroom windows and private open space area of .

-
- xii. The first-floor covered walkway should be screened above the balustrade to prevent overlooking; such screen could be slatted and offset to allow ventilation but block views to the south and south-east.
 - xiii. The DA contains no details of proposed business signage (location and illumination). There is concern that a large pylon sign may be erected near the driveway entry, shining into the front living room and three bedrooms of – all night.
 - xiv. Why is the development description interchangeably referred to 'motel', then 'hotel' on the DA plans?

We request an extension of time to further review and consider the details of the proposal. We ask that Council make available any further reports (stormwater, drainage etc) to my client so that the full extent of the development and its potential impacts can be considered.

Based on the information publicly available to date the property owners have been so concerned with the proposal and so many unanswered questions that they have engaged a professional in the industry to review it.

As it is currently presented, we submit that the application fails to satisfactorily deal with essential environmental issues relating to noise, flooding and direct impacts on , as outlined in this submission.

Should amended plans or additional information be submitted during the assessment of the DA, we request that the owners of be permitted to view and comment on that information.

All correspondence in relation to this matter is to be issued through this office and/or to the property owners.

Should you wish to discuss any aspect of this submission please call the undersigned on

DA 303-2023(1)

12-11-2023

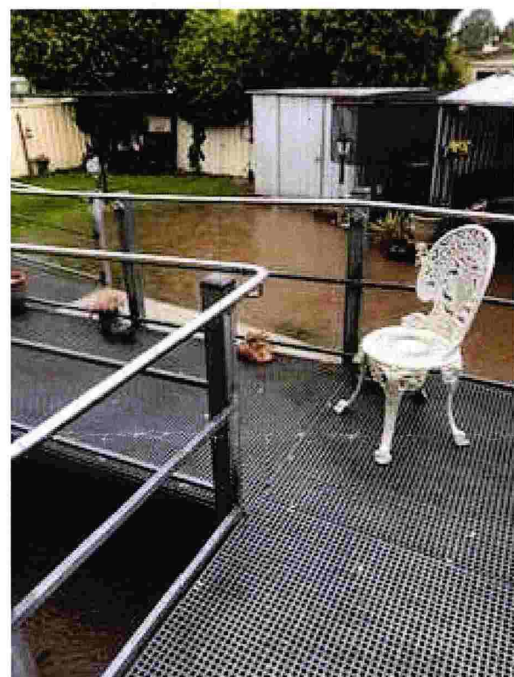
Submission 4

To whom it may concern,

I am writing in regard to the proposed development to Take place at 14 and 16 Elizabeth Street, Orange (the demolition of 2 existing dwellings, existing out building and tree removal and hotel or motel accommodation.

My name is _____ and I reside at _____ and I have some concerns about the development if it is to go ahead. My concerns are listed below:

1. Noise – I have read the noise Assessment however still have concerns about the amount of noise produced from the motel and how this will affect my day-to-day life.
2. Bins – I have seen in the plans that the bins are located right at my back fence. I am concerned of the smell that will linger from the waste.
3. Privacy – from looking at the plans I can see that the occupants of the second story rooms of the motel will be able to see directly into my yard and sunroom of my house, limiting my privacy.
4. Water and drainage – the concern I have about this is that previously when it has rained heavy my back yard has been subject to flooding (I have included photos of this). I fear that when the carpark is constructed on the rear boundary of my property that this will create a "dam" effect and the water will have nowhere to escape.





Thank you for Taking the time to read my concerns and I look forward to your response.

Kind regards,

Submission 5

13/11/2023

Senior Planner
Orange City Council
135 Byng St
Orange NSW 2800

DA 303/2023(1) 14 & 16 Elizabeth St Orange NSW 2800

Dear

I am writing to you concerning DA 303/2023(1) with my objections to the development application.

I have listed my objections and look forward to hearing back from you regarding these.

Section 2.1 The Site

The land for the proposed motel is on a residential area on the periphery of the commercial corridor. It is not part of that commercial corridor.

Section 2.2 Surrounding Development

The proposed location site consists of single storey residential buildings. The commercial buildings along Bathurst Road are all singles storey except for the manager's quarters at the motel 'The Orange Motor Lodge' on Bathurst Road. The immediate areas east, south and west are all single storey housing apart from the businesses in the small commercial corridor mentioned in the DA.

Section 2.4 Services and Easements

The sewer main traverses the rear eastern corner Lot 6 DP 18989. Considering that Orange City Council would not let me build a shed or pier over the top or within a metre of the zone of influence of the sewer main in my yard, then council needs make the same decision in this application and not permit any of the carpark to be within the same distance of the sewer main, effectively two metres. This will affect the car spaces, garbage area and also the storage area that would be at the rear of the property in this location. The car spaces will need to be reconfigured or removed. The garbage area will need to be moved and the storage area would also need to be modified.

My DA for my garage/shed is still with Orange City Council as I have needed to amend it numerous times due to the sewer main location and restrictions placed upon me by Orange City Council.

Section 3.1.4 Hotel or Motel Accommodation

Dot point 3 states that all lettable rooms comprise generous balconies either overlooking the public street or north-facing towards the highway. This is incorrect.

All north facing rooms will be overlooking KFC car park and the rear of KFC building, the majority of the view will not be overlooking the highway. The view will be of cars utilizing the drive thru of KFC as well as the rear delivery door of KFC. Occupants of the motel in north facing rooms will experience the view and noise of removal of rubbish from KFC early in the morning as well as delivery of food and supplies to KFC that happen usually in the morning before KFC opens. They will also continually smell the aroma from KFC during opening times.

All rooms overlooking the public street will enjoy a view of the back of the existing motel on Bathurst Road or a locked gate and fencing of the car park of the Ophir Hotel. Neither of these views would be appealing to anybody.

Dot point 6 mentions the provision of waste bin enclosure. This enclosure is adjacent to the backyard of _____ and close to the boundary of _____. Due to the waste bins at KFC, we already have problems with vermin including birds, being ibis, starling and others, mice, and rats at times. This will increase with the rubbish bins from a motel. There will also be an increase in offensive smell from the rubbish bins which would adversely affect my health and enjoyment of using my backyard especially during summer months. If rat baits are used to control rats, then the rats could spread diseases to neighbouring homes and potentially injure the pets of existing residents.

Dot point 7 mentions the provision of a rear storage building. As discussed in Section 2.4 Services and easements, this storage area is close to the sewer main and would need to be moved further away since Orange City Council would not permit me to build a shed within two metres of the sewer main in my back yard. My shed needs to be one metre away from the zone of influence, therefore this shed would need to follow the same restrictions. Due to boundary and fencing adjustment in this corner,

the proposed shed is close to my boundary. There is also the potential for people to use the area behind the storage shed to access the yard into the rear of without detection.

Section 3.1.9.3 Waste Generation

The proposal shows an estimated level of waste with an allocation of ten wheelie bins kept in a chain wire fenced enclosure. As previously mentioned, this enclosure is within the zone of influence of the sewer main and therefore would need to be moved. The chain wire fencing will not prevent vermin from accessing the rubbish.

Having at least 8 wheelie bins on the curbside weekly, being 7 red rubbish bins and 1 green waste or 2 yellow recycling bins, for rubbish collection will negatively impact the street scape of the existing residential area and increase vermin.

Section 4.5.3 Zoning and Permissibility

The area is zoned residential. The area is not zoned for a hotel or motel. There are other areas in Orange where this motel would be better suited which are already zoned for motels and hotels including land on the Southern distributor section of Orange.

Section 4.5.5 Earthworks, Section 4.5.6 Flood Planning and Section 4.5.7 Flood Risk Management

The proposal states that Earthworks fill will increase the ground level of the Eastern boundary by approximately 800mm. Due to the flooding in this area, the proposed groundworks to the site will negatively impact the existing resident's yards during a flooding event. This would worsen the flooding to the yard of which would then flow back into my yard at as the water would not be able to run off into the existing area, being 14 Elizabeth Street.

Section 4.10.2 Chapter 7 Development in Residential Areas

The proposed motel is not consistent with the neighbourhood character. The neighbourhood is single storey dwellings, apart from the small commercial area on Bathurst Road and a small portion of Glenroi Ave.

The proposed motel will have a huge visual prominence to the existing homes on the southern side of Bathurst Road.

My view from my home and backyard will be affected by the building of this proposed motel. I would lose the view of the Kinross Wolaroi mansion and tower (which due to the architectural design of the mansion, this tower brings me great joy daily). I would also lose the view of all trees to the northwest as my only view would be of the proposed motel including the balcony.

Section 4.10.4 Flood Affected Land

The development application acknowledges that the proposed motel is in an area of overland flow with a stormwater easement adjacent to the boundary.

The proposed motel states that in the event of a flood, their contingency plan is that people on the ground floor could access the first floor balcony during flooding. How would a person in a wheelchair using the disabled access room be able to get up to the first floor? KFC restaurant has had to close numerous times due to storm water flooding in the last few years. The area does have a history of flash flooding during heavy rain, especially the back yards of the houses in Elizabeth Street and Nunns Ave due to storm water.

Section 4.12.2 Residential Amenity with regards to visual privacy.

The development will negatively impact my privacy. The development application mentions that the buildings to the north of the proposed motel will provide an appropriate transition. However, the development application does not take into consideration the existing houses east, south and west of the proposed motel in Nunns Ave, Elizabeth Street and Garden Street which are all single level houses.

My privacy will be affected by all people accessing the 1st floor. The stairwell window and all patrons accessing the covered walkways/breezeways will be able to overlook into my yard and potentially bedrooms. My view from the windows of all three bedrooms of my house enables a view of the proposed area. Currently the area on the southern side of Bathurst Road is all single storey residential housing, or businesses except for one section at motel on Bathurst Road next to McDonalds.

Section 4.13 Suitability of the site

I do not agree with the statement that the development will provide positive social and economic impacts in the locality. The houses on the eastern side of Nunns Ave are owned by the same person that owns the existing motel on Bathurst Road next to McDonalds, these houses and many hotel rooms are frequently used as crisis accommodation.

There have been many people staying short term in the houses in Nunns Ave. This has led to intermittent increased petty crime in the area with theft from vehicles, front yards and carports. There are frequent loud verbal disagreements between people staying short term in these houses. If the motel was used as crisis accommodation to further ease the housing crisis, then these issues will further escalate.

In my opinion, there are other areas in Orange more suitable for this type of development.

I look forward to receiving your reply to my objections.

Kind regards,

5.7 STATEMENT OF INVESTMENTS - FEBRUARY 2024

TRIM REFERENCE: 2024/332

AUTHOR: Francesco Rombola, Chief Financial Officer

EXECUTIVE SUMMARY

The purpose of this report is to provide a statement of Council's investments held for the period February 2024.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "18.2. Ensure financial stability and support efficient ongoing operation".

FINANCIAL IMPLICATIONS

Nil.

POLICY AND GOVERNANCE IMPLICATIONS

Nil.

RECOMMENDATION

That Council resolves:

- 1 To note the Statement of Investments for the period February 2024.
- 2 To adopt the certification of the Responsible Accounting Officer.

FURTHER CONSIDERATIONS

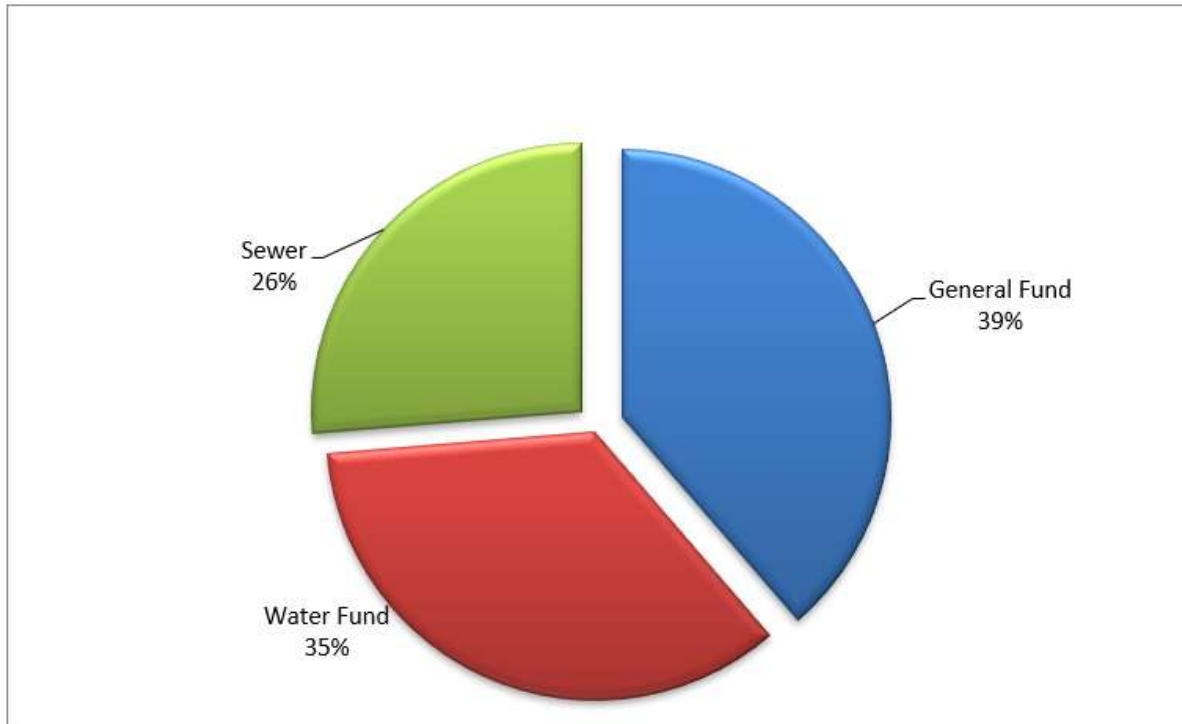
Consideration has been given to the recommendation's impact on Council's service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

SUPPORTING INFORMATION

Section 212(1) of the Local Government (General) Regulation 2005 requires that a written report be presented each month at an Ordinary Meeting of the Council detailing all money that Council has invested under Section 625 of the Local Government Act 1993.

For the period February 2024, the investments held by Council in each fund is shown below:

	29/02/2024	31/01/2024
General Fund	94,701,773.24	91,862,837.97
Water Fund	85,817,293.25	85,485,751.43
Sewer Fund	64,395,952.96	63,886,001.98
Total Funds	244,915,019.45	241,234,591.38

**Portfolio Advice**

Council utilises the services of an independent investment advisor in maintaining its portfolio of investments. Council's current investment advisor is Arlo Advisory Pty Ltd, an independent asset consultant that works with wholesale investors to develop, implement and manage their investment portfolio. Arlo Advisory Pty Ltd is a leading provider of independent investment consulting services to a broad range of institutional investors including government agencies, superannuation funds and not-for-profit organisations.

Arlo Advisory Pty Ltd major services provided to Council include:

- Quarterly portfolio summary reports
- Advice on investment opportunities, in particular Floating Rate Note products
- Advice on policy construction
- Year-end market values for Floating Rate Note products held by Council.

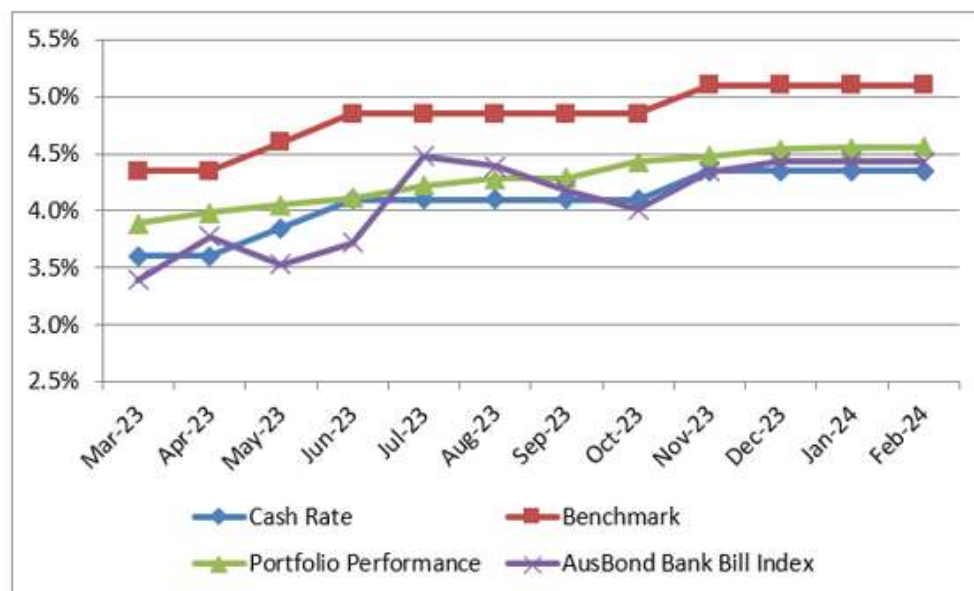
Portfolio Performance

Council's current Long Term Financial Plan establishes the target for Council's interest on investments at "75 basis points above the current cash rate". The cash rate for the period February 2024 remained at 4.35 percent. The weighted average interest rate of Council's investment portfolio at the same reporting date was 4.56 percent which is below Council's target i.e., the cash rate of 4.35 percent plus 0.75 percent (or 510 basis points).

With 15 consecutive interest rate rises in the last year, it is taking some time for Council's investments to be able to reach the set target. Maturing investments in the next few months that have low interest rates will be able to be rolled at an improved rate of return. Retiring investments are being monitored closely and being reinvested to optimise their returns in line with Council's investment policy.

5.7 Statement of Investments - February 2024

Council has also utilised the AusBond Bank Bill Index to provide a further benchmark focused on long term investments. For the period February 2024, the AusBond rate was 4.43 percent. The weighted average interest rate of Council's investment portfolio at the same reporting date was 4.56 percent. Please note that the AusBond Bank bill index was updated back to March 2023. Finance has been able to source historical information, and going forward will rely on our investment consultants Arlo Advisory Pty Ltd, to supply this index.



Council's Investment Policy establishes limits in relation to the maturity terms of Council's investments as well as the credit ratings of the institutions with whom Council can invest.

The following tables provide a dissection of Council's investment portfolio as required by the Policy. The Policy identifies the maximum amount that can be held in a variety of investment products or with institutions based on their respective credit ratings.

Table 1 shows the percentage held by Council (holdings) and the additional amount that Council could hold (capacity) for each term to maturity allocation in accordance with limits established by Council's Policy.

Table 1: Maturity – Term Limits

Term to Maturity Allocation	Maximum	Holdings	Capacity
0 - 3 Months	100.00%	14.92%	85.08%
3 - 12 Months	100.00%	53.96%	46.04%
1 - 2 Years	70.00%	18.99%	51.01%
2 - 5 Years	50.00%	12.13%	37.87%
5+ Years	25.00%	0.00%	25.00%

Table 2 shows the total amount held, and the weighted average interest rate (or return on investment), by credit rating. The credit rating is an independent opinion of the capability and willingness of a financial institution to repay its debts, or in other words, the providers' financial strength or creditworthiness.

5.7 Statement of Investments - February 2024

The rating is typically calculated as the likelihood of a failure occurring over a given period, with the higher rating (AAA) being superior due to having a lower chance of default. However, it is generally accepted that this lower risk will be accompanied by a lower return on investment.

The level of money held in the bank accounts has been added to the table to illustrate the ability of Council to cover the operational liabilities that typically occur (for example payroll, materials and contracts, utilities).

Table 2: Credit Rating Limits

Credit Rating	Maximum	Holding	Remaining Capacity	Value	Return on investment
Bank Accounts	100.00%	7.77%	92.23%	19,040,813.65	4.35%
AAA	100.00%	0.41%	99.59%	992,692.00	4.50%
AA	100.00%	47.54%	52.46%	116,422,871.50	4.25%
A	60.00%	22.97%	37.03%	56,257,148.00	4.86%
BBB & NR	40.00%	21.31%	18.69%	52,201,494.30	5.02%
Below BBB	0.00%	0.00%	0.00%	0.00	0.00%

Council still holds a number of lower interest rate investments at this point at time, and the costs to redeem early were significant and would have been detrimental to the interest revenue received. These investments shall be redeemed at their maturity and reinvested into a higher performing product.

Certification by Responsible Accounting Officer

I, Francesco Rombola, hereby certify that all investments have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.

ATTACHMENTS

- Investment Report February 2024, D24/21913 [↓](#)



Investment Report

01/02/2024 to 29/02/2024



Portfolio Valuation as at 29/02/2024

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Face Value	Accrued	Accrued MTD
Defence Bank	BBB	TD	GENERAL	At Maturity	03/03/2023	07/03/2024	5.0000	5,000,000.00	5,000,000.00	249,315.07	19,863.01
Westpac	AA-	TD	GENERAL	Quarterly	10/03/2023	21/03/2024	4.7500	2,500,000.00	2,500,000.00	26,352.74	9,434.93
NAB	AA-	TD	GENERAL	At Maturity	10/03/2023	21/03/2024	4.8000	2,000,000.00	2,000,000.00	93,895.89	7,627.40
NAB	AA-	TD	SEWER	At Maturity	10/03/2023	21/03/2024	4.8000	1,500,000.00	1,500,000.00	70,421.92	5,720.55
Rabobank Australia Branch	A+	FRN	SEWER	Quarterly	19/04/2021	19/04/2024	4.6889	499,754.50	500,000.00	2,697.72	1,862.71
Rabobank Australia Branch	A+	FRN	WATER	Quarterly	19/04/2021	19/04/2024	4.6889	499,754.50	500,000.00	2,697.72	1,862.71
BOQ	BBB+	TD	WATER	At Maturity	19/10/2023	26/04/2024	5.1400	2,500,000.00	2,500,000.00	47,175.34	10,209.59
ING Direct	A	TD	WATER	Annual	27/04/2023	02/05/2024	4.5000	3,000,000.00	3,000,000.00	114,287.67	10,726.03
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	31/08/2023	30/05/2024	5.2200	2,000,000.00	2,000,000.00	52,343.01	8,294.79
P&N Bank	BBB	TD	GENERAL	At Maturity	08/06/2023	06/06/2024	5.5400	1,000,000.00	1,000,000.00	40,525.48	4,401.64
BOQ	BBB+	TD	GENERAL	At Maturity	16/12/2022	20/06/2024	4.4900	5,000,000.00	5,000,000.00	271,245.21	17,836.99
Westpac	AA-	TD	SEWER	Quarterly	15/06/2023	20/06/2024	5.3500	1,000,000.00	1,000,000.00	11,286.30	4,250.68
Westpac	AA-	TD	WATER	Quarterly	15/06/2023	20/06/2024	5.3500	500,000.00	500,000.00	5,643.15	2,125.34
Westpac	AA-	TD	GENERAL	Quarterly	15/06/2023	20/06/2024	5.3500	500,000.00	500,000.00	5,643.15	2,125.34
BOQ	BBB+	TD	GENERAL	At Maturity	28/12/2023	27/06/2024	4.9000	2,000,000.00	2,000,000.00	17,183.56	7,786.30
ING Direct	A	TD	WATER	Quarterly	30/06/2022	27/06/2024	4.5000	1,000,000.00	1,000,000.00	7,767.12	3,575.34
ING Direct	A	TD	SEWER	Quarterly	30/06/2022	27/06/2024	4.5000	500,000.00	500,000.00	3,883.56	1,787.67
ING Direct	A	TD	GENERAL	Quarterly	30/06/2022	27/06/2024	4.5000	3,000,000.00	3,000,000.00	23,301.37	10,726.03



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Face Value	Accrued	Accrued MTD
Commonwealth Bank	AA-	TD	GENERAL	Semi-Annual	05/01/2023	04/07/2024	4.8300	5,000,000.00	5,000,000.00	39,036.99	19,187.67
Commonwealth Bank	AA-	TD	SEWER	Semi-Annual	05/01/2023	04/07/2024	4.8300	5,000,000.00	5,000,000.00	39,036.99	19,187.67
Commonwealth Bank	AA-	TD	WATER	Semi-Annual	05/01/2023	04/07/2024	4.8300	5,000,000.00	5,000,000.00	39,036.99	19,187.67
Westpac	AA-	TD	GENERAL	Quarterly	08/07/2021	11/07/2024	0.7800	2,000,000.00	2,000,000.00	2,265.21	1,239.45
Heritage and Peoples Choice Limited	BBB	TD	WATER	At Maturity	20/07/2023	18/07/2024	5.8000	5,000,000.00	5,000,000.00	178,767.12	23,041.10
Heritage and Peoples Choice Limited	BBB	TD	SEWER	At Maturity	20/07/2023	18/07/2024	5.8000	5,000,000.00	5,000,000.00	178,767.12	23,041.10
NAB	AA-	TD	SEWER	At Maturity	19/10/2023	25/07/2024	5.2200	2,000,000.00	2,000,000.00	38,327.67	8,294.79
Suncorp	A+	FRN	WATER	Quarterly	25/07/2019	30/07/2024	5.1243	1,001,153.00	1,000,000.00	4,352.15	4,071.36
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	03/08/2023	01/08/2024	5.5200	5,000,000.00	5,000,000.00	159,550.68	21,928.77
BOQ	BBB+	TD	WATER	Annual	02/08/2019	01/08/2024	2.2000	2,000,000.00	2,000,000.00	25,556.16	3,495.89
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	24/08/2023	22/08/2024	5.4400	5,000,000.00	5,000,000.00	141,589.04	21,610.96
BOQ	BBB+	TD	SEWER	Annual	18/08/2022	22/08/2024	4.0400	2,000,000.00	2,000,000.00	42,503.01	6,419.73
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	31/08/2023	29/08/2024	5.2700	2,000,000.00	2,000,000.00	52,844.38	8,374.25
BOQ	BBB+	TD	GENERAL	At Maturity	31/08/2023	29/08/2024	4.9900	1,000,000.00	1,000,000.00	25,018.36	3,964.66
Bendigo and Adelaide	BBB+	FRN	SEWER	Quarterly	05/09/2019	06/09/2024	5.3248	1,001,173.00	1,000,000.00	12,546.10	4,230.66
NAB	AA-	TD	GENERAL	At Maturity	07/09/2023	12/09/2024	5.2300	2,000,000.00	2,000,000.00	50,437.26	8,310.68
Police Bank	BBB	TD	WATER	Annual	14/10/2022	17/10/2024	4.7500	1,000,000.00	1,000,000.00	17,828.77	3,773.97
Defence Bank	BBB	TD	WATER	At Maturity	16/11/2023	14/11/2024	5.4500	3,000,000.00	3,000,000.00	47,482.19	12,990.41



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Face Value	Accrued	Accrued MTD
Suncorp	A+	TD	WATER	At Maturity	16/11/2023	14/11/2024	5.4500	5,000,000.00	5,000,000.00	79,136.99	21,650.68
Suncorp	A+	TD	SEWER	At Maturity	16/11/2023	14/11/2024	5.4500	5,000,000.00	5,000,000.00	79,136.99	21,650.68
Citibank, N.A.	A+	FRN	SEWER	Quarterly	14/11/2019	14/11/2024	5.2259	1,001,090.00	1,000,000.00	2,290.81	2,290.81
Commonwealth Bank	AA-	TD	SEWER	At Maturity	16/11/2023	21/11/2024	5.3800	5,000,000.00	5,000,000.00	78,120.55	21,372.60
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	16/11/2023	21/11/2024	5.3800	1,500,000.00	1,500,000.00	23,436.16	6,411.78
Commonwealth Bank	AA-	TD	SEWER	At Maturity	16/11/2023	21/11/2024	5.3800	1,000,000.00	1,000,000.00	15,624.11	4,274.52
Commonwealth Bank	AA-	TD	WATER	At Maturity	16/11/2023	21/11/2024	5.3800	1,500,000.00	1,500,000.00	23,436.16	6,411.78
Westpac	AA-	TD	GENERAL	At Maturity	23/11/2023	27/11/2024	5.4600	5,000,000.00	5,000,000.00	74,046.58	21,690.41
Defence Bank	BBB	TD	GENERAL	At Maturity	30/11/2023	28/11/2024	5.5000	3,000,000.00	3,000,000.00	41,589.04	13,109.59
Defence Bank	BBB	TD	GENERAL	At Maturity	30/11/2023	28/11/2024	5.5000	2,000,000.00	2,000,000.00	27,726.03	8,739.73
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	30/11/2023	28/11/2024	5.2900	5,000,000.00	5,000,000.00	66,668.49	21,015.07
Suncorp	A+	TD	GENERAL	At Maturity	30/11/2023	28/11/2024	5.4600	3,000,000.00	3,000,000.00	41,286.58	13,014.25
Westpac	AA-	TD	GENERAL	Quarterly	02/12/2021	05/12/2024	1.6000	3,000,000.00	3,000,000.00	11,572.60	3,813.70
Westpac	AA-	TD	GENERAL	Quarterly	21/12/2023	19/12/2024	5.0400	5,000,000.00	5,000,000.00	49,019.18	20,021.92
Suncorp	A+	TD	WATER	Quarterly	21/12/2023	19/12/2024	5.1500	5,000,000.00	5,000,000.00	50,089.04	20,458.90
Newcastle Greater Mutual Group Ltd	BBB	FRN	WATER	Quarterly	05/02/2020	04/02/2025	5.4692	350,160.65	350,000.00	1,311.11	1,311.11
Newcastle Greater Mutual Group Ltd	BBB	FRN	SEWER	Quarterly	05/02/2020	04/02/2025	5.4692	350,160.65	350,000.00	1,311.11	1,311.11
Macquarie Bank	A+	FRN	SEWER	Quarterly	12/02/2020	12/02/2025	5.1872	2,005,396.00	2,000,000.00	5,116.14	5,116.14



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Face Value	Accrued	Accrued MTD
Commonwealth Bank	AA-	TD	SEWER	Semi-Annual	11/02/2022	13/02/2025	2.1200	350,000.00	350,000.00	1,199.40	589.53
Commonwealth Bank	AA-	TD	WATER	Semi-Annual	11/02/2022	13/02/2025	2.1200	350,000.00	350,000.00	1,199.40	589.53
Westpac	AA-	TD	WATER - GREEN TD	At Maturity	15/02/2024	20/02/2025	5.1900	5,000,000.00	5,000,000.00	10,664.38	10,664.38
ING Direct	A	TD	GENERAL	Quarterly	17/02/2022	20/02/2025	2.5800	2,250,000.00	2,250,000.00	1,749.45	1,749.45
Westpac	AA-	TD	WATER	Quarterly	02/03/2023	03/03/2025	4.9500	3,000,000.00	3,000,000.00	35,802.74	11,798.63
Westpac	AA-	TD	SEWER	Quarterly	06/03/2023	06/03/2025	4.9300	1,000,000.00	1,000,000.00	11,615.89	3,916.99
Westpac	AA-	TD	WATER	Quarterly	06/03/2023	06/03/2025	4.9300	1,000,000.00	1,000,000.00	11,615.89	3,916.99
Westpac	AA-	TD	GENERAL	Quarterly	06/03/2023	06/03/2025	4.9300	1,000,000.00	1,000,000.00	11,615.89	3,916.99
Defence Bank	BBB	TD	SEWER	Annual	16/03/2023	20/03/2025	4.6000	4,000,000.00	4,000,000.00	176,942.47	14,619.18
ING Direct	A	TD	WATER	Annual	19/03/2020	20/03/2025	1.7800	2,000,000.00	2,000,000.00	33,844.38	2,828.49
NAB	AA-	TD	SEWER	Quarterly	31/03/2022	03/04/2025	2.9500	3,500,000.00	3,500,000.00	17,821.23	8,203.42
NAB	AA-	TD	WATER	Quarterly	31/03/2022	03/04/2025	2.9500	1,500,000.00	1,500,000.00	7,637.67	3,515.75
Westpac	AA-	TD	WATER	Quarterly	25/11/2021	27/11/2025	1.9400	2,000,000.00	2,000,000.00	425.21	425.21
ING Direct	A	TD	SEWER	Annual	14/12/2023	11/12/2025	5.2000	4,500,000.00	4,500,000.00	50,005.48	18,591.78
ING Direct	A	TD	WATER	Annual	14/12/2023	11/12/2025	5.2000	2,500,000.00	2,500,000.00	27,780.82	10,328.77
ING Direct	A	TD	GENERAL	Annual	14/12/2023	11/12/2025	5.2000	3,000,000.00	3,000,000.00	33,336.99	12,394.52
ING Direct	A	TD	GENERAL	Quarterly	16/12/2022	18/12/2025	4.7000	5,000,000.00	5,000,000.00	47,643.84	18,671.23
ING Direct	A	TD	GENERAL	At Maturity	21/12/2023	18/12/2025	5.0800	3,500,000.00	3,500,000.00	34,585.75	14,126.58



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Face Value	Accrued	Accrued MTD
Commonwealth Bank	AA-	FRN	WATER	Quarterly	13/01/2023	13/01/2026	5.2502	3,016,323.00	3,000,000.00	19,850.07	12,514.18
ING Direct	A	TD	SEWER	Annual	11/01/2024	15/01/2026	4.9600	3,000,000.00	3,000,000.00	20,383.56	11,822.47
Westpac	AA-	TD	SEWER	Quarterly	10/02/2022	12/02/2026	2.1500	1,000,000.00	1,000,000.00	1,060.27	1,060.27
Westpac	AA-	TD	WATER	Quarterly	10/02/2022	12/02/2026	2.1500	1,000,000.00	1,000,000.00	1,060.27	1,060.27
Westpac	AA-	TD	GENERAL	Quarterly	10/02/2022	12/02/2026	2.1500	1,000,000.00	1,000,000.00	1,060.27	1,060.27
Westpac	AA-	TD	WATER	Quarterly	04/03/2021	05/03/2026	1.2000	1,500,000.00	1,500,000.00	4,339.73	1,430.14
Westpac	AA-	TD	SEWER	Quarterly	04/03/2021	05/03/2026	1.2000	1,000,000.00	1,000,000.00	2,893.15	953.42
P&N Bank	BBB	TD	WATER	Quarterly	16/03/2023	19/03/2026	4.7000	5,000,000.00	5,000,000.00	47,643.84	18,671.23
P&N Bank	BBB	TD	WATER	Quarterly	13/07/2023	16/07/2026	5.7500	2,000,000.00	2,000,000.00	14,493.15	9,136.99
Westpac	AA-	TD	GENERAL	Quarterly	28/10/2021	29/10/2026	1.7800	1,000,000.00	1,000,000.00	1,560.55	1,414.25
Westpac	AA-	TD	SEWER	Quarterly	28/10/2021	29/10/2026	1.7800	1,000,000.00	1,000,000.00	1,560.55	1,414.25
Westpac	AA-	TD	WATER	Quarterly	28/10/2021	29/10/2026	1.7800	2,000,000.00	2,000,000.00	3,121.10	2,828.49
Westpac	AA-	TD	WATER	Quarterly	28/10/2021	29/10/2026	1.7800	4,500,000.00	4,500,000.00	7,022.47	6,364.11
Westpac	AA-	TD	WATER	Quarterly	02/12/2021	03/12/2026	2.0000	1,000,000.00	1,000,000.00	4,821.92	1,589.04
Westpac	AA-	TD	SEWER	Quarterly	02/12/2021	03/12/2026	2.0000	2,000,000.00	2,000,000.00	9,643.84	3,178.08
Westpac	AA-	TD	GENERAL	Quarterly	02/12/2021	03/12/2026	2.0000	2,000,000.00	2,000,000.00	9,643.84	3,178.08
Westpac	AA-	TD	WATER	Quarterly	25/01/2024	28/01/2027	4.8400	1,000,000.00	1,000,000.00	4,773.70	3,845.48
NAB	AA-	TD	SEWER	Quarterly	10/02/2022	09/02/2027	2.3500	1,000,000.00	1,000,000.00	1,158.90	1,158.90
Westpac	AA-	TD	SEWER	Semi-Annual	15/02/2024	18/02/2027	4.8700	1,340,000.00	1,340,000.00	2,681.84	2,681.84



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Face Value	Accrued	Accrued MTD
NAB	AA-	BOND	WATER	Semi-Annual	25/02/2022	25/02/2027	2.9000	427,443.75	450,000.00	143.01	143.01
NAB	AA-	BOND	SEWER	Semi-Annual	25/02/2022	25/02/2027	2.9000	427,443.75	450,000.00	143.01	143.01
Royal Bank of Canada	AAA	BOND	WATER	Semi-Annual	13/07/2022	13/07/2027	4.5000	992,692.00	1,000,000.00	5,671.23	3,575.34
ANZ Bank	AA-	FRN	SEWER	Quarterly	31/03/2023	31/03/2028	5.4175	1,511,661.00	1,500,000.00	14,026.13	6,456.47
Commonwealth Bank	AA-	CASH	WATER	Monthly	29/02/2024	29/02/2024	4.3500	9,679,766.35	9,679,766.35	32,340.60	32,340.60
Commonwealth Bank	AA-	CASH	SEWER	Monthly	29/02/2024	29/02/2024	4.3500	5,909,274.06	5,909,274.06	18,726.89	18,726.89
Commonwealth Bank	AA-	CASH	GENERAL	Monthly	29/02/2024	29/02/2024	4.3500	3,451,773.24	3,451,773.24	2,456.41	2,456.41
TOTALS								244,915,019.45	244,930,813.65	3,559,297.01	846,283.57



Counterparty Compliance as at 29/02/2024

Long Term Investments

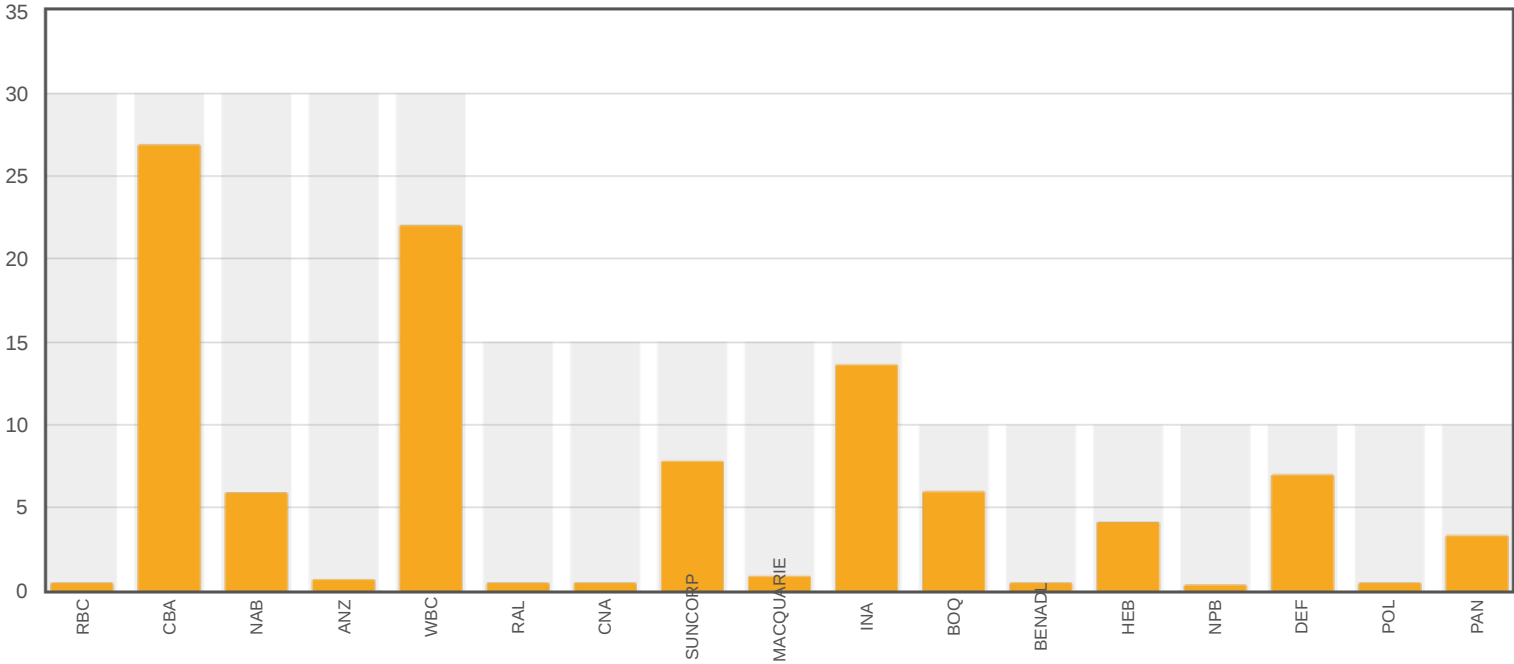
Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	Royal Bank of Canada	Long	AA-	992,692.00	0.41	30.00	-	72,481,813.84
✓	Commonwealth Bank	Long	AA-	65,757,136.65	26.85	30.00	-	7,717,369.19
✓	NAB	Long	AA-	14,354,887.50	5.86	30.00	-	59,119,618.34
✓	ANZ Bank	Long	AA-	1,511,661.00	0.62	30.00	-	71,962,844.84
✓	Westpac	Long	AA-	53,840,000.00	21.98	30.00	-	19,634,505.84
✓	Rabobank Australia Branch	Long	A+	999,509.00	0.41	15.00	-	35,737,743.92
✓	Citibank, N.A.	Long	A+	1,001,090.00	0.41	15.00	-	35,736,162.92
✓	Suncorp	Long	A+	19,001,153.00	7.76	15.00	-	17,736,099.92
✓	Macquarie Bank	Long	A+	2,005,396.00	0.82	15.00	-	34,731,856.92
✓	ING Direct	Long	A	33,250,000.00	13.58	15.00	-	3,487,252.92
✓	BOQ	Long	BBB+	14,500,000.00	5.92	10.00	-	9,991,501.95
✓	Bendigo and Adelaide	Long	BBB+	1,001,173.00	0.41	10.00	-	23,490,328.95
✓	Heritage Bank	Long	BBB	10,000,000.00	4.08	10.00	-	14,491,501.95



Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	Newcastle Permanent	Long	BBB	700,321.30	0.29	10.00	-	23,791,180.65
✓	Defence Bank	Long	BBB	17,000,000.00	6.94	10.00	-	7,491,501.95
✓	Police Bank	Long	BBB	1,000,000.00	0.41	10.00	-	23,491,501.95
✓	P&N Bank	Long	BBB	8,000,000.00	3.27	10.00	-	16,491,501.95
TOTALS				244,915,019.45	100.00			



Counterparty Compliance - Long Term Investments



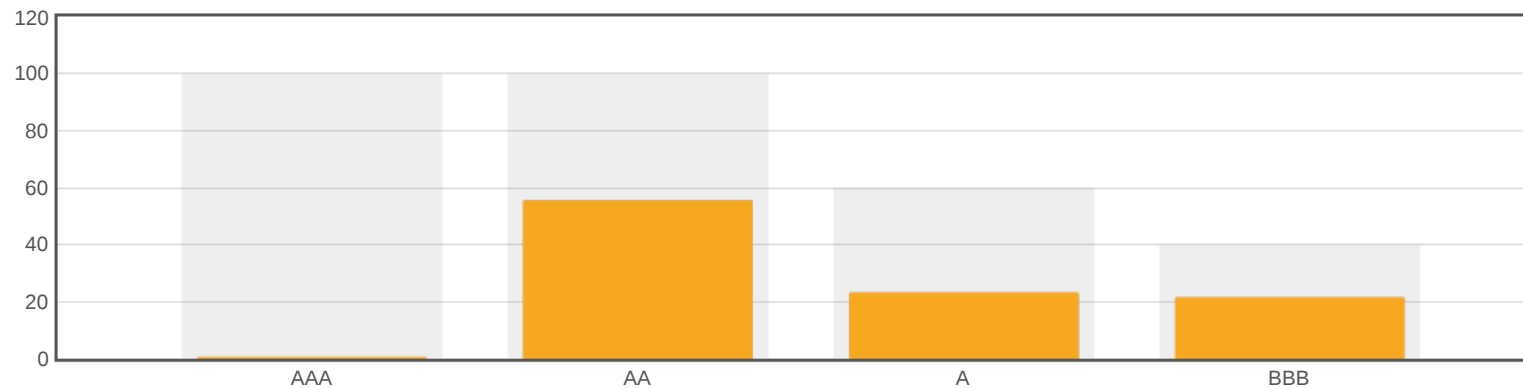


Credit Quality Compliance as at 29/02/2024

Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	AAA	992,692.00	0.41	100.00	243,922,327.45
✓	AA	135,463,685.15	55.31	100.00	109,451,334.30
✓	A	56,257,148.00	22.97	60.00	90,691,863.67
✓	BBB	52,201,494.30	21.31	40.00	45,764,513.48
TOTALS		244,915,019.45	100.00		

Credit Quality Compliance - Long Term Investments

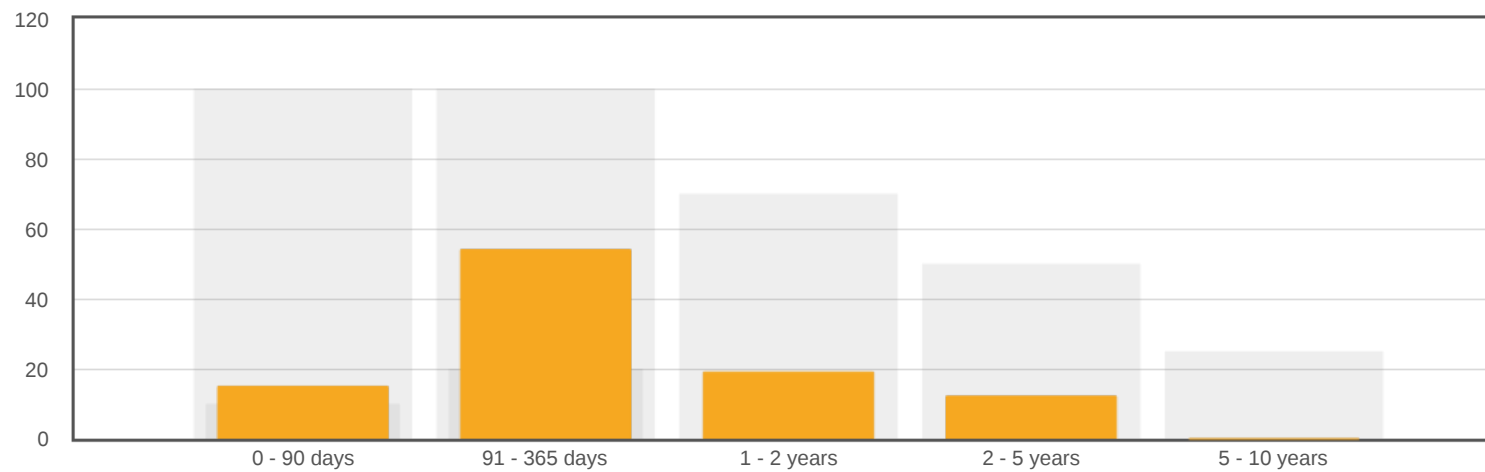




Maturity Compliance as at 29/02/2024

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✓	0 - 90 days	36,540,322.65	14.92	10.00	100.00	208,374,696.80
✓	91 - 365 days	132,159,133.30	53.96	20.00	100.00	112,755,886.15
✓	1 - 2 years	46,516,323.00	18.99	0.00	70.00	124,924,190.62
✓	2 - 5 years	29,699,240.50	12.13	0.00	50.00	92,758,269.23
✓	5 - 10 years	-	0.00	0.00	25.00	61,228,754.86
TOTALS		244,915,019.45	100.00			

Maturity Compliance



5.8 ARIC - AUDIT, RISK AND IMPROVEMENT COMMITTEE MEMBERSHIP

RECORD NUMBER: 2024/201

AUTHOR: Janessa Constantine, Manager Corporate Governance

EXECUTIVE SUMMARY

At the Council Meeting of 20 February 2024, Council resolved to confirm the ARIC Membership in accordance with the Guidelines.

In November 2023, the Office of Local Government (OLG) finalised the Guidelines for Risk Management and Internal Audit for Local Government in NSW.

This report seeks to confirm Council's ARIC Membership in accordance with the guidelines as requested by Council's ARIC at its meeting on 6 December 2023.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "18.1. Provide representative, responsible and accountable community governance".

FINANCIAL IMPLICATIONS

Nil.

POLICY AND GOVERNANCE IMPLICATIONS

ARIC is a Statutory Committee that was required to be in place by 4 June 2022, however our ARIC commenced in 2009. New membership requirements are to be in place by 1 July 2024.

RECOMMENDATION

- 1 That Council notes the required changes to membership of its ARIC as outlined in the report and OLG Guidelines.**
- 2 That Council determine whether a Non-Voting Councillor will be a member of the ARIC from 1 July to 13 September 2024.**
- 3 That should a Councillor be an ARIC member, confirm who that Councillor will be for the period 1 July to 13 September 2024, noting re-election of Councillor members must occur at the first meeting of the Council after an ordinary election.**

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

In November 2023, the Office of Local Government (OLG) finalised the Guidelines for Risk Management and Internal Audit for Local Government in NSW and confirmed it through the regulation Local Government (General) Amendment (Audit, Risk and Improvement Committees) Regulation 2023.

5.8 ARIC - Audit, Risk and Improvement Committee Membership

The Local Government Act 1993 and the Local Government (General) Regulation 2021, together with these guidelines require each Council in NSW to have an Audit, Risk and Improvement Committee, a Robust Risk Framework and an effective Internal Audit Function.

A link to the guidelines is located below:

[Guidelines for Risk Management and Internal Audit for Local Government in NSW - Office of Local Government NSW](#)

Membership

The ARIC Charter identifies the composition of the ARIC with an independent chairperson, two independent members, a Councillor, and the Mayor of the day as core voting members. Non-voting members who attend include the Chief Executive Officer (CEO), Manager Corporate Governance, Director of Corporate and Commercial Services and other subject matter experts as required from time to time.

From 1 July 2024, the new Membership requirements commence. The key change from the guidelines is that Councils also have the option of appointing one non-voting Councillor member to their committee who meets the eligibility criteria for Councillor members of committees. The Mayor cannot be appointed as a Councillor member of a Council's Audit, Risk and Improvement committee.

Council's ARIC currently comprises three independent members with one as chairperson.

The membership of the Audit, Risk and Improvement Committee required from 1 July 2024:

Position	Incumbent	Start Term Date	Finish Term Date
Chair	Mr Robert Lagaida	3 March 2022	September 2024
Independent member	Mr William Gillooly	3 March 2022	September 2024
Independent member	Lewis Von Steiglitz	7 November 2023	13 September 2024
Councillor member (non-voting)	Cr Kevin Duffy Cr Francis Kinghorne (alternate)	1 July 2024	13 September 2024

Council has been asked by the ARIC to confirm whether a Councillor will be a sitting member on the ARIC from 1 July 2024 and, if so, who that Councillor will be. This position is currently held by Cr Duffy with Cr Kinghorne as the alternate. This position will run until the 2024 Local Government Elections.

It should further be noted that at the first meeting of the Council after the ordinary election, Council may nominate one Non-Voting Councillor for that Council Term.

At the second Council Meeting after the ordinary election, Council will determine the appointment of other ARIC Members for the Council term.

**5.9 PROGRESS REPORT - DELIVERY PROGRAM/OPERATIONAL PLAN 2023/2024
(DELIVERY PLAN YEAR 2) - SIX MONTHS FROM 1 JULY TO 31 DECEMBER 2023**

RECORD NUMBER: 2024/344

AUTHOR: Rachelle Robb, Director Corporate & Commercial Services

EXECUTIVE SUMMARY

This report provides the half-yearly progress report review of the 2023/2024 Operational Plan (Delivery Program Year 2). The report illustrates the progress Council has made on the Community Strategic Plan Strategies and annual operational plan actions identified in its Integrated Planning and Reporting documents.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “18.1. Provide representative, responsible and accountable community governance”.

FINANCIAL IMPLICATIONS

Nil.

POLICY AND GOVERNANCE IMPLICATIONS

This report provides the consolidated progress made in delivering Council’s Delivery Program and Operational Plan 2023/2024, as required by the Integrated Planning and Reporting obligations.

RECOMMENDATION

That the Progress Report – Delivery Program/Operational Plan 2023/2024 (Delivery Program Year 2) – Six Months from 1 July 2023 to 31 December 2023 be noted.

FURTHER CONSIDERATIONS

The recommendation of this report has been assessed against Council’s other key risk categories and the following comments are provided:

Service Delivery	<p>The Progress Report highlights progress in achieving the projects/services in the current Operational Plan under the current Delivery Program.</p> <p>The traffic-light indicators show the status of progress:</p> <p>Dark Green – Target has been Met or Exceeded.</p> <p>Amber – Target at Risk of not being completed.</p> <p>Red light – Target has not been Met/Not Completed.</p> <p>Progress depends on a range of reasons including programming and budget allocation that may not fall within this reporting period.</p>
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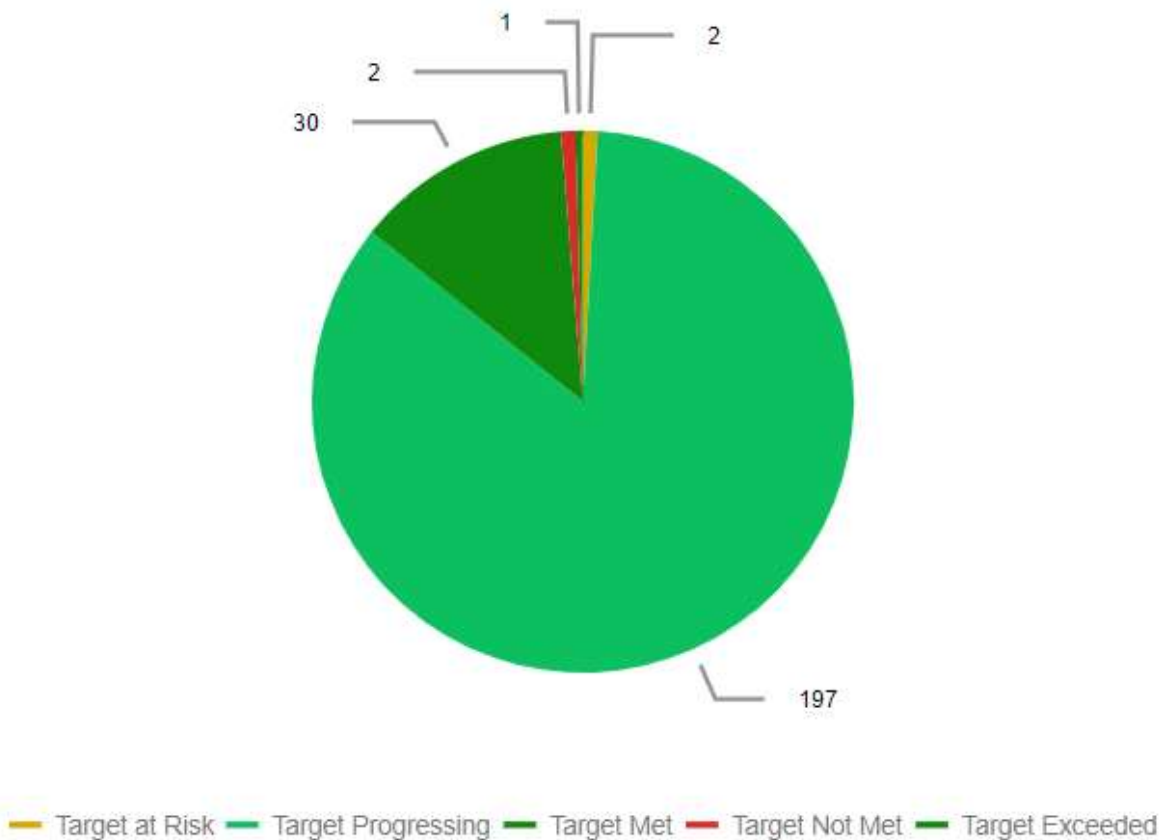
SUPPORTING INFORMATION

The progress report for 1 July 2023 to 31 December 2023 is attached.

5.9 Progress Report - Delivery Program/Operational Plan 2023/2024 (Delivery Plan Year 2)
- Six Months from 1 July to 31 December 2023

The graph below shows the status break down of the 232 Operational Plan Actions on the Principal Activity (DP) delivered over the 6-month reporting period:

- 30 Actions have met their target.
- 197 Actions are progressing.
- Two Actions have not met their target for the reporting period.
- One Action has exceeded the target for the reporting period.
- Two Actions are at Risk of not being completed.



ATTACHMENTS

- 1 Integrated Planning and Reporting (IPR) Half Yearly H1 Progress Report for DP/OP 2023/24, D24/24646 [↓](#)



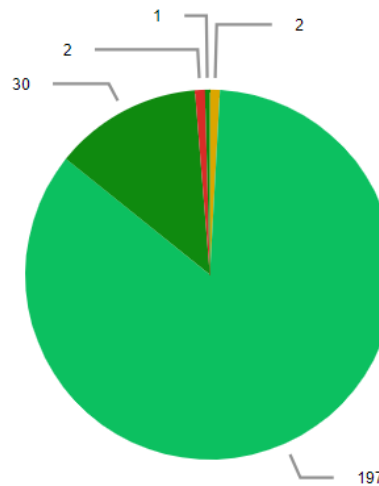
Integrated Planning & Reporting (IP&R)
Half Yearly Progress Report
Delivery Program/Operational Plan
2023/2024
H1



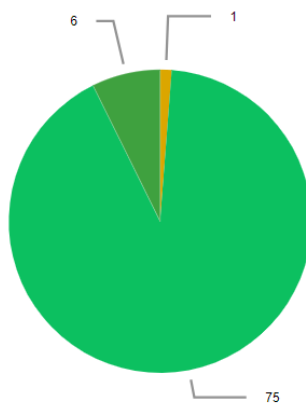
Progress Overview - Operational Action on Principal Activity

Key: Target at Risk Target Not Met Target Progressing Target Met Target Exceeded

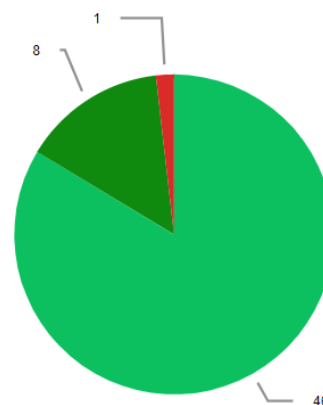
All Actions



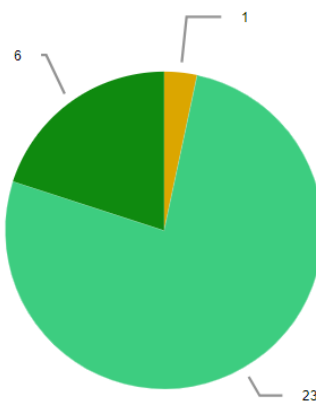
Theme: Live



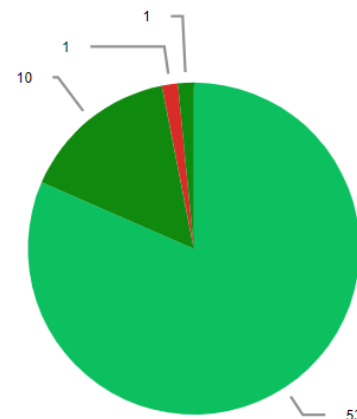
Theme: Preserve



Theme: Prosper



Theme: Collaborate



Target at Risk Target Not Met Target Progressing Target Met Target Exceeded



THEME 1:: LIVE

CSP Objective 1: A liveable city that is connected through open space.

CSP Strategy 1.1: Develop and maintain parks and open spaces within the city, that meet the needs of the community.

Principal Activity 1.1.1: Seek to ensure that residences in the urban area of Orange and villages are within 750m radius of a children's play facility.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 1.1.1.1	Investigate sections of the community falling outside the 750m radius of a playground.	Spatially identify zones without access to playgrounds.	Each residential property lies within a 750m radius of the play facility.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 1.2: Improve access to shade throughout parks and open spaces.

Principal Activity 1.2.1: Engage with the community in the planning and development of public open space.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 1.2.1.1	Provide engagement opportunities for the development of public open space through the Parks, Trees and Waterways Community Committee and other community workshops.	Bi-annual reporting of engagement activities.	Hold a minimum of four community meetings and/or workshops per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 1.2.2: Plant or replace trees in the urban area outside each residential property.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 1.2.2.1	Inspect the streetscape to identify residential properties that require a tree to be planted or replaced; identify opportunities for tree planting in public open space.	Bi-annual reporting of new trees planted.	Plant 300 new trees per year within the urban area.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 1.2.3: Engage the local community to plant native trees, shrubs and grasses to improve biodiversity and connectivity throughout the city.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 1.2.3.1	Promote the Parks Alive Program and its environmental benefits through social media platforms and events such as Bill's Bush Tours.	Success of social media program indicated by numbers attending community events and enquiries made.	20 events with a minimum of three social media plugs per event.	Target Progressing	Not Applicable		Development Services

CSP Objective 2: A healthy and active community that is supported by sport and recreational infrastructure.

CSP Strategy 2.1: Deliver sport and recreational facilities to service the community into the future.

Principal Activity 2.1.1: Work and consult with existing and emerging groups to enhance and develop sporting and recreational infrastructure and activities.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 2.1.1.1	Implement Council's sports facility program (minor grants).	Bi-annual reporting of sports facilities program (minor grants).	Conduct of annual program.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 2.1.1.2	Develop plans and cost estimates for enhancement of existing facilities.	Bi-annual reporting of progress for existing facilities.	Two facilities per annum.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 2.3: Ensure the sporting and recreational facilities, programs and activities are accessible and affordable to support healthy life choices.

Principal Activity 2.3.1: Deliver Orange's Conservatorium and Planetarium.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 2.3.1.1	Construction of Orange Conservatorium and Planetarium.	Bi-annual reporting on delivery that is consistent with funding deeds and available funding.	Secure funding, Conduct tender for construction, Commence construction.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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**Principal Activity 2.3.2: Deliver Orange's Sports Stadium.**

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 2.3.2.1	Construction of Orange Sports Precinct.	Bi-annual reporting on delivery that is consistent with funding deeds and available funding.	Award tender and commence works on the construction of the Athletics Stadium and Main Sports Stadium and associated infrastructure.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 2.4: Develop an extensive network of shared use paths connecting the city to allow for active travel.**Principal Activity 2.4.1: Improve the existing path network.**

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 2.4.1.1	Complete footpath rehabilitation, repair and maintenance in accordance with the Transport Asset Management Plan.	Bi-annual reporting of number of projects delivered.	All identified projects delivered.	Target Progressing	Not Applicable		Technical Services

Principal Activity 2.4.2: Construct footpaths to enhance existing path network.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 2.4.2.1	Apply for capital works grants to support construction and maintenance of pedestrian and cycle path networks.	Number of eligible grants applied for and percentage of successful applications.	Apply for all suitable grants.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 2.4.2.2	Complete construction of new footpaths in accordance with the Transport Asset Management Plan.	Bi-annual reporting of number of projects completed.	All projects delivered.	Target Progressing	Not Applicable		Technical Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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CSP Objective 3: A friendly environment where people feel safe and included.

CSP Strategy 3.1: Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and the wider community.

Principal Activity 3.1.1: Retain the Operational area under the Children (Protection and Parental Responsibility) Act 1997 in the Orange region.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.1.1.1	Report to the Attorney General on the use of the Children (Protection and Responsibility) Act 1997.	Bi-annual reporting of progress.	Ensure the Children (Protection and Responsibility) Act 1997 remains in place.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 3.1.2: Increase perceptions of safety in 2030 Community Safety Evaluation and reduce crime as measured through BOSCAR improved road safety statistics

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.1.2.1	Assist Police to reduce crime statistics in BOSCAR.	Bi-annual reporting of crime statistics.	Reduction in crime statistics.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 3.1.2.2	Assist Police to reduce road incidents.	Bi-annual reporting of traffic incidents in the Orange region.	Reduction in major road incidents.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 3.2: Deliver infrastructure and activities that improve the safety and security of the community.

Principal Activity 3.2.1: Continue CCTV Cameras Program.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.2.1.1	Operation of Public CCTV Program.	Bi-annual reporting of program.	Maintain existing CCTV System, Provision of security footage to Police, Enhancement of Public CCTV Program.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 3.2.2: Engage with the community to address crime and safety and contribute to an increased sense of safety in our homes and the wider community.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.2.2.1	Deliver the Community Safety and Crime Prevention Committee action plan.	Bi-annual reporting on progress.	Annual Action Plan implemented.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 3.2.3: Deliver Orange and Cabonne Road Safety Program to conduct programs such as Free Cuppa, Driver Fatigue and Learner Driving.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.2.3.1	Deliver the Road Safety Officer action plan.	Bi-annual reporting on progress.	Annual action plan implemented.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 3.3: Partner to support victims of family violence.

Principal Activity 3.3.1: Support local service providers.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.3.1.1	Support local agencies to deliver education for victims and perpetrators of family violence.	Bi-annual reporting on progress.	Participate in Agency conducted forums and 16 days of activism against gender-based violence program.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Strategy 3.4: Recognise and celebrate our Aboriginal culture.

Principal Activity 3.4.1: Assist in the achievement of the outcomes of the Orange Aboriginal Social Plan.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.4.1.1	Improve communication with the Orange Local Aboriginal Lands Council.	Bi-annual reporting of meetings held.	Council conducts at least four meetings per year increase engagement with OLALC.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 3.4.1.3	Support NAIDOC week and other important indigenous recognition days.	Bi-annual reporting of events held and outcomes achieved.	Partner in provision of five or more events per annum.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 3.4.1.4	Provide support through youth services for indigenous youth to continue positive life outcomes.	Bi-annual reporting of events held and outcomes achieved.	Partner in provision of three or more events per annum to increase communication and support to Elders.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 3.4.1.5	Foster good communication and relationships with Elders.	Bi-annual reporting of events held and outcomes achieved.	Quarterly meetings with the Elders group.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 3.5: Address the growing social and class divide within the city.

Principal Activity 3.5.1: Continue to provide traineeships and education support for young people.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.5.1.1	Continue to provide traineeships and education support for young people.	Bi-annual reporting.	Two trainees engaged per annum.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Strategy 3.6: Improve access, inclusion, equity and diversity in our community.

Principal Activity 3.6.1: Maintain an Ageing and Access Committee and Disability Inclusion Plan.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.6.1.1	Support Actions of Ageing and Access Committee.	Bi-annual reporting.	100% Implementation of Disability Inclusion Plan and Ageing and Access Community Committee Actions.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 3.6.2: Maintain a Diversity and Inclusion Committee.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 3.6.2.1	Support actions of the Diversity and Inclusion Committee.	Bi-annual reporting.	100% implementation of Diversity & Inclusion Committee Action Plan.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Objective 4: A creative community participating in arts and cultural services.

CSP Strategy 4.1: A broad range of creative and cultural facilities, services and programs that meet community needs.

Principal Activity 4.1.1: Facilitate the exchange and production of ideas between artists and audiences.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.1.1	Develop a rich range of education and engagement programs enhancing the audiences understanding and experience of art.	Bi-annual reporting on progress.	Collaborate with teachers, artist educators and youth in the development of program content. Delivery of educational program.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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Principal Activity 4.1.2: Encourage and include the broader community in the Orange Regional Gallery while being extended and exposed to new ideas and art forms.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.2.1	Provide ongoing opportunities via the Orange Regional Gallery's website for artists and curators to propose exhibitions.	Bi-annual reporting on progress	Artists and curators to exhibitions included in exhibition program	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 4.1.3: Maintain and promote Orange Regional Gallery as a space for learning and of community pride.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.3.1	Provide staff to operate the Orange Regional Gallery on the weekend.	Bi-annual reporting on Gallery operating days.	Orange Regional Gallery open to public 7 days a week.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 4.1.3.2	Provide Orange Regional Gallery staff with ongoing customer service training and implement procedures to enhance the visitor experience.	Training attendance.	Staff attended training programs and identified conferences.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 4.1.4: Develop and deliver dynamic and accessible exhibition program at the Orange Regional Museum that are valued by our local community and visitors.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.4.1	Develop and deliver an exhibition program of local and regional content in association with community groups, organisations and stakeholders at the Orange Regional Museum.	Bi-annual reporting on development and delivery of exhibitions.	Delivery of annual program.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.4.2	Provide local and regional audience with the opportunity to access high-quality exhibitions.	Bi-annual reporting on identification and securing of exhibition.	Identify at least one exhibition per year. Maintain and refresh at least one locally curated exhibition per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 4.1.5: Develop and deliver cultural and educational programs at the Orange Regional Museum that are valued by our local community and visitors.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.5.1	Develop and deliver education and public programs to engage our communities and visitors with the Orange Regional Museum's exhibition program and collections.	Bi-annual reporting on annual program delivery.	Delivery of annual program.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 4.1.6: Manage the Orange Regional Museum's Collection to preserve our cultural heritage.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.6.1	Encourage community donations of cultural material to the Orange Regional Museum through community engagement activities.	Bi-annual reporting on engagement activities.	Conduct two community engagement activities per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.6.2	Undertake proactive collecting, including contemporary and born-digital collecting, to better reflect our local history and experiences at the Orange Regional Museum.	Bi-annual reporting on contemporary collecting activities.	One targeted collecting campaign per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 4.1.6.3	Create and Maintain database records for all objects in the Orange Regional Museum Collection.	Bi-annual reporting.	Maintain acquisition records created and all loans documented.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 4.1.6.4	Refresh the Orange Regional Museum's website to increase visitor awareness of the Museum's exhibitions, programs and collections.	On budget and on time delivery.	Refreshed website by June 2024.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 4.1.7: Provide the community with a venue (Orange Function Centre) to host a range of events.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.7.1	Delivery of functions or events.	Annual reporting of type and number of events held.	Ten events held per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 4.1.8: Increase the use of library services and its collections in five Council areas.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.8.1	Increase Library use back to pre-COVID levels through the purchase and processing of library collection items in both physical and online formats; digitising local resources to increase access; delivery of library programs; promotion of library services through social media; and annual community consultation.	Quarterly reporting to Councils of visitor numbers, circulation and programs.	Number of items held and added. Number of items digitised. Number of programs and attendees. Number of posts and engagement. Number of consultations held.	Target Progressing			Community, Recreation & Cultural Services

Principal Activity 4.1.9: Increase the number of paid theatre members.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.1.9.1	Market the benefits of the Membership Program to the community.	Bi-annual reporting of number of paid members.	Increase number of paid members by 20%.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 4.2: Deliver cultural facilities and programs that reflect the interests of a culturally diverse community.

Principal Activity 4.2.1: Partner with key stakeholders in the development and delivery of exhibitions or events.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.2.1.1	Delivery partnership exhibitions or events.	Bi-annual reporting	Three partnership exhibitions or events delivered per year	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 4.2.2: Engage with community members and organisations to contribute to the content of exhibitions and programs at the Orange Regional Museum.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.2.2.1	Identify opportunities for collaboration with community, member groups and associations in the development of temporary exhibitions.	Bi-annual reporting on development and delivery of community focused exhibitions.	At least one community focused collaborative exhibition.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 4.2.3: Develop a well-balanced theatre program that entertains, informs and challenges audiences.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 4.2.3.1	Develop annual program that entertains, informs and challenges audiences in partnership with other cultural partners and key stakeholders.	Annual reporting of audience engagement and participation.	To offer a well-balanced program.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Objective 5: Responsive programs and services that support our community's lifestyle and social needs.

CSP Strategy 5.1: Provide services to people at all stages of life.

Principal Activity 5.1.1: Regular planning to assess the needs of the ageing population in line with the principles of an aged-friendly community.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.1.1	Schedule planning meetings, surveys and focus groups/drop ins to Seniors Hub.	Bi-annual reporting of usage and participation.	Increase in usage of Seniors Hub.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.1.2	Support a diverse range of activities from Seniors Hub.	Bi-annual reporting on decreased social isolation and increase in older people experiencing healthy lifestyle.	Increase in activities available from the Hub.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 5.1.2: Engage with the local culturally and linguistically diverse community to identify needs and opportunities.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.2.1	Provide support to new migrants through the Settlement Services Program.	Bi-annual reporting of new migrants supported to settle in Orange.	Over 10 migrants supported per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 5.1.2.2	Celebrate diverse cultural events such as Harmony Day, Harmony Cup etc.	Bi-annual reporting of events held and outcomes achieved.	Four events held per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 5.1.2.3	Provide education regarding inclusions and diversity.	Bi-annual reporting on the delivery of education and information programs.	Deliver three education events per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 5.1.3: Provide recreational activities for older people, people with disabilities and younger people to support healthy, active living and improved life outcomes.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.3.1	Develop and deliver a wide range of healthy lifestyle, wellbeing and socialisation programs for older people across the region.	Bi-annual reporting on programs developed for health life outcomes.	A minimum of five programs delivered per year.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.3.2	Investigate additional funding and grants to provide activities and programs at a subsidised level to ensure lower income earners can participate.	Bi-annual reporting of grants submitted and percentage of successful grants.	A minimum of two grant applications submitted.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 5.1.3.3	Collaborate with local agencies and NGOs to increase capacity.	Bi-annual reporting of collaborate activities through interagencies and partnerships.	A minimum of four collaboration projects engaged.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 5.1.4: Provide support to the Support at Home Program in the Central West.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.4.1	Ensure service provision levels of the Support at Home Program provide funding for continuation of programs after transition to new funding model.	Bi-annual reporting of Activity Work Plans.	Retain all programs.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 5.1.5: Deliver quality children's services to before school and school aged children.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.5.1	Maintain and upgrade childcare facilities to meet industry standards.	Bi-annual reporting on progress and results of reviews to ensure compliance with standards.	All centres reviewed and Annual Reporting completed.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 5.1.6: Provide supported accommodation services to adults with an intellectual disability in the Orange region.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.6.1	Investigate the most effective and sustainable method to ensure quality services and housing are provided across the region.	Bi-annual reporting on progress of review options for service provision.	Completion of review.	Target Met	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 5.1.7: Operate Orange Cemetery for the community.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.1.7.1	Maintain records in accordance with the Cemeteries and Crematoria Act 2013 by regularly updating records with new internments.	Bi-annual reporting on progress.	Update the existing record system.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 5.1.7.2	Investigate interment options and provide planning for new areas.	Bi-annual reporting on progress.	Commence work on two identified areas.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 5.1.7.3	Investigate and prioritise repairs for damaged heritage headstones.	Reporting of six monthly inspection of site.	Repair minimum of 10 (minor repairs) heritage gravesites on an annual basis.	Target Progressing	Not Applicable		Development Services

CSP Strategy 5.2: Support our homeless population and stop homelessness.

Principal Activity 5.2.1: Support local service providers to increase subsidised housing options and grant opportunities.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.2.1.1	Support local service providers to increase subsidised housing options and grant opportunities.	Bi-annual reporting.	Investigate feasibility of Operating a Sleep Bus in Orange.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.2.1.2	Prepare a Homelessness Policy that identifies principles and actions, including partnerships and advocacy roles, for Council to contribute to efforts to end homelessness in Orange.	Bi-annual reporting on progress.	Policy developed by 30 June 2024.	Target at Risk	Not Applicable		Development Services

CSP Strategy 5.3: Improve housing supply, diversity and affordability.

Principal Activity 5.3.1: Support the provision of Social and Affordable Housing through the adoption of the Local Housing Strategy.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.3.1.1	Develop and Implement an Affordable Housing Policy.	Bi-annual reporting on progress.	Policy Developed and Implemented by 30 June 2024.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 5.3.1.2	Prepare a new infill development strategy to guide the development of more medium-density housing.	Bi-annual reporting on progress.	New infill development strategy developed by 30 June 2024.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 5.3.1.3	Review the current skill shortages in the city and prepare an Essential-worker Housing Policy or Strategy that may guide direct or indirect provision of housing for locally essential workers and address skill gaps.	Bi-annual reporting on progress.	Development of policy or strategy to address essential worker housing by 30 June 2024.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.3.1.4	Prepare a local Short-Term Rental Accommodation Policy to provide more longer-term rental stock.	Bi-annual reporting on progress.	Development of policy or guideline on Short-term rental accommodation by 30 June 2024.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 5.3.1.5	Consult with the village communities of Spring Hill, Lucknow and Spring Terrace to gauge the level of interest in preparing scoping studies that may ultimately lead to minor expansions of these communities.	Number of consultations held.	Consultations conducted with each of the 3 villages.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 5.3.1.6	Audit public Council land that could be used by Council, in partnership with community housing providers and/or Government agencies, to develop new social and affordable housing dwellings, and prepare a report for Council on the results of the audit.	Bi-annual reporting on progress.	Audit undertaken by 30 June 2024.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.3.1.7	Organise for Council to host a local Housing Summit that brings together a broad range of stakeholders including Government agencies, community housing providers, providers of mental health services, strategic planners and representatives of relevant peak bodies, to discuss issues and proposed solutions to the housing affordability challenges facing the city.	Bi-annual reporting on progress.	Housing Summit held by 30 June 2024.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 5.3.1.8	Review Council owned land and provide recommendations for the development of affordable housing on specific sites.	Bi-annual reporting.	Provision of affordable housing in Orange.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Strategy 5.4: Improve access to mental health services.

Principal Activity 5.4.1: Support the development of the Community Services Directory to include Mental Health listings.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 5.4.1.1	Update the Community Services Directory to include Mental Health information.	Bi-annual reporting on inclusion progress.	Community Services Directory includes Mental Health Information.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services
Action on Principal Activity 5.4.1.2	Update to Council's Website to include Mental Health Information.	Bi-annual reporting on progress.	Website updated to include Mental Health Information.	Target Met	Not Applicable		Corporate & Commercial Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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CSP Objective 6: A community that values and protects domestic animals and the role they play in residents' wellbeing both physical, social and psychological.

CSP Strategy 6.2: Deliver education and services relating to animal health and wellbeing.

Principal Activity 6.2.1: Support the Companion Animal Community Committee.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 6.2.1.1	Deliver the Companion Animal Community Committee (CACC) Action Plan.	Bi-annual reporting of actions implemented.	100% of actions implemented by 30 June 2024.	Target Progressing	Not Applicable		Development Services

Principal Activity 6.2.2: To engage the community in the strategic management of companion animals within the city.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 6.2.2.2	Actively encourage the committee members to participate in all programs relating to companion animals.	Bi-annual reporting of committee participation in any identified programs.	Minimum of one community member to be involved in any project nominated by the committee.	Target Progressing	Not Applicable		Development Services

Principal Activity 6.2.3: Provide opportunity for the adoption of companion animals from the Orange Pound.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 6.2.3.1	Return companion animals to owners in preference to impounding.	Number of registered animals to ensure details are up to date so animals can be returned home.	Reduced impounding numbers.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 6.2.3.2	Deliver registration and desexing programs to the community.	Number of desexing and registration programs offered to the community.	Minimum of two desexing programs per year.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 6.2.3.3	Actively engage the community in rehoming suitable companion animals.	Bi-annual reporting of use of social media to advise of available animals	Daily updates on the Reuniting Pets social media page of impounded animals suitable for rehoming	Target Progressing	Not Applicable		Development Services

CSP Objective 7: More for young people to do.

CSP Strategy 7.1: Provide play parks and spaces that meet the needs of a broad range of ages.

Principal Activity 7.1.1: Expand the range of play experiences, accessibility to park facilities and sporting fields and venues across the region.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 7.1.1.1	Develop, construct and install facilities to meet the accessibility demands to enable access to a range of facilities.	Two playgrounds upgraded/new per year. 400 lineal meters of pathway constructed/renewed or upgraded to shared pathway status.	Two playgrounds upgraded/new per year and complies with NSW Everyone Can Play guidelines. Construct 400 lineal meters of linked shared pathways through parks and reserves.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Strategy 7.2: Provide activities and program for young people.

Principal Activity 7.2.1: Develop programs and activities for young people across the region.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 7.2.1.1	Develop and present a diverse range of programs and activities targeted for young people across the region.	Bi-annual reporting of Youth Hub activities and programs to increase positive physical and mental health.	Youth Hub open five days a week and delivers three programs during vacation periods.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 7.3: Establish indoor attractions and venues that allow year-round, all-weather places for young people and their families to enjoy.

Principal Activity 7.3.1: Provide the Orange community with a year-round swim, play and fitness facility.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 7.3.1.1	Investigate and design infrastructure possibilities in consultation with industry experts and the community.	Bi-annual reporting on progress.	Develop detailed design. Conduct Quantity Surveyor estimate of works.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Principal Activity 7.3.2: Work with the community and industry to deliver an indoor play facility for Orange families and visitors.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 7.3.2.1	Engage with business providers to support delivery of indoor play centre.	Bi-annual reporting on progress	Conduct expression of interest process Identify needs of business to provide facility Support business to implement and operate an indoor play centre	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



THEME 2:: PRESERVE

CSP Objective 8: Sustainable growth and respectful planning that values the natural environment.

CSP Strategy 8.1: Plan for growth and development that balances liveability with valuing the local environment.

Principal Activity 8.1.1: Provide a framework for development in the city through the Orange Local Environmental Plan 2011, Plans of Management and Development Control Plans for sustained growth.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.1.1.1	Review and update Local Environmental Plan, Plans of Management and Development Control Plans in response to evolving needs of the community.	Formal gazettal of an LEP amendment as required, Formal adoption of new DCP, Adoption of Plans of Management as required and Completion of new strategic studies.	Prepare and implement a housekeeping LEP amendment as required by updated policies and local development priorities as they emerge. Update land use zoning in accordance with Council Policy (Housing Strategy /employment strategy). Update priority strategic policies (Heritage guidelines and heritage infill policy, Recreational needs strategy. Prepare new comprehensive DCP in line with LSPS Planning priorities. Plans of management subject to ongoing review and updating as required.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.1.1.2	Update land use zoning in accordance with Council Policy.	Formal gazettal of an LEP amendment as required.	Prepare and implement LEP amendments as required by updated policies and local development priorities as they emerge. Update land use zoning in accordance with Council Policy (Housing Strategy /employment strategy)	Target Progressing	Not Applicable		Development Services

Principal Activity 8.1.2: Provide efficient and effective development and certification service in a timely manner.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.1.2.1	Provide certification service for the purpose of issuing Construction Certificates and Complying Development Certificates.	Bi-annual reporting of turnaround time of Construction Certificates and Complying Development Certificates.	Construction Certificates issued within 30 days and Complying Development Certificates issued within 20 days.	Target Progressing	Not Applicable		Development Services

Principal Activity 8.1.3: Provide property information to vendors for conveyancing, financing, and sales.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.1.3.1	Provide Property Information Certificates upon request.	Bi-annual reporting of processing time.	Average processing time of four days.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 8.1.4: Develop and implement an education program to educate landowners about the negative impact weeds have on the environment, agriculture and human health.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.1.4.1	Promote events through social media and the Central Tablelands Local Lands Services (CT LLS) and host a minimum of four field days.	Bi-annual reporting of number of landholders attending events and number of enquiries made.	All events being successfully promoted through CT LLS and OCC media platforms and four events held.	Target Progressing	Not Applicable		Development Services

Principal Activity 8.1.6: Undertake property inspections in accordance with the Weeds Action Program.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.1.6.1	Detect new weed incursions.	Weeds found early and treated appropriately.	New incursions found prior to weeds flowering/fruitletting.	Target Progressing	Not Applicable		Development Services

CSP Strategy 8.2: Ensure best practice use of renewable energy options for Council and community projects.

Principal Activity 8.2.1: Implement and deliver the Climate Action Plan for Orange City Council to increase sustainability of Council's buildings and assets to reduce to emissions and implement new technologies that provide cost savings to Council.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.2.1.1	Monitor the Climate Action Plan.	Bi-annual reporting on progress.	Review Plan and make informed changes to achieve Plan's objectives.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 8.2.1.2	Identify emission reduction pathways and understand business as usual emissions trajectory.	Bi-annual reporting on progress, projects and comparisons to no action.	Produce a report to suggest available projects and projected emissions.	Target Met	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 8.2.3: Engage the community in the strategy and implementation of Council's Climate Action Plan.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.2.3.1	Deliver the Environmental Sustainability Community Committee Action Plan.	Bi-Annual Reporting on Action Plan Implementation.	Implement 100% of the ESCC Action Plan.	Target Progressing	Not Applicable		Development Services

CSP Strategy 8.3: Enact policies and practices to protect the sustainability and security of water destined for potable supply from the water catchment area.

Principal Activity 8.3.1: Drinking water that meets health guidelines is provided through ongoing implementation and review of the Drinking Water Management System (DWMS).

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.3.1.1	Continue implementation and review of DWMS including participation in NSW Health Monitoring Program.	Compliance results from NSW Health Monitoring Program reported monthly in Current Works Report	100% compliance with the Australian Drinking Water Guideline health targets	Target Met	Not Applicable		Technical Services

Principal Activity 8.3.2: Deliver the Water and Sewer Capital Infrastructure Program in accordance with budgeted capital upgrades.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.3.2.1	Deliver the annual water main renewal.	Capital update Report to Council.	Program delivered by June 2024.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 8.3.2.2	Deliver the annual Sewer Main Relining Program and Annual Manhole Rehabilitation Program.	Capital update report to Council.	Programs delivered by June 2024.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 8.3.2.3	Deliver back-up generator at Orange Sewage Treatment Plant.	Upgrade delivered.	Commissioned by June 2024.	Target Progressing	Not Applicable		Technical Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.3.2.4	Deliver new Inlet Works at Orange Sewerage Treatment Plant.	Upgrade delivered.	Commissioned by June 2024.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 8.3.2.5	Deliver back-up generator at Icelly Road Water Treatment Plant.	Upgrade delivered.	Commissioned by June 2024.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 8.3.2.6	Deliver medium-scale solar at Icelly Road Water Treatment Plant.	Upgrade delivered.	Commissioned by June 2024.	Target Progressing	Not Applicable		Technical Services

CSP Strategy 8.4: Take action to ensure greater stewardship and enjoyment of Mount Canobolas (Gaahna Bulla) and Lake Canobolas.

Principal Activity 8.4.1: Implement the Lake Canobolas Precinct masterplan for the Scout Camp to attract additional groups and visitors to the Orange Region.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 8.4.1.1	Deliver the BBRF-funded upgrade program for the Canobolas Scout Camp.	On-time on-budget delivery.	Complete funded upgrade project in 2023/24.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Objective 9: Managing our resources wisely.

CSP Strategy 9.1: Identify and deliver essential water, waste and sewer infrastructure to service the community into the future.

Principal Activity 9.1.1: Reduce pollutant concentrations in Orange Sewerage Treatment Plant final effluent, through ongoing monitoring and the implementation of requisite capital upgrades.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.1.1.1	Refine and re-schedule the re-use Capital Infrastructure Program in consultation with stakeholders.	Capital update Report to Council.	Capital program updated.	Target Progressing	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 9.1.2: Operations, maintenance and capital upgrades for all Council owned dams comply with Dam Safety Act 2015, Dam Regulations 2019 and associated guidelines.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.1.2.1	Ongoing implementation and review of the Dams Safety Management System (DSMS).	Annual Dams Safety Standards Report submitted to Dams Safety NSW by end March 2024.	100% compliance with Dams Safety Management System (DSMS).	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 9.1.2.2	Commence plan and design of Gosling Creek Dam Safety Upgrade Project.	Update report to Council.	Geotechnical investigation works and Options Report completed by June 2024.	Target Progressing	Not Applicable		Technical Services

Principal Activity 9.1.3: Improve Water Supply Security for Orange to cater for potential increased population growth rates.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.1.3.1	Develop and implement a revised Water Supply Security Strategy for Orange whilst taking into consideration all water supply options.	Update Report to Council.	Complete Regional Town Water Strategy and Recycled Water Detailed Business Case by June 2024.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 9.1.3.2	Assist Central Tablelands Water and Cowra Shire Council with the delivery of Cowra to Central Tablelands Water Emergency Connection Project.	Delivered by June 2024.	Project delivered in accordance with Project Management Plan.	Target Met	Not Applicable		Technical Services
Action on Principal Activity 9.1.3.3	Deliver the East Orange Harvesting Wetland (Blackmans Swamp Creek Stormwater Harvesting Stage 2) project.	Delivered by June 2024.	Project delivered in accordance with Project Management Plan.	Target Progressing	Not Applicable		Technical Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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Principal Activity 9.1.4: Effectively plan and implement the Water Conservation Strategies.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.1.4.1	Monitor water usage, water restriction levels and dam levels to ensure continued compliance with Council's Water Restriction Policy.	Update report to Council.	Community compliance with water restrictions and water use targets.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 9.1.4.2	Design and implement Water Conservation Strategies.	Annual water conservation program delivered.	Program delivered by June 2024.	Target Progressing	Not Applicable		Technical Services

Principal Activity 9.1.5: Service areas identified in the Orange Local Housing Strategy with water and sewer infrastructure.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.1.5.1	Plan, design and deliver Shiralee Water Supply Augmentation.	Project delivered in accordance with Project Management Plan.	Delivered by June 2024.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 9.1.5.2	Plan, design and deliver March Road Sewer Pump Station Storage.	Project delivered in accordance with Project Management Plan.	Delivered by June 2024.	Target Progressing	Not Applicable		Technical Services

CSP Strategy 9.2: Develop and promote initiatives to reduce water, energy and water waste in consultation with the community.

Principal Activity 9.2.1: Organise and host environmental community engagement events in collaboration with the local community and schools.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.2.1.1	Measure the success of local environment engagement events and ensure funding is available to continue the program.	Well attended events with ongoing funding available.	Host 20 events annually.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 9.2.2: To encourage the community to participate in the Tidy Towns Sustainability Program to promote the Environmental and Cultural Programs being undertaken into the city.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.2.2.1	Actively utilise social media and publish monthly stories to promote Tidy Towns the general community and schools to raise awareness of the program and awards.	Number of articles published and enquiries received. Number of Schools accepting offer of visit from Tidy Towns Committee members. Number of annual award submissions.	Social media and mainstream media used to promote the Tidy Towns Program. All schools accepting offers of visit from Tidy Towns Committee Members. Submissions received from community members and Schools.	Target Progressing	Not Applicable		Development Services

Principal Activity 9.2.3: Prepare and host clean up events to reduce litter in the region.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.2.3.1	Host Clean Up Australia Day and Clean Up Orange events with active community participation.	Number of local residents attending and amount of rubbish collected.	50% community participation in the annual Clean Up Australia Day and Clean Up Orange events.	Target Progressing	Not Applicable		Development Services

Principal Activity 9.2.4: Plan infrastructure development based on wastes required to be managed that cannot be diverted from landfill.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.2.4.1	Model waste generation and diversion rates through ongoing survey, auditing, and community collaboration	Monthly and quarterly reports are monitored and reviewed for performance in accordance with contracts.	Quarterly contractor meetings to review contract performance KPI's.	Target Progressing	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 9.2.5: Plan development of new landfill cell in alignment with Waste Model Financial Plan and in accordance with annual waste generation rates.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.2.5.1	Regularly review waste data generation reports to ensure infrastructure and financial model is fit for purpose.	Monthly reports are considered in consultation with contractors to review performance against contract KPI's.	Monthly reports demonstrate waste and recycling performance is aligned with contract terms and objectives.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 9.2.5.2	Monitor scheduled works against allocated budget and engage contractors to complete works.	Monthly review and quarterly reporting against KPI's.	Works are identified within the Waste Services financial model and budget.	Target Progressing	Not Applicable		Technical Services

Principal Activity 9.2.6: Manage abandoned articles within the city.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.2.6.1	Investigate complaints and regularly inspect known dumping areas, impounding trolleys and contacting owners.	Bi-annual reporting of the number of abandoned trolleys and use of trolley tracker to encourage regular pickups.	Regular contact with trolley owners both in writing and personal visits. Reduction in the number of abandoned trolleys.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded

**Principal Activity 9.2.7: Enforce environmental pollution breaches.**

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.2.7.1	Promptly investigate complaints regarding environmental issues.	Time to investigate complaints, spills and dangerous situations.	Investigate pollution complaints within four days. Investigate urgent spills and dangerous situations within four hours.	Target Progressing	Not Applicable		Development Services

CSP Strategy 9.3: Invest in a broader range of local reuse and recycling services.**Principal Activity 9.3.1: Become regional leader in waste management.**

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.3.1.1	Maintain current levels of service with existing contracts and leading with NetWaste by working closely with the Environmental Protection Agency on new project initiatives that deliver on enhanced resource management.	Annual reporting of waste contract performance and statistics.	Implement Annual Plan initiatives and current contracts.	Target Progressing	Not Applicable		Technical Services

Principal Activity 9.3.2: Complete local and regional contract initiatives and projects as per annual NetWaste Contract Plans.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.3.2.1	Council and NetWaste staff to undertake project initiatives in accordance with endorsed contracts and educational plans.	Annual reporting of waste contract performance and statistics.	Implement Annual Plan initiatives and current contracts.	Target Progressing	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 9.3.3: Promote the enhancement of waste collection performance within the community.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.3.3.1	Provide educational resources and information sources to the community to assist with appropriate utilisation of waste collection services.	Annual Plan reported with project outcomes.	Annual Plan adopted within respective contracts.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 9.3.3.2	Offer free annual Household Hazardous Waste Collection service with licenced service provider.	Service rendered annually with waste volumes collected and recycled reported to Council and EPA.	Service contracted annually through NetWaste contract.	Target Progressing	Not Applicable		Technical Services

Principal Activity 9.3.4: Manage Ophir Road and Euchareena Road Resource Recovery Centers in full compliance with management plans and licences.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 9.3.4.1	Monitor scheduled works against allocated budgets and engage contractors to complete works.	Quarterly KPI's reported to Council.	Budget reviewed quarterly.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 9.3.4.2	Monitor collected inventory of household hazardous wastes and record volumes on a weekly basis.	Weekly monitoring and recording of HHW volumes and servicing of CRC by contractor performed as storage stillages are filled.	Community Recycling Centre operating in accordance with EPA guidelines.	Target Progressing	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Objective 10: Infrastructure for our growing communities.

CSP Strategy 10.1: Construct and maintain a road network that meets the community's transport and infrastructure needs.

Principal Activity 10.1.1: Avoid further projected escalation in the net present value of the infrastructure backlog.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.1.1.1	Maintain and update the Transport Asset Management Plan with associated programmes of work.	Adopted plan exists.	Plan reviewed annually.	Target Met	Not Applicable		Technical Services

Principal Activity 10.1.2: Road Reseal and Rehabilitation Programs to be undertaken in accordance with the Transport Asset Management Plan.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.1.2.1	Deliver all projects outlined in the Road Rehabilitation and Reseal Program within allocated budget.	Variance from approved budgets.	Program budget cost variance +/- 10%.	Target Progressing	Not Applicable		Technical Services

Principal Activity 10.1.3: Deliver Stage 4 of the Southern Feeder Road from Anson Street to Pinnacle Road.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.1.3.1	Identify and secure funding for Stage 4 of Southern Feeder Road works.	Grant applications lodged.	External funding source identified and funds secured to complete balance of works.	Target Progressing	Not Applicable		Technical Services

Principal Activity 10.1.4: Confirm alignment for Southern Feeder Road at Cargo Road.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.1.4.1	Resolve design for the intersection of Cargo Road and Ploughmans Lane.	Completed designs.	Approved design that meets stakeholder needs.	Target Met	Not Applicable		Technical Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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Principal Activity 10.1.5: Accelerate the construction of flood mitigation projects.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.1.5.1	Upgrade the East Orange Drainage Channel from McLachlan Street to March Street.	Tenders advertised.	Go to public tender for works.	Target Not Met	Funding		Technical Services

Principal Activity 10.1.6: Increase understanding of the infrastructure network conditions.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.1.6.1	Update Asset Management Plan with condition data.	Length of network inspected. Continued review of asset conditions with regular reporting.	Undertake inspections of at least 3% of the urban piped network and 50% of rural piped culverts. Undertake inspections of at least 5% of the network.	Target Progressing	Not Applicable		Technical Services

CSP Strategy 10.2: Ensure that sufficient car parking spaces are available to support growth.

Principal Activity 10.2.1: Review parking restrictions within the City to accommodate the evolving dynamics of the City.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.2.1.1	Carry out parking patrols in accordance with patrol schedule and Council's adopted parking rules.	Number of parking warnings and infringement notices.	Provide efficient and effective compliance service in a timely manner. Implement a Council enforcement policy to ensure consistency in decision making.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 10.2.2: Review and implement Council Enforcement Policy to ensure consistent decision making.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.2.2.1	Review and Implement Council Enforcement Policy.	Policy reviewed and implemented.	Policy adopted by 30 June 2024.	Target Progressing	Not Applicable		Development Services

CSP Strategy 10.3: Develop a vibrant, comfortable and clean civic and commercial precinct as a centre for the community.

Principal Activity 10.3.1: Deliver the Future City tranches.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 10.3.1.1	Consult, design, budget and construct Lords Place (Summer to Kite), Robertson Park, Business Assistance Programs, Greening, Art, and CBD Furniture for Tranche 2.	Bi-annual reporting on progress.	Implementation of identified Future Cities Programs.	Target Met	Not Applicable		Technical Services

CSP Objective 11: Celebrate our cultural, social, natural and built heritage assets.

CSP Strategy 11.1: Ensure plans for growth and development are respectful of our heritage.

Principal Activity 11.1.1: Increase the knowledge of building owners about the value of protecting and enhancing the heritage of the city.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 11.1.1.1	Engage with the community to ensure plans for growth and development are respectful of our heritage.	Fund and provide Heritage and Design advice service by a qualified Heritage Architect.	A minimum of 12 Heritage visits provided per year.	Target Progressing	Not Applicable		Development Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Strategy 11.2: Preserve our diverse social and cultural heritage.

Principal Activity 11.2.1: Preserve the tangible and intangible cultural heritage of the region.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 11.2.1.1	Maintain local heritage.	Conduct of local heritage assistance fund. Implement and review heritage strategy annually.	Local Heritage Assistance Funded supports 10 heritage projects. Heritage strategy reviewed.	Target Progressing	Not Applicable		Community, Recreation & Cultural Services

CSP Strategy 11.3: Celebrate and conserve the diverse cultural heritage of the urban, village and rural communities.

Principal Activity 11.3.1: Support the Spring Hill, Clifton Grove and Lucknow Community Committees.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 11.3.1.1	Deliver the Spring Hill, Clifton Grove and Lucknow Community Committee Action Plans.	Action Plan Implementation.	100% of each Action Plan Implemented.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



THEME 3:: PROSPER

CSP Objective 12: Sustainable tourism, events and visitor experiences.

CSP Strategy 12.1: Capitalise on the character and lifestyle of Orange to remain a destination of choice.

Principal Activity 12.1.1: Implement the Orange Region Tourism Strategy to continue to support and maintain Orange's visitor economy.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 12.1.1.1	Delivery of the Orange Region's Destination Management Plan and associated actions.	Biannual reporting of implementation of actions from the Orange Regions DMP.	Increase visitor numbers to 1.35 million visitors.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 12.1.1.2	Manage Destination Marketing contract.	Receive quarterly updates from Orange360.	Contract KPI's.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Strategy 12.2: Develop and attract a variety of events, festivals, venues and activities for locals and visitors, ensuring accessibility for all.

Principal Activity 12.2.1: Deliver an annual program of Council-run events to create vibrancy and liveability for residents and visitors to the city.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 12.2.1.1	Deliver a program of Council run civic events including 'Welcome to Orange', 'Citizenship Ceremonies', 'Carols by Candlelight' & a 'New Year's Eve' event.	Bi-annual reporting of Council run civic events and outcomes achieved.	Deliver six civic events each year.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 12.2.2: Support community organizations to stage community-run events through the administration of Council's Event Sponsorship Programs.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 12.2.2.1	Administer Council's Event Sponsorship Program.	Bi-annual reporting of administration of Council's Events Sponsorship Program.	Deliver four rounds of funding through the Events Sponsorship Program totalling an annual investment of \$120k.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 12.2.4: Manage Council's event applications to assist groups deliver safe and well managed events on Council property.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 12.2.4.1	Assess applications and provide advice for events held on Council property.	Bi-annual reporting of number of applications assessed within agreed timeframes.	75% of Applications approved within agreed timeframes.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 12.2.5: Maintain and improve the Colour City Caravan Park (CCCP) to provide a variety of accommodation and outdoor activities.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 12.2.5.1	Maintain a three-star rating.	Bi-annual reporting of occupancy rates.	Maintain 50% occupancy rate across the year.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 12.2.5.2	Deliver the BBRF-funded capital improvement program.	On-time on budget delivery.	Funded upgrade program completed in 2023/24.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Strategy 12.3: Strengthen the food culture and night-time economy within Orange.

Principal Activity 12.3.1: Implement the Live Music Action Plan.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 12.3.1.1	Deliver Live Music Action Plan activity.	Bi-annual reporting.	Delivery of Live Music Action Plan.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Objective 13: A smart, innovative and resilient industry sector.

CSP Strategy 13.1: Attract and grow strategic investment.

Principal Activity 13.1.2: Deliver Business Development Initiatives as part of Future Cities Program.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 13.1.2.1	Support startups to operate their new businesses by providing McNamara Lane Pop-up Pods for lease.	Bi-annual reporting of lease agreements, rent received and business activation.	Four start ups supported through the rental of McNamara Lane Pop-up Pods.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 13.1.2.2	Activate Precincts within the CBD.	Bi-annual reporting of activity.	Activate McNamara Lane, Lords Place South and the Civic Precinct.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 13.1.3: Support the development of key industry sectors and/or precincts to support long-term growth.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 13.1.3.1	Unlocking the Bloomfield Health Precinct' Business Case.	Bi-annual reporting.	Business Case developed.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 13.1.3.2	Finalise Subdivision design and staged development following commercial advice.	Sales Results. Bi-annual reporting on design.	Sale Yards to market. Clergate Road subdivision design.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Strategy 13.2: Support innovative industry sectors.

Principal Activity 13.2.1: Explore avenues to assist business development in the City in conjunction with the Orange Business Chamber and other peak industry and Government bodies.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 13.2.1.2	Deliver Economic Development Community Committee Action Plan.	Bi-annual reporting.	Action plan delivered.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Strategy 13.3: Support educational and training opportunities that retain young people, attract new workers and provide local employment.

Principal Activity 13.3.1: Establish a Recruitment Engagement Program focused on younger members of the local community.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 13.3.1.1	Continue a Recruitment Engagement Program focused on younger members of the local community.	Bi-annual reporting of increase engagement with schools and community events focused on recruitment.	Three events per calendar year.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Strategy 13.4: Enhance opportunities for local business to grow and prosper.

Principal Activity 13.4.1: Provide relevant and up to date information to local businesses about grants, relevant programs and policy changes.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 13.4.1.1	Develop and distribute electronically distributed mail newsletter to local businesses.	Bi-annual reporting to Economic Development Community Committee.	Four electronically distributed mail newsletters per year.	Target at Risk	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Objective 14: Transport services, connectivity and infrastructure that support community, tourism, business and industry.

CSP Strategy 14.1: Access to connected and affordable public transport within the city.

Principal Activity 14.1.1: Maintain existing public bus stops within the Council road reserves.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 14.1.1.1	Install new, and upgrade existing, bus stops at the request and funding of Transport for NSW.	Number of bus stops maintained.	20% of all bus stops maintained/updated per year.	Target Progressing	Not Applicable		Technical Services

Principal Activity 14.1.2: Approve through recommendations of the Traffic Committee the extension and enhancement of the public bus routes proposed by Transport for NSW.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 14.1.2.1	Provision of recommendations to the City of Orange Traffic Committee for extension or enhancement requests to existing public bus routes from Transport for NSW.	Number of requests reviewed.	100% of requests from Transport for NSW provided to the City of Orange Traffic Committee for determination.	Target Met	Not Applicable		Technical Services

Principal Activity 14.1.3: Support the maintenance of the existing bus services operating throughout Orange, Mt Canobolas, Spring Hill, Millthorpe, Lucknow and Molong.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 14.1.3.1	Support the maintenance of the existing bus services operating throughout Orange, Mount Canobolas, Spring Hill, Millthorpe, Lucknow and Molong.	Support provided to Transport for NSW and Local Operators.	Continuation of village services.	Target Met	Not Applicable		Technical Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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CSP Strategy 14.2: Strengthen public and private rail, coach and air services.
Principal Activity 14.2.1: Operate the Orange Airport.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 14.2.1.1	Ensure the airport meets requirements of the Civil Aviation Safety Authority and the Office of Transport Security.	Ensure all annual safety surveys are completed and Airport Security is upheld.	100% compliance.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 14.2.1.2	Annual technical inspection.	To ensure survey has been undertaken and copy sent to CASA.	One Annual Survey to be completed.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 14.2.1.3	Obstacle-limitation survey.	To ensure survey has been undertaken and copy sent to CASA.	One annual survey to be completed.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 14.2.1.4	Annual emergency-training exercise.	To design and conduct annual emergency exercise.	One annual exercise to be under taken.	Target Progressing	Not Applicable		Technical Services

Principal Activity 14.2.2: Undertake upgrades of Airport precinct.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 14.2.2.1	Complete hard stand area (federally funded 50/50).	%Budget. %Grant. % Completion.	Complete hardstand area within budget.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 14.2.2.2	Install LED security lighting.	% Completion. % Budget.	Install LED Security Lighting.	Target Progressing	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Strategy 14.3: Support initiatives for improved connectivity between Orange and capital cities and regional towns.

Principal Activity 14.3.1: Lobby relevant Government authorities for improved private sector and public transport linkages.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 14.3.1.1	Report on meetings and interactions for improved transport linkages with ORAG.	Bi-annual reporting of meetings held and recommendations implemented.	At least four ORAG meetings per year.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 14.3.2: Support the Orange Rail Action Group.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 14.3.2.1	Provide a meeting venue and delegate for the Orange Rail Action Group.	Venue and delegates supplied.	Venue and delegate supplied for all meetings.	Target Progressing	Not Applicable		Technical Services

Principal Activity 14.3.3: Advocate for connected and affordable public transport within the city directly with Transport for NSW in Strategic and Operational Regional Transport Forums in partnership with the Central Joint Organisation (JO).

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 14.3.3.1	Advocate for connected and affordable public transport within the city directly with Transport for NSW in Strategic and Operational Regional Transport Forums in partnership with the Central Joint Organisation (JO).	Number of Regional Transport Forums attended.	Council representation at all Regional Transport Forums.	Target Met	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



THEME 4:: COLLABORATE

CSP Objective 15: An informed community.

CSP Strategy 15.1: Deliver communication that is open, accessible, meaningful and regular across a range of media.

Principal Activity 15.1.1: Increase community engagement across communication channels by delivering rich content that encourages audiences to follow and share information and positively positions Orange City Council work to its communities and visitors.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 15.1.1.1	Inform the Community about Council's activities through advertising in the local media, boosting social posts on Council's social media channels and updating information on Council's website.	Frequency and audience reach of advertising and engagement with boosted social media posts.	Community is informed of Council' activities.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Strategy 15.2: Promote organisational culture that delivers excellent customer service and continuous improvement.

Principal Activity 15.2.1: Develop Customer Service Charter and Service Delivery Key Performance Indicators (KPIs).

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 15.2.1.1	Develop a customer service model to meet the changing needs of customers and how they want to connect with Council.	Customer Service response rates.	Meet Customer Service response rate targets.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 15.2.1.2	Continue Grade of Service measures for call and email responses and after hour calls.	Bi-annual call grade of service and email response time	Standards in Customer Service Obligation Policy met	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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Principal Activity 15.2.2: Implement consistent customer centric language across all Council's correspondence and touch points.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 15.2.2.1	Conduct a customer communication audit.	Bi-annual reporting of audit recommendations and progress of implementation.	Audit undertaken and recommendations made.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 15.2.3: Refurbish Civic Centre foyer to be more accessible and welcoming to customers and support positive and proactive interactions.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 15.2.3.1	Secure funding for concept design.	Bi-annual reporting on refurbishment progress.	Concept Design for Civic Centre foyer and business case for funding.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 15.2.4: Improve Development Application Process to businesses and the Orange community to facilitate sustainable growth of the city.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 15.2.4.1	Improve assessment turnaround for Development Application by reviewing procedures for Council's pre-lodgement advisory service.	Bi-annual reporting of percentage of DA's determined within statutory timeframe.	Development applications determined within a median time of 40 days.	Target Progressing	Not Applicable		Development Services
Action on Principal Activity 15.2.4.2	Prepare and implement a customer journey model to upskill and assist staff with customer service enquiries.	Bi-annual reporting on implementation of customer journey model.	Implementation of customer journey model.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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Principal Activity 15.2.5: Provide improved internal property information systems.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 15.2.5.1	Complete and implement automated Planning Certificate system.	Bi-annual reporting of progress of implementation of an automated Planning Certificate system.	Implement an automated Planning Certificate system by 30 June 2024.	Target Met	Not Applicable		Development Services

CSP Strategy 15.3: Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making.

Principal Activity 15.3.1: Engage with the community to facilitate shared decision making on the services and works delivered by the Orange City Council.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 15.3.1.1	Continue public exhibition of matters put to Council.	Bi-annual reporting of community engagement activities conducted.	Exhibit issues to meet legislative requirements as well as high public interest or impact matters.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 15.3.1.2	Undertake engagement activities to involve the community in Council decision making process.	Bi-annual reporting of community engagement activities conducted.	Community views are provided to council as part of the decision making process following Councils Engagement Policy.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 15.3.2: Develop a stakeholder engagement approach to build relationships and ensure key stakeholders are informed of Orange City Council activities.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 15.3.2.1	Embed Orange City Council Stakeholder Engagement Model.	Bi-annual reporting of progress.	Stakeholder Engagement process established, and Relationship Managers assigned.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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CSP Objective 16: Leaders in our community.

CSP Strategy 16.1: Encourage and support residents to pursue leadership roles at Council.

Principal Activity 16.1.1: Implement Leadership Upskill and Employee Speak Up Programs.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 16.1.1.1	Continuous improvement in leader lead conversations on career.	Bi-annual reporting of career conversation documents and action plans developed.	10% increase in career advancing learning and development.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 16.1.1.2	Develop and implement leadership and employee training based on the needs analysis and outcomes from the Employee Engagement Survey conducted in 2023/24.	Annual reporting of training completed.	25 leaders (managers and directors) complete training.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Strategy 16.2: Support community organisations and groups to deliver services and programs.

Principal Activity 16.2.1: Deliver Council's Small Donations Fund to support the community to deliver services and programs.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 16.2.1.1	Administer Council's Small Grants Program.	Bi-annual reporting of administration of Council's Small Grants Program.	Deliver four rounds of funding through the Small Grants Program.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Strategy 16.3: Engage and train young people to develop our future leaders.

Principal Activity 16.3.1: Apprenticeship, Traineeship, Cadetships and Sponsorship Programs for local young employees to have a continuous pipeline of development within Council.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 16.3.1.1	Apprenticeship, Traineeship, Cadetships and Sponsorship Programs for local young employees to have a continuous pipeline of development within Council.	Bi-annual comparison of employee participation to local employee population in younger age groups.	To have an employment % of council employees which is at least 0.5% higher than the comparative percentage of the average Orange population Target for employment % is therefore currently 12.5% (15-25 year olds) and 14.5% (26-35 year olds).	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Strategy 16.4: Develop and encourage staff to pursue leadership within Council.

Principal Activity 16.4.1: Implement Leadership Upskill program as part of the Council Culture Program.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 16.4.1.1	Continue Leadership Upskill Program as part of the Council Culture Program.	Bi-annual reporting of Leadership Programs and activities.	70% of leadership (Managers and Supervisors) involved in at least one element of Leadership Development.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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CSP Objective 17: Strong relationships.

CSP Strategy 17.1: Work in partnership with other councils, regional organisations and State and Federal Governments.

Principal Activity 17.1.1: Support the Local Emergency Management Committee.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 17.1.1.1	Support local emergency planning in conjunction with key agencies.	Chair quarterly meetings and record meeting minutes and distribute.	Attend four meeting per year.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 17.1.1.2	Update Emergency Management Plan.	Bi-annual reporting on Emergency Management Plan.	Plan updated.	Target Progressing	Not Applicable		Technical Services

Principal Activity 17.1.2: Support the Rural Fire Service.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 17.1.2.1	Provide ongoing support and advice to quarterly Bush Fire Management Committee meetings and Bush Fire Liaison Committee meetings.	Bi-annual reporting on meetings.	Attend four meetings per year.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 17.1.2.2	Attend Rural Fire Service Management Committee and Bush Fire Liaison Committee quarterly meetings.	Bi-annual reporting on meetings.	Attend four meetings per year.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 17.1.2.3	Provide financial management assistance to Rural Fire Service.	Bi-annual reporting. Council to provide assistance through their Financial Department - Debtors/Creditors.	Service Provided.	Target Progressing	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 17.1.3: Engage with State and Federal Governments on funding and policy matters.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 17.1.3.1	Report activities of the Council showing advocacy on emerging strategic matters important to the City and region.	Report acknowledged by Council.	Half yearly report to Council on advocacy activities.	Target Progressing	Not Applicable		Office of the Chief Executive
Action on Principal Activity 17.1.3.2	Develop a Government relationship program to connect with State and Federal Governments on funding and policy matters.	Bi-annual reporting of engagement activities.	At least two meetings held per year.	Target Exceeded	Not Applicable		Corporate & Commercial Services

Principal Activity 17.1.4: Continue to support emergency services.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 17.1.4.1	Provide Chair and Local Emergency Management Officer for the Local Emergency Management Committee.	Council appoints LEMO and LEMO to chair meetings.	Appointment by Council.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 17.1.4.2	Attend and Chair Local Emergency Management Committee meetings and provide support and backup in emergencies.	LEMO to attend and chair meetings and to provide support as required.	Four meetings to be attended.	Target Progressing	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 17.1.5: Maintain sister-cities relationships with: Timaru, New Zealand, Orange, California and Mt Hagen, Papua New Guinea.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 17.1.5.1	Support opportunities for cultural exchange.	Bi-annual reporting of cultural exchange activities.	Hold at least two Sister City Community Committee meetings per year.	Target Progressing	Not Applicable		Corporate & Commercial Services

CSP Strategy 17.2: Attract external funding to deliver services, facilities and programs.

Principal Activity 17.2.1: Maintain membership of key lobby groups to advance regional priorities.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 17.2.1.1	Report on meetings and interactions with key lobby groups - including, but not limited to: * Central NSW Joint Organisation * Regional Development Australia * Regional Cities NSW * Orange 360 * NetWaste * Association of Mining-related Councils * Local Land Services * Government Ministers and Department Officers * LGNSW.	Bi-annual reporting of State & Federal Government lobbying activities.	Report acknowledged by Council.	Target Progressing	Not Applicable		Office of the Chief Executive

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



CSP Objective 18: Responsible Governance.

CSP Strategy 18.1: Provide representative, responsible and accountable community governance.

Principal Activity 18.1.1: Maintain the Delegations and sub-Delegations register.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.1.1	Review Sub-Delegations to Staff.	Sub-Delegations to Staff Approved by the CEO by 31 December 2023.	Approved Sub-Delegations published on Council's Website by 1 February 2024.	Target Not Met	Resourcing		Corporate & Commercial Services

Principal Activity 18.1.2: Co-ordinate with the Mayor and Councillors Training and Development Plans in accordance with requirements under the Local Government Act.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.2.1	Maintain a training and development program for each Councillor.	Bi-annual reporting of Councillor attendance at identified training courses.	100% attendance and completion of Annual Training Plan by Councillors.	Target Progressing	Not Applicable		Office of the Chief Executive

Principal Activity 18.1.4: Develop and implement the suite of Integrated Planning and Reporting documents (IP&R).

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.4.1	Deliver IP&R documents for public exhibition and adoption.	IP&R documents considered by Council by 7 May 2024 for 28-day exhibition and IP&R Documents adopted by 30 June 2024.	Resourcing Strategy including the Long Term Financial Plan, Workforce Management Strategy, Operational Plan and Asset Management Strategy adopted by June 30 2024.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 18.1.4.2	Develop a Service Review Program.	Implementation of a Service Review Program as per the IP&R guidelines.	Conduct 1 Service Review.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded

**Principal Activity 18.1.6: Maintain a framework of relevant policies and procedures.**

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.6.1	Review and consolidate Strategic Policies and review Operational Policies and Procedures.	Bi-annual reporting on progress.	All Strategic Policies reviewed and consolidated where practical. 25% of all Operational Policies and Procedures reviewed and consolidated where practical.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 18.1.7: Maintain Council's Corruption Prevention Framework.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.7.1	Review Corruption Prevention Framework and provide recommendations for continuous improvement.	Bi-annual reporting on progress.	Corruption Prevention Framework reviewed and 25% of recommendations for continuous improvement implemented.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 18.1.9: Embed the Enterprise Risk Management Framework and monitor that all risks remain within tolerance and that there is a strong control environment in place.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.9.1	Manage the review of the Risk Management Framework on a quarterly basis.	Quarterly ELT and ARIC reporting on risk and control self-assessments.	All risks and controls reviewed by risk owners each quarter.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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Principal Activity 18.1.10: Complete the four-year Internal Audit Program and implement any mandatory Internal Audit guidelines from the Office of Local Government.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.10.1	Complete the 2023/2024 Internal Audit Program.	Internal audits completed per the 2023/2024 plan.	3 audits completed by 30 June 2024.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 18.1.10.2	Implement any finalised mandatory Internal Audit Guidelines from the Office of Local Government.	Compliance status updates reported to ELT and ARIC.	All Internal Audit Guidelines due by 30 June 2024 are implemented.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 18.1.11: Ensure that appropriate safety accreditation is achieved by Council.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.11.1	Completion of actions arising from ISO 45001 accreditation audit and maintenance of the Safety Framework (OP84) with continuous improvement.	Bi-annual reporting of ISO 45001 accreditation and audit improvement activities.	ISO 45001 accreditation maintained and 85% of improvement recommendations actioned.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 18.1.12: Improve management of contractor safety.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.12.1	Document and adhere to the process of considering past safety performance for potential contractors.	Bi-annual reporting.	Achievement of 100% compliance for this criterion in next OFSC (Office of Federal Safety Commissioner) Audit.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 18.1.14: Continue to upgrade and implement core business, infrastructure and spatial systems as per the IT Operational Roadmap, ensuring that systems are current and fit-for-purpose while supporting business programs.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.14.1	Deliver IT Operations (Infrastructure) Roadmap Projects.	Bi-Monthly Reporting to the IT Steering Committee.	Roadmap Projects delivered on budget. Roadmap Projects delivered within agreed timeframes. Stated business opportunities realised at delivery.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 18.1.14.2	Deliver IT Business Systems (Applications) Roadmap Projects.	Bi-Monthly Reporting to the IT Steering Committee.	Roadmap Projects delivered on budget, Roadmap Projects delivered within agreed timeframes. Stated business opportunities realised at delivery.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 18.1.14.3	Deliver IT Spatial Roadmap Projects.	Bi-Monthly Reporting to the IT Steering Committee.	Roadmap Projects delivered on budget, Roadmap projects delivered within agreed timeframes, stated business opportunities realised at delivery.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.14.5	Deliver IT Cyber Roadmap Projects.	Bi-Monthly Reporting to the IT Steering Committee.	Roadmap Projects delivered on budget, Roadmap projects delivered within agreed timeframes. Stated business opportunities realised at delivery.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 18.1.16: Adopt Asset Management Strategies to align with Integrated Planning and Reporting documents.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.16.1	Compile strategies and report to Council.	AMS delivered to Council with draft budget for adoption each year.	AMS delivered to Council with draft budget for adoption each year.	Target Progressing	Not Applicable		Technical Services

Principal Activity 18.1.17: Provide timely revaluation of capital value of assets.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.17.1	Undertake condition surveys and running models.	Review condition rating for the following years, 22/23 Buildings, 23/24 Gap year (no revaluation), 24/25 Roads and Drainage, 25/26 Parks, Open Spaces and Other Assets.	External valuation of building assets in 23/24, Internal adjustment of asset model on all other asset classes.	Target Met	Not Applicable		Technical Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 18.1.18: Implement and enforce relevant Food Safety Legislation through inspections and education.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.1.18.1	Carry out food shop inspections within the city boundaries.	Assess food shops in accordance with the requirements of the Food Act and Regulations and Food Standards Codes.	Complete 100% of the food shop inspections.	Target Progressing	Not Applicable		Development Services

CSP Strategy 18.2: Ensure financial stability and support efficient ongoing operation.

Principal Activity 18.2.1: Maintain and improve storage and facilities for assets at Council's Works Depot.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.1.1	Regularly maintain and clean storage and facilities.	To maintain and clean Works Depot on a regular basis.	% Compliant.	Target Progressing	Not Applicable		Technical Services
Action on Principal Activity 18.2.1.2	Resurface 1/3 of road surface at Depot.	Resurface 1/3 of the Depot Road Network in 2023/2024.	Completed and within budget.	Target Progressing	Not Applicable		Technical Services

Principal Activity 18.2.2: Introduce and utilise automated payroll system with payroll staff having minimal manual keystroke entry and manual checking.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.2.1	Embed use of online leave applications and automated timesheets as record for all work completed (including attendance sheets).	Attendance sheets and leave applications completed online	100% of employees having the ability to complete online timesheets, attendance sheets being completed using an online system	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded



Principal Activity 18.2.3: Provide a consistent, supportive and innovative work environment for all Orange City Council employees.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.3.1	Improve onboarding programs.	Survey results from new employees and their supervisors.	80% positive outcomes to questions within the new employee onboarding survey.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 18.2.3.2	Provide improvements based on the outcomes of the Employee Engagement Survey to identify areas where additional support can be provided.	Implementation of Cultural improvement project as identified by the Employee Engagement Survey results.	100% of project work completed.	Target Progressing	Not Applicable		Corporate & Commercial Services

Principal Activity 18.2.4: Monitor and review the core needs of the Council Service throughout the four year Cycle of Workforce Strategy.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.4.1	Expand the Workforce Strategy to become a Long Term Planning document.	Comparison of OCC's FTE in Benchmarking against Councils of similar size and functions. Identify multi lever plans that can be utilised to minimise the risk of staff adequacy impacting our service delivery to our community.	Council FTE remains within 10% of similar functioning Council's FTE.	Target Progressing	Not Applicable		Corporate & Commercial Services

Target at Risk

Target Not Met

Target Progressing

Target Met

Target Exceeded

**Principal Activity 18.2.6: Conduct Employee Safety & Wellbeing Programs.**

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.6.1	Conduct Wellbeing Program.	OCC Wellbeing Program is reviewed and completed on an annual basis.	8 Wellbeing activities are provided to employees each calendar year.	Target Progressing	Not Applicable		Corporate & Commercial Services
Action on Principal Activity 18.2.6.2	Implementation of Manual Handling and Body Positioning Program.	Complete the program of Manual Handling risk analysis and training for employees who are involved in high incident areas.	100% completion of the Manual Handling and Body Positioning program.	Target Met	Not Applicable		Corporate & Commercial Services

Principal Activity 18.2.8: Maintain Council's fleet in accordance of the manufacturers specifications using Council's workshop and contractors.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.8.1	Maintain Council's Fleet in accordance with the Manufacturers specifications using Council's workshop and contractors.	To maintain Council's fleet so that it is available for use when required.	96% availability of Fleet and Plant when required.	Target Progressing	Not Applicable		Technical Services

Principal Activity 18.2.9: Replace fleet and plant as required.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.9.1	Replace fleet and plant as per the 2023-2024 Operational Plan.	Fleet and plant purchased as per the Operational Plan.	Purchases are completed and within budget.	Target Progressing	Not Applicable		Technical Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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Principal Activity 18.2.10: Design and deliver programmed maintenance, inspection and testing programs to ensure all buildings fulfil relevant statutory compliance obligations. Includes essential building services such as fire, electrical and asbestos.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.10.1	Design and deliver programmed maintenance, inspection and testing programs to ensure all buildings fulfil relevant statutory compliance obligations. Includes essential building services such as fire, electrical and asbestos.	Complete five-year asbestos register condition survey. Complete review of all statutory requirements across building portfolio. Undertake full audit of building portfolio to ensure RCD compliance.	Full portfolio compliance during 2023/24.	Target Progressing	Not Applicable		Technical Services

Principal Activity 18.2.11: Deliver contracted programmed maintenance and facility services that ensure continued effective operation of the building portfolio. Includes functions such as HVAC, auto doors, security and cleaning.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.11.1	Deliver contracted programmed maintenance and facility services that ensure continued effective operation of the building portfolio. Includes functions such as HVAC, auto doors, security and cleaning.	Develop tender scope and documentation for cleaning and HVAC contract renewals. Complete monthly contractor performance reviews for HVAC, security, and cleaning and fire services.	Ensure effective delivery of contractor services across portfolio.	Target Progressing	Not Applicable		Technical Services

Target at Risk

Target Not Met


Target Progressing

Target Met

Target Exceeded



Principal Activity 18.2.12: Plan and deliver Building Capital Renewal Programs that prioritise the available budget to projects addressing safety, compliance and operational risks.

OP Code	Operational Action on Principal Activity	Performance Measure	Target	Status	Reason Target Not Met	Traffic Lights	Responsible Division
Action on Principal Activity 18.2.12.1	Plan and deliver Building Capital Renewal Programs that prioritise the available budget to projects addressing safety, compliance, and operational risks.	Bi-annual reporting of projects identified and completed.	Deliver all projects identified as priority works for term.	Target Progressing	Not Applicable		Technical Services

Target at Risk	Target Not Met	Target Progressing	Target Met	Target Exceeded
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6 CLOSED MEETING - SEE CLOSED AGENDA

The Chief Executive Officer will advise the Council if any written submissions have been received relating to any item advertised for consideration by a closed meeting of Orange City Council.

The Mayor will extend an invitation to any member of the public present at the meeting to make a representation to Council as to whether the meeting should be closed for a particular item. In accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2021, in the opinion of the Chief Executive Officer, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

RECOMMENDATION

That Council adjourn into a Closed Meeting and members of the press and public be excluded from the Closed Meeting, and access to the correspondence and reports relating to the items considered during the course of the Closed Meeting be withheld unless declassified by separate resolution. This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:

6.1 NSW Local Roads Congress - Nomination(s) for Councillor Attendance

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (f) matters affecting the security of the Council, Councillors, Council staff or Council property.

6.2 Request to Enter into New Parking Agreement at the Orange City Centre

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.3 Tender - F4040 - Provision of Heating, Ventilation and Air Conditions (HVAC) Services

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.4 Tender - F4175 - Provision of Fire Maintenance Services

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.5 Submission Redaction Report - 19 March 2024

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (e) information that would, if disclosed, prejudice the maintenance of law.

6.1 NSW LOCAL ROADS CONGRESS - NOMINATION(S) FOR COUNCILLOR ATTENDANCE

RECORD NUMBER: 2024/341

AUTHOR: Catherine Davis, Executive Support Manager

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (f) matters affecting the security of the Council, Councillors, Council staff or Council property.

6.2 REQUEST TO ENTER INTO NEW PARKING AGREEMENT AT THE ORANGE CITY CENTRE

RECORD NUMBER: 2024/32

AUTHOR: Paul Johnston, Manager Development Assessments

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.3 TENDER - F4040 - PROVISION OF HEATING, VENTILATION AND AIR CONDITIONS (HVAC) SERVICES

RECORD NUMBER: 2024/195

AUTHOR: Damian West, Manager Building Services

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.4 TENDER - F4175 - PROVISION OF FIRE MAINTENANCE SERVICES

RECORD NUMBER: 2024/249

AUTHOR: Damian West, Manager Building Services

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.5 SUBMISSION REDACTION REPORT - 19 MARCH 2024

RECORD NUMBER: 2024/256

AUTHOR: Janessa Constantine, Manager Corporate Governance

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (e) information that would, if disclosed, prejudice the maintenance of law.

7 RESOLUTIONS FROM CLOSED MEETING