



INFRASTRUCTURE POLICY COMMITTEE

AGENDA

5 SEPTEMBER 2023

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **INFRASTRUCTURE POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 5 September 2023**.

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Administration on 6393 8106.

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1 INTRODUCTION

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

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

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

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

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

RECOMMENDATION

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

2 COMMITTEE MINUTES

2.1 MINUTES OF THE CITY OF ORANGE TRAFFIC COMMITTEE HELD ELECTRONICALLY ON 8 AUGUST 2023

RECORD NUMBER: 2023/1339

AUTHOR: Ian Greenham, Director Technical Services

EXECUTIVE SUMMARY

The City of Orange Traffic Committee held an electronic meeting on 8 August 2023 and the recommendation from that meeting is presented to the Infrastructure Policy Committee for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “10.1. Construct and maintain a road network that meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

- 1 That Council acknowledge the reports presented to the City of Orange Traffic Committee at its electronic meeting held on 8 August 2023.
- 2 That Council determine recommendations 3.1 from the minutes of the City of Orange Traffic Committee meeting of 8 August 2023.
3.1 Street Event – 2023 NAIDOC March – 23 October 2023
That Council approves the 2023 NAIDOC March to be held on Monday 23 October 2023 subject to the attached Conditional Approval.
- 3 That the remainder of the minutes of the City of Orange Traffic Committee from its electronic meeting held on 8 August 2023 be adopted.

FURTHER CONSIDERATIONS

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

ATTACHMENTS

- 1 COTC 8 August 2023 Minutes
- 2 COTC 8 August 2023 Agenda, D23/57691 [↓](#)

ORANGE CITY COUNCIL

MINUTES OF THE CITY OF ORANGE TRAFFIC COMMITTEE

HELD ELECTRONICALLY

ON 8 AUGUST 2023

1 INTRODUCTION

ATTENDANCE

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

***** This meeting was held out of session with all Committee members being circulated a copy of the agenda. Feedback and voting was provided out of session via email for this meeting.*****

1.1 Apologies and Leave of Absence

Nil

1.2 Acknowledgement of Country

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

Nil

2 PREVIOUS MINUTES

RECOMMENDATION

Mr R Drooger/Chief Insp D Harvey

That the Minutes of the Meeting of the City of Orange Traffic Committee held on 13 June 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the City of Orange Traffic Committee meeting held on 13 June 2023.

RECOMMENDATION**Mr R Drooger/Chief Insp D Harvey**

That the Minutes of the Meeting of the City of Orange Traffic Committee held on 12 July 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the City of Orange Traffic Committee meeting held on 12 July 2023.

3 GENERAL REPORTS**3.1 STREET EVENT - 2023 NAIDOC MARCH - 23 OCTOBER 2023**

TRIM REFERENCE: 2023/1104

RECOMMENDATION**Mr R Drooger/Mr K Gardiner**

That Council approves the 2023 NAIDOC March to be held on Monday 23 October 2023 subject to the attached Conditional Approval.

*** Endorsement of this recommendation was received from Cr T Mileto, Mr R Drooger, Mr K Gardiner, Chief Insp D Harvey. ***



CITY OF ORANGE TRAFFIC COMMITTEE

AGENDA

8 AUGUST 2023

(ELECTRONIC)

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **CITY OF ORANGE TRAFFIC COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held electronically.

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Jason Theakstone on 6393 8505.

CITY OF ORANGE TRAFFIC COMMITTEE

8 AUGUST 2023

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CITY OF ORANGE TRAFFIC COMMITTEE**8 AUGUST 2023**

1 INTRODUCTION**MEMBERS**

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

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

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

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

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

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.

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

RECOMMENDATION

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

2 PREVIOUS MINUTES**RECOMMENDATION**

That the Minutes of the Meeting of the City of Orange Traffic Committee held on 13 June 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the City of Orange Traffic Committee meeting held on 13 June 2023.

CITY OF ORANGE TRAFFIC COMMITTEE**8 AUGUST 2023**

RECOMMENDATION

That the Minutes of the Extraordinary Meeting of the City of Orange Traffic Committee held electronically on 12 July 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the City of Orange Traffic Committee meeting held electronically on 12 July 2023.

ATTACHMENTS

- 1 Minutes of the Meeting of the City of Orange Traffic Committee held on 13 June 2023
- 2 Minutes of the Extraordinary Meeting of the City of Orange Traffic Committee held electronically on 12 July 2023

ORANGE CITY COUNCIL

MINUTES OF THE CITY OF ORANGE TRAFFIC COMMITTEE

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

ON 13 JUNE 2023

COMMENCING AT 9.30AM

1 INTRODUCTION

ATTENDANCE

Cr Tony Mileto (Chairperson), Mr Richard Drooger, Ms Carmel Hanelly, Mr Kel Gardiner, Road Safety Officer, Works Manager (10.00am), Manager Engineering Services, Strategic Design and Planning Engineer, Cadet Engineer (Strategic Design), Divisional Administration Officer

1.1 Apologies and Leave of Absence

Chief Inspector David Harvey phoned in the apology of the Police at the conclusion of the meeting.

1.2 Acknowledgement of Country

The Chairperson conducted an Acknowledgement of Country.

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

Nil

2 PREVIOUS MINUTES

RECOMMENDATION

Mr K Gardiner/Mr R Drooger

That the Minutes of the Meeting of the City of Orange Traffic Committee held on 11 April 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the City of Orange Traffic Committee meeting held on 11 April 2023.

MINUTES OF CITY OF ORANGE TRAFFIC COMMITTEE**13 JUNE 2023****3 GENERAL REPORTS****3.1 NO STOPPING ON THE APPROACH TO PEDESTRIAN REFUGES ON ANSON STREET NEAR BRENDAN STURGEON OVAL**

TRIM REFERENCE: 2023/859

RECOMMENDATION**Mr R Drooger/Mr K Gardiner**

That Council install No Stopping 20m on the approach to and immediately behind the refuge on Anson Street as shown in this report.

3.2 EVENT - CAN4CANCER - 5-7 NOVEMBER 2023

TRIM REFERENCE: 2023/891

RECOMMENDATION**Mr K Gardiner/Mr R Drooger**

That Council approve this road event subject to the attached Conditions of Consent.

3.3 ORANGE CONSERVATORIUM AND PLANETARIUM - PARKING ON MARCH STREET

TRIM REFERENCE: 2023/902

RECOMMENDATION**Mr K Gardiner/Mr R Drooger**

That Council implement the parking lay out as per figure A of this report with the inclusion of an extension of the "Kiss and Drop" area by 5 metres to the east.

3.4 CHANGES TO TIME PARKING IN LORDS PLACE (SUMMER TO KITE STREETS)

TRIM REFERENCE: 2023/919

RECOMMENDATION**Mr R Drooger/Mr K Gardiner**

That Council amend the existing ¼ hour parallel parking to ½ hour parking and the existing ½ hour angled parking to 1 hour parking in Lords Place (Summer to Kite Streets).

GENERAL BUSINESS

- Look at pothole at the entrance to the Spring Creek Dam, prior to closed signs.
- It was advised that a resident with vision impairment, said that there are a lack of crossings in major areas. Have Council done an audit? The Ageing and Access Committee started the Active Travel Plan and will review the PAMP at the same time.
- Active Transport submissions – TfNSW are looking to set up meetings across all LGA's with project teams that handled funding to find out why they were unsuccessful. Council have received feedback on unsuccessful funding. Would be good to know why haven't received funding.
- A resident in Anson Street has advised that semi-trailers are still using Anson Street, off Gardiner Road. There is a 'No Left Turn' sign. To be referred to the Police.
- The Road Safety Officer was checking on how far in advance the Committee should receive an event application as a new Street Parade is being proposed for next year. The Committee suggests information be provided 6 months prior to event to allow for any possible changes etc, especially for new events.

MINUTES OF CITY OF ORANGE TRAFFIC COMMITTEE**13 JUNE 2023**

- The Road Safety Officer advised that she is attending the Australian Roads Safety Awards at Parliament House in Canberra on 14 June 2023. Orange and Cabonne are up for 2 awards: "Leave the car at home and make a Taxi your Plan B" and "Tired? Power Nap Now" campaign. It was suggested that Comms do media around the nominations for the awards.
- Newcrest Challenge – OCC are meeting 14 June 2023 with TfNSW, Police and other Council's involved to discuss with the organisers - Bicycle Network.
- High Pedestrian Access Area work starts tonight. Laying asphalt at night time. High tactile into asphalt. Before Christmas will have all signs in. Stamping and colouring will be done during the day. Will be interesting to see how effective it is.

THE MEETING CLOSED AT 10.20AM.

ORANGE CITY COUNCIL

MINUTES OF THE

EXTRAORDINARY CITY OF ORANGE TRAFFIC COMMITTEE

HELD ELECTRONICALLY

ON 12 JULY 2023

1 INTRODUCTION

ATTENDANCE

Cr Tony Mileto (Chairperson), Mr Richard Drooger, Sgt Adam Cornish, Sgt Peter Foran, Chief Inspector David Harvey, Mr Kel Gardiner

***** This meeting was held out of session with all Committee members being circulated a copy of the agenda. Feedback and voting was provided out of session via email for this meeting.*****

1.1 Apologies and Leave of Absence

RECOMMENDATION

That the apologies be accepted from Mr K Gardiner for the Extraordinary City of Orange Traffic Committee meeting held electronically on 12 July 2023.

1.2 Acknowledgement of Country

The Chairperson conducted an Acknowledgement of Country.

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

Nil

2 GENERAL REPORTS

2.1 EVENT - NEWCREST ORANGE CHALLENGE - 10 SEPTEMBER 2023

TRIM REFERENCE: 2023/783

RECOMMENDATION

Mr R Drooger/Chief Insp D Harvey

That Council approve the Newcrest Orange Challenge event on 10 September 2023 subject to the attached Conditions of Approval.

***** Endorsement of this recommendation was received from Cr T Mileto, Mr R Drooger, Chief Insp D Harvey. *****

CITY OF ORANGE TRAFFIC COMMITTEE

8 AUGUST 2023

3 GENERAL REPORTS

3.1 STREET EVENT - 2023 NAIDOC MARCH - 23 OCTOBER 2023

RECORD NUMBER: 2023/1104

AUTHOR: Jason Theakstone, Manager Engineering Services

EXECUTIVE SUMMARY

This report serves to approve the 2023 NAIDOC March.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “12.2. Develop and attract a variety of events, festivals, venues and activities for locals and visitors, ensuring accessibility for all”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council approves the 2023 NAIDOC March to be held on Monday 23 October 2023 subject to the attached Conditional 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

Council plans to hold the NAIDOC March on Monday 23 October 2023.

Walkers will assemble in Sale Street (near Newey’s Dry Cleaners) and school buses will pull up on the eastern side of Sale Street.

The NAIDOC March will begin in Sale Street on the corner Sale/Summer into Summer Street to the official ceremony in Robertson Park.

Attached to this report is the proposed Conditional Approval, Event Application, Risk Assessment and Traffic Management Plan.

ATTACHMENTS

- 1 Conditional Approval, D23/46775
- 2 Event Application, D23/46754
- 3 Traffic Management Plan, D23/46756
- 4 Risk Assessment, D23/46763

CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 1 Conditional Approval

8 AUGUST 2023

D23/46770



CONDITIONAL APPROVAL FOR USE OF ROAD

NAIDOC MARCH – 23 OCTOBER 2023

ORANGE NAIDOC WEEK COMMITTEE

Streets to be used: Sale Street, Summer Street, McNamara Street
Date: Monday 23 October 2023
Time: 10.00am – 11.00am (Sale Street to Robertson Park)
Type of closure: March under Police escort (rolling closure)
Class: 2
Route of the Parade:

- Starting in Sale Street car park opposite Newey's Dry Cleaners and walking south
- Left into Summer Street to McNamara Street
- Left into McNamara Street to Robertson Park

CONDITIONS OF APPROVAL

1. Approval will be obtained from the Traffic Branch of the Orange Police. Council will inform Orange Police of the events and you must comply with any additional conditions so imposed.
2. A 'Form 1 - Notice of Intent to Hold a Public Assembly' must be submitted to the Police. Police approvals for the event must be obtained and provided to Council. You must comply with any additional conditions so imposed.
3. The applicant must obtain a Road Occupancy Licence from Transport for NSW (TfNSW) and evidence of the Road Occupancy Licence must be provided to Council.
4. A risk assessment must be completed and Risk Management Plan submitted to Council prior to the event.
5. A Traffic Management Plan prepared by an authorised person shall be provided for the event
6. All Traffic Control Plans (TCP) must be implemented by appropriately qualified persons. Ensure that all marshals, staff, volunteers and participants are briefed in detail prior to the event.
7. All personnel carrying out traffic control duties must hold a TfNSW authorised traffic controller's ticket.

-2-

8. The event organisers are to maintain appropriate and adequate traffic measures for the safe movements of all road users and participants on all roads impacted by the event or management of the event.
9. Written evidence that Orange Police will assist with the traffic control for the event must be provided to Council.
10. The applicant will advertise the event and regulation of traffic in a local paper at least seven (7) days prior to the event, with this advertisement to include the type of event, route and date and times.
11. The event organisers are to conduct a letter drop to affected residents and businesses advising of the event for all affected roads.
12. Council will provide Public Liability insurance cover for the event.
13. The User is required to inform all relevant persons involved in the organising of the event of the terms and conditions included in the approval.
14. **All documents requested must be submitted to Council by Tuesday 3 October 2023.**

WITHDRAWAL OF APPROVAL

In the event of non-compliance to these conditions Council automatically withdraws its approval of the event.

Council has the right to withdraw the approval, or impose additional conditions on the event organisers at any time.

WRITTEN ACCEPTANCE

In terms of Council policy, would you please provide a written acceptance of the conditions outlined in this approval by **Tuesday 3 October 2023**.

I hereby declare that I have read, understand and will comply with the conditions for the NAIDOC March 2023.

Signed for and on behalf of the Orange NAIDOC Week Committee

Name (Print):

Signature:

Date:

EVENT APPLICATION FORM





**ORANGE
CITY COUNCIL**

ORANGE CITY COUNCIL
135 - 137 Byng Street, Orange NSW, 2800
PO Box 35, Orange NSW, 2800
P: 02 6393 8000 **F:** 02 6393 8199
E: council@orange.nsw.gov.au
www.orange.nsw.gov.au

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

EVENT APPLICATION TIMEFRAMES

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

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

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

USEFUL CONTACTS

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

EVENT APPLICATION FORM

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APPLICANT DETAILS

Name: Kristen Hunter

Organisation: Orange City Council Community Services Unit

Address: Giyalang Ganya, 286 Lords Place, Orange, Wiradjuri Country

Suburb: Orange

Postcode: 2800

Phone:

Mobile:

Email:

Website: www.orange.nsw.gov.au

Facebook:

Instagram:

Twitter:

EVENT DETAILS

Event Name: ORANGE NAIDOC WEEK 2023- Summer Street March and Robertson Park Event

Location/Venue *subject to availability:

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

Event Date/s: Monday 23rd October 2023

Event Time/s: 10:00am Street March 11am Park.

Bump in date and time: 8am

Bump out date and time: 3pm

Describe the main purpose of your event:

NAIDOC WEEK 2023

Is the event likely to be an ongoing event?

☒ YES ☐ NO

Will your event be open to the public?

☒ YES ☐ NO

Expected event attendance. Participants: 1000

Spectators: 200

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

☒ YES ☐ NO

Will you charge an entry fee for this event?

☐ YES ☒ NO

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

PLEASE NOTE:

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

EVENT APPLICATION FORM

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EVENT SERVICES

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

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

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

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

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

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

Will your event require security personnel? ☐ YES ☐ NO

Will your event require waste management? ☒ YES ☐ NO

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

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

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

Guidelines for the number of toilets required are listed below:

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

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

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

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

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

Will you need to organise additional lighting? ☐ YES ☒ NO

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

Type of structure, quantity and dimensions in m²:

PA system and announcement area near flag post.

Various local service providers will have temporary stalls to supply information and referral services to the public.

Additional temporary shelters 3x3 will be supplied for sun shelter for the public including seating area for the elders.

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

EVENT APPLICATION FORM

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EVENT SERVICES - continued

Will you require the entry of vehicles on to Council property? ☒ YES ☐ NO

 Will your event impact vehicular/pedestrian traffic? ☒ YES ☐ NO

 Are you requesting any road/footpath closures or road/footpath occupation? ☒ YES ☐ NO

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

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

 Will your event involve large crowds, the use of PA system/s, or amplified music? ☒ YES ☐ NO

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

Will there be signage erected promoting your event at the venue? ☒ YES ☐ NO

 Will there be signage erected promoting your event at other locations in the Orange region? ☐ YES ☒ NO

Details:

 Will your event involve the distribution of pamphlets and/or other marketing/promotional material? ☒ YES ☐ NO

Will your event require additional First Aid or Emergency personnel? ☒ YES ☐ NO

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

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

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

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

Name: Mr Gerald Power

Contact phone number:

What is your Emergency Evacuation Plan?

Announcement VIA PA system. Patrons asked to leave in orderly manner.

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

EVENT APPLICATION FORM

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EVENT SERVICES - continued

What is your contingency plan for bad weather?

Street March Cancelled.

Park ceremonies will be moved to function centre.

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

Type and number of devices:

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

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

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

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

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

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

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

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

Will the event involve any camping? ☐ YES ☐ NO

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

Responsibility to Protect Crowded Places

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

NOTES

EVENT APPLICATION FORM

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REQUIRED DOCUMENTATION

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

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

INDEMNITY & DECLARATION

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

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

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

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

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

Signature

KRISTEN HUNTER

Name (BLOCK LETTERS)

Date

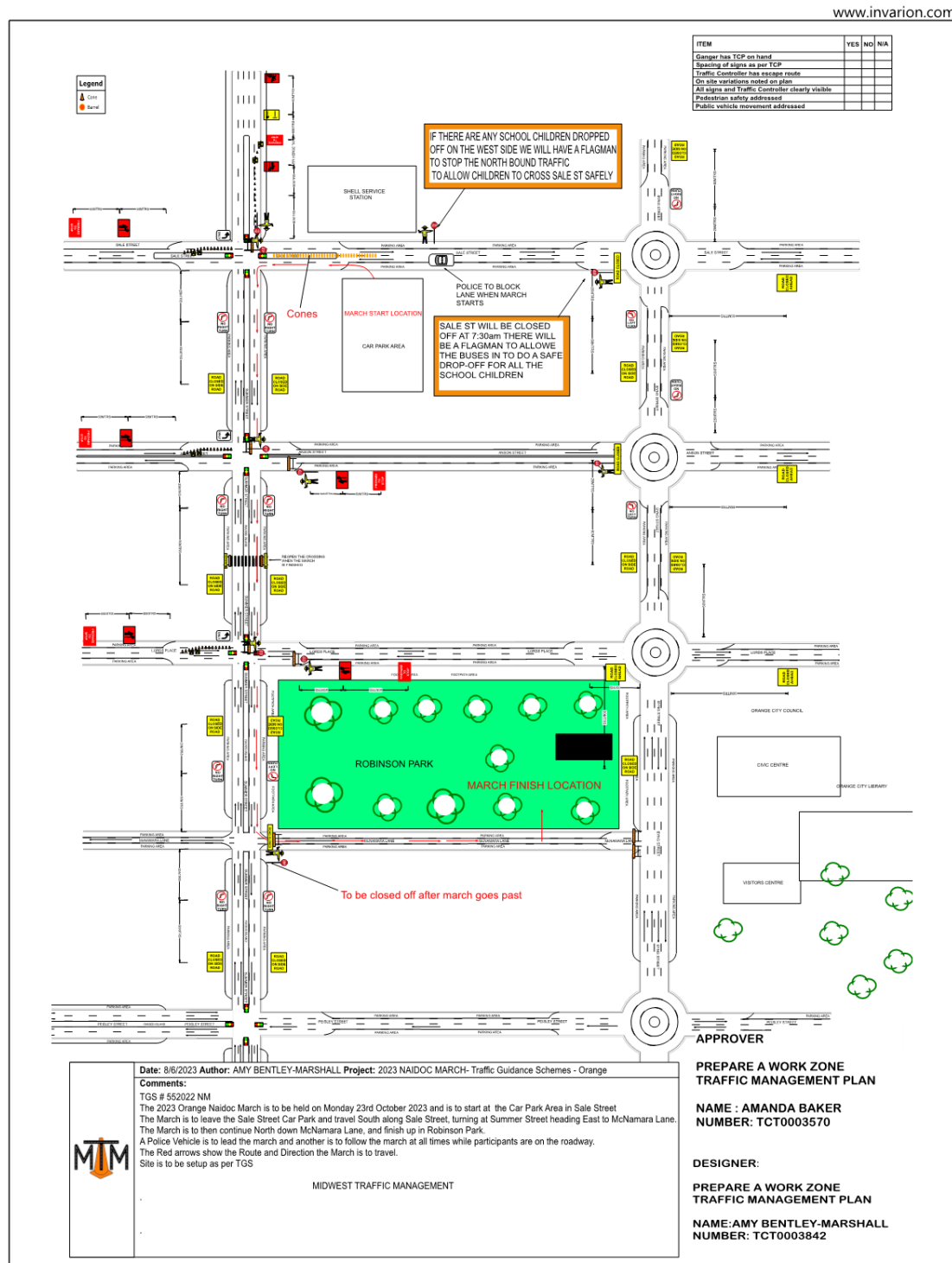
EVENT APPLICATION FORM

V6 | updated August 2020

page 7 of 7

CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 3 Traffic Management Plan

8 AUGUST 2023



CITY OF ORANGE TRAFFIC COMMITTEE

8 AUGUST 2023

Attachment 4 Risk Assessment

This form needs to be completed by referring to "Events Guide – Risk Management" (available to Council's website under "Staging an Event on Council-owned land")

Event Name: NAIDOC WEEK- Summer Street march and Official opening of NAIDOC week in Orange in Robertson Park	Event Date: 23/10/23	Organiser: Kristen Hunter	Phone: Kristen 63938600
Event Location: Summer Street and Robertson Park	Assessment Date: 1/5/2023	Activity: NAIDOC Summer Street March and Official Opening.	

Description of Hazard (something that has the potential to cause harm)	Description of Risk (what can happen as a result of the hazard)	Risk Rating (refer to Matrix)	Control Measures	Residual Risk (refer to Matrix)
Road Safety	Injury to participants	4	Traffic Control Plan in Place Police escort at front and end of event Elders in parade will be transported by bus Community encouraged to move in orderly fashion Teachers to provide assistance to ensure children and youth arrive and leave in a safe manner./	5
Slips, trips, falls, and general injury	Can result in sprains, cuts, strains, abrasions and general injury from risk issues like; <ul style="list-style-type: none"> • Uneven pathways • Poor Lighting • Falling from stage • Slippery surfaces 	4	Pathways kept clear Staff to encourage participants to approach in a calm and orderly manner Ensure any leads are placed away from public areas or covered and clearly marked as a potential trip hazard First Aid available	5
Excessive sound / noise	Could result in temporary / hearing loss	4	Announcements will be maintained at a respectable level for the capacity of the crowd	4
Pedestrians exposed to vehicle traffic on roadway.	Personal Injury	4	TCP- Traffic Control Plan Traffic Management Control at intersections School students accompanied and supervised by school teaching staff.	5
Manual Handling; Lifting and carrying goods	Strains, muscle strains, minor cuts and lacerations	4	Staff are trained in Manual Handling procedures, and encouraged to only lift what they consider appropriate. Tables and chairs lifted in pairs of staff. Any stall holder to maintain their own risks First aid available.	5
Poor food handling	Contaminated Food / Food Poisoning	3	Catering served by trained Food Handling accredited staff/committee volunteers Food Safety Supervisor on site Follow correct food handling procedures and storage Food providers will hold a current Food Permit	5
Lack of Amenities	Patron Discomfort	4	Permanent toilets are located at Council, Cnr Byng St and Lords Place, and south court area (near Library) Open, clean and sufficient supplies with directional signage.	5
Gas cylinders Cooking equipment Fire	Fire / Burns / explosion There is a risk that public could be injured in the event that there was a fire or explosion due to faulty gas cylinders or cooking equipment located close to flammable materials	4	All gas cylinders to have current inspection stamps. Cooking facilities to be located away from flammable materials.	4
Chemical poisoning	Irritation	4	Cleaning products to be stored away from general public access. First Aid kit available if required. Any irritations washed with clean water	5

CITY OF ORANGE TRAFFIC COMMITTEE

8 AUGUST 2023

Attachment 4 Risk Assessment

Waste disposal Broken Glass/syringes in park	Potential exposure to excess waste and related health issues.	4	Walk ground prior to event and remove any rubbish, broken glass or waste. Ensure additional garbage bins for waste removal.	5
Adverse Weather Sun / Cold / Windy /Electrical Storm / lightning strikes	Sun burn/ heat stroke / hyperthermia Cold conditions/hypothermia Crowd control issues. Potential tree and garden debris Potential for electric / hail / storm injury	4	Discontinue event. Remove all electrical equipment. Staff to make appropriate announcements. Patrons encouraged to leave in an orderly manner. First Aid available	5
Plant sensitivity Insect or Animal Bite	Potential bites or stings from park plants ,insects or animals	4	First Aid available.	5

Description of Hazard (something that has the potential to cause harm)	Description of Risk (what can happen as a result of the hazard)	Risk Rating (refer to Matrix)	Control Measures	Residual Risk (refer to Matrix)
Tree branch limbs falling	Potential personal or property damage	3	Park is maintained and inspected by Orange City Council whereby regular inspection for any dangerous trees or branches are removed. Where dangerous area is to be isolated or event to be cancelled in extreme wind, rain or snow conditions. Participants to be adequately supervised. First Aid available if required.	5
Intoxication (Public events)	Patrons under the influence of drug or alcohol	4	Event is advertised as an alcohol free event Police to be called for any non-compliance or public mischief.	5
Lost children general	Potential distressed children	4	Staff to manage situation. On site announcements for lost child.	5
Medical Emergency (i.e. heart attack)	Heart Attack, falls, individual illnesses	4	All staff are first aid trained and first aid equipment is available.	5
COVID infection	Community transmission	4	As per government requirements	5

NOTE: Please attach additional pages if necessary and attach to your application

Description of Hazard (something that has the potential to cause harm)	Description of Risk (what can happen as a result of the hazard)	Risk Rating (refer to Matrix)	Control Measures	Residual Risk (refer to Matrix)
Site infrastructure Hazard / Slips, trips, falls, and general injury	Can result in sprains, cuts, strains, abrasions and general injury from risk issues like; <ul style="list-style-type: none"> Uneven pathways Poor Lighting 	4	Pathways kept clear Attendees encouraged to approach in a calm and orderly manner. Ensure any leads are placed away from public areas or covered and clearly marked as a potential trip hazard.	5

CITY OF ORANGE TRAFFIC COMMITTEE
Attachment 4 Risk Assessment

8 AUGUST 2023

	<ul style="list-style-type: none">Slippery surfacesElectrical Chords		First Aid available	
Emergency Evacuation	Patron panic and desperate departure resulting in injuries	4	Lead staff member to be given emergency evacuation plan and muster point information for in the event of an emergency.	2

Risk Assessment conducted by Kristen Hunter		
Event Organiser Name: Kristen Hunter Community Development Officer	Signature: KH	Date: 1/5/2023
OFFICE USE ONLY		
Assessment Satisfactory <input type="checkbox"/> YES <input type="checkbox"/> NO	Corrective Action:	
Name:	Signature:	Date:

3 GENERAL REPORTS

3.1 CURRENT WORKS

RECORD NUMBER: 2023/1399

AUTHOR: Ian Greenham, Director Technical Services

EXECUTIVE SUMMARY

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

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “10.1. Construct and maintain a road network that meets the community’s transport and infrastructure needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

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

FURTHER CONSIDERATIONS

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

SUPPORTING INFORMATION

Road Maintenance

Road maintenance activities continued with crews responding to customer requests. Attention was given to upgrading of road parking shoulders in some areas of town during times of low use.

Road Upgrading

Clergate Road

Works continued on installing piped drainage lines and preparing the road widening with some of the kerb and gutter and base layers of road gravels being placed.

3.1 Current Works



Photo: New kerb and gutter on Clergate Road

Coronation Drive and Woodward Street

Linemarking works were completed on Asphalt surfacing laid on rehabilitated road pavement on a section of:

- Woodward Street between Summer and Kite Streets
- Coronation Drive for the whole length from Woodward to Frost Streets

Dalton Street upgrading

Works continued on laying concrete drainage pipes in Sale Street to facilitate the upgrade of the Dalton and Sale Street intersection. Works have been slowed by the discovery of previously unknown buried utility conduits that once serviced the adjacent nurses quarters from the old hospital site.

Beasley Road upgrade

Works began on the upgrading of the causeway on Beasley Road to a culvert. As per the civil design, 32 individual box culvert units will be laid to form an 8 cell crossing which will substantially reduce the future impact of road closures due to flooding.

Other patching works

Asphalt was laid over patching works at these locations

- Diamond Drive – Bella Vista Close to Romano Drive
- Diamond Drive – Farrell Road to Opal Street
- Anson Street – Roselawn Drive to NDR

3.1 Current Works

- Anson Street – Outside James Sheahan Catholic High School

Concrete and DrainageFootpaths

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

- Edward Street – at Little Brunswick Street
- Adina Crescent – Betula Street to Lone Pine Avenue
- Mitchell Hwy – Lucknow (adjustment to height of bus stop to suit new works).

Traffic FacilitiesHigh Pedestrian Activity Area Thresholds

The last of the High Pedestrian Activity thresholds was completed in Hill Street just north of Byng Street.

Other works

Council staff undertook earthworks and utility servicing activities on Council owned land on Astill Drive in the Narambla Industrial Estate. The known presence of Naturally Occurring Asbestos required staff to comply with a site specific asbestos management plan that detailed protections for staff and the general public both during and after the works are completed.

WATER SUPPLY SERVICES

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

Category	July 2022 – June 2023	July 2023
Water - Leak (Meter)	310	17
Water Request - Meters Faulty (incorrect readings)	104	26
Water - No Water Supply	42	5
Water - Pressure	38	1
Water Request - Replace Meter box/lid	234	4
Water quality - Dirty	25	3
Water - Burst Main	119	4
Water - leak (Main, Valve, Hydrant)	438	48
Total Water Requests	1,310	108

3.1 Current Works

Construction WorksAnson Street Water Main Renewal

Works are continuing on the water main renewal in Anson Street, between Margaret Street and Warrigal Place. Currently services are being renewed to the new water main. Works are expected to be completed in October 2023

Water Services

Installation of new water services were completed at the following locations:

- 38a Turner Crescent
- 2 Paling Street - two x 20mm water service installation.

SEWER SERVICES

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

Category	July 2022 – June 2023	July 2023
Sewer Choke - Blockages	232	15
Sewer Complaint - Odour	15	0
Sewer Complaint - Overflow	162	19
Total Sewer Requests	409	34

Sewer Construction WorksSewer Relining Program

7 Coulson Place - sewer connection reconstruction.

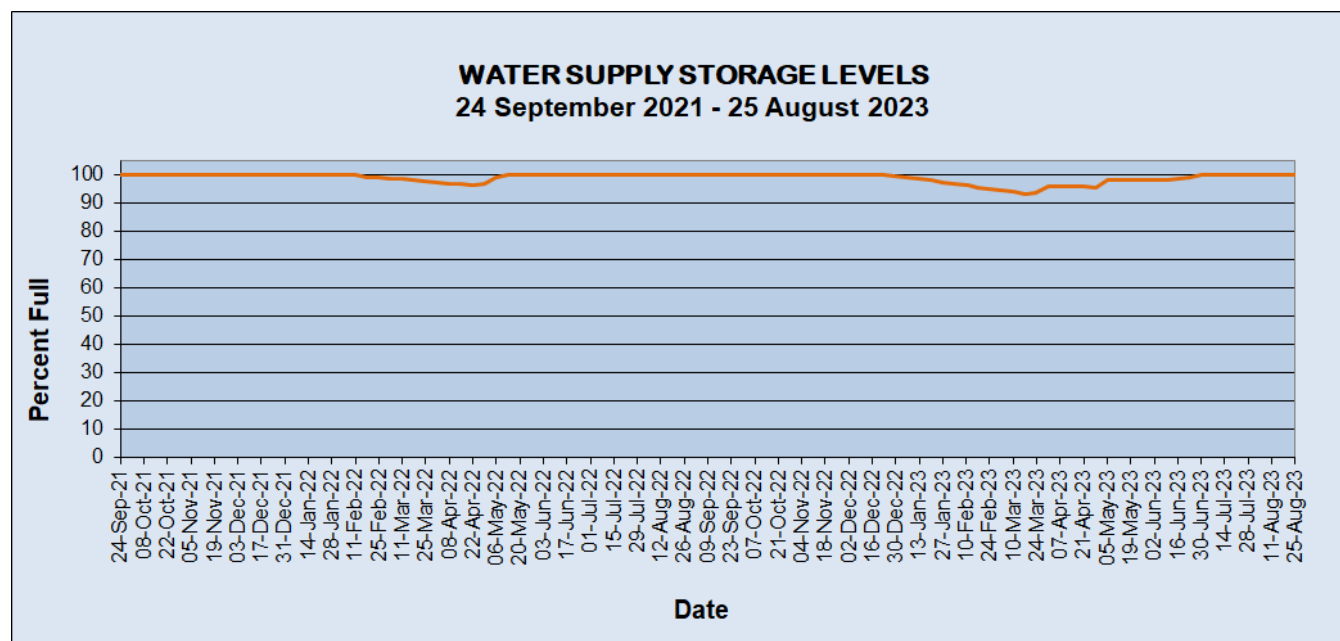
Sewer renewal Program

Planning works are currently underway for Council Sewer Upgrade / Renewals Program. This program is expected to consist of the upgrading of 100mm sewer main to 150mm sewer mains and 150mm sewer main to 225mm sewer main.

WATER SUPPLY SECURITY**Water Storage Levels**

The water storage trend for the combined storages from 24 September 2021 to 25 August 2023 is shown in the graph below.

3.1 Current Works



Location	Level Below Spillway (mm)	% of Capacity
Suma Park Dam	0	100.00%
Spring Creek Dam	0	100.00%
Lake Canobolas	0	100.00%
Gosling Creek Dam	0	100.00%

Supplementary Raw Water Sources

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

Raw Water Source	May 2023 (ML)	June 2023 (ML)	July 2023 (ML)	Total (ML) 2023/2024
Bores*	3.78	4.06	4.96	4.96
Stormwater	0.00	0.00	0.00	0.00
Macquarie River	0.00	0.00	0.00	0.00
Total	3.78	4.06	4.96	4.96

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

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

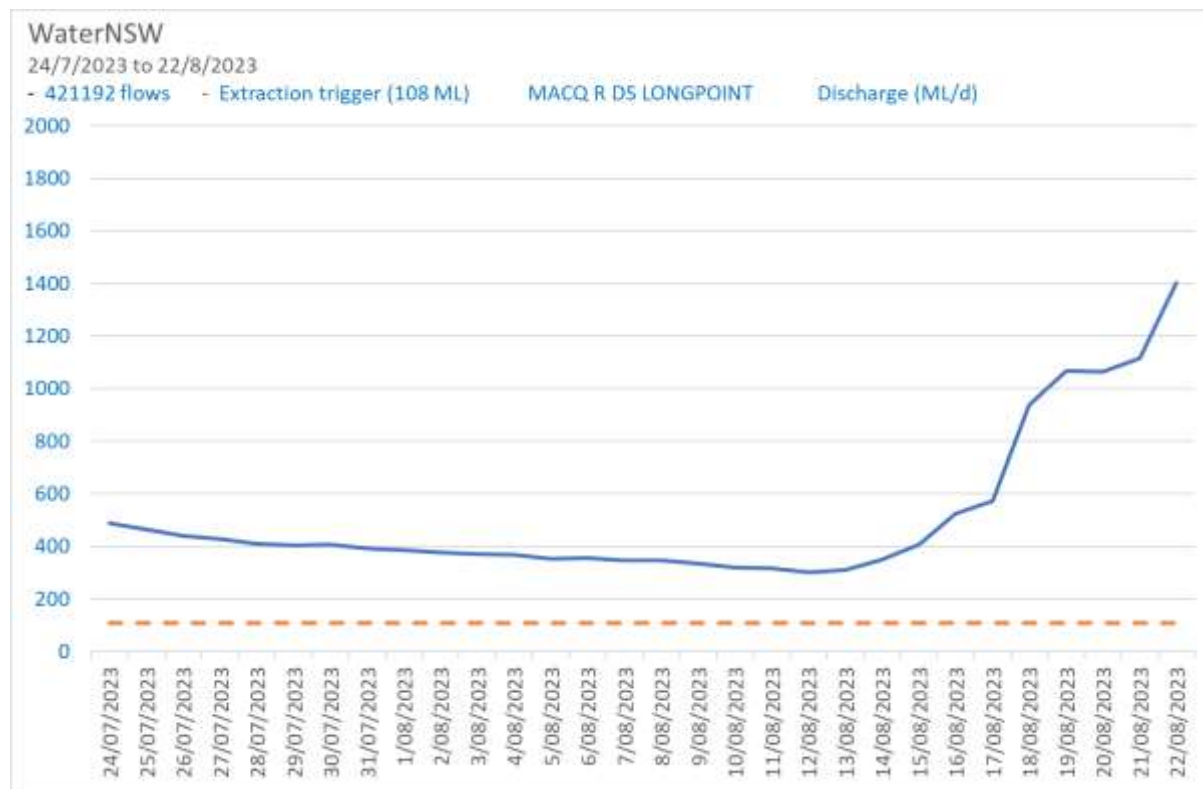
The Decision Support Tool (DST) for the 2023-2024 water year was conducted 25 July 2023 with dry conditions predicted from the POAMA forecast. As Suma Park Dam currently remains above 90% capacity there are no changes to operating conditions. The next quarterly DST is scheduled to be held in October.

3.1 Current Works

Macquarie River Flows

The mean daily flows in the Macquarie River monitored downstream of Long Point (Station 421192) for the period 24 July 2023 to 22 August 2023 are presented below. Flows remained above the extraction trigger value of 108 ML/d for the period, with a minimum mean daily flow rate of approx. 302 ML. The maximum mean daily flow rate for the period occurred 22 August 2023 of approx. 1,403 ML/d.

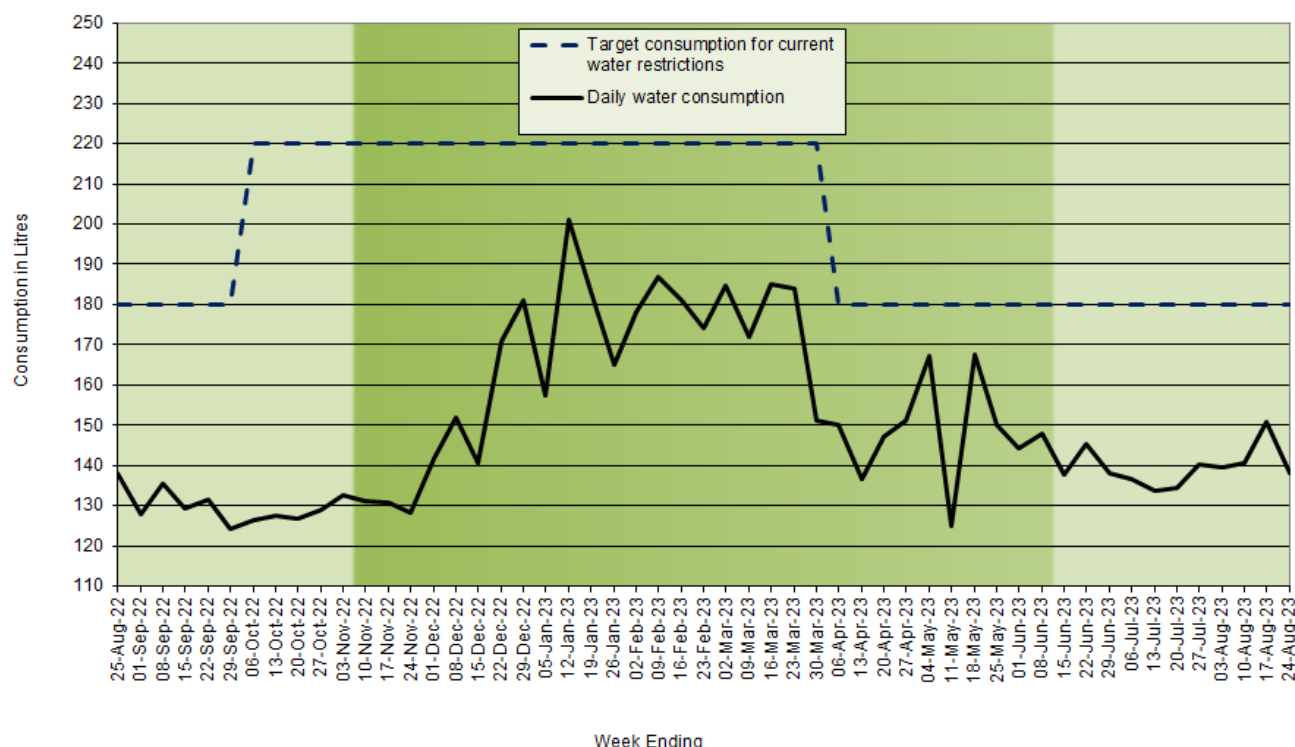
The data for the chart below was sourced from the WaterNSW website with flows presented in megalitres per day (ML/d).

**Demand Management***Residential water use*

Permanent Water Saving Standards came into effect on Friday 25 June 2021. Average daily residential water consumption for the period 21 July 2023 to 24 August 2023 was 142 litres per person per day. The graph below shows the average daily residential water consumption trend since August 2022.

3.1 Current Works

Daily Water Consumption 25 August 2022 - 24 August 2023



Total water use

The average daily city-wide water consumption for the period 21 July 2023 to 24 August 2023 was 9.15 ML/day.

DRINKING WATER QUALITY

Water samples are collected as a component of Orange City Council's Drinking Water Quality Monitoring Program in accordance with NSW Health requirements. Samples are collected regularly and sent to the NSW Government National Association of Testing Authorities (NATA) accredited laboratory for analysis. Water quality for July 2023 complied with the Australian Drinking Water Guidelines health targets.

OTHER MAJOR PROJECTS

Lake Canobolas Water and Sewer

Other than a few small sections both the water and sewer pipelines have are largely complete. There is however some minor works such as service connections to occur and restoration and rectification required in limited areas.

It is expected that pressure testing of the water and sewer main will commence within the next fortnight with works being fully complete in the second half of September. Once the project is handed over to Council the water main will be commissioned.

3.1 Current Works

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

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

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

Following the amendments to the Water Sharing Plan for the Macquarie-Bogan Unregulated Water Sources 2012 to exclude a water supply work to be used for town water supply purposes by a local water utility, Council has now made a new application to DPE Water for a Water Supply Works Approval. The exhibition period for this application closed on 31 January 2023.

On 11 May 2023 Council received correspondence from DPE advising that 58 objections were received which were largely the same as received for Council's initial application. The Department has provided redacted versions of 7 of the more detailed objections which capture the concern of the objectors. Council had until the 30 June 2023 to respond; a comprehensive response was sent on 22 June 2023.

Council has offered to do a face-to-face presentation to DPE Water Licencing and Approvals to assist in their assessment of the project.

On 22 August Council received a request from DPIE for further information including a geomorphic assessment. Council has until 30 November 2023 to provide this information.

Sewage Treatment Plant Inlet Works

This project involves upgrading the existing inlet works at the Orange Sewage Treatment Plant (STP) to meet the peak wet weather flow demand and replace the old inlet system with improved screening and improved contingency measures. The proposed works involve excavation of the construction area, relocation of two inlet sewer pipelines, water main and internal STP access road, and installation of a retaining wall adjacent to the new inlet works. New inlet work structures include screening channels, grit trap, pump station and flow splitter, and associated connection piping, electrical cabling, screens, grit trap, washing equipment and pumps.

Following the approval of concrete trial mix results, the first major concrete pour occurred on the floor of the inlet structure on Saturday 15 July 2023. Subsequently additional concrete pours have occurred on the walls of the inlet structure and the base of the grit chamber. This has included survey set out, fixing steel reinforcing, installing formwork and placement of concrete.

Other works commenced include construction of the realigned gravity sewer main including manhole installation, backfilling of the retaining wall and further development of the electrical software.

3.1 Current Works



Photo: Aerial view of inlet works



Photo: Formwork for wall construction – inlet works

3.1 Current Works



Photo: Grit chamber construction – inlet works

Southern Feeder Road Stage 4

The contractor was given approval to commence clearing and grubbing on 15 May 2023. Work has commenced at the Shiralee Road, Park Road intersection and at the Anson Street section of the job. Subsequently, the majority of the topsoil has been removed from the site.

Significant unsuitable material and wet foundation conditions have hampered Contractor's progress. To address this, lime stabilisation of the road has occurred, and rock drainage mattresses have been constructed where ground conditions are very poor.

Of significance however is the discovery of Naturally Occurring Asbestos (NOA). Given the location of the road outside where NOA is typically found, it was not anticipated. The material discovered was previously imported and used in the construction and repair of Shiralee Road. Council has been working with the Contractor to mitigate the impacts of the NOA and it is expected that a clear understanding of how it will affect the project programme can be quantified within the next fortnight.

3.1 Current Works



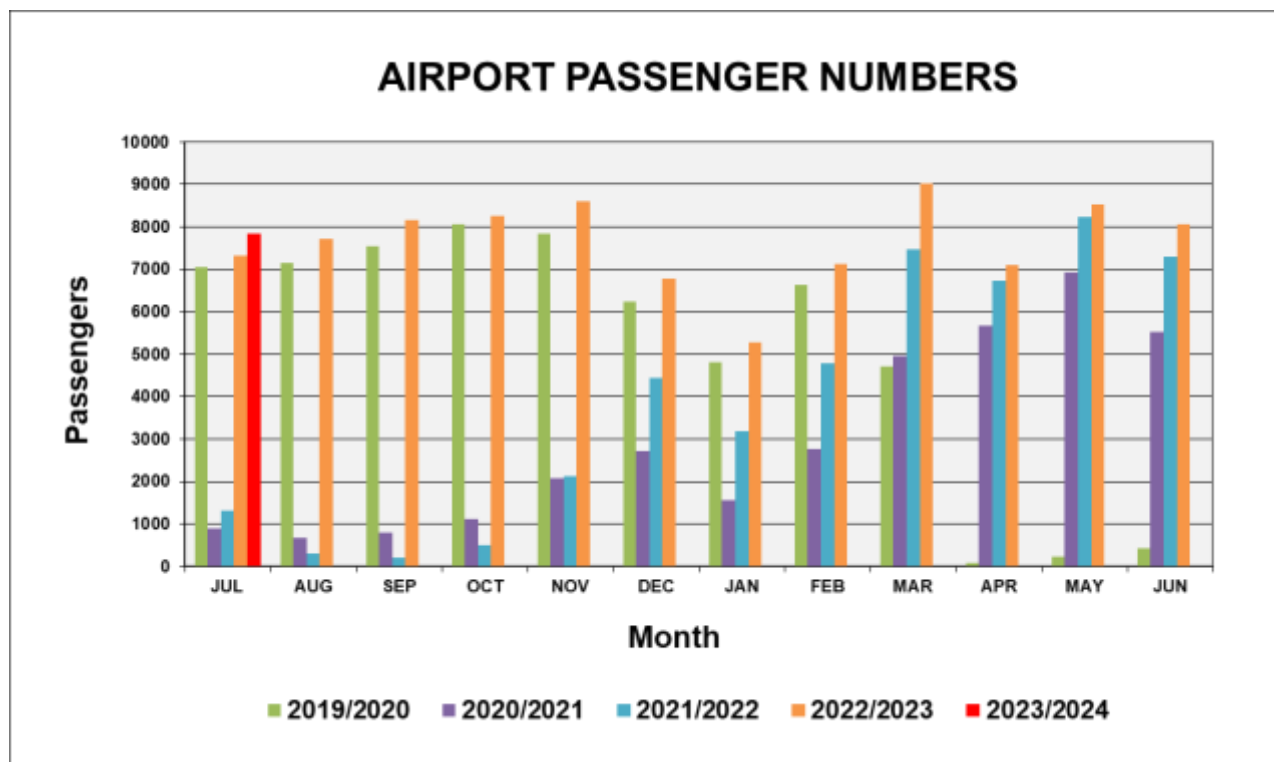
Photo: SFR Rock mattress near Rifle Range Creek

On Tuesday 22 August 2023, Council hosted a public meeting for the resident affected by the SFR construction. Approximately 60 people attended with a range of questions which mainly concentrated on the time frame of the works and access to the Shiralee area. Council will continue to engage with residents over the next 12 months.

3.1 Current Works

AIRPORT PASSENGER NUMBERS

Passenger numbers during July 2023 were 7,837 compared with 7,314 in the same month in 2022. These figures include passenger numbers from Regional Express, Link Airways (formerly Fly Corporate) and QantasLink.

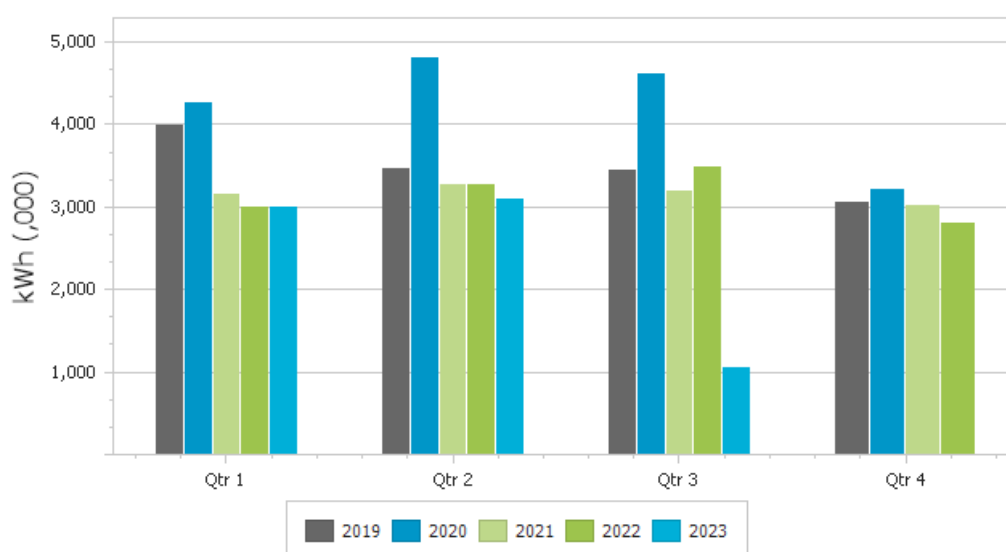


ENERGY USE

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

Consumption History - up to 4 Years

Friday, 25 August 2023 12:54 PM



3.1 Current Works

History - Last 12 Months

GROUP	CONSUMPTION (kWh)	CO2 EMISSIONS (t)	BILL (ex GST)
Parks & Gardens	0	0	\$0
Water	4,263,530	3,368	\$1,060,773
Public Buildings & Facilities	2,621,332	2,071	\$692,589
Lighting	1,592,311	1,258	\$502,857
Other	0	0	\$0
Sewer	3,561,351	2,813	\$843,224
Macquarie Pipeline	18,471	15	\$24,363
Ungrouped	165,567	131	\$52,686
Total	12,222,562	9,656	\$3,176,490