



## **SERVICES POLICY COMMITTEE**

# **AGENDA**

**3 FEBRUARY 2026**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **SERVICES POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 3 February 2026**.

Scott Maunder

**CHIEF EXECUTIVE OFFICER**

For apologies please contact Executive Support on 6393 8391.

## 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 entrance to the car park. 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**

### **MEMBERS**

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

### **1.1 Apologies and Leave of Absence**

### **1.2 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 Services Policy Committee at this meeting.





## 2 COMMITTEE MINUTES

### 2.1 Minutes of the Ageing and Access Community Committee 18 November 2025

RECORD NUMBER: 2025/2576

AUTHOR: Melissa Stanford, Acting Director Community, Recreation and Cultural Services

#### EXECUTIVE SUMMARY

The minutes of the Ageing and Access Community Committee meeting held on 18 November 2025 are provided to the Services Policy Committee for adoption.

#### LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “5.1 Provide services to people at all stages of life”.

#### FINANCIAL IMPLICATIONS

Nil

#### POLICY AND GOVERNANCE IMPLICATIONS

Nil

#### RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Ageing and Access Community Committee at its meeting held on 18 November 2025.
- 2 That the minutes of the Ageing and Access Community Committee from its meeting held on 18 November 2025 be adopted.

#### FURTHER CONSIDERATIONS

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

Service/Project Delivery	Nil
Financial	Nil
Reputation/Political	Nil
Environment	Nil
Compliance	Nil
People & WHS	Nil
Information Technology/ Cyber Security	Nil

#### SUPPORTING INFORMATION

The Agenda and Minutes are attached for the information of the Council.

#### ATTACHMENTS

- 1 Minutes of the Meeting of the Ageing and Access Community Committee held on 18 November 2025, 2025/2489 [↓](#)
- 2 Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025, 2025/2358 [↓](#)

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**Attachment 1 Minutes of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**

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**MINUTES OF THE AGEING & ACCESS COMMUNITY COMMITTEE**

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

ON 18 NOVEMBER 2025

COMMENCING AT 12.00 PM

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**1 INTRODUCTION****ATTENDANCE**

Cr Steven Peterson (Chairperson), Cr Frances Kinghorne, Colin Spicer, Julie Venamore, Kate Lockwood, Heather Huthnance, Chris Brayley, Laga Van Beek (*via Teams*), Helen James, Rosie Busuttil (*via Teams*), Acting Director Community Recreation and Cultural Services, Acting Community Services Manager, Works Manager, Ageing and Development Officer

**1.1 APOLOGIES****RESOLVED****Member C Spicer/Member H Huthnance**

That the apologies be accepted from Road Safety Officer and Disability Services Coordinator for the Ageing & Access Community Committee meeting on 18 November 2025.

**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****RESOLVED****Cr S Peterson/Cr F Kinghorne**

That the Minutes of the Meeting of the Ageing and Access Community Committee held on 19 August 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Ageing and Access Community Committee meeting held on 19 August 2025.

**Attachment 1 Minutes of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**
**3 PRESENTATIONS**
**3.1 CHAIRPERSON PRESENTATION - SERVICES POLICY COMMITTEE - 7 OCTOBER 2025**

TRIM REFERENCE: 2025/2268

The access ramp subsidy program is now open. Information and the application form for the subsidy is live on Council's website and can be viewed at [Accessibility Ramp Rebate - Orange City Council](#).

Orange City Council is holding a community consultation session on the Disability Inclusion Action Plan. The session will be held online from 1.00pm – 2.00pm on Monday 24 November 2025.

Orange City Council is hosting an online community workshop to gain feedback on the Open Space and Recreation Strategy. The workshop will be held from 6.00pm – 7.30pm on Tuesday 25 November 2025.

Committee meetings in 2026 will be held at 3.30pm in Committee Room 3, Civic Centre, on Tuesday 3 February, 5 May, 4 August and 3 November.

**RECOMMENDATION**

**Cr S Peterson/Member C Spicer**

That the information provided by Cr Peterson in the Chairperson Presentation – Services Policy Committee – 7 October 2025 be noted.

**3.2 NEW AND RENEWAL FOOTPATH WORKS**

TRIM REFERENCE: 2025/2271

The Works Manager provided an overview of upcoming new and renewal footpath works. The Works Manager informed the Committee that locations for works are prioritised through a matrix which includes elements such as usage in the area, safety and location.

**Renewals**

Road Name	Segment	Budget
Spring Street	March Street to Byng Street (East Side)	\$50,000
Sale Street	Kite Street to Moulder Street (East Side)	\$65,000
McNamara Street	Kite Street to Moulder Street (East Side)	\$45,000
Kite Street	Peisley Street to McNamara Street (North Side)	\$25,000
Various Short Linkages		\$10,000
<b>TOTAL</b>		<b>\$200,000</b>

**New Paths**

Road Name	Segment	Budget
Margaret Street	Peisley Street to Rail (North Side)	\$26,000
Margaret Street	Peisley Street to Lords Place (South Side)	\$36,000
Margaret Street	Leeds Parade to McLachlan Street (North Side) incl link	\$48,000

**Attachment 1 Minutes of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**

	to crossing and Leeds Parade Path on east side	
Peisley Street	Kite to Moulder (East Street)	\$29,000
Seville Parade	Cecil Road to Hill Street incl Hill Street Link (North Side)	\$65,000
Forest Road	Tynan Street to Grevillea Street (West Side)	\$42,000
Allenby Road	Icely Road to KWS Entrance (East Side)	\$35,000
Phillip Street	Anson Street to Peisley Street (South Side)	\$60,000
Dev Paths	Co-Fund Developer Contributed Paths	\$60,000
TBA	Selected Segments	\$10,900
<b>TOTAL</b>		<b>\$430,900</b>

**RECOMMENDATION**
**Member C Spicer/Member J Venamore**

That the information provided by the Works Manager on New and Renewal Footpath Works be noted.

**4 GENERAL REPORTS**
**4.1 ALL-ABILITIES SPORTS GALA DAY - INTERNATIONAL DAY OF PEOPLE WITH DISABILITY 2025**

TRIM REFERENCE: 2025/2270

All-Abilities Sports Gala Day will be held from 10.00am – 12.30pm on Wednesday 26 November 2025 at the PCYC, 2-10 Seymour Street, Orange. A barbecue lunch will be held following the sports.

Various sports club have been invited to participate in the day by providing drills and games.

Sports available on the day will include:

Rugby League – Orange CYMS RLFC

Netball – Netball NSW

Croquet – Orange Croquet Club

Touch Football – Orange Touch

Basketball – Orange United

**RECOMMENDATION**
**Member C Spicer/Cr F Kinghorne**

That the information provided by the Ageing and Development Officer on the All-Abilities Sports Gala Day be noted.

**4.2 DISABILITY SERVICES AND CHOICES AT HOME CONTINUOUS IMPROVEMENT REGISTER**

TRIM REFERENCE: 2025/2338

**Disability Services**

All residents are well in the service.

The Disability Services Coordinator and Team Leader supported one resident to travel to the Central Coast and Sydney over the past month to spend time with her palliative mother and to attend her mother's funeral. Family members were grateful that the resident was able to

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**Attachment 1 Minutes of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**

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be supported during this time.

During the most recent Anson Street OSHC Vacation Care program the children were able to access some new activities that the Disability Services Coordinator found out about at the Bathurst Community Expo, including having a session to play with miniature donkeys!

Disability Services have received positive feedback from a resident's family about the high-level support that the service provides to their family member.

**Food Services**

The volunteers' meal delivery run sheet has been reviewed and now includes a feedback and complaints column. This allows volunteers to document client feedback or concerns on client wellbeing, for staff to attend to if required once the meal run has been completed.

**Choices At Home**

A Consultant has been engaged to undertake a review of the current Polixen CRM system to ensure compliance with new Aged Care Act reporting requirements.

**RECOMMENDATION****Member H Huthnance/Member J Venamore**

That the information provided by the Disability Services Coordinator in the Disability Services and Choices at Home Continuous Improvement Register report be noted.

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**4.3 AGEING AND ACCESS COMMUNITY COMMITTEE ACTION PLAN****TRIM REFERENCE:** 2025/2337

The Committee determined that Action 1, That Council investigate establishing a program to assist local businesses to purchase temporary ramps to allow access for people with disability and limited mobility, is now complete and will be removed from the Committee Action Plan.

The committee Congratulated the Works Manager and staff for the completion of the work to install a pedestrian refuge and footpath in Telopea Way.

The following items will be added to the Action plan for further consultation and reporting back to the committee:

- That staff investigate establishing one day per month where the lighting in the Museum is increased to aid people with a visual impairment.
- That staff investigate the safety of pedestrians and traffic at the corner of March and Sale Streets due to a large tree on the north western corner which impedes sight lines.

**RECOMMENDATION****Member J Venamore/Member C Spicer**

That the Ageing and Access Community Committee consider and discuss items on the Action Plan, and that the Action Plan be updated.

**THE MEETING CLOSED AT 12.46PM.**



## **AGEING & ACCESS COMMUNITY COMMITTEE**

# **AGENDA**

**18 NOVEMBER 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **AGEING & ACCESS COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBERS, CIVIC CENTRE, BYNG STREET, ORANGE** on Tuesday, **18 November 2025** commencing at **12.00 PM**.

Barry Omundson  
**CHIEF EXECUTIVE OFFICER**

For apologies, please contact Amanda Rodwell on 02 6393 8053.



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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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## **AGENDA**

### **EVACUATION PROCEDURE**

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

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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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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**1    INTRODUCTION****MEMBERS**

Cr Steven Peterson (Chairperson), Cr Frances Kinghorne, Cr Jamie Stedman, Cr Marea Ruddy, Tahlee Bennett, Colin Spicer, Julie Venamore, Jenny King, Kate Lockwood, Heather Huthnance, Pamela Johnson, Daniel Sanders, Laga Van Beek, Helen James, Rosie Busuttil, Director Community Recreation and Cultural Services, Community Services Manager, Director Development Services, Works Manager, Community Development Team Leader, Ageing and Development Officer, Road Safety Officer, Disability Services Coordinator

**1.1    Apologies****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 Ageing and Access Community Committee at this meeting.



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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**2    PREVIOUS MINUTES**

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**RECOMMENDATION**

That the Minutes of the Meeting of the Ageing and Access Community Committee held on 19 August 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Ageing and Access Community Committee meeting held on 19 August 2025.

**ATTACHMENTS**

- 1    Minutes of the Meeting of the Ageing and Access Community Committee held on 19 August 2025

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**MINUTES OF THE AGEING & ACCESS COMMUNITY COMMITTEE****HELD IN COUNCIL CHAMBERS, CIVIC CENTRE, BYNG STREET, ORANGE****ON 19 AUGUST 2025****COMMENCING AT 12.00 PM**

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**1 INTRODUCTION****ATTENDANCE**

Cr Steven Peterson (Chairperson), Cr Frances Kinghorne (*via Teams*), Cr Marea Ruddy (*via Teams*), Chris Brayley, Colin Spicer, Julie Venamore, Kate Lockwood, Heather Huthnance, Daniel Sanders, Laga Van Beek (*via Teams*), Helen James, Rosie Busuttil (*via Teams*), Community Services Manager, Works Manager, Community Development Coordinator, Ageing and Development Officer, Road Safety Officer, Disability Services Coordinator

**1.1 APOLOGIES****RESOLVED****Member C Spicer/Member H Huthnance**

That the apologies be accepted from Director Community Recreation and Cultural Services and James Deering for the Ageing & Access Community Committee meeting on 19 August 2025.

**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.

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**2    PREVIOUS MINUTES****RESOLVED****Cr S Peterson/Member H James**

That the Minutes of the Meeting of the Ageing and Access Community Committee held on 20 May 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Ageing and Access Community Committee meeting held on 20 May 2025.

**3    PRESENTATIONS****3.1    CHAIRPERSON PRESENTATION - SERVICES POLICY COMMITTEE - 3 JUNE 2025**

TRIM REFERENCE:    2025/1620

Council has approved a budget to provide a rebate to local business owners following the purchase of a temporary access ramp.

Council has purchased grass matting following a trial which included Cr Peterson. This matting will be used to make event pathways more accessible.

Council has a new interim CEO, Barry Omundson.

**RECOMMENDATION****Cr S Peterson/Member H James**

That the information provided by Cr Peterson in the Chairperson Presentation – Services Policy Committee – 3 June 2025 be noted.

**3.2    PRESENTATION BY MR JAMES DEERING, SES GROUP OFFICER, ORANGE CITY UNIT -  
PERSON CENTRED EMERGENCY PREPAREDNESS (P-CEP)**

TRIM REFERENCE:    2025/1602

Mr Deering was unable to attend the meeting due to ill health. He has requested permission to speak at the November Committee meeting.

**RECOMMENDATION****Cr S Peterson/Member C Spicer**

That the agenda item featuring a presentation by Mr James Deering on Person Centred Emergency Preparedness be held over to the November meeting.

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**4    GENERAL REPORTS**

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**4.1    AGED PEDESTRIAN SAFETY CAMPAIGN**

TRIM REFERENCE:    2025/1619

The Road Safety Officer reported that there has been a large number of aged pedestrians involved in accidents and near misses. An education campaign is being developed to increase community awareness around road safety, aimed at aged pedestrians. The campaign may include presentations to community groups, residential aged care facilities, volunteer groups, NDIS providers and service clubs. Additional education may take place via Council's social media and Senior Connections newsletter.

**RECOMMENDATION****Cr S Peterson/Member J Venamore**

That the committee notes the report.

**4.2    DISABILITY INCLUSION ACTION PLAN 2026 - 2030**

TRIM REFERENCE:    2025/1621

**RECOMMENDATION****Cr S Peterson/Member D Sanders**

That the information provided in the Disability Inclusion Action Plan 2026-2030 update be acknowledged.

**4.3    DISABILITY SERVICES AND CHOICES AT HOME CONTINUOUS IMPROVEMENT REGISTER**

TRIM REFERENCE:    2025/1641

The Disability Services and Choices at Home Continuous Improvement Register allows Disability Services and Choices at Home to collate information about all feedback regarding NDIS participants. This information is collated from incident reports, complaints and compliments. This information is reported to Manager Community Services, Director of Community Recreation and Cultural Services and to the Ageing and Access Community Committee.

**Disability Services**

All residents are currently well and participating in ongoing community programs after a number of residents were ill with Influenza.

Disability Services recently passed their midterm NDIS audit.

Disability Services currently have a full complement of permanent staff members working across the services.

**RECOMMENDATION****Member C Spicer/Member J Venamore**

That the information provided by the Disability Services Coordinator in the Disability Services and Choices at Home Continuous Improvement Register report be noted.

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**4.4    AGEING AND ACCESS COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE:    2025/1639

The Committee determined that Action 3, That Council investigate purchasing portable walkways for use at community events, and Action 6, Manager Community Services to liaise with Council's Events Team to discuss the inclusion of information on accessing the portable ramps in Robertson Park along with installation instructions in event booking forms, are now complete and will be removed from the Committee Action Plan.

**RECOMMENDATION****Cr S Peterson/Member J Venamore**

That the Ageing and Access Community Committee Action Plan be reviewed and updated.

**GENERAL DISCUSSION**

1. Wheelchair access is available at Orange Civic Theatre. If you require wheelchair access you must ring and request the access when purchasing tickets. Staff will then remove seats to make space in the designated areas. Wheelchair access to the Theatre is from the carpark side and enters to Row E.
2. The Works Manager will present on new and renewal footpath works and pedestrian upgrades at the next Committee meeting.

**THE MEETING CLOSED AT 12.47 PM**

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**3    PRESENTATIONS****3.1    Chairperson Presentation - Services Policy Committee - 7 October 2025**

The Chairperson, Cr Peterson, will provide an update to the Committee on the Services Policy Committee of 7 October 2025 when the last Community Committee minutes were presented to Council for adoption.

**3.2    New and Renewal Footpath Works**

Works Manager will present on new and renewal footpath works.

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**4    GENERAL REPORTS****4.1    All-Abilities Sports Gala Day - International Day of People with Disability 2025**

RECORD NUMBER:    2025/2270

AUTHOR:    Amanda Rodwell, Ageing and Development Officer

**EXECUTIVE SUMMARY**

To celebrate International Day of People with Disability, Orange City Council is hosting an All-Abilities Sports Gala Day. To avoid conflicts with other community events, the Sports Day will be held on Wednesday 26 November 2025.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “5.1 Provide services to people at all stages of life”.

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the information provided by the Ageing and Development Officer on the All-Abilities Sports Gala Day be noted.**

**FURTHER CONSIDERATIONS**

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

<b>Service/Project Delivery</b>	Nil.
<b>Financial</b>	Nil.
<b>Reputation/Political</b>	Nil.
<b>Environment</b>	Nil.
<b>Compliance</b>	Nil.
<b>People &amp; WHS</b>	Nil.
<b>Information Technology/ Cyber Security</b>	Nil.

**SUPPORTING INFORMATION**

All-Abilities Sports Gala Day will be held:

Date: Wednesday 26 November 2025

Time: 10.00am – 12.30pm followed by a barbecue lunch

Venue: PCYC, 2-10 Seymour Street, Orange

Cost: Free

Registrations are required by following the link [International Day of People with Disability - Orange City Council](#) or scanning the QR Code on the flyer.

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**4.1    All-Abilities Sports Gala Day - International Day of People with Disability 2025**

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Various sports club have been invited to participate in the day by providing drills and games.

Sports available on the day will include:

Rugby League – Orange CYMS RLFC

Netball – Netball NSW

Croquet – Orange Croquet Club

Touch Football – Orange Touch

Basketball – Orange United



**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

**4.1    All-Abilities Sports Gala Day - International Day of People with Disability 2025**



The poster features a background image of a person in a wheelchair holding a basketball. The text is overlaid on this image. At the top left, it says 'INTERNATIONAL DAY OF PEOPLE WITH DISABILITY'. The main title is 'All-Abilities Sports Gala Day'. On the right side, vertically, it says 'FREE EVENT'. At the bottom left, there is a QR code and the Orange City Council logo. At the bottom right, there is text about scanning the QR code to register or calling 6393 8600. The date and time are also included.

[www.orange.nsw.gov.au/international-day-of-people-with-disability](http://www.orange.nsw.gov.au/international-day-of-people-with-disability)

**INTERNATIONAL DAY OF PEOPLE WITH DISABILITY**

# All-Abilities Sports Gala Day

**FREE EVENT**

**10.00am - 12.30pm**

**Followed by a barbecue lunch**

**Wednesday 26 November 2025**

**PCYC**

**2-10 Seymour Street Orange**

 **ORANGE**  
CITY COUNCIL

Scan the QR code to register or for more info call us on 6393 8600

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**4.2    Disability Services and Choices at Home Continuous Improvement Register**

RECORD NUMBER:    2025/2338

AUTHOR:    Melanie Keen, Disability Services Coordinator

**EXECUTIVE SUMMARY**

The Disability Services and Choices at Home Continuous Improvement Register allows Disability Services and Choices at Home to collate information from feedback about NDIS participants. This information is collated from incident reports, complaints and compliments. This information is reported to Manager Community Services, Director Community Recreation & Cultural Services and the Ageing and Access Community Committee.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “5.1 Provide services to people at all stages of life”.

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the information provided by the Disability Services Coordinator in the Disability Services and Choices at Home Continuous Improvement Register report be noted.**

**FURTHER CONSIDERATIONS**

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

<b>Service/Project Delivery</b>	Changes to the legislation may affect timelines or delivery of existing services.
<b>Financial</b>	New or updated legislation may require reallocation of existing resources.
<b>Reputation/Political</b>	Community expectations may be impacted if priorities shift or previous services are removed.
<b>Environment</b>	Service delivery should consider environmental impacts and alignment with sustainability goals.
<b>Compliance</b>	Service delivery and legislation must align with Council policies, committee terms of reference and relevant legislation.
<b>People &amp; WHS</b>	New or revised legislative requirements or services may introduce workload or safety considerations for volunteers and staff.
<b>Information Technology/ Cyber Security</b>	Digital updates to client management systems must ensure secure access and accurate version control.

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**4.2    Disability Services and Choices at Home Continuous Improvement Register**

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**SUPPORTING INFORMATION****Disability Services**

All residents are well in the service.

The Disability Services Coordinator and Team Leader supported one resident to travel to the Central Coast and Sydney over the past month to spend time with her palliative mother and to attend her mother's funeral. Family members were grateful that the resident was able to be supported during this time.

During the most recent Anson Street OSHC Vacation Care program the children were able to access some new activities that the Disability Services Coordinator found out about at the Bathurst Community Expo, including having a session to play with miniature donkeys!

Disability Services have received positive feedback from a resident's family about the high-level support that the service provides to their family member.

**Food Services**

The volunteers' meal delivery run sheet has been reviewed and now includes a feedback and complaints column. This allows volunteers to document client feedback or concerns on client wellbeing, for staff to attend to if required once the meal run has been completed.

**Choices At Home**

A Consultant has been engaged to undertake a review of the current Polixen CRM system to ensure compliance with new Aged Care Act reporting requirements.

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**


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**4.3 Ageing and Access Community Committee Action Plan**
**RECORD NUMBER:** 2025/2337

**AUTHOR:** Amanda Rodwell, Ageing and Development Officer

**EXECUTIVE SUMMARY**

The Action Plan Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “5.1 Provide services to people at all stages of life”.

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council’s program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council’s consideration and track specific tasks, projects or requests of the Committee.

Items may be short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That the Ageing and Access Community Committee consider and discuss items on the Action Plan, and that the Action Plan be updated.**

**FURTHER CONSIDERATIONS**

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

<b>Service/Project Delivery</b>	Changes to the Action Plan may affect timelines or delivery of existing community initiatives.
<b>Financial</b>	New or updated actions may require additional funding or reallocation of existing resources.
<b>Reputation/Political</b>	Community expectations may be impacted if priorities shift or previously endorsed actions are removed.
<b>Environment</b>	Revised actions should consider environmental impacts and alignment with sustainability goals.
<b>Compliance</b>	Updates must align with Council policies, committee terms of reference and relevant legislation.
<b>People &amp; WHS</b>	New or revised actions may introduce workload or safety considerations for volunteers and staff.
<b>Information Technology/Cyber Security</b>	Digital updates to the Action Plan must ensure secure access and accurate version control.

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held  
on 18 November 2025**

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**4.3    Ageing and Access Community Committee Action Plan**

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**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and how an item links to Council's Delivery/Operational Plan or could be proposed for future Delivery/Operational Plans.

**ATTACHMENTS**

- 1        Ageing and Access Community Committee - AACC - Action Plan - 2025, D25/28752



**Attachment 2 Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**
**Attachment 1 Ageing and Access Community Committee - AACC - Action Plan - 2025**
**COMMUNITY COMMITTEE ACTION PLAN**
**AGEING & ACCESS**

D25/28752

NO	ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
1	That Council investigate establishing a program to assist local businesses to purchase temporary ramps to allow access for people with disability and limited mobility.	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs	Cr Peterson to present motion at the next Council meeting	Cr Peterson	Budget required	27/03/2025		Cr Peterson to take this action as a motion to the next Council meeting to seek a budget allocation. If no budget is approved this action will be removed from the action plan.  20/05/2025 - Update from Cr Peterson: Council approved the request from the Committee to establish a program to provide a rebate to business owners after they purchase an access ramp. This program will commence in the new financial year.	20/05/2025
2	That Council investigate the installation of high contrast strips on the edge of the	5.1 Live - Engage with the community to ensure	Manager Building Service to be invited to the next	Manager Building Services	Budget required	27/03/2025	07/05/2025	Manager Building Services invited to the next Committee meeting to discuss improved delineation of the steps	06/08/2025

**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**
**Attachment 1    Ageing and Access Community Committee - AACC - Action Plan - 2025**

D25/28752

NO	ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
	steps at the entrance to the Orange Visitors Centre and Groundstone.	facilities and programs meet changing lifestyle and social needs	Committee meeting					<p>outside of the Visitor Information Centre and Groundstone.</p> <p>Update: Manager Building Services confirmed to attend.</p> <p>20/05/2025 - Update from Manager Building Services: An Access Review has been completed which identified luminous contrast and stair nosing in the report. Seeking further clarification from the consultant on appropriate options before seeking approval and adding to the works budget.</p> <p>06/08/2025 – Update from Manager Building Services: 1. The accessibility consultant has advised the existing stair nosing's are not compliant with</p>	

Ageing &amp; Access Community Committee - Action Plan

2

**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**
**Attachment 1    Ageing and Access Community Committee - AACC - Action Plan - 2025**

D25/28752

NO	ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
								<p>AS1428, and given the build date being 2016, they were not built to code at the time of construction. The recommendation is to change the stair nosing's to comply with AS 1428.1. A suitable stair nosing replacement has been identified, and installation is being costed.</p> <p>2. The tactile ground surface indicators have insufficient luminance contrast and do not properly align with the tapering bottom step. A suitable replacement product has been identified, and these works are being costed.</p> <p>3. As the handrails are intermittently spaced, it has been recommended to</p>	

Ageing &amp; Access Community Committee - Action Plan

3



**Attachment 2 Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**
**Attachment 1 Ageing and Access Community Committee - AACC - Action Plan - 2025**

D25/28752

NO	ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
								<p>increase provision of these for additional opportunities to support people on stairs, and this is currently being costed.</p> <p>Once all costings have been completed, a report will be provided to the Executive Leadership Team for consideration and budget approval.</p> <p>Lastly, it has also been identified the sloping roof reduces head clearance to the south-eastern end of the stairs. As it is expected resolving this issue will not involve substantial cost, we will work in consultation with the site to reduce access where head heights are restricted.</p>	

**Attachment 2 Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**
**Attachment 1 Ageing and Access Community Committee - AACC - Action Plan - 2025**

D25/28752

NO	ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
								31/10/2025 – Update from Manager Building Services: Pricing sought for two options of contrast strips on the steps and also the installation of two handrails at the entrance to the visitor centre. Information to be forwarded for review and approval.	
3	The Council investigate an incentive program, such as inclusion on an accessible business register, to encourage businesses to become accessible.	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs	1. Seek approval for an Accessible Business Register on Council's website 2. Promote program to local businesses	Ageing and Development Officer	Nil	27/03/2025		Contacted Council's Brand and Digital Lead has stated that we can display a page with a list of local businesses that are accessible on Council's website. We will need: <ul style="list-style-type: none"> <li>the business name</li> <li>their website URL</li> <li>information on how they are accessible (is there a consistent list of things/criteria)</li> </ul>	06/08/2025

**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**
**Attachment 1    Ageing and Access Community Committee - AACC - Action Plan - 2025**

D25/28752

NO	ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
								<p>06/08/2025 – Update from Ageing and Development Officer: Missed Business booklet has been printed. Waiting on the design of a factsheet detailing the new Accessible Business Register which will be delivered with the Missed Business booklet.</p> <p>23/10/2025 – Update from Ageing and Development Officer: Missed Business booklet has been delivered to businesses in Summer Street.</p>	
4	That Council investigate improving the lighting on the eastern end of the Railway Station footbridge.	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs	Request update from relevant Council staff member	Works Manager	Budget required	27/03/2025		<p>Contacted Council's Works Manager requesting an update on the proposed improvements to lighting at the Railway Station footbridge.</p> <p>20/05/2025 - Update from Works Manager: Investigated solar lighting options and</p>	05/08/2025

Ageing &amp; Access Community Committee - Action Plan

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**
**Attachment 1    Ageing and Access Community Committee - AACC - Action Plan - 2025**

D25/28752

NO	ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
								<p>received quotes in the range of \$7,000 - \$9,000. Seeking budget allocation for installation.</p> <p>20/05/2025 - Update from Works Manager: No further update.</p> <p>23/10/2025 – Update from Works Manager: Still waiting budget availability.</p>	
5	That Council investigate painting a white line along the fence line at pedestrian railway crossing points to act as a guideline for visually impaired pedestrians.	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs		Works Manager	To be determined	19/08/2025		<p>23/10/2025 – Update from Works Manager: Fenced pedestrian chicanes are on the rail reserve. Correspondence issued to the rail network operator seeking advice. No response as yet.</p>	

**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

Ageing & Access Community Committee - Action Plan

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**Attachment 2    Agenda of the Meeting of the Ageing and Access Community Committee held on 18 November 2025**

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**Attachment 1    Ageing and Access Community Committee - AACC - Action Plan - 2025**

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D25/28752

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.



**2.2 Minutes of the Community Safety and Crime Prevention Committee Meeting 1 December 2025**

RECORD NUMBER: 2025/2711

AUTHOR: Melissa Stanford, Acting Director Community, Recreation and Cultural Services

**EXECUTIVE SUMMARY**

The Community Safety and Crime Prevention Committee met on 1 December 2025. The recommendations from the Committee are provided to the Services Policy Committee for adoption.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan 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”.

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the Community Safety & Crime Prevention Committee at its meeting held on 1 December 2025.
- 2 That the minutes of the Community Safety & Crime Prevention Committee from its meeting held on 1 December 2025 be adopted.

**FURTHER CONSIDERATIONS**

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

Service/Project Delivery	Nil.
Financial	Nil.
Reputation/Political	Nil.
Environment	Nil.
Compliance	Nil.
People & WHS	Nil.
Information Technology/ Cyber Security	Nil.

**SUPPORTING INFORMATION**

The Agenda and Minutes are attached for the information of Council.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025, 2025/2608[↓](#)
- 2 Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025, 2025/2516[↓](#)

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**Attachment 1 Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**

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**MINUTES OF THE COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE**

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

ON 1 DECEMBER 2025

COMMENCING AT 6.11 PM

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**1 INTRODUCTION****ATTENDANCE**

Cr Marea Ruddy (Chairperson), Cr Tony Mileto (Mayor), Chief Inspector David Maher, Sergeant Yonneka Hill, Janelle Jarman, Phillip Kirkwood, Charlotte Maguire, Elizabeth Griffin, Cr Aaron Pearson (Cabonne Council, via *Teams*), Acting Director Community Recreation and Cultural Services, Parking Patrol Officer, Community Development Coordinator (via *Teams*), Works Manager, Community Services Administration Officer

**Guest:**

Sergeant Adam Cornish, Constable Samuel Bibby

**1.1 APOLOGIES****RESOLVED****Mr P Kirkwood/Ms E Griffin**

That the apologies be accepted from Cr Tammy Greenhalgh, Cr Graeme Judge, Cr Jamie Stedman, Laga Van Beek, Elisabeth Sattler and Road Safety Officer for the Community Safety & Crime Prevention Committee meeting on 1 December 2025.

**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.



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**Attachment 1 Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**

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**1 DECEMBER 2025****2 PREVIOUS MINUTES****RESOLVED****Ms C Maguire/Ms E Griffin**

That the Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 1 September 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Community Safety & Crime Prevention Committee meeting held on 1 September 2025.

**3 PRESENTATIONS****3.1 CHAIRPERSON PRESENTATION - SERVICES POLICY COMMITTEE - 4 NOVEMBER 2025**

TRIM REFERENCE: 2025/2440

**RECOMMENDATION****Cr M Ruddy/Chief Inspector D Maher**

That the information provided in the Chairperson Presentation be acknowledged.

**4 GENERAL REPORTS****4.1 CENTRAL WEST POLICE DISTRICT UPDATE**

TRIM REFERENCE: 2025/2421

Chief Inspector David Maher gave an update on crime statistics for the Central West Police District for the period 1 August to 31 October 2025, including the following:

- Assault (DV): 68 incidents
- Stolen Vehicles: 23 incidents
- Steal from Motor Vehicle: 70 incidents
- Break and Enter (Dwelling): 47 incidents
- Break and Enter (Non-dwelling): 18 incidents
- Steal from Retail Store: 88 incidents
- Powers – Move On: 69 incidents
- Powers – Person Search: 252 incidents
- Powers – Vehicle Search: 53 incidents

Sergeant Adam Cornish from Highway Patrol provided an update on collision statistics, testing and operations.

There have been 59 Fatal or injury collisions in Orange for year to date 2025, compared to 96 in 2024. This is a 47.7% reduction. The associated factors to the collisions in 2025 were:

- 4 x Alcohol related
- 1 x Not wearing seatbelt
- 4 x Not wearing helmet
- 3 x Speed involved
- 50 x No associated factor

Central West Police District testing statistics for 2025 year to date:

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**Attachment 1 Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**

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**1 DECEMBER 2025**

- Positive Random Drug Tests: 692
- Positive Random Breath Tests: 353
- Speeding traffic infringements: 3984
- Stationery Random Breath Tests conducted to 31 October 2025: 33,000

**Traffic and Highway Patrol operations:**

- Orange Defect Operation (local)
- Speeding Operation in Orange CBD (local)
- Safer Speeds Early Morning, Late Night (statewide)
- RAID (Remove All Impaired Drivers) (statewide)
- Fume – Targeting late nights and major routes such as the Mitchell Highway (statewide)

**There was discussion regarding the following matters:**

- Police have received complaints regarding young people riding unregistered motorbikes without helmets along Spring Street near Margaret Stevenson Park. There was discussion around potentially stationing a camera nearby to identify riders.
- Complaints have been received regarding a person experiencing homelessness that has been staying in the Woolworths carpark near Council's Occasional Care Service. Police noted assistance has been offered via Housing Plus and other agencies, but the person has declined. Parents at Occasional Care have been contacted to address any concerns.
- Concerns were raised over an incident which occurred at Chifley Dam the previous weekend. It was confirmed that the person involved has provided a statement to Police and the matter has been addressed.
- Concerns were raised regarding the safety of young children crossing the road in front of Canobolas Highschool. Two Orange Public School students have been observed regularly crossing the road at approximately 3.40pm with no assistance from adults. Police will address this with the schools and the PCYC.

**RECOMMENDATION****Ms C Maguire/Ms E Griffin**

That the information provided in the Central West Police District update be acknowledged.

**4.2 ORANGE AND CABONNE ROAD SAFETY OFFICER REPORT**

TRIM REFERENCE: 2025/2422

**RECOMMENDATION****Ms C Maguire/Cr M Ruddy**

That the information provided in the Orange and Cabonne Road Safety Officer Report be acknowledged.

**4.3 SUMMER STREET PEDESTRIAN CROSSINGS**

TRIM REFERENCE: 2025/2445

Members discussed the safety concerns around pedestrian crossings on Summer Street. It was noted that longer crossing times have been recommended within Council's Active Travel Plan which is yet to be adopted. Once adopted, the final decision will rest with Transport for NSW (TfNSW), which must model traffic flow impacts before implementing pedestrian-friendly measures. Scramble crossings have also been considered for Summer

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**Attachment 1 Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**

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**1 DECEMBER 2025**

Street by TfNSW in the past but were not adopted.  
Police representatives provided an overview of proactive police operations targeting jaywalking, noting that issuing fines has limited impact on behaviour.  
Members were encouraged to write to TfNSW if they had ongoing concerns.

**RECOMMENDATION****Ms C Maguire/Cr M Ruddy**

That the information provided in the Summer Street Pedestrian Crossings Report be acknowledged.

**4.4 ACTION PLAN**

TRIM REFERENCE: 2025/2423

Members discussed the Action Plan, including the following:

- Discussion and planning around the Community Safety Forum to be deferred to the first meeting in 2026.
- Council has published an online resource which provides information about safe disposal practices and reporting options for injection equipment. Information has also been provided to the Central Western Daily.
- The AXLR8 program, funded by the Local Drug Action Team (LDAT), now has 60 participants and is nearing capacity.

**RECOMMENDATION****Ms C Maguire/Ms E Griffin**

That the Community Safety and Crime Prevention Committee consider and discuss items on the Action Plan, and that the Action Plan be updated.

**THE MEETING CLOSED AT 6.51 PM**



## **COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE**

# **AGENDA**

**1 DECEMBER 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE** on **Monday, 1 December 2025** commencing at **5:30 PM**.

Barry Omundson  
**CHIEF EXECUTIVE OFFICER**

For apologies, please contact Rennie Johns on 6393 8606.

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
Committee held on 1 December 2025**

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## AGENDA

### EVACUATION PROCEDURE

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

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

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

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
Committee held on 1 December 2025**

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**1    INTRODUCTION****MEMBERS**

Cr Marea Ruddy (Chairperson), Cr Tony Mileto (Mayor), Cr Tammy Greenhalgh (Deputy Mayor), Cr Graeme Judge, Cr Jamie Stedman, Chief Inspector David Maher, Matthew Chisholm, Phillip Kirkwood, Charlotte Maguire, Laga Van Beek, Sergeant Yonneka Hill, Senior Constable Sarah Archer, Sara Tabb, Elisabeth Sattler, Elizabeth Griffin, Ainsley Bruem, Ainsley Bruem, Cr Aaron Pearson (Cabonne Council), Matthew Christensen, Mark Ellis, Cr Jamie Jones (Cabonne Council), Rebecca Johnson, Director Community Recreation and Cultural Services, Manager Community Services, Road Safety Officer, Parking Patrol Officer, Community Development Coordinator, Manager Engineering Services

**1.1    Apologies****1.2    Acknowledgement of Country**

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

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

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

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

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

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

**RECOMMENDATION**

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Community Safety & Crime Prevention Committee at this meeting.

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
Committee held on 1 December 2025**

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**2    PREVIOUS MINUTES**

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**RECOMMENDATION**

That the Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 1 September 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Community Safety & Crime Prevention Committee meeting held on 1 September 2025.

**ATTACHMENTS**

- 1    Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 1 September 2025



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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
Committee held on 1 December 2025**

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**MINUTES OF THE COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE****HELD IN COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE****ON 1 SEPTEMBER 2025****COMMENCING AT 5:30 PM**

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**1 INTRODUCTION****ATTENDANCE**

Cr Marea Ruddy (Chairperson), Cr Tony Mileto (Mayor), Cr Tammy Greenhalgh (Deputy Mayor) (via *Teams*), Cr Graeme Judge, Cr Aaron Pearson (Cabonne Council), Chief Inspector David Maher, Sergeant Yonneka Hill, Phillip Kirkwood, Charlotte Maguire, Elisabeth Sattler (via *Teams*), Elizabeth Griffin, Director Community Recreation and Cultural Services, Manager Community Services, Road Safety Officer, Parking Patrol Officer, Community Development Coordinator, Manager Engineering Services (via *Teams*), Community Services Administration Officer

**Guest:**

Inspector Bradley Parker (via *Teams*), Superintendent Luke Rankin

**1.1 APOLOGIES****RESOLVED****Ms C Maguire/Mr P Kirkwood**

That the apologies be accepted from Laga Van Beek, Sara Tabb, Ainsley Bruem and Matthew Chisholm for the Community Safety & Crime Prevention Committee meeting on 1 September 2025.

**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.

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**

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**1 SEPTEMBER 2025****2    PREVIOUS MINUTES****RESOLVED****Ms C Maguire/Mr P Kirkwood**

That the Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 2 June 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Community Safety & Crime Prevention Committee meeting held on 2 June 2025.

**3    PRESENTATIONS****3.1    CHAIRPERSON PRESENTATION - SERVICES POLICY COMMITTEE - 1 JULY 2025**

TRIM REFERENCE:    2025/1742

**RECOMMENDATION****Cr M Ruddy/Cr G Judge**

That the information provided in the Chairperson Presentation be acknowledged.

**4    GENERAL REPORTS****4.1    CENTRAL WEST POLICE DISTRICT UPDATE**

TRIM REFERENCE:    2025/1725

Chief Inspector David Maher provided a verbal update on proactive policing strategies and an overview of crime statistics for the Orange LGA for the period 1 May 2025 to 31 July 2025, including:

- Assault (DV) – 65 incidents
- Stolen Vehicles – 15 incidents
- Steal From Motor Vehicle – 28 incidents
- Break and Enter (Dwelling) – 34 incidents
- Break and Enter (Non-Dwelling) – 6 incidents
- Steal From Retail Store – 55 incidents
- Powers – Move On – 70 incidents
- Powers – Person Search – 253 compass incidents
- Powers – Vehicle Search – 52 incidents

It was requested that vehicle accident statistics be included in the Central West Police District Update at the next meeting. Chief Inspector Maher will investigate whether a representative from Highway Patrol could attend future meetings.

Superintendent Luke Rankin gave an overview of Operation Soteria, which targets serious youth crime across regional NSW, including Orange. The operation focuses on a small group of highly motivated offenders, combining enforcement with prevention and youth engagement to disrupt crime and prevent wider involvement.

Inspector Bradley Parker from the Crime Prevention Command presented an overview of the

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**1 SEPTEMBER 2025**

Command's collaborative approach to supporting local police, outlined available resources and programmes, and offered to run a free Community Safety Forum and security audits for the Orange community. The Committee agreed to investigate further and add the Community Safety Forum as an item on the Action Plan.

**RECOMMENDATION****Mr P Kirkwood/Ms C Maguire**

That the information provided in the Central West Police District update be acknowledged.

*\*Inspector Bradley Parker left the meeting at 5.53pm\**

*\*Director Community Recreation and Cultural Services left the meeting at 6.15pm\**

**4.2    ORANGE AND CABONNE ROAD SAFETY OFFICER REPORT**

TRIM REFERENCE:    2025/1733

The Committee reviewed the Road Safety Officer's (RSO) report. Andrea Hamilton-Vaughan clarified the role of the RSO, explaining the focus on behavioural change, human factors in road safety, targeted speed enforcement, and successful interventions at high-risk intersections, supported by data-driven collaboration with Highway Patrol.

**RECOMMENDATION****Ms E Griffin/Cr M Ruddy**

That the information provided in the Orange and Cabonne Road Safety Officer Report acknowledged.

**4.3    TRANSPORT FOR NSW REPORT**

TRIM REFERENCE:    2025/1734

A report was not provided as a Transport for NSW representative was not in attendance.

**RECOMMENDATION**

Nil.

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**4.4    UPDATED CHARTER**

TRIM REFERENCE:    2025/1723

**RECOMMENDATION****Cr T Mileto/Cr G Judge**

That the Charter for the Community Safety & Crime Prevention Committee be updated with the following changes:

1. Include the following dot point under the Purpose heading
  - a. Support in the development and implementation of an Orange and Cabonne Road Safety Strategic Action Plan and other road safety matters as required.
2. Include the following dot points under the Membership heading:
  - a. Up to two Cabonne Shire Councillors
  - b. Cabonne Shire Council staff (non-voting)
  - c. One representative from Transport for NSW
3. Amend the following dot point under the Membership heading:
  - a. Up to 15 community representatives including from relevant government or community agencies.

**4.5    UPDATE AND REPORT - CHILDREN (PROTECTION AND PARENTAL RESPONSIBILITY) ACT 1997**

TRIM REFERENCE:    2025/1724

The Committee discussed the extension and ongoing implementation of the operational area under the Children (Protection and Parental Responsibility) Act.

Chief Inspector Maher noted the importance of the continued use of the Act, noting that it makes a significant impact on reducing youth crime in the Orange area. When the operational area lapsed approximately two years ago, perceived crime in town escalated exponentially and members of the public reported increased safety concerns in various areas of the CBD.

**RECOMMENDATION****Cr T Mileto/Cr G Judge**

That the information provided in the Update and Report - Children (Protection and Parental Responsibility) Act 1997 be acknowledged.

**4.6    ACTION PLAN**

TRIM REFERENCE:    2025/1726

The Committee discussed the Action Plan, including the following:

- The Coordinator Community Development provided an update on the AXLR8 program, which is a mentoring program for young people. The program currently includes 31 young people and 15 volunteer mentors, with a focus on engaging young people through sport.
- The items regarding extension of the Children (Protection and Parental Responsibility) Act have been completed and can be removed from the Action Plan.

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- The Committee agreed to add Elder Abuse Prevention as an item under the Seniors Crime Prevention section of the Action Plan.
- Community Safety Forum is to be added as an item on the Action Plan.
- The Action Plan for the Road Safety Officer has been approved by Transport for NSW.
- Concerns were raised regarding used syringes found at Sturgeon Oval, including:
  - The Committee will liaise with Council's Sport and Recreation Supervisor to raise awareness among sporting groups about checking fields for used syringes before training and matches, and inform clubs about sourcing safety kits for safe disposal.
  - There was a discussion around the importance of promotion and education of safe injection practises and access to safe injection materials and disposal boxes among the wider community.
  - Members were encouraged to report syringe findings online or directly to Police, enabling targeted patrols and intelligence-led responses to areas where drug use is occurring.

**RECOMMENDATION****Ms C Maguire/Mr P Kirkwood**

That the Community Safety and Crime Prevention Committee consider and discuss items on the Action Plan, and that the Action Plan be updated.

**THE MEETING CLOSED AT 6.51 PM.**

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COMMUNITY SAFETY &amp; CRIME PREVENTION COMMITTEE

1 DECEMBER 2025

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**3    PRESENTATIONS****3.1    Chairperson Presentation - Services Policy Committee - 4 November 2025**

It is noted that the Minutes of the Community Safety and Crime Prevention Committee meeting of 1 September 2025 were adopted by Council at the Services Policy Committee meeting of 4 November 2025, including the following recommendation:

4.4

*That the Charter for the Community Safety & Crime Prevention Committee be updated with the following changes:*

- 1. Include the following dot point under the Purpose heading*
  - a. Support in the development and implementation of an Orange and Cabonne Road Safety Strategic Action Plan and other road safety matters as required.*
- 2. Include the following dot points under the Membership heading:*
  - a. Up to two Cabonne Shire Councillors*
  - b. Cabonne Shire Council staff (non-voting)*
  - c. One representative from Transport for NSW*
- 3. Amend the following dot point under the Membership heading:*

*Up to 15 community representatives including from relevant government or community agencies.*



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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**4    GENERAL REPORTS**

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**4.1    Central West Police District Update**

RECORD NUMBER:    2025/2421

AUTHOR:    Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

A representative from the Central West Police District will provide a verbal update to the Committee.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan 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”.

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That the information provided in the Central West Police District update be acknowledged.**

**FURTHER CONSIDERATIONS**

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

<b>Service/ Project Delivery</b>	Nil.
<b>Financial</b>	Nil.
<b>Reputation/Political</b>	Nil.
<b>Environment</b>	Nil.
<b>Compliance</b>	Nil.
<b>People &amp; WHS</b>	Nil.
<b>Information Technology/ Cyber Security</b>	Nil.

**SUPPORTING INFORMATION**

A verbal update will be provided during the meeting.



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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**4.2    Orange and Cabonne Road Safety Officer Report**

RECORD NUMBER:    2025/2422

AUTHOR:    Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

The Road Safety Officer (RSO) covers two Local Government Areas: The City of Orange and Cabonne Shire Council. Three funding bodies, Orange and Cabonne Councils and Transport for NSW, each fund the Local Government Road Safety Program (LGRSP). The RSO works with NSW Police and road safety stakeholders in the community.

A written report from the RSO is attached for the information of the Committee. The report provides an overview of the Orange and Cabonne Heavy Vehicle Forum held on 12 November 2025.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan 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”.

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That the information provided in the Orange and Cabonne Road Safety Officer Report be acknowledged and considered for the Action Plan.**

**FURTHER CONSIDERATIONS**

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

<b>Service/ Project Delivery</b>	Changes to the Action Plan may affect timelines or delivery of existing community initiatives.
<b>Financial</b>	New or updated actions may require additional funding or reallocation of existing resources.
<b>Reputation/Political</b>	Community expectations may be impacted if priorities shift or previously endorsed actions are removed.
<b>Environment</b>	Revised actions should consider environmental impacts and alignment with sustainability goals.
<b>Compliance</b>	Updates must align with Council policies, committee terms of reference and relevant legislation.
<b>People &amp; WHS</b>	New or revised actions may introduce workload or safety considerations for volunteers and staff.
<b>Information Technology/ Cyber Security</b>	Digital updates to the Action Plan must ensure secure access and accurate version control.

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**4.2    Orange and Cabonne Road Safety Officer Report**

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**SUPPORTING INFORMATION**

The inaugural Orange and Cabonne Heavy Vehicle Forum was hosted by Orange City Council and Cabonne Shire Council on 12 November 2025. A written report from the RSO is attached for the information of the Committee.

**ATTACHMENTS**

- 1        Report - Road Safety Officer - CSCPC - 1 December 2025, D25/139601

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**Attachment 1    Report - Road Safety Officer - CSCPC - 1 December 2025**

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**Heavy Vehicle Forum – “Driving Change: Safety, Regulation, and the Future of  
Heavy Vehicle Operations”****1. Purpose**

This report provides Council with an overview of the inaugural Heavy Vehicle Forum jointly hosted by Orange City Council and Cabonne Council. It outlines the event's objectives, key themes, stakeholder participation, and recommended next steps arising from the forum.

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**2. Background**

The Heavy Vehicle Forum was held to address the growing operational, regulatory, and safety challenges associated with heavy vehicle movements across the region. The forum brought together industry leaders, government agencies, regulators, operators, and local representatives to support safer and more efficient freight transport throughout Orange, Cabonne, and the broader Central West.

The event aligns with Council's commitment to improving road safety, supporting industry sustainability, and strengthening relationships between regulators, operators, and local communities.

The forum was funded by Transport for NSW through the Local Government Road Safety Program.

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**3. Event Overview**

- **Event Name:** Heavy Vehicle Forum – *Driving Change: Safety, Regulation, and the Future of Heavy Vehicle Operations*
- **Date & Venue:** 12<sup>th</sup> of November, Orange City Council Civic Centre, Council Chambers.
- **Hosted by:** Orange City Council & Cabonne Council
- **Attendance:** Approximately 70 participants
- **Key Speakers Included:**
  - The Hon. Jenny Aitchison, NSW Minister for Roads and Regional Transport
  - Industry experts across compliance, training, fatigue management, and heavy vehicle operations
  - Representatives from peak bodies and advocacy organisations

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**Attachment 1    Report - Road Safety Officer - CSCPC - 1 December 2025**

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The forum was opened by Andrea Hamilton-Vaughan, Road Safety Officer, who acknowledged the contributions of government partners, industry stakeholders, and community representatives.

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**4. Key Themes and Discussion Points****4.1 Heavy Vehicle Safety**

- Emerging risk trends in regional areas
- Local crash patterns involving heavy vehicles
- Improved council/industry collaboration on safety initiatives

**4.2 Regulatory Reform**

- Overview of changes under the National Heavy Vehicle Law
- New fatigue management requirements and application to vehicles 4.5 tonnes and over
- Opportunities for more consistent enforcement and education

**4.3 Infrastructure and Network Access**

- Challenges for local road networks supporting increased freight demand
- Importance of improving route planning, signage, and last-mile access
- Identifying priority areas for future upgrades

**4.4 Workforce, Skills, and Training**

- Operator feedback on training gaps, licensing pathways, and access to local training providers
- The need for better support for owner-drivers and small operators

**4.5 Industry Sustainability and Future Technologies**

- Alternative fuels, telematics, and digital compliance tools
- Long-term freight growth and planning implications for councils

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**5. Outcomes**

The forum achieved several important outcomes:

- Strengthened relationships between councils, industry, and regulators

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**Attachment 1    Report - Road Safety Officer - CSCPC - 1 December 2025**

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- Commitment from key agencies to support further local engagement
- Identification of short- and medium-term actions to improve safety and freight efficiency
- Collection of industry feedback to inform Council's future planning and advocacy

A post-event feedback survey is being distributed, and a summary report will follow.

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**6. Recommendations**

It is recommended that Council:

1. **Note** the successful delivery of the Heavy Vehicle Forum.
2. **Endorse** the development of an action plan based on the issues raised at the forum.
3. **Continue** cross-council collaboration to support regional heavy vehicle safety and infrastructure improvements.
4. **Advocate** to state and federal governments for funding relating to freight route upgrades and safety projects.
5. **Commit** to hosting the forum annually to maintain momentum and strengthen industry partnerships.

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**7. Conclusion**

The inaugural Heavy Vehicle Forum demonstrated the strong interest and shared commitment across government and industry to improving heavy vehicle safety, compliance, and operational outcomes in our region. The insights gained will support Council's ongoing work in building a safer, better-connected freight environment that benefits operators, communities, and the regional economy.

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**4.3 Summer Street Pedestrian Crossings**

RECORD NUMBER: 2025/2445

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

Concerns have been raised regarding pedestrian safety and accessibility along Summer Street.

A Committee member has observed instances of pedestrians crossing against signals and stopping on the median strip at the crossing opposite the Post Office. It has also been suggested that current walk signal durations are inadequate for elderly individuals, people with mobility aids, and parents with prams, making safe crossing difficult. Intersections at Lords Place/Summer Street and Anson Street/Summer Street require pedestrians to wait through two light cycles, causing fatigue and frustration, especially for vulnerable groups.

Proposed improvements include diagonal crossings, raised crossing areas to slow vehicles, and extending crossing times. The Committee is asked to consider these concerns and potential improvements, noting that Summer Street, as part of the Mitchell Highway, is managed by Transport for NSW.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan 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”.

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council’s program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council’s consideration and track specific tasks, projects or requests of the Committee.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That the information provided in the Summer Street Pedestrian Crossings Report be acknowledged and considered as an item for the Action Plan.**

**FURTHER CONSIDERATIONS**

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

<b>Service/Project Delivery</b>	Changes to the Action Plan may affect timelines or delivery of existing community initiatives.
<b>Financial</b>	New or updated actions may require additional funding or reallocation of existing resources.
<b>Reputation/Political</b>	Community expectations may be impacted if priorities shift or previously endorsed actions are removed.
<b>Environment</b>	Revised actions should consider environmental impacts and alignment with sustainability goals.
<b>Compliance</b>	Updates must align with Council policies, committee terms of reference and relevant legislation.

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**4.3    Summer Street Pedestrian Crossings**

<b>People &amp; WHS</b>	New or revised actions may introduce workload or safety considerations for volunteers and staff.
<b>Information Technology/ Cyber Security</b>	Digital updates to the Action Plan must ensure secure access and accurate version control.

**SUPPORTING INFORMATION**

A letter sent on 12 November 2025 and detailing the aforementioned concerns is attached for the information of the Committee.

**ATTACHMENTS**

- 1       Letter - Summer Street Pedestrian Crossings, D25/138407



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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**Attachment 1    Letter - Summer Street Pedestrian Crossings**

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RE: Pedestrian Crossings along Summer Street.

A long time resident of Orange and a driver for many years, may I take this opportunity to draw your attention to a few peoples items of concern. Over the years I have noticed some impatients and frustration with the pedestrian crossings in Summer Street. As this is no longer the designated route for the Mitchell Highway through the city, it might be time to improve a few things for pedestrians using the main street of the CBD.

The pedestrian crossing in front of the Post Office, is almost a game of Russian Roullett some days with peolpe crossing against the walk sign. Some say it seems silly standing there waiting for the lights to change when there are no cars coming either way. I also worry about the number of people who just cross over the road and stop in the middle on the medium strip before finishing crossing over. The draft from some of the trucks is enough some days to blow you off your balance. I will leave the suggestions for a solution to you about this.

Also most of the walk signs hardly allow time for a person to cross the road. This might be acceptable for young people, but elderly people on walking sticks or walkers or people on crutchers, even some young mothers with a baby in the pram and a toddler in tow hardly have time to cross over. Would it be possible to lengeth the time by a few more seconds? I do realize that most of these times are regulated at recommendations from Roads and Traffic, maybe this needs to be passed on.

Two particular corners, Lords Place and Summer Street and Anson Street and Summer Street seem to present their own problems. Folks seem to get impatient while waiting for the lights to change twice, and again, elderly folks with walkers or with walking sticks seem seem to tire more easily having to wait for the lights to change twice.

Would it be possible to investigate the possibility of introducing diagonal crossings at these two intersection? I have also considered introducing raised areas on these crossings to slow some of the cars who exceed the 40k/m limit. (Especially some of the youngsters who have drag races along Summer Street during the evenings.)

I am aware that that this might incur moneys that are not in the current budget, but surely the safety and welfare of the community must be a prioty of Council. .

Thanking you.

Elizabeth Griffin

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**4.4    Action Plan**

RECORD NUMBER:    2025/2423

AUTHOR:    Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

The Action Plan Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan 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”.

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council’s program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council’s consideration and track specific tasks, projects or requests of the Committee.

Items may be short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That the Community Safety and Crime Prevention Committee consider and discuss items on the Action Plan, and that the Action Plan be updated.**

**FURTHER CONSIDERATIONS**

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

<b>Service/ Project Delivery</b>	Changes to the Action Plan may affect timelines or delivery of existing community initiatives.
<b>Financial</b>	New or updated actions may require additional funding or reallocation of existing resources.
<b>Reputation/Political</b>	Community expectations may be impacted if priorities shift or previously endorsed actions are removed.
<b>Environment</b>	Revised actions should consider environmental impacts and alignment with sustainability goals.
<b>Compliance</b>	Updates must align with Council policies, committee terms of reference and relevant legislation.
<b>People &amp; WHS</b>	New or revised actions may introduce workload or safety considerations for volunteers and staff.
<b>Information Technology/ Cyber Security</b>	Digital updates to the Action Plan must ensure secure access and accurate version control.

**SUPPORTING INFORMATION**

An update to the Committee’s Action Plan will be a standard item on every agenda for discussion and review.

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**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention  
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**4.4    Action Plan**

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The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and how an item links to Council's Delivery/Operational Plan or could be proposed for future Delivery/Operational Plans.

**ATTACHMENTS**

- 1        CSCPC Action Plan - 2025, D25/29291

**Attachment 2 Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**
**Attachment 1 CSCPC Action Plan - 2025**
**COMMUNITY COMMITTEE ACTION PLAN**
**COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE**

D25/29291

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	COMPLETED
<b>Road trauma reduction:</b> 1. RYDA 2. Young Driver Education 3. Local Education Provider 4. Child Car Seat Checks 5. Bike Fitness Workshop for young people 6. To improve the sharing of information between Transport for NSW,	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community".		1. Rotary Clubs of Orange  2. Road Safety Officer  3. Road safety Officer  4. Road safety Officer  5. Road Safety Officer/ Youth Development Officer  6. Road Safety Officer  7. Road Safety Officer  8. Road Safety Officer		Ongoing	Ongoing	1. Organised by North Orange Rotary as a joint project with 3 Rotary Clubs of Orange. 2. PCYC Traffic offenders' program 3. Local Education <ul style="list-style-type: none"> <li>• Driver fatigue campaigns</li> <li>• Drink Drive Campaigns</li> <li>• Be Seen Be Safe</li> <li>• Learner Driver Workshops</li> <li>• Scheduled across the year</li> </ul> 4. Child Car Seat Checks scheduled for local children's services. 5. Organised in conjunction with TfNSW, Police and Council – to be run several times per year.  <b>1 September 2025:</b> Representative from Highway Patrol to be invited to a future meeting to share information on vehicle accident statistics. The Action Plan for the Road Safety Officer has been approved by TfNSW.	

**Attachment 2 Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**
**Attachment 1 CSCPC Action Plan - 2025**

D25/29291

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	COMPLETED
Police and Council								
7. To execute the approved Orange and Cabonne Action Plan funded by Transport for NSW								
8. To collect speed data from traffic classifiers and provide reports to Police and Traffic Committees								
Seniors Crime Prevention Education	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes		OCC Central West Police		Ongoing	Ongoing	Opportunities include: <ul style="list-style-type: none"> <li>• Scams Week</li> <li>• Seniors Week</li> <li>• Seniors Expo – Organise 10-minute talks from providers</li> <li>• Fraud prevention</li> <li>• Cyber Week</li> <li>• Radio Advertising</li> </ul> <b>2 June 2025:</b>	

Community Safety &amp; Crime Prevention Community Committee - Action Plan

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**Attachment 2 Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**
**Attachment 1 CSCPC Action Plan - 2025**

D25/29291

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	COMPLETED
	and wider community".						Crime Prevention Officer to attend meeting of 1 September 2025 to provide update. <b>13/8/2025:</b> Crime Prevention Officer advised they are unable to attend meeting of 1 September 2025.	
		Elder Abuse Prevention	OCC Central West Police		1/9/2025			
<b>At Risk Youth Programs / Engagement to Reduce Crime</b>	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community".		Central West Police District OCC Local NGOs		Ongoing	Ongoing	Utilise the Child, Youth and Family Interagency and other partnership or network opportunities to increase programs and activities to engage youth, particularly at-risk youth.  Current initiatives include Youth Week, Nations of Origin and Orange Youth Hub. <b>2 June 2025:</b> Janella Jarman provided an overview of how her role as Youth Action Coordinator supports at risk young people.	
<b>Community Safety Forum</b>	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community".	Investigate holding a Community safety Forum in Orange.	OCC Police		1/9/2025		<b>1 September 2025:</b> Inspector Bradley Parker from the Crime Prevention Command presented an overview of what's involved in a Community Safety Forum and security audits and offered to run one for the Orange community.	

Community Safety &amp; Crime Prevention Community Committee - Action Plan

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**Attachment 2 Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**
**Attachment 1 CSCPC Action Plan - 2025**

D25/29291

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	COMPLETED
Promote Safe Practices for Handling and Disposal of Injection Equipment	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community".	Raise awareness about checking sports fields for used syringes, safe disposal practices and reporting to Police online.	OCC Police	Nil	1/9/2025		<p><b>1 September 2025:</b> The Committee discussed concerns around finding used syringes at Brendan Sturgeon Oval. Concerns forwarded to Council's Sport and Recreation Supervisor for consideration.</p> <p><b>11 November 2025:</b> Sport and Recreation Supervisor to email sporting organizations to raise awareness.</p> <p>It was noted that we don't recommend community members handle sharps. Council should be contacted as soon as possible if found on sports fields.</p> <p>If sporting groups are to be encouraged to purchase a sharps collection kit for emergencies only, a flyer that provides a step-by-step process for sharps management is needed. The flyer could be promoted community wide (not just sporting groups). Council's Communications team are looking into this.</p> <p>NSW Health have developed the NSW Community Sharps Guidance and NSW Needle Clean Up Hotline 1800 633 353  <a href="https://www.health.nsw.gov.au/community-sharps/Publications/nsw-community-sharps-guidance.pdf">https://www.health.nsw.gov.au/community-sharps/Publications/nsw-community-sharps-guidance.pdf</a></p>	



**Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**
**Attachment 1    CSCPC Action Plan - 2025**

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ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	COMPLETED
<b>COMPLETED ACTIONS</b>								
LDAT update	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community".	Update on AXLR8 program to be provided at meeting of 1 September 2025.	Manager Community Services Community Development Coordinator	Nil.	2 June 2025	1 September 2025	<b>ACTION COMPLETE</b> <b>1 September 2025:</b> The Coordinator Community Development provided an update on the AXLR8 program, which includes 31 young people and 15 mentors.	1/9/25
Request extension to Operational Area under the Children (Protection and Parental Responsibility) Act 1997	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community".		OCC Central West Police	No budget	February 2025	Ongoing	<b>ACTION COMPLETE</b> <b>21 May 2025:</b> Application for extension until June 2028 submitted to Manager Crime Prevention - DCJ on 3 February 2025. Supporting information submitted on 24 April 2025. <b>2 June 2025:</b> Manager Community Services received update on progress of application on 26 May 2025 – application still under consideration. <b>27 June 2025:</b> Attorney General approved Orange as an Operational Area for a further 2 years under the Children (Protection and Responsibility) Act 1997 to 30 June 2027.	27/6/2025

**Attachment 2 Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025**
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D25/29291

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	COMPLETED
Request extension to Operational Area under the Children (Protection and Parental Responsibility) Act 1997	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community".	Committee to request that Mr Phil Donato MP follow up on progress of application.	Manager Community Services	Nil.	2/6/25		<b><u>ACTION COMPLETE</u></b> <b>11/6/2025</b> Email requesting update of application progress sent to Mr Phil Donato MP.  <b>13/6/2025</b> Response from Mr Phil Donato MP provided to Council detailing his urgent representation to the Attorney General to extend the declaration period.	13/6/2025
Seniors Crime Prevention Education	3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community".	Council to re-share social media posts from Orange Police encouraging people to lock their cars, houses etc and be aware of potential scams.	Manager Community Services Communications Officer.		2/6/2025		<b><u>ACTION COMPLETE</u></b> <b>2 June 2025:</b> Manager Community Services to meet with Council's Communications Officer to discuss.  <b>13/8/2025:</b> Manager Community Services has arranged a meeting with Council's Digital Communications Officer for 19/8/2025.  <b>1 September 2025:</b> Posts shared to Council's social media pages.	1/9/2025

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Attachment 2    Agenda of the Meeting of the Community Safety & Crime Prevention Committee held on 1 December 2025

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Attachment 1    CSCPC Action Plan - 2025

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D25/29291

**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.



**2.3 Heritage Community Committee Minutes - 8 December 2025**

RECORD NUMBER: 2025/2739

AUTHOR: Alison Russell, Community Museum and Heritage Manager

**EXECUTIVE SUMMARY**

The Heritage Community Committee met on 8 December 2025. The Minutes of this meeting are provided to the Services Policy Committee for adoption.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “4.2 Deliver cultural facilities and programs that reflect the interests of a culturally diverse community”.

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the Heritage Community Committee at its meeting held on 8 December 2025.
- 2 That Council determine recommendation 3.1 from the minutes of the Heritage Community Committee meeting of 8 December 2025.

**3.1**

*That the Heritage Community Committee consider:*

1. *Criteria for the Award category “Personal or Group contribution” to enable a more equitable judging process at the next meeting*
  2. *Opening the nominations for 2027 Cultural Heritage Awards earlier*
  3. *Investigating methods of marketing the Cultural Heritage Awards*
- 3 That the remainder of the minutes of the Heritage Community Committee from its meeting held on 8 December 2025 be adopted.

**FURTHER CONSIDERATIONS**

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

Service/Project Delivery	Nil
Financial	Nil
Reputation/Political	Nil
Environment	Nil
Compliance	Nil
People & WHS	Nil
Information Technology/ Cyber Security	Nil

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Heritage Community Committee held on 8 December 2025, 2025/2716 [📄](#)
- 2 Agenda of the Meeting of the Heritage Community Committee held on 8 December 2025, 2025/2585 [📄](#)

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**Attachment 1 Minutes of the Meeting of the Heritage Community Committee held on 8 December 2025**

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**MINUTES OF THE HERITAGE COMMUNITY COMMITTEE**

HELD IN COUNCILLORS WORKROOM, FIRST FLOOR, CIVIC CENTRE, 135 BYNG STREET,  
ORANGE.

ON 8 DECEMBER 2025

COMMENCING AT 5:30 PM

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**1 INTRODUCTION****ATTENDANCE**

Cr Gerald Power (Chairperson), Cr David Mallard, Elizabeth Griffin, Charles Everett, Jennifer Lacey, David Sykes, Community Museum and Heritage Manager.

**1.1 APOLOGIES****RESOLVED****Member E Griffin/Member D Sykes**

That the apologies be accepted from Stephen Nugent, Reg Kidd and Director Community, Recreation and Cultural Services for the Heritage Community Committee meeting on 8 December 2025.

**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****RESOLVED****Member D Sykes/Member E Griffin**

That the Minutes of the Meeting of the Heritage Community Committee held on 16 June 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Heritage Community Committee meeting held on 16 June 2025, noting the incorrect attendance of members Brendan Stuart and Colleen Hansen were recorded incorrectly as both were apologies to the June meeting.

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**Attachment 1 Minutes of the Meeting of the Heritage Community Committee held on 8 December 2025**

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**3 GENERAL REPORTS**

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**3.1 ORANGE CITY COUNCIL CULTURAL HERITAGE AWARDS 2025 HELD ON 19 SEPTEMBER 2025**

TRIM REFERENCE: 2025/2110

**RECOMMENDATION**

That the Heritage Community Committee consider:

1. Criteria for the Award category "Personal or Group contribution" to enable a more equitable judging process at the next meeting.
2. Opening the nominations for 2027 Cultural Heritage Awards earlier.
3. Investigating methods of marketing the Cultural Heritage Awards.

**3.2 HERITAGE COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/2111

**RESOLVED****Member E Griffin/Member C Everett**

That the Heritage Community Committee consider and discuss items on the Action Plan.

**THE MEETING CLOSED AT 5.55PM.**





## **HERITAGE COMMUNITY COMMITTEE**

# **AGENDA**

**8 DECEMBER 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **HERITAGE COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **SIDE BAR, PARKVIEW HOTEL, 281 SUMMER STREET** on **Monday, 8 December 2025** commencing at 5:00 PM.

Barry Omundson  
**CHIEF EXECUTIVE OFFICER**

For apologies, please contact Alison Russell on 6393 8170.

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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8  
December 2025**

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**AGENDA**

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**EVACUATION PROCEDURE**

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

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

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

<b>1</b>	<b>INTRODUCTION.....</b>	<b>3</b>
1.1	Apologies .....	3
1.2	Acknowledgement of Country.....	3
1.3	Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests.....	3
<b>2</b>	<b>PREVIOUS MINUTES .....</b>	<b>4</b>
2.1	Minutes of the Meeting of the Heritage Community Committee held on 16 June 2025 .....	5
<b>3</b>	<b>GENERAL REPORTS.....</b>	<b>7</b>
3.1	Orange City Council Cultural Heritage Awards 2025 held on 19 September 2025 .....	7
3.2	Heritage Community Committee Action Plan .....	11

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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8  
December 2025**

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**1    INTRODUCTION****MEMBERS**

Cr Gerald Power (Chairperson), Cr David Mallard, Stephen Nugent, Elizabeth Griffin, Charles Everett, Reg Kidd, Jennifer Lacey, David Sykes, Colleen Hansen, Brendan Stuart, Director Community, Recreation and Cultural Services, Manager Development Assessments, Senior Planner, Museum and Heritage Coordinator

**1.1    Apologies****1.2    Acknowledgement of Country**

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

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

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

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

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

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

**RECOMMENDATION**

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

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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8  
December 2025**

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**2    PREVIOUS MINUTES**

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**RECOMMENDATION**

That the Minutes of the Meeting of the Heritage Community Committee held on 16 June 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Heritage Community Committee meeting held on 16 June 2025.

**ATTACHMENTS**

- 1    Minutes of the Meeting of the Heritage Community Committee held on 16 June 2025

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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8  
December 2025**

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**ORANGE CITY COUNCIL****MINUTES OF THE****HERITAGE COMMUNITY COMMITTEE****HELD IN COUNCILLORS WORKROOM, FIRST FLOOR, ORANGE CIVIC CENTRE, BYNG STREET, ORANGE.****ON 16 JUNE 2025****COMMENCING AT 5:00 PM**

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**1    INTRODUCTION****ATTENDANCE**

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Cr Gerald Power (Chairperson), Cr David Mallard, Stephen Nugent, Elizabeth Griffin, Charles Everett, Reg Kidd, Jennifer Lacey, David Sykes, Colleen Hansen, Brendan Stuart, Director Community, Recreation and Cultural Services, Manager Development Assessments, Senior Planner, Museum and Heritage Coordinator

**1.1    Apologies and Leave of Absence**

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**RESOLVED****Member E Griffin/Member J Lacey**

That the apologies be accepted from Brendan Stuart for the Heritage Community Committee meeting on 16 June 2025.

**1.2    Acknowledgement of Country**

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

**2    PREVIOUS MINUTES****RESOLVED****Member E Griffin/Member S Nugent**

That the Minutes of the Meeting of the Heritage Community Committee held on 14 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Heritage Community Committee meeting held on 14 April 2025.

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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8  
December 2025**

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**MINUTES OF HERITAGE COMMUNITY COMMITTEE****16 JUNE 2025****3    PRESENTATIONS****3.1    CHAIRPERSON PRESENTATION - SERVICES POLICY COMMITTEE 3 JUNE 2025**

TRIM REFERENCE:    2025/1058

**RECOMMENDATION****Member S Nugent/Member E Griffin**

That the report by the Committee Chair on Services Policy Committee 3 June 2025 be acknowledged.

**4    GENERAL REPORTS****4.1    HERITAGE COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE:    2025/1060

**RECOMMENDATION****Member E Griffin/Member S Nugent**

1. That the Heritage Community Committee reviews the outgoing Committee's Action Plan.
2. That the Heritage Community Committee consider and discuss items to be included on the New Action Plan.

*\*Member David Sykes entered the meeting at 5.19pm during Item 4.1\**

*\*Member Reg Kidd entered the meeting at 5.31pm during item 4.1\**

**THE MEETING CLOSED AT 6.22PM.**

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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8  
December 2025**

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**3    GENERAL REPORTS****3.1    Orange City Council Cultural Heritage Awards 2025 held on 19 September 2025**

RECORD NUMBER:    2025/2110

AUTHOR:    Alison Russell, Community Museum and Heritage Manager

**EXECUTIVE SUMMARY**

Orange City Council's Cultural Heritage Awards were held on 19 September 2025 at the Hotel Canobolas. This report provides an overview of the evening's proceedings, including presentations, award categories and recipient achievements.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "4.1 Provide a diverse range of creative and cultural facilities, services and programs that meet community needs".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the report on Orange City Council Cultural Heritage Awards 2025 held on 19 September 2025 be acknowledged.**

**FURTHER CONSIDERATIONS**

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

<b>Service/Project Delivery</b>	Nil
<b>Financial</b>	Nil – Sits within Council's current budget.
<b>Reputation/Political</b>	Nil – Provides a positive outcome for the City and Council.
<b>Environment</b>	Nil – showcases Council's commitment to heritage.
<b>Compliance</b>	Nil
<b>People &amp; WHS</b>	Nil
<b>Information    Technology/ Cyber Security</b>	Nil

**SUPPORTING INFORMATION**

The 2025 Orange Cultural Heritage Awards, held at the historic Hotel Canobolas, celebrated excellence in heritage conservation, adaptive reuse, and community contributions to cultural heritage. An initiative of the Cultural Heritage Community Committee, the awards continue to encourage best practice in heritage management and foster community pride in Orange's unique historical character. The evening commenced with refreshments, followed by a formal welcome from Cr Gerald Power, Chair of the Heritage Community Committee, Cr Tony Mileto, Mayor provided an overview of the city's heritage and its importance to the community.

Although nominations were lower than in previous years, approximately 50 people attended the



**Attachment 2 Agenda of the Meeting of the Heritage Community Committee held on 8 December 2025**
**3.1 Orange City Council Cultural Heritage Awards 2025 held on 19 September 2025**

event, demonstrating ongoing community interest and support in heritage recognition. The quality of submissions received remained high, and the event provided a valuable opportunity to celebrate local achievements and promote Council's continued commitment to heritage conservation. The awards highlighted the community's dedication to preserving Orange's built heritage and cultural identity. The Awards reflect Orange City Council's strong leadership and demonstrate Council's consistent support for best practice in heritage management, from residential restoration to adaptive reuse and community-led research.

Award Categories	Winners
Restoration of a Residential Heritage Building	156 McLachlan Street
Adaptive Reuse of a Heritage Building	Dirty Janes
Infill Development	The Mac
Best Heritage Treatment of a Commercial Building	The Metropolitan Hotel
Best Individual or Group Contribution to the Cultural Heritage of Orange	Orange & District Historical Society Emmco/Email/ Electrolux Research Group



*Cr Mallard, Heritage Community Committee presenting the award for Best Heritage Treatment of a Commercial Building to Vaughan Murphy of the Metropolitan Hotel, Orange*



*Cr Power, Chair of Heritage Community Committee presenting the award to Phil Stephenson and John Smith from Orange & District Historical Society Emmco/Email/Electrolux Research Group*



*Heritage Community Committee member, Elizabeth Griffin presenting the award to Mick Banks for Infill Development*

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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8  
December 2025**

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**3.1    Orange City Council Cultural Heritage Awards 2025 held on 19 September 2025**

Projects ranged from sensitive restorations of historic homes to innovative adaptive reuse of commercial buildings, demonstrating how heritage can be both respected and reimagined. Individual and group contributions, including research and cultural education, enriched the city's historical narrative and helping to preserve it for future generations.

The 2025 Cultural Heritage Awards reaffirmed Orange's commitment to heritage conservation and community engagement. Congratulations to all nominees and winners for their outstanding contributions to preserving and celebrating the city's rich history.

**COMMITTEE FEEDBACK AND FUTURE DIRECTIONS**

Feedback from the committee highlighted the need to boost nominations and broaden community involvement. In response, Council will investigate new strategies in the coming year, including targeted social media campaigns, possible storytelling through profiles of past winners, and partnerships with local media to showcase heritage achievements. Another way to engage community may be simplifying the nomination.

Committee members agreed that clearer guidance is needed for the Best Individual Group Contribution category to ensure fairness and encourage participation. This award will recognise individuals or groups whose work significantly advances the interpretation, preservation, or promotion of Orange's cultural heritage. Criteria may include demonstrated impact on heritage conservation or education, evidence of community engagement and advocacy, and innovation in promoting cultural heritage values. Contributions may include research, publications, exhibitions, restoration projects, or initiatives that foster public awareness and appreciation of local heritage.

These initiatives aim to revive interest in the awards and ensure they remain a vibrant celebration of Orange's heritage.

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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8  
December 2025**

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**3.2 Heritage Community Committee Action Plan**

RECORD NUMBER: 2025/2111

AUTHOR: Alison Russell, Community Museum and Heritage Manager

**EXECUTIVE SUMMARY**

Council has noted the important role that Community Committees play in providing feedback and input into Council's operations. Committees can also offer ideas and suggestions to be considered as part of Council's Integrated Planning and Reporting framework, and related annual budget.

As a means of recording ideas, suggestions and activities made and undertaken by members, each Committee will develop and review on an ongoing basis an Action Plan.

The Action Plans Review and Update will be a standard item at each meeting

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "4.2 Deliver cultural facilities and programs that reflect the interests of a culturally diverse community".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Heritage Community Committee consider and discuss items on the Action Plan.**

**FURTHER CONSIDERATIONS**

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

<b>Service/Project Delivery</b>	Nil
<b>Financial</b>	Nil
<b>Reputation/Political</b>	Nil
<b>Environment</b>	Nil
<b>Compliance</b>	Nil
<b>People &amp; WHS</b>	Nil
<b>Information Technology/ Cyber Security</b>	Nil

**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and also how an item links to Council's Delivery/Operational Plan or could be proposed for future Delivery/Operational Plans.

The Committee is requested to review and consider items on the Action Plan.

**ATTACHMENTS**

1      Heritage Community Committee Action Plan - August 2025, D25/93829

**Attachment 2 Agenda of the Meeting of the Heritage Community Committee held on 8 December 2025**
**Attachment 1 Heritage Community Committee Action Plan - August 2025**
**COMMUNITY COMMITTEE ACTION PLAN**
**HERITAGE COMMITTEE**

D25/93829

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
Interpret significant Aboriginal and European Heritage sites i.e. – Yuranigh, Huntley	7.4 Celebrate, maintain and preserve our cultural, social, natural and built heritage assets.	<ul style="list-style-type: none"> <li>Working Party to be established</li> </ul>	Heritage Committee		August 2025			
Support Banjo Paterson	7.4 Celebrate, maintain and preserve our cultural, social, natural and built heritage assets.	<ul style="list-style-type: none"> <li>Continue to support the development of Banjo Paterson Park</li> <li>Continue to support the Banjo Paterson Poetry Festival Annually</li> </ul>	Heritage Committee		August 2025			
Support the biannual Heritage Awards	7.4 Celebrate, maintain and preserve our cultural, social, natural and built heritage assets.	<ul style="list-style-type: none"> <li></li> </ul>			August 2027		Held on 19 September 2025.	

**Attachment 2 Agenda of the Meeting of the Heritage Community Committee held on 8 December 2025**
**Attachment 1 Heritage Community Committee Action Plan - August 2025**

D24/111441

Support heritage conservation across the city	7.4 Celebrate, maintain and preserve our cultural, social, natural and built heritage assets.	<ul style="list-style-type: none"> <li>• Provide letters of support where required</li> <li>• Provide advocacy as required</li> </ul>	Heritage Committee		August 2025			
Recognize significant trees and sites across the city	7.4 Celebrate, maintain and preserve our cultural, social, natural and built heritage assets.	<ul style="list-style-type: none"> <li>• Develop a program to recognize significant trees and sites across the city – i.e. Newman Park, WWI Memorial Avenue of trees</li> </ul>	Heritage Committee		August 2025			

**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.



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**Attachment 2    Agenda of the Meeting of the Heritage Community Committee held on 8 December 2025**

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**Attachment 1    Heritage Community Committee Action Plan - August 2025**

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D24/111441

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**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.