



INFRASTRUCTURE POLICY COMMITTEE

AGENDA

7 APRIL 2026

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **INFRASTRUCTURE POLICY COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 7 April 2026**.

Scott Maunder
CHIEF EXECUTIVE OFFICER

For apologies please contact Executive Support on 6393 8391.

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1 INTRODUCTION

MEMBERS

Cr J Whitton (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 M Ruddy, Cr J Stedman

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 Infrastructure Policy Committee at this meeting.

2 COMMITTEE MINUTES

2.1 Minutes of the Meeting of the Local Transport Forum held on 10 March 2026

RECORD NUMBER: 2026/512

AUTHOR: Jason Theakstone, Acting Director Technical Services

EXECUTIVE SUMMARY

The Local Transport Forum held a meeting on 10 March 2026 and the recommendations from that meeting are presented to the Infrastructure Policy Committee for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.2 Design and deliver the road infrastructure for a growing city”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Local Transport Forum at its meeting held on 10 March 2026.
- 2 That Council determine recommendations 3.1, 3.2, 3.3 and 3.6 from the minutes of the Local Transport Forum meeting of 10 March 2026.
 - 3.1 *Racecourse Road – Between McKay Crescent and Banksia Street – Funding*
That Council note that \$276,000 has been awarded under the Road Safety Program for works at the Racecourse Road and Barrett Street intersection to improve pedestrian safety.
 - 3.2 *Intersection – Matthews Avenue and Anson Street*
 - 1 *That Council ask the NSW Police to patrol the intersection during school finishing times and that Council’s Road Safety Officer undertake observations.*
 - 2 *That Council increase comms regarding the intersection restrictions on school days between 8.00am and 9.30am and 2.30pm to 4.00pm.*
 - 3.3 *Spencer Lane and The Escort Way*
 - 1 *That Council remove the bollards at the intersection of The Escort Way and Spencer Lane and linemark the intersection centreline and fog line perpendicular to The Escort Way.*
 - 2 *That Council write to TfNSW requesting a formal investigation for this area of road.*
 - 3.6 *Street Event – ANZAC Day March*
That the Conditional Approval for the ANZAC Day March on Saturday 25 April 2026 be endorsed subject to compliance with the attached conditions.
- 3 That the remainder of the minutes of the Local Transport Forum from its meeting held on 10 March 2026 be adopted.

2.1 Minutes of the Meeting of the Local Transport Forum held on 10 March 2026
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	Low service delivery risk, with actions able to be implemented through existing operational arrangements and external agency coordination.
Financial	Financial risk is low, noting external grant funding has been secured for road safety works and remaining actions can be accommodated within existing resources.
Reputation/Political	There is a low reputational or political risk, as the recommendations demonstrate Council’s proactive response to road safety, community concerns and significant civic events.
Environment	Environmental risk is minimal, as the proposed works and traffic measures are minor in nature and will be managed under existing environmental controls.
Compliance	The recommendations align with Council’s legislative obligations, traffic management requirements and event approval processes, resulting in a low compliance risk.
People & WHS	A low WHS risk is identified, with the recommendations supporting improved pedestrian safety, traffic management and safe conduct of a public event.
Information Technology/ Cyber Security	There are no information technology or cyber security risks associated with this recommendation

SUPPORTING INFORMATION

Item 3.5 – Event – Food Week Sampson Street Lunch was approved under delegated authority as this event was held on 21 March 2026.

ATTACHMENTS

- 1 Minutes of the Meeting of the Local Transport Forum held on 10 March 2026, [2026/495](#)
- 2 Agenda of the Meeting of the Local Transport Forum held on 10 March 2026, [2026/461](#)

**MINUTES OF THE LOCAL TRANSPORT FORUM**

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

ON 10 MARCH 2026

COMMENCING AT 9:30 AM

1 INTRODUCTION**ATTENDANCE**

Cr Tony Mileto (Chairperson), Mr Richard Drooger (TfNSW), Mr Kel Gardiner (Local MP Representative), Detective Acting Inspector G Griffith (NSW Police), Acting Director Technical Services, Senior Parking Officer, Parking Officer, Divisional Administration Officer

1.1 APOLOGIES**RECOMMENDATION**

That the apologies be accepted from Cr Marea Ruddy and Sgt Adam Cornish (NSW Police) for the Local Transport Forum meeting on 10 March 2026.

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

Council's Parking Officer (A Cisco) declared a less than significant non-pecuniary interest in item 3.3 as he lives in the area and did not participate debate on this item.

2 PREVIOUS MINUTES**RECOMMENDATION****Mr K Gardiner/Mr R Drooger**

That the Minutes of the Meeting of the Local Transport Forum held on 12 February 2026 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Local Transport Forum meeting held on 12 February 2026.

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

That the Minutes of the Meeting of the Local Transport Forum held on 3 March 2026 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Local Transport Forum meeting held on 3 March 2026.

3 GENERAL REPORTS**3.1 RACECOURSE ROAD - BETWEEN MCKAY CRESCENT AND BANKSIA STREET - FUNDING**

TRIM REFERENCE: 2025/2641

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

That Council note that \$276,000 has been awarded under the Road Safety Program for works at the Racecourse Road and Barrett Street intersection to improve pedestrian safety.

3.2 INTERSECTION MATTHEWS AVENUE AND ANSON STREET

TRIM REFERENCE: 2026/346

RECOMMENDATION**Mr K Gardiner/Det A/Insp G Griffith**

- 1 That Council ask the NSW Police to patrol the intersection during school finishing times and that Council's Road Safety Officer undertake observations.
- 2 That Council increase comms regarding the intersection restrictions on school days between 8:00am and 9:30am and 2:30pm to 4:00pm.

3.3 SPENCER LANE AND THE ESCORT WAY

TRIM REFERENCE: 2026/418

*** Council's Parking Officer (Cisco) declared a non-pecuniary interest in this item as he lives in the area.***

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

- 1 That Council remove the bollards at the intersection of The Escort Way and Spencer Lane and line mark the intersection centreline and fog line perpendicular to The Escort Way.
- 2 That Council write to TfNSW requesting a formal investigation of this area of road.

3.4 POLE MOUNT ELECTRIC VEHICLE CHARGER TRIAL**THIS ITEM WAS WITHDRAWN**

3.5 STREET EVENT - FOOD WEEK SAMPSON STREET LUNCH - 21 MARCH 2026

TRIM REFERENCE: 2026/444

*** Due to the timing of this event, this item was approved under delegated authority by the CEO. ***

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

That Council approve the FOOD Week Sampson Street Lunch to be held on 21 March 2026 subject to the attached Conditional Approval.

3.6 STREET EVENT - 2026 ANZAC DAY MARCH

TRIM REFERENCE: 2026/445

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

That the Conditional Approval for the ANZAC Day March on Saturday 25 April 2026 be endorsed subject to compliance with the attached conditions.

THE MEETING CLOSED AT 10.06AM.



LOCAL TRANSPORT FORUM

AGENDA

10 MARCH 2026

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **LOCAL TRANSPORT FORUM MEETING of ORANGE CITY COUNCIL** will be held in the **COMMITTEE ROOM 3, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 10 March 2026** commencing at **9:30 AM**.

Scott Maunder
CHIEF EXECUTIVE OFFICER

For apologies, please contact Jason Theakstone on 6393 8505.

AGENDA

EVACUATION PROCEDURE

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

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

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

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1 INTRODUCTION

MEMBERS

Cr Tony Mileto (Chairperson), Cr Marea Ruddy, Mr Richard Drooger (TfNSW), Sgt Adam Cornish (NSW Police), Mr Kel Gardiner (Local MP Representative), Chief Executive Officer, Director Technical Services, Works Manager, Manager Engineering Services, Road Safety Officer, Senior Parking Officer, Parking Officer, Divisional Administration Officer

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 Local Transport Forum at this meeting.

2 PREVIOUS MINUTES**RECOMMENDATION**

That the Minutes of the Meeting of the Local Transport Forum held on 12 February 2026 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Local Transport Forum meeting held on 12 February 2026.

RECOMMENDATION

That the Minutes of the Electronic Extraordinary Meeting of the Local Transport Forum held on 3 March 2026 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Local Transport Forum meeting held on 3 March 2026.

ATTACHMENTS

- 1 Minutes of the Meeting of the Local Transport Forum held on 12 February 2026
- 2 Minutes of the Meeting of the Local Transport Forum held on 3 March 2026

**MINUTES OF THE LOCAL TRANSPORT FORUM**

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

ON 12 FEBRUARY 2026

COMMENCING AT 9.33AM

1 INTRODUCTION**ATTENDANCE**

Cr Tony Mileto (Chairperson), Mr Richard Drooger (TfNSW), Sgt Adam Wotton (NSW Police), Mr Kel Gardiner (Local MP Representative), Acting Director Technical Services, Transport Asset Engineer, Road Safety Officer, Senior Parking Officer, Parking Officer, Divisional Administration Officer

1.1 APOLOGIES**RESOLVED****Mr K Gardiner/Mr R Drooger**

That the apologies be accepted from Cr Marea Ruddy, Sgt Adam Cornish (NSW Police) and Chief Inspector David Mahar (NSW Police) for the Local Transport Forum meeting on 12 February 2026.

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

K Gardiner declared a less than significant non-pecuniary interest in item 3.5 as he sometimes uses the pickup/drop off area, and did not participate in the voting or debate on this item.

2 PREVIOUS MINUTES**RESOLVED****Mr K Gardiner/Mr R Drooger**

That the Minutes of the Meeting of the Local Transport Forum held on 11 November 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 Local Transport Forum meeting held on 11 November 2025.

RESOLVED**Mr K Gardiner/Mr R Drooger**

That the Minutes of the Meeting of the Local Transport Forum held on 17 November 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 Local Transport Forum meeting held on 17 November 2025.

3 GENERAL REPORTS**3.1 BUCKLAND DRIVE - EXTENSION OF NO STANDING SIGN**

TRIM REFERENCE: 2026/131

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

That Council extend the existing No Parking zone as shown in Figure A of this report.

3.2 INTERSECTIONS - SUMMER STREET EAST/PARK STREET AND PARK STREET/ICELY ROAD

TRIM REFERENCE: 2026/132

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

That Council install No Stopping signs on the intersections of Summer Street East and Park Street along with Park Street and Icely Road as per Figure A and B of this report.

3.3 HAMER STREET SPEED HUMP

TRIM REFERENCE: 2025/2242

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

That Council replace the Give Way sign with a Stop sign, paint a stop line on the northern end of Hamer Street and ask the owner of the residence on northwest corner to lower their front corner fence to 1.2m.

3.4 COX AVENUE - SPEEDING

TRIM REFERENCE: 2026/133

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

That Council install traffic classifiers on Cox Avenue and report the speed data outcome to the NSW Police.

3.5 CANOBOLAS SCHOOL - NO PARKING ZONE

TRIM REFERENCE: 2026/135

K Gardiner declared a less than significant non-pecuniary interest in this item as he sometimes uses the pickup/drop off area, and did not participate in the voting or debate on this item.

RECOMMENDATION**Mr R Drooger/Cr T Mileto**

That Council install a school-timed (8 - 9:30 am and 2:30 – 4pm) "No Parking" Zone in front of Canobolas School as per Figure A of this report with "Kiss and drop" signs.

3.6 EVENT - RAINBOW FESTIVAL STREET WALK - 7 MARCH 2026

TRIM REFERENCE: 2026/128

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

That Council endorse the Conditional Approval for the Rainbow Walk on 7 March 2026 commencing at 3.00pm.

3.7 EVENT - AUSCYCLING - TOUR OF ORANGE - 16 AND 17 MAY 2026

TRIM REFERENCE: 2026/130

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

That Council approve the AusCycling Orange Tour Cycling Race to be held on 16 and 17 May 2026 subject to the attached Conditional Approval.

THE MEETING CLOSED AT 10.35AM.



**MINUTES OF THE EXTRAORDINARY LOCAL TRANSPORT FORUM
HELD ELECTRONICALLY
ON 3 MARCH 2026**

1 INTRODUCTION

ATTENDANCE

Cr Tony Mileto (Chairperson), Cr Marea Ruddy, Mr Richard Drooger (TfNSW), Det Act Insp Glenn Griffith (NSW Police), Mr Kel Gardiner (Local MP Representative), Chief Executive Officer, Acting Director Technical Services, Works Manager, Road Safety Officer, Senior Parking Officer, Parking Officer, Divisional Administration Officer

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

1.1 APOLOGIES

Nil

1.2 ACKNOWLEDGEMENT OF COUNTRY

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

Nil

2 GENERAL REPORTS

2.1 WOODWARD STREET / RACECOURSE ROAD INTERSECTION AND WOODWARD STREET / GARDINER ROAD INTERSECTION LINES AND SIGNS

TRIM REFERENCE: 2026/261

RECOMMENDATION

That Council:

- 1 Linemark and signpost the Woodward Street/Racecourse Road intersection as a "Seagull" type intersection.
- 2 Linemark and signpost the Woodward Street / Gardiner Road as a CHR type intersection.

**** This recommendation was endorsed by Cr Tony Mileto, Mr Richard Drooger (TfNSW), Mr Kel Gardiner (Representative - Member for Orange) ****

3 GENERAL REPORTS

3.1 Racecourse Road - Between McKay Crescent and Banksia Street - Funding

RECORD NUMBER: 2025/2641

AUTHOR: Wayne Gailey, Works Manager

EXECUTIVE SUMMARY

The Local Traffic Committee had previously considered provision of a pedestrian refuge on Racecourse Road to address pedestrian safety at its meeting of 13 December 2022. The purpose of this report is to advise the Local Transport Forum of funding to be provided under the Road Safety Program for a treatment at the Racecourse Road and Barrett Street intersection.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.2 Design and deliver the road infrastructure for a growing city”.

FINANCIAL IMPLICATIONS

Nil. The project is fully funded by the State Government.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council note that \$275,000 has been awarded under the Road Safety Program for works at the Racecourse Road and Barrett Street intersection to improve pedestrian safety.

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	Grant funding requirements dictate that the project design will be independently audited to ensure achievement with the desired safety outcomes.
Financial	Ongoing maintenance of new works and long term replacement to be factored in to Council’s Transport Asset Management Plan and Long Term Financial Plan.
Reputation/Political Environment	Nil
Compliance People & WHS	Reporting requirements for grant funding and acquittal.
Information Technology/ Cyber Security	Construction of the facility in a live traffic environment is considered a High Risk Activity and will be undertaken in accordance with the provisions of Council’s OP84 WHS policy and procedures.
	Nil

3.2 Intersection Matthews Avenue and Anson Street

RECORD NUMBER: 2026/346

AUTHOR: Jason Theakstone, Acting Director Technical Services

EXECUTIVE SUMMARY

Council has received a complaint regarding the intersection of Matthews Avenue and Anson Street and in particular drivers ignoring the left turn only sign during hours of the day.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "9.2 Design and deliver the road infrastructure for a growing city".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council ask the NSW Police to patrol the intersection during school finishing times and that Council's Road Safety Officer undertake observations.

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 for this recommendation
Financial	Nil for this recommendation.
Reputation/Political	Nil for this recommendation
Environment	Nil for this recommendation
Compliance	Nil for this recommendation
People & WHS	Nil for this recommendation
Information Technology/ Cyber Security	Nil for this recommendation.

SUPPORTING INFORMATION

Council may remember the 13 May 2025 City of Orange Traffic Committee recommending that:

"Council restrict the eastern arm of the Matthews Avenue/Anson Street intersection to a left turn manoeuvre between 8:00am and 9:30am and 2:30pm to 4:00pm school days as a six-month trial shown in Figure A."

Council has received complaints that motorists are ignoring this restriction and the safety concern remains.

It is recommended that Council ask the NSW Police to patrol the intersections and Council's Road Safety Officer undertake observations and report back to the Local Transport Forum on the veracity of such claims.

3.3 Spencer Lane and The Escort Way

RECORD NUMBER: 2026/418

AUTHOR: Jason Theakstone, Acting Director Technical Services

EXECUTIVE SUMMARY

This report serves to review the intersection treatment at The Escort Way and Spencer Lane.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.2 Design and deliver the road infrastructure for a growing city”.

FINANCIAL IMPLICATIONS

\$500 to be funded from the linemarking budget.

POLICY AND GOVERNANCE IMPLICATIONS

Nil.

RECOMMENDATION

That Council remove the bollards at the intersection of The Escort Way and Spencer Lane and linemark the intersection centreline and fog line perpendicular to The Escort Way.

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 Local Transport Forum may remember resolving to attend a site meeting at the intersection of The Escort Way and Spencer Lane at its 13 May 2025 meeting. A resolve from this site visit was to install line marking and bollards at the intersection to reduce speed.

Council has received numerous complaints about the intersection treatment from people who use Spencer Lane about the new treatment.

Some of the complaints include:

1. I can’t see over my shoulder to see oncoming traffic from the west.
2. I can’t turn a truck or caravan into the intersection because of the bollards.
3. I fear being rear ended when turning right into the intersection.

Council asked TfNSW to consider a BAR type treatment at the intersection and to consider a speed review of Spencer Lane as a result of the concerns.

3.3 Spencer Lane and The Escort Way

It is a requirement of T-intersections to have the intersection between 70 to 90 degrees perpendicular to the major road. In this case, the line marking doesn't meet that requirement, see Figure A below.

It is recommended that Council remove the exiting bollards and re-linemark the intersection so the centreline is as close to perpendicular to the centreline of The Escort Way and provide a fog line at the intersection.

3.4 Pole Mount Electric Vehicle Charger Trial

THIS ITEM WAS WITHDRAWN.

3.5 Street Event - Food Week Sampson Street Lunch - 21 March 2026

RECORD NUMBER: 2026/444

AUTHOR: Jason Theakstone, Acting Director Technical Services

EXECUTIVE SUMMARY

Council has received a request to hold the FOOD Week Sampson Street Lunch on Saturday 21 March 2026.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "10.2 Develop and attract a variety of events, festivals, venues and activities that attract visitors".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council approve the FOOD Week Sampson Street Lunch to be held on 21 March 2026 subject to the attached Conditional Approval.

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

Council has received an application to hold the FOOD Week Sampson Street Lunch on Saturday 21 March 2026 in Sampson Street (Byng Street to Summer Street).

The event starts at 12.00 noon and concludes at 4.00pm for approximately 300 people.

Road closure will be from 7.00am to 7.00pm.

This event has been held over previous years and is very successful.

ATTACHMENTS

- 1 Conditional Approval and Temporary Road Closure Permit, D26/27160
- 2 Traffic Guidance Scheme, D26/26745
- 3 Road Occupancy Licence, D26/26746
- 4 Risk Assessment, D26/26747
- 5 Certificate of Currency, D26/26751



D26/26673

F2901-8

Temporary Road Closure Permit

Made under Section 144 of the Roads Act, 1993

Date Issued: 16 March 2022

Applicant Details

F.O.O.D Week
PO Box 2229 Orange NSW 2800

Event Details

Streets to be used:	Sampson Street, between Byng Street and Summer Street
Date:	21 March 2026
Time:	7.00am – 7.00pm
Type of closure:	Full closure
Class:	3

Approval has been granted for the temporary road closure outlined above.

Jason Theakstone
MANAGER ENGINEERING SERVICES

CONDITIONS OF APPROVAL

- 1 Approval will be obtained from the Traffic Branch of the Orange Police. Council will inform Orange Police of the event and you must comply with any additional conditions so imposed.
- 2 Council to be provided with a copy of the current public liability insurance documentation relating to the event with a minimum cover of \$20 million, noting Council and NSW Police as interested parties.
- 3 An updated Traffic Management Plan prepared by an authorised person shall be provided to Council's Manager Engineering Services for the event.
- 4 Arrangements are to be in terms of the plan submitted.
- 5 The applicant will undertake a risk assessment and provide a risk management plan to Council's Manager Engineering Services, prior to the event.

Attachment 2 Agenda of the Meeting of the Local Transport Forum held on 10 March 2026

Attachment 1 Conditional Approval and Temporary Road Closure Permit

2

- 6 A letter drop to residents advising of the event will be conducted in affected roads. Arrangements will be made to allow residents to enter and leave the property on Sampson Street.
- 7 Orange City Council will not accept responsibility for damage or loss to equipment or merchandise left on the premises, reserves and roads prior to, during and after functions.

The organiser is financially responsible for the cost to repair any damage caused by the event, his agents or by any other person in relation to the event and use of the reserves and roads.
- 8 The organiser must not do or leave undone or permit to be done or left undone anything, which might affect Council insurance policies relating to fire or public risk.
- 9 Workers compensation for both paid and volunteer staff, Personal Accident, Theft or Breakages insurances will be the responsibility of the organiser.

In addition they must indemnify the Council against all demands, claims, suits and actions which may arise from injury, death or damage caused to any person or property by the setting provided by the organiser.
- 10 If the organiser commits a breach of any terms or conditions of this Agreement, the Agreement will be terminated. If for any reason, not arising out of the wilful acts or default of the Council, the reserve and roads will cease to be available for the use by the organiser, the Council may give to the organiser notice in writing of the unavailability without there being any breach of this Agreement.
- 11 The organiser is required to inform all relevant persons involved in the organising of the event of the Terms and Conditions attached to the approval.
- 12 The event organiser will be responsible for the clean up of any litter created during the event.
- 13 Council reserves the right to withdraw its approval in the event of non-compliance with any of the conditions attached to this approval.
- 14 All documents requested must be submitted to Council by Friday 13 March 2026 and marked to the attention of Mr Jason Theakstone in the Technical Services Division.
- 15 No vehicles are to be driven along Sampson Street (Byng to Summer) during the event.
- 16 This consent is for the closure of Sampson Street, not the event as a whole. The event must be approved by Council's Event Officer.

I hereby declare that I have read and understand the conditions for the Sampson Street Lunch.

Signed for and on behalf of FOOD Week Inc -

Name (print):

Signature:

Date:

Attachment 2 Agenda of the Meeting of the Local Transport Forum held on 10 March 2026

Attachment 2 Traffic Guidance Scheme

www.invarion.com

ITEM	YES	NO	N/A
Ganger has TCP on hand			
Spacing of signs as per TCP			
Traffic Controller has escape route			
On site variations noted on plan			
All signs and Traffic Controller clearly visible			
Pedestrian safety addressed			
Public vehicle movement addressed			

Time on _____ Time off _____

Signs checked _____ am _____ am

_____ pm _____ pm

Team leaders signature _____

Date _____

DESIGNER: [Redacted] APPROVER: [Redacted]

PREPARE A WORK ZONE TRAFFIC MANAGEMENT PLAN PREPARE A WORK ZONE TRAFFIC MANAGEMENT PLAN

NAME: AMY BENTLEY-MARSHALL NAME: AMANDA BAKER

NUMBER: TCT0093842 NUMBER: TCT0093579

Date: 13/2/2026 **Author:** AMY BENTLEY-MARSHALL **Project:** ORANGE FOOD WEEK - SAMPSON ST LUNCH FOOD WEEK 2026 - SAMPSON ST, SUMMER ST - ORANGE

Comments:
TGS # 1322026 - SL

Sampson st lunch food week will be on the Saturday 21st March 2026
Local access during setup 7.00am to 11.30am.
Full road closed to all traffic 11.30am to 6.00pm.

Site to be set up as per the TGS.
Modifications must only be made by a current Select/Modify (PREPARE A WORK ZONE TRAFFIC MANAGEMENT PLAN) holder.
Any additional side roads are to be set up in the same manner.
Delineation to be placed as required for the works as set out in traffic control on worksites manual.
Pedestrians and driveways are to be monitored as required.
Traffic Controllers are required to close the road down as required by the works.
Stop/Slow control is to be used to accommodate works.
Signs can be placed at +25% or -10% tolerance in distance from original position if required.

MIDWEST TRAFFIC MANAGEMENT

ROAD OCCUPANCY LICENCE
LICENCE NO : 2616850
ROADS & MARITIME SERVICES (RMS)
Phone: Monday To Friday 8.30 AM - 4.30 PM


To activate and deactivate your approved work shift(s) on your Road Occupancy Licence, please visit: myrol.transport.nsw.gov.au. This licence is for the occupation of the road space only. If you are unable to access myrol.transport.nsw.gov.au, please call TMC on 1800 679 782. For further assistance, please refer to the proponent's user manual here: myrol.transport.nsw.gov.au/help.pdf

SPECIAL EVENT - CLASS 2

Project:	Not Applicable	LOCATION	
This Activity :	ORANGE FOOD WEEK WILL BE HAVING LUNCH IN SAMPSON ST. ROAD CLOSED ONLY WILL BE SIGNS ON THE RMS ROAD.	Subject Road:	MITCHELL HWY
		From:	CLINTON ST, ORANGE
		To:	BYNG ST, ORANGE
		Council:	ORANGE

LICENSEE

Organisation: Midwest Traffic Management
Ref No:
Name: Amy Bentley-Marshall
Phone:

ONSITE CONTACT

Name: AMY BENTLEY-MARSHALL
Phone:

TRAFFIC MANAGEMENT

Flow Management: Detour (other roads); Non-Trafficable Area; Stop / Slow Control
Closure Type: 1 lane of 2
Closure Lane(s): Lane 2 (next after kerb lane); Shoulder
Direction(s): Eastbound and Westbound

LICENCE DURATION

From: 21-Mar-2026
To: 21-Mar-2026

LICENCE CONDITIONS

- FOR INFORMATION ON THE LATEST NSW ROADWORK RESTRICTIONS AND FILMING GUIDELINES PLEASE VISIT TFNSW WEBSITE: roads-waterways.transport.nsw.gov.au/business-industry/road-occupancy-licence/index.html.
- THIS LICENCE IS NOT AN APPROVAL OF THE PROPONENT'S TRAFFIC GUIDANCE SCHEMES (TGS). PLEASE NOTE WORKCOVER REQUIRES THAT TRAFFIC GUIDANCE SCHEMES (TGS) COMPLY WITH AS1742.3
- ALL MATTERS RELATING TO NOISE GENERATION OR OTHER ENVIRONMENTAL FACTORS ON SITE ARE UNDER THE JURISDICTION OF THE LOCAL COUNCIL AND/OR THE ENVIRONMENTAL PROTECTION AUTHORITY.
- NOTIFICATION TO AFFECTED BUSINESSES, RESIDENTS AND OTHER STAKEHOLDERS MUST BE UNDERTAKEN AT LEAST 5 BUSINESS DAYS PRIOR TO WORKS COMMENCING
- THIS ROAD EVENT LICENCE/PERMIT APPROVAL PROVIDES THE FOLLOWING: (A) UNDER SECTION 144 OF THE ROADS ACT 1993, IT PERMITS THE EVENT ORGANISER TO CONDUCT A ROAD EVENT ON A CLASSIFIED PUBLIC ROAD. IF THE EVENT IS A ROAD RACE, ATTEMPT ON SPEED RECORDS OR OTHER SPEED TRIAL, PRIOR APPROVAL UNDER SECTION 115 OF THE ROAD TRANSPORT ACT 2013 IS ALSO REQUIRED. (B) UNDER SECTION 115 OF THE ROADS ACT 1993, IT PERMITS THE EVENT ORGANISER TO REGULATE TRAFFIC ON PUBLIC ROADS AS PER THE PLANS DETAILED. (C) TFNSW HAS THE RIGHT AT ANY TIME TO ASK THE LICENSEE TO ALTER THE REGULATION OF TRAFFIC UNDER SECTION 115 OF THE ROADS ACT 1993.
- THE LICENSEE MUST ALSO: (A) OBTAIN LOCAL COUNCIL APPROVAL BEFORE PROCEEDING WITH THE EVENT ON AN UNCLASSIFIED ROAD. (B) OBTAIN PRIOR APPROVAL THROUGH BUSAPPROVAL@TRANSPORT.NSW.GOV.AU, IF ANY EXISTING BUS ROUTES/STOPS ARE IMPACTED. (C) ENSURE TRAFFICABLE LANE WIDTHS AND HEAVY VEHICLE ACCESS ARE MAINTAINED AS STATED IN THE TFNSW TS 06336 GUIDE TO TRAFFIC AND TRANSPORT MANAGEMENT FOR SPECIAL EVENTS.
- DRIVERS ON THE CLOSED ROADS DURING THE EVENT MUST BE BRIEFED BY THE ORGANISER ON THEIR OBLIGATIONS UNDER THE WHS ACT 2011 TO ENSURE THE SAFETY OF WORKERS, PARTICIPANTS AND OTHER ROAD USERS. THIS INCLUDES OBSERVING SPEED LIMITS, DRIVING IN THE USUAL DIRECTION WHERE POSSIBLE, AND USING FLASHING LIGHTS. VEHICLE ACCESS PASSES WILL DETAIL THE EXPECTED DRIVER BEHAVIOURS.

APPROVED DATES & TIMES

From Shift				To Shift				
From	D	M	Time	-	To	D	M	Time
Sat	21	Mar	07:00	-	Sat	21	Mar	19:00

All pages of this Road Occupancy Licence and associated Speed Zone Authorisation(s) must be available on site at all times and must be produced for inspection when requested by representatives of NSW Police, Roads & Maritimes Services, Transport for NSW and other Government Agencies.

Page 1 of 2

ROAD OCCUPANCY LICENCE
LICENCE NO : 2616850
ROADS & MARITIME SERVICES (RMS)
Phone: Monday To Friday 8.30 AM - 4.30 PM


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SPECIAL EVENT - CLASS 2

Project:	Not Applicable	LOCATION	
This Activity :	ORANGE FOOD WEEK WILL BE HAVING LUNCH IN SAMPSON ST. ROAD CLOSED ONLY WILL BE SIGNS ON THE RMS ROAD.	Subject Road:	MITCHELL HWY
		From:	CLINTON ST, ORANGE
		To:	BYNG ST, ORANGE
		Council:	ORANGE

LICENSEE

Organisation: Midwest Traffic Management
Ref No:
Name: Amy Bentley-Marshall
Phone:

ONSITE CONTACT

Name: AMY BENTLEY-MARSHALL
Phone:

TRAFFIC MANAGEMENT

Flow Management: Detour (other roads); Non-Trafficable Area; Stop / Slow Control
Closure Type: 1 lane of 2
Closure Lane(s): Lane 2 (next after kerb lane); Shoulder
Direction(s): Eastbound and Westbound

LICENCE DURATION

From: 21-Mar-2026
To: 21-Mar-2026

LICENCE CONDITIONS

- 8 PLEASE NOTE THAT THIS LICENCE DOES NOT CONSTITUTE APPROVAL TO CARRY OUT THE PROPOSED ACTIVITIES. THIS ROL HAS BEEN ASSESSED BY TFNSW FOR IMPACTS ON TRAFFIC FLOW ON THE STATE ROAD NETWORK ONLY
- 9 REVIEW FROM FROM LOCAL TRANSPORT FORUM (LTF) RECOMMENDED AND APPROVAL FROM COUNCIL REQUIRED.
- 10 THIS TEMPORARY TRAFFIC CONTROL SET-UP MUST ONLY BE APPLIED DURING EVENT ACTIVITY WITH A SITE SPECIFIC TGS. EXISTING CONDITIONS ARE TO BE REINSTATED OUTSIDE OF THESE HOURS AND/OR AT THE COMPLETION OF THE EVENT.
- 11 CONSULTATION WITH LOCAL BUS OPERATORS USING IMPACTED BUS ROUTES AND STOPS MUST BE CARRIED OUT WITH ADEQUATE PROVISIONS IN PLACE TO MANAGE PUBLIC TRANSPORT IMPACTS.
- 12 IMMEDIATE NOTIFICATION MUST BE MADE TO THE TRANSPORT MANAGEMENT CENTRE (TMC) 1300 725 886 IN THE EVENT OF A TRAFFIC INCIDENT WITHIN THE LIMIT OF THE WORKS
- 13 TRAFFIC AND PEDESTRIAN MANAGEMENT MUST BE IN ACCORDANCE WITH COUNCIL AND POLICE CONDITIONS OF APPROVAL AND ANY DIRECTION GIVEN BY THE POLICE ON THE DAY
- 14 ALL TEMPORARY TRAFFIC CONTROL ARRANGEMENTS MUST BE IN ACCORDANCE WITH AUSTRROADS GUIDE TO TEMPORARY TRAFFIC MANAGEMENT

All pages of this Road Occupancy Licence and associated Speed Zone Authorisation(s) must be available on site at all times and must be produced for inspection when requested by representatives of NSW Police, Roads & Maritimes Services, Transport for NSW and other Government Agencies.

Page 2 of 2

Attachment 2 Agenda of the Meeting of the Local Transport Forum held on 10 March 2026
Attachment 4 Risk Assessment

EVENTS RISK ASSESSMENT
Use of Council Owned or Managed Land

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

Event Name: FOOD Week Sampson Street Lunch	Event Date: Saturday 21 March 2026	Organiser: Mali Williams on behalf of FOOD Week	Phone: [REDACTED]	
Event Location: Sampson Street, between Byng & Summer Street	Assessment Date:	Activity: Long lunch for 300 people		
Description of Hazard (something that has the potential to cause harm)	Description of Risk (what can happen as a result of the hazard)	Risk Rating (refer to Matrix)	Control Measures	Residual Risk (refer to Matrix)
Site Infrastructure Hazard	<ul style="list-style-type: none"> - Strained, sprained muscles - Minor cuts and lacerations 	3 Possible/ Moderate	<ul style="list-style-type: none"> - First aid kit on site. - Event staff trained in first aid. - Site inspection prior to event to identify any possible trip hazards. - Public excluded from site until event commences. - Strictly no vehicle movement during event. Limited vehicle movement prior to and post event. 	4 Unlikely/ Moderate
Vehicle movement	<ul style="list-style-type: none"> - Staff, volunteer or vendor injury/illness or death 	1 Possible/ Major	<ul style="list-style-type: none"> - Strictly no vehicle movement during event. Limited vehicle movement prior to and post event. - All vehicles to drive at walking pace speed during bump in and bump out times. - Adequate first aid personnel and first aid kit/s on site. 	4 Rare/ Moderate
Contaminated food provision	<ul style="list-style-type: none"> - Food poisoning - Loss of brand reputation 	1 Possible/ Major	<ul style="list-style-type: none"> - Ensure that all food vendors have a Temporary Food Permit issued by Council prior to the event. - All food vendors to comply with the NSW Food Authority Food Handling Guidelines for Temporary Events at all times. - Ensure high health & hygiene areas are maintained. - Adequate kitchen equipment provided on site, such as cool room, ovens. - Adequate first aid personnel and first aid kit/s on site. 	3 Rare/ Major
Emergency Evacuation	<ul style="list-style-type: none"> - Crowd panic - Personal injury/illness or death 	1 Possible/ Major	<ul style="list-style-type: none"> - Documented emergency evacuation plan in place and distributed to all staff and volunteers - Operational Public Address (PA) system to disperse crowd. - Vendors and volunteers briefed of exits at all facilities. 	2 Unlikely/ Major


EVENTS RISK ASSESSMENT
Use of Council Owned or Managed Land

			<ul style="list-style-type: none"> - Notify Emergency Services as soon as practical if emergency evacuation is activated. - Access maintained for Emergency vehicles at all times. 	
Slips, trips & falls	<ul style="list-style-type: none"> - Personal injury/illness or death 	3 Possible/ Moderate	<ul style="list-style-type: none"> - Complete pre-event site inspection to eliminate or control any trip hazards identified. - All structure weights and ropes clearly visible. - Any signage secured and out of foot traffic flow. - Ensure any electrical leads or hoses are placed away from pedestrian areas to provide clear access to all personnel and pedestrians. - Adequate first aid personnel and first aid kit/s on site. 	4 Unlikely/ Moderate
Electricity	<ul style="list-style-type: none"> - Personal injury/illness or death due to electrocution/electrical shock - Property damage 	2 Unlikely/ Major	<ul style="list-style-type: none"> - All electrical cords and equipment in safe working order, tested and tagged as per SafeWork NSW requirements. All vendors/contractors have been pre-advised of this requirement. - All electrical appliances and conductors placed in positions to ensure that they are safe at all times, away from water and protected from pedestrian traffic to SafeWork NSW requirements. - Flexible extension cords either supported above the ground, at a height of no less than 2.5 meters, or adequately covered (matting/cable trays) so as to provide clear access to all personnel and pedestrians. - Ensure all suppliers and vendors carry own Public Liability Insurance and they comply with vendor terms and conditions. - Adequate first aid personnel and first aid kit/s on site. 	3 Rare/ Major
Fire	<ul style="list-style-type: none"> - Personal injury/illness or death due to burns - Property damage 	2 Unlikely/ Major	<ul style="list-style-type: none"> - Ensure all vendors utilising cooking equipment have close access to suitable fire extinguishers and blankets and operators are trained in their use. - Adequate first aid personnel and first aid kit/s on site. - Vendors briefed on emergency evacuation procedure. - Monitor prevailing weather conditions and any fire warnings issued. 	3 Rare/ Major


EVENTS RISK ASSESSMENT
Use of Council Owned or Managed Land

Lack of amenities	<ul style="list-style-type: none"> - Vendor discomfort - Technical management issues 	3 Possible/ Moderate	<ul style="list-style-type: none"> - Portable toilets supplied to cater for the set number of attendees (300 pax) - Toilet directional signage erected for on-site toilets. - Facilities to be kept clean and stocked. 	4 Unlikely/ Moderate
Manual Handling	<ul style="list-style-type: none"> - Personal injury/illness or death, particularly back strains 	3 Possible/ Major	<ul style="list-style-type: none"> - Each vendor to manage own risks. - All event personnel to be trained and follow correct manual handling techniques. - Adequate first aid personnel and first aid kit/s on site. - Staff and vendors encouraged to provide and utilise trolley where necessary. 	4 Unlikely/ Moderate
Wet weather & electrical storm (lightning strikes and wet weather down pour)	<ul style="list-style-type: none"> - Personal injury/illness or death - Property damage - Technical management issues 	1 Possible/ Major	<ul style="list-style-type: none"> - Discontinue the event and disperse patrons according to documented emergency evacuation plan. - Operational PA system on site. - Monitor prevailing weather conditions in the week prior to the event for any possible changes. - Activate wet weather contingency plans if required (i.e. Banksia Orange is wet weather alternative) - Adequate first aid personnel and first aid kit/s on site. 	4 Rare/ Moderate
High winds	<ul style="list-style-type: none"> - Vendor discomfort - Flying debris - Property damage 	1 Possible/ Major	<ul style="list-style-type: none"> - Ensure any potentially windborne items are packed away. - Gauge deteriorating conditions and discontinue event if safety of vendors, patrons and staff become compromised. - Adequate first aid personnel and first aid kit/s on site. 	4 Unlikely/ Moderate
Poor lighting during bump in and bump out	<ul style="list-style-type: none"> - Personal injury/illness or death 	NA	<ul style="list-style-type: none"> - Date of this year's event still within day-light-savings, therefore portable lighting not required 	NA
Uninsured and unlicensed vendors	<ul style="list-style-type: none"> - Litigation - Reputation 	1 Possible/ Moderate	<ul style="list-style-type: none"> - No vendors permitted to attend event without providing proof of Public Liability Insurance and Producer/wholesaler Licence (if necessary) prior to event. - All vendors to attend pre-event debrief. 	4 Unlikely/ Moderate
Operation of BBQ	<ul style="list-style-type: none"> - Personal injury/burns - Property damage 	2 Unlikely/ Major	<ul style="list-style-type: none"> - Adequate first aid personnel and first aid kit/s on site. - BBQ's to be supervised at all times and placed on a flat hard surface. 	4 Rare/

 EVENTS RISK ASSESSMENT Use of Council Owned or Managed Land				
			<ul style="list-style-type: none"> - BBQ's not to be operated during fire restrictions. - Gas bottles not to be greater than 9kg in capacity and adequately secured so they cannot be tipped over. - All measures should be taken to satisfy SafeWork NSW requirements. - BBQ's only to be operated in well ventilated areas, and not to block or be positioned in front of exits. - All BBQ's must be accompanied by appropriate separate handheld fire extinguishers and fire blankets as necessary. - NSW Food Authority, Food Handling Guidelines for Temporary Events must be complied with at all times. - Drip trays, drop sheets or similar non-permeable, non-slip matting must be placed in such positions to prevent any oil splatters, spills or marks on any surface surrounding the BBQ. 	Moderate
Ignition of flammable vapours (gas bottles) and fuel (in vehicles)	<ul style="list-style-type: none"> - Personal injury/illness or death - Property damage - Technical management issues 	2 Unlikely/ Major	<ul style="list-style-type: none"> - BBQ's not to be operated during fire restrictions. - Adequate first aid personnel and first aid kit/s on site. - Documented emergency evacuation plan in place. - Operational Public Address (PA) system to disperse crowd. - Vendors and volunteers briefed of exits at all facilities. - Notify Emergency Services as soon as practical if emergency evacuation is activated. - Access maintained for Emergency vehicles at all times. 	3 Rare/ Major
Medical emergency	<ul style="list-style-type: none"> - Personal injury/illness or death - Technical management issues 	1 Possible/ Major	<ul style="list-style-type: none"> - Access maintained for Emergency vehicles at all times. - Adequate first aid personnel and first aid kit/s on site. - Event Emergency Management Plan developed and communicated to all event personnel. 	2 Rare/ Major
Temperature (heat/cold) and sunburn	<ul style="list-style-type: none"> - Personal injury/illness or death – sunburn, heat stroke or dehydration - Fire - Financial loss - Technical management issues 	3 Possible/ Moderate	<ul style="list-style-type: none"> - Monitor weather conditions the week before event and implement Weather Contingency Plan, or cancel event, if conditions are predicted to be extreme. - Provide sunscreen and temporary shade for hot conditions, provide heaters and blankets for cold conditions. - Use pre-existing shade at venue i.e. trees. - Adequate first aid personnel and first aid kit/s on site. 	4 Unlikely/ Moderate

 EVENTS RISK ASSESSMENT Use of Council Owned or Managed Land				
Temporary structures (fencing/tents/marquees not secure)	<ul style="list-style-type: none"> - Personal injury/illness or death - Property/equipment damage - Technical management issues 	3 Possible/ Major	<ul style="list-style-type: none"> - All structures and fencing in correct working order and erected and secured on level ground in accordance with manufacturers/structural specifications. - All structures and fencing to be suitably anchored with fastenings placed out of direct foot traffic flow. - Monitor wind speeds prior to and during the event. Extra caution to be taken should windy conditions exist. - Adequate first aid personnel and first aid kit/s on site. 	4 Unlikely/ Moderate
Traffic/pedestrians	<ul style="list-style-type: none"> - Personal injury/illness or death - Property/equipment damage - Technical management issues 	1 Possible/ Major	<ul style="list-style-type: none"> - Midwest Traffic Management engaged to manage Sampson St road closure. - No vehicles allowed to drive during event, only during bump in and out. - Adequate first aid personnel and first aid kit/s on site. 	4 Rare/ Moderate
Loss of power/services	<ul style="list-style-type: none"> - Technical management issues - Financial loss 	1 Possible/ Major	<ul style="list-style-type: none"> - Pre event site inspection conducted prior to the event and all power and services tested to ensure they are functioning correctly. Make contact with on-call technicians if not operating correctly. - Generator sourced in order to supply backup power 	3 Unlikely/ Moderate
Consumption of alcohol/disorderly unruly behaviour	<ul style="list-style-type: none"> - Personal injury - Reputation damage - Property damage 	3 Possible/ Moderate	<ul style="list-style-type: none"> - All wait staff to have RSA. - Closed, private event that is closed to the public. - Intoxicated individuals to be asked to leave or escorted away, if refusal, police to be called. - Security will be on site for the duration of the event 	4 Unlikely/ Moderate
Disgruntled residents	<ul style="list-style-type: none"> - Reputation damage 	3 Possible/ Moderate	<ul style="list-style-type: none"> - All residents notified of event months out from the event and consulted as part of the planning process - All residents will receive a letter drop in the weeks leading up to the event with full event details and contact details of the event organisers. - A gift is given to each resident to say thank you for their support of the event. 	4 Unlikely/ Moderate
Site damage	<ul style="list-style-type: none"> - Property damage 	1 Possible/ Major	<ul style="list-style-type: none"> - All vehicle movement restricted to road only during bump in and out, no vehicle movement allowed on pathways or grass areas. 	4 Unlikely/ Moderate

Attachment 2 Agenda of the Meeting of the Local Transport Forum held on 10 March 2026

Attachment 4 Risk Assessment



EVENTS RISK ASSESSMENT
Use of Council Owned or Managed Land

			<ul style="list-style-type: none"> - Event manage on site to monitor contractors and suppliers to ensure compliance. - A final site inspection will be carried out after bumpout to ensure nothing is left onsite. - 	
--	--	--	---	--

NOTE: Please tab to create more table rows/pages if necessary and attach to your application

Risk Assessment conducted by: Orange360 on behalf of FOOD Week		
Event Organiser Name: Mali Williams	Signature:	Date: 21/03/2026

 <p>NLT INSURANCE BROKERS</p>	<p>PO Box 1573, Bathurst, NSW, 2795 Office (02) 6331 0227 CAR 1257892 ABN 13 618 898 641</p>
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CERTIFICATE OF CURRENCY

TYPE OF POLICY	Event Liability
INTEREST INSURED	Public & Products Liability
SITUATION	Australia Wide
SUM INSURED	\$20,000,000 – Limit of Liability
INSURER	Arena Underwriting
POLICY NUMBER	ARBIAN/001461
INSURED	Food of Orange District Week Inc
PERIOD OF INSURANCE	6/2/2026 to 6/2/2027
INTERESTED PARTIES	CT2 Country Pty Ltd ATF T2 Country Trust Dragonfly Cottages Borenore Pty Ltd

 Levi Thurston
 Director
 AR 438796
 NLT Insurance Brokers Pty Ltd

This confirmation provides a summary of the policy cover and is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document.

This confirmation is issued as a matter of Information only and confers no rights upon the Holder.

3.6 Street Event - 2026 Anzac Day March

RECORD NUMBER: 2026/445

AUTHOR: Jason Theakstone, Acting Director Technical Services

EXECUTIVE SUMMARY

Council has received an application to hold the 2026 ANZAC Day March.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "10.2 Develop and attract a variety of events, festivals, venues and activities that attract visitors".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the Conditional Approval for the ANZAC Day March on Saturday 25 April 2026 be endorsed subject to compliance with the attached conditions.

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

Council has received an application to hold the ANZAC Day March on Saturday 25 April 2026.

Full road closure is required in Anson Street, Sale Street and McNamara Street between Summer and Byng Streets, Byng Street between Anson and Sale Streets and Summer Street between Sale Street and McNamara Streets.

Certificate of Currency to be provided.

ATTACHMENTS

- 1 Conditional Approval, D26/27222
- 2 Traffic Guidance Scheme 2026 (TGS), D26/26604
- 3 Road Occupancy Licence, D26/26605
- 4 Risk Assessment, D26/26700

D26/26694

**CONDITIONAL APPROVAL FOR USE OF ROAD****ANZAC DAY****RETURNED AND SERVICES LEAGUE OF AUSTRALIA ANZAC DAY COMMITTEE**

Date:	Saturday 25 April 2026
Time:	10.30am to approximately 12.00pm
Streets to be used:	Sale, Anson and McNamara Streets between Summer and Byng Streets, Byng Street between Anson and Sale Streets and Summer Street between Sale and McNamara Streets.
Type of closure:	Full Closure.
Class:	1

CONDITIONS OF APPROVAL

1. Written approval must be granted by the NSW Police Force, and the event must not take place without such approval. Council will inform the NSW Police Force of the event. Should there be additional conditions you will be advised accordingly and they must be complied with.
2. Written approval must be granted by Transport for NSW (TfNSW), Parkes and the event must not proceed without this approval and any conditions so imposed are to be complied with. Council will inform TfNSW of the March.
3. Council is to be provided with a copy of public liability insurance documentation relating to the promotion, evidencing a minimum cover of \$20,000,000 with Council's interests duly noted.
4. A risk assessment must be completed and Risk Management Plan submitted to Council prior to the event
5. Orange City Council will advertise the Anzac Day March.
6. Orange City Council will provide a Traffic Control Plan for the March and staff for the closure.
7. **All documentation shall be submitted to Council by Friday 10 April 2026.**

WITHDRAWAL OF APPROVAL

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

Attachment 2 Agenda of the Meeting of the Local Transport Forum held on 10 March 2026

Attachment 1 Conditional Approval

2

WRITTEN ACCEPTANCE

In terms of Council policy, would you please provide a written acceptance of the conditions outlined in this approval by **Friday 10 April 2026**.

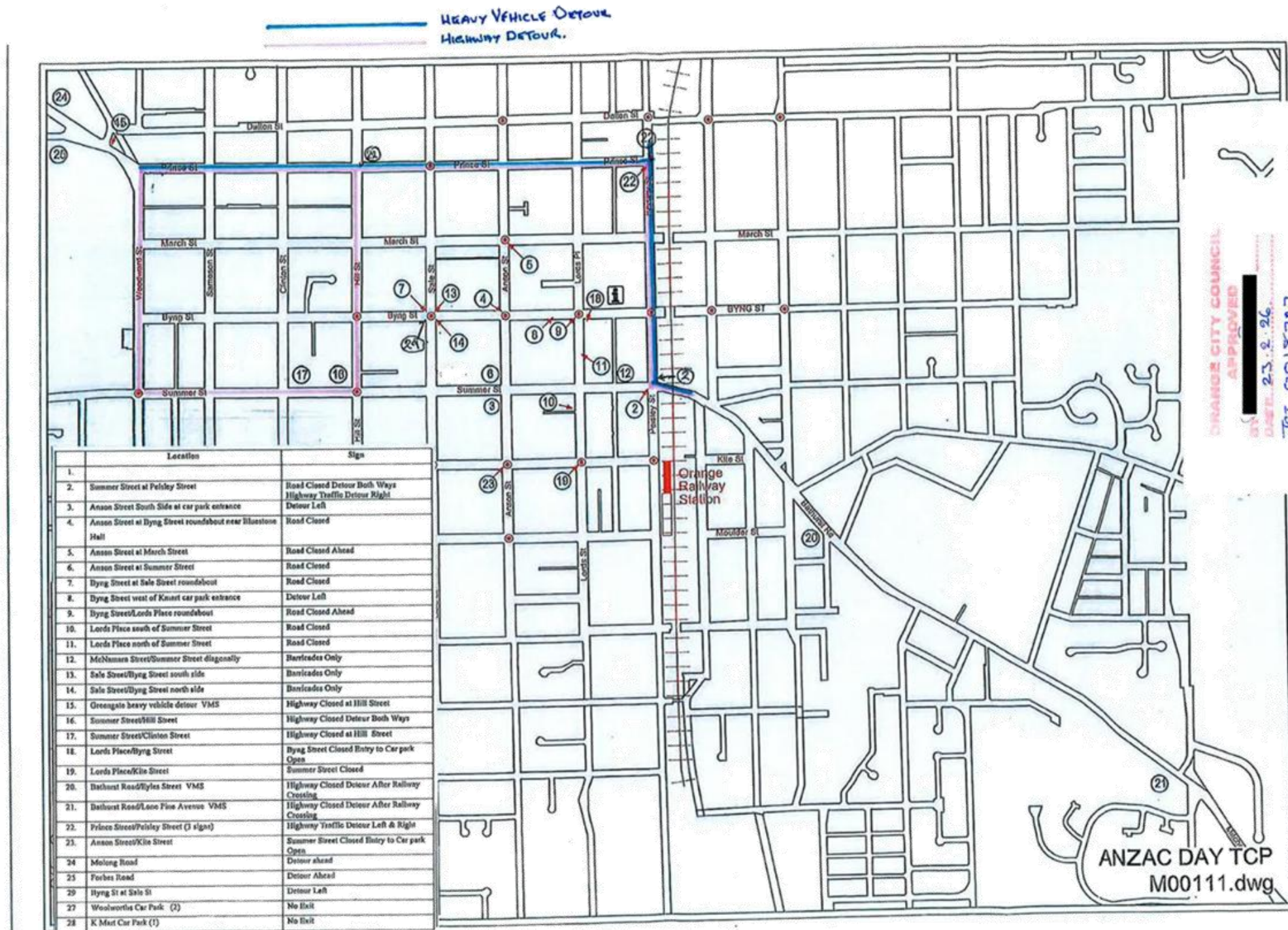
I hereby declare that I have read, understand and will comply with the conditions for the 2026 Anzac Day March.

Signed for and on behalf of Returned and Services League of Australia Anzac Day Committee

Name (print): _____

Signature: _____

Designation: _____





ROAD OCCUPANCY LICENCE
LICENCE NO : 2623426
ROADS & MARITIME SERVICES (RMS)
Phone: Monday To Friday 8.30 AM - 4.30 PM


To activate and deactivate your approved work shift(s) on your Road Occupancy Licence, please visit: myrol.transport.nsw.gov.au. This licence is for the occupation of the road space only. If you are unable to access myrol.transport.nsw.gov.au, please call TMC on 1800 679 782. For further assistance, please refer to the proponent's user manual here: myrol.transport.nsw.gov.au/help.pdf

SPECIAL EVENT - CLASS 2

Project: Not Applicable
This Activity : Summer St closure for ANZAC march

LOCATION

Subject Road: MITCHELL HWY (SUMMER ST / WOODWARD ST / MOLONG RD)
From: JENTER PL, ORANGE
To: WILLIAM ST, ORANGE
Council: ORANGE

LICENSEE

Organisation: Orange City Council
Ref No:
Name: David Broom
Phone:

ONSITE CONTACT

Name: David Broom
Phone:

TRAFFIC MANAGEMENT

Flow Management: Detour (other roads)
Closure Type: All lanes both directions
Closure Lane(s): Shoulder; Median Shoulder
Direction(s): All Directions

LICENCE DURATION

From: 25-Apr-2026
To: 25-Apr-2026

LICENCE CONDITIONS

- 1 FOR INFORMATION ON THE LATEST NSW ROADWORK RESTRICTIONS AND FILMING GUIDELINES PLEASE VISIT TFNSW WEBPAGE: roads-waterways.transport.nsw.gov.au/business-industry/road-occupancy-licence/index.html.
- 2 THIS LICENCE IS NOT AN APPROVAL OF THE PROPONENT'S TRAFFIC GUIDANCE SCHEMES (TGS). PLEASE NOTE WORKCOVER REQUIRES THAT TRAFFIC GUIDANCE SCHEMES (TGS) COMPLY WITH AS1742.3
- 3 ALL MATTERS RELATING TO NOISE GENERATION OR OTHER ENVIRONMENTAL FACTORS ON SITE ARE UNDER THE JURISDICTION OF THE LOCAL COUNCIL AND/OR THE ENVIRONMENTAL PROTECTION AUTHORITY.
- 4 NOTIFICATION TO AFFECTED BUSINESSES, RESIDENTS AND OTHER STAKEHOLDERS MUST BE UNDERTAKEN AT LEAST 5 BUSINESS DAYS PRIOR TO WORKS COMMENCING
- 5 THIS ROAD EVENT LICENCE/PERMIT APPROVAL PROVIDES THE FOLLOWING: (A) UNDER SECTION 144 OF THE ROADS ACT 1993, IT PERMITS THE EVENT ORGANISER TO CONDUCT A ROAD EVENT ON A CLASSIFIED PUBLIC ROAD, IF THE EVENT IS A ROAD RACE, ATTEMPT ON SPEED RECORDS OR OTHER SPEED TRIAL, PRIOR APPROVAL UNDER SECTION 115 OF THE ROAD TRANSPORT ACT 2013 IS ALSO REQUIRED. (B) UNDER SECTION 115 OF THE ROADS ACT 1993, IT PERMITS THE EVENT ORGANISER TO REGULATE TRAFFIC ON PUBLIC ROADS AS PER THE PLANS DETAILED. (C) TFNSW HAS THE RIGHT AT ANY TIME TO ASK THE LICENSEE TO ALTER THE REGULATION OF TRAFFIC UNDER SECTION 115 OF THE ROADS ACT 1993.
- 6 THE LICENSEE MUST ALSO: (A) OBTAIN LOCAL COUNCIL APPROVAL BEFORE PROCEEDING WITH THE EVENT ON AN UNCLASSIFIED ROAD. (B) OBTAIN PRIOR APPROVAL THROUGH BUSAPPROVAL@TRANSPORT.NSW.GOV.AU, IF ANY EXISTING BUS ROUTES/STOPS ARE IMPACTED. (C) ENSURE TRAFFICABLE LANE WIDTHS AND HEAVY VEHICLE ACCESS ARE MAINTAINED AS STATED IN THE TFNSW TS 06336 GUIDE TO TRAFFIC AND TRANSPORT MANAGEMENT FOR SPECIAL EVENTS.
- 7 DRIVERS ON THE CLOSED ROADS DURING THE EVENT MUST BE BRIEFED BY THE ORGANISER ON THEIR OBLIGATIONS UNDER THE WHS ACT 2011 TO ENSURE THE SAFETY OF WORKERS, PARTICIPANTS AND OTHER ROAD USERS. THIS INCLUDES OBSERVING SPEED LIMITS, DRIVING IN THE USUAL DIRECTION WHERE POSSIBLE, AND USING FLASHING LIGHTS. VEHICLE ACCESS PASSES WILL DETAIL THE EXPECTED DRIVER BEHAVIOURS.
- 8 PLEASE NOTE THAT THIS LICENCE DOES NOT CONSTITUTE APPROVAL TO CARRY OUT THE PROPOSED ACTIVITIES. THIS ROL HAS BEEN ASSESSED BY TFNSW FOR IMPACTS ON TRAFFIC FLOW ON THE STATE ROAD NETWORK ONLY

APPROVED DATES & TIMES

From Shift				To Shift			
From	D	M	Time	To	D	M	Time
Sat	25	Apr	09:30	-	Sat	25	Apr 13:30

All pages of this Road Occupancy Licence and associated Speed Zone Authorisation(s) must be available on site at all times and must be produced for inspection when requested by representatives of NSW Police, Roads & Maritimes Services, Transport for NSW and other Government Agencies.

ROAD OCCUPANCY LICENCE
LICENCE NO : 2623426
ROADS & MARITIME SERVICES (RMS)
Phone: Monday To Friday 8.30 AM - 4.30 PM


To activate and deactivate your approved work shift(s) on your Road Occupancy Licence, please visit: myrol.transport.nsw.gov.au. This licence is for the occupation of the road space only. If you are unable to access myrol.transport.nsw.gov.au, please call TMC on 1800 679 782. For further assistance, please refer to the proponent's user manual here: myrol.transport.nsw.gov.au/help.pdf

SPECIAL EVENT - CLASS 2

Project: Not Applicable
This Activity : Summer St closure for ANZAC march

LOCATION

Subject Road: MITCHELL HWY (SUMMER ST / WOODWARD ST / MOLONG RD)
From: JENTER PL, ORANGE
To: WILLIAM ST, ORANGE
Council: ORANGE

LICENSEE

Organisation: Orange City Council
Ref No:
Name: David Broom
Phone:

ONSITE CONTACT

Name: David Broom
Phone:

TRAFFIC MANAGEMENT

Flow Management: Detour (other roads)
Closure Type: All lanes both directions
Closure Lane(s): Shoulder; Median Shoulder
Direction(s): All Directions

LICENCE DURATION

From: 25-Apr-2026
To: 25-Apr-2026

LICENCE CONDITIONS

- 9 REVIEW FROM FROM LOCAL TRANSPORT FORUM (LTF) RECOMMENDED AND APPROVAL FROM COUNCIL REQUIRED.
- 10 CONSULTATION WITH LOCAL BUS OPERATORS USING IMPACTED BUS ROUTES AND STOPS MUST BE CARRIED OUT WITH ADEQUATE PROVISIONS IN PLACE TO MANAGE PUBLIC TRANSPORT IMPACTS.
- 11 DETOUR ROUTE ON LOCAL ROADS IS SUBJECT TO APPROVAL BEING OBTAINED FROM THE RELEVANT LOCAL COUNCIL. ALL DETOUR ROUTES MUST BE CLEARLY SIGNPOSTED AND SUITABLE FOR THE CARRIAGE OF THE CLASS AND TYPE OF MOTOR VEHICLES APPROVED FOR USE ON THE SUBJECT ROAD. LANE WIDTHS MUST BE SUFFICIENT TO PERMIT CLEAR ACCESS FOR HEAVY VEHICLES.
- 12 EFFECTIVE MONITORING OF END-OF-QUEUE CONDITION MUST BE IMPLEMENTED. IF QUEUE LENGTH EXTENDS OUTSIDE OF WORK ZONE, ADVANCED WARNING DEVICES MUST BE DEPLOYED BEYOND THE END OF THE QUEUE. NOTIFICATION OF TRAFFIC QUEUING MUST BE MADE TO THE TMC ON 1300 725 886.
- 13 IMMEDIATE NOTIFICATION MUST BE MADE TO THE TRANSPORT MANAGEMENT CENTRE (TMC) 1300 725 886 IN THE EVENT OF A TRAFFIC INCIDENT WITHIN THE LIMIT OF THE WORKS
- 14 TRAFFIC AND PEDESTRIAN MANAGEMENT MUST BE IN ACCORDANCE WITH COUNCIL AND POLICE CONDITIONS OF APPROVAL AND ANY DIRECTION GIVEN BY THE POLICE ON THE DAY
- 15 ALL TEMPORARY TRAFFIC CONTROL ARRANGEMENTS MUST BE IN ACCORDANCE WITH AUSTRROADS GUIDE TO TEMPORARY TRAFFIC MANAGEMENT

All pages of this Road Occupancy Licence and associated Speed Zone Authorisation(s) must be available on site at all times and must be produced for inspection when requested by representatives of NSW Police, Roads & Maritimes Services, Transport for NSW and other Government Agencies.

Page 2 of 2




EVENTS RISK ASSESSMENT


Use of Council Owned or Managed Land


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

Event Name: ANZAC Day Dawn Service & Commemoration		Event Date: 25 April 2026		Organiser: RSL City of Orange Sub-Branch		Phone:	
Event Location: Robertson Park and Anson Street, Byng Street, Lords Place, Sale Street, McNamara Street and Summer Street.		Assessment Date: 18 February 2026		Activity: Street March and Commemoration Services			
Description of Hazard (something that has the potential to cause harm)	Description of Risk (what can happen as a result of the hazard)	Risk Rating (refer to Matrix)	Control Measures	Residual Risk (refer to Matrix)			
Access or egress from site (especially at low light for Dawn Service). Uneven surface.	Personal injury/illness or death Property/equipment damage Technical management issues	3	<ul style="list-style-type: none"> - Parking areas clearly identified or signposted. - Children to be supervised at all times. - All event attendees to wear suitable clothing and flat enclosed footwear. - Adequate first aid personnel and first aid kits on site. - Dawn Service: Difference in ground height between path and grassed areas in Robertson Park marked with portable solar lights. Torch light and/or ramp provided to participants in march accessing Robertson Park when stepping up over the curb from Lords Place. 	3			
Electrocution/electrical shock. Unsafe or damaged leads. Power source overloaded and falls.	Personal injury/illness or death Property/equipment damage Fire Financial loss Technical management issues	1	<ul style="list-style-type: none"> - All electrical leads and equipment must be tested and tagged as per Safe Work NSW requirements. All contractors have been pre-advised of this requirement. - All electrical appliances and conductors placed in positions to ensure that they are safe at all times and away from water. - Flexible extension leads either supported above the ground, at a height of no less than 2.5 meters, or adequately covered (matting/cable trays) so as to provide clear access to all personnel and pedestrians. - Ensure power requirements are identified in the planning phase and adequate supply is available. No changes to the existing power supply required. - Adequate first aid personnel and first aid kit/s on site. 	3			
Slips, trips or falls from height or from same height due to uneven ground, wet ground, vantage points or event infrastructure.	Personal injury/illness or death Property/equipment damage	3	<ul style="list-style-type: none"> - Bunting/cordon off any hazardous areas or uneven ground. - Gates: on rounda to be locked - All marquee/tents weights and ropes clearly visible. - No obstructions in pedestrian walkways. 	4			

 ORANGE CITY COUNCIL		EVENTS RISK ASSESSMENT Use of Council Owned or Managed Land	
Disorderly/unruly behaviour or drug and alcohol affected persons.	Personal injury/illness or death Property/equipment damage Technical management issues	3	<ul style="list-style-type: none"> - Electrical leads taped or covered. - Pre-event site inspection to ensure roadways and walkways are clear of any sharp/rough edges or trip hazards. - Only authorised persons permitted on Cenotaph during service. - Children to be supervised at all times. - Adequate first aid personnel and first aid kit/s on site. - Venue is an alcohol prohibited zone. - Police on site (uniformed and non-uniformed) - Contact Police should disorderly/unruly behaviour or drug and alcohol affected persons be present. - Adequate first aid personnel and first aid kit/s on site.
Insect/animal bites and/or stings.	Personal injury/illness or death Technical management issues	3	<ul style="list-style-type: none"> - Pre-event site inspection conducted to ensure venue is safe for its intended purpose and all dangerous animals removed. Call ranger if necessary. - All dogs kept on leads at all times. - Children to be supervised at all times. - Adequate first aid personnel and first aid kit/s on site.
Laceration from sharp or rough edges/objects/materials.	Personal injury/illness or death	3	<ul style="list-style-type: none"> - Pre-event site inspection conducted to ensure venue is safe for its intended purpose. - All dangerous or hazardous material removed or cordoned off. - Children to be supervised at all times. - All event attendees to wear suitable clothing and flat enclosed footwear. - Adequate first aid personnel and first aid kit/s on site.
Manual handling especially during bump-in and bump-out (lifting, bending, twisting, repetitive tasks).	Personal injury/illness or death Technical management issues	3	<ul style="list-style-type: none"> - Event participants/personnel supplied with the appropriate PPE (i.e. trolleys) for moving heavy equipment. - All event participants/personnel to follow correct manual handling techniques. - Event personnel to monitor event. - Adequate first aid personnel and first aid kit/s on site.
Medical Emergency (e.g. heart attack).	Personal injury/illness or death Technical management issues	1	<ul style="list-style-type: none"> - Access maintained for Emergency vehicles at all times. - Adequate first aid personnel and first aid kit/s on site. - Medical emergency procedure communicated to all event personnel. Emergency services to be called in the event of a Medical Emergency.

 ORANGE CITY COUNCIL Use of Council Owned or Managed Land		EVENTS RISK ASSESSMENT	
Child separated from guardian.	Personal injury/illness or death Technical management issues	1	2
No amenities on site.	Brand reputation/financial loss - complaints Technical management issues	4	5
Temperature (heat/cold).	Personal injury/illness or death – sunburn, heat stroke or dehydration Property/equipment damage Fire Financial loss Environmental damage Technical management issues	3	4
Weather conditions (wind, rain, reduced visibility etc.) Event participant discomfort.	Personal injury/illness or death Property/equipment damage Financial loss Environmental damage Technical management issues	3	4
Temporary structures (screens/marqueses) and barricades/temporary fencing.	Personal injury/illness or death Property/equipment damage Environmental damage Technical management issues	3	4
Emergency Evacuation.	Personal injury/illness or death - Crowd crush injury/vehicle collision. Property/equipment damage Environmental damage Technical management issues	1	2
Terrorism/bomb threat.	Personal injury/illness or death Fire	1	1

 ORANGE CITY COUNCIL Use of Council Owned or Managed Land		EVENTS RISK ASSESSMENT	
Property/equipment damage Financial loss Environmental damage Technical management issues	<ul style="list-style-type: none"> - Inform Police and Emergency Control Organisation (ECO) immediately. - Event Emergency Muster Point (as per site plan) communicated to all present. - Back up (ZIC) MC able to step in should terrorism/bomb threat occur. - Police already on site at event. - Event program released only a week before the event. - Conduct a complete and safe evacuation of all event participants. - Adequate first aid personnel and first aid kit/s on site. 	4	4
Insufficient rubbish bins. Bins overflowing and litter on ground.	<ul style="list-style-type: none"> - Monitor bins during the event. - Event organiser to take additional garbage bags/bins to site and use if necessary. 	4	4
Sound / noise complaints.	<ul style="list-style-type: none"> - Ensure noise does not exceed permitted levels. - All neighbouring businesses/residents informed of the event, event operating times and contact number of the event manager. - Sound engineers to keep the base in any music down. 	4	4
Vehicles driving on public areas.	<ul style="list-style-type: none"> - All vehicles to drive at walking pace speed with hazard lights on during bump in and bump out times. - No vehicle movement permitted during event time. - Contractors to be met on site by event personnel. - No heavy equipment expected to be delivered for use during the event. 	3	4
Loss of power/services.	<ul style="list-style-type: none"> - Toolbox meeting conducted day prior to event and all power and services tested to ensure they are functioning correctly. - Pre-event site inspection to occur morning of event to test services again and to ensure venue is safe. - Event organiser provided with Council after-hours contact numbers. 	3	4
Water (fountain)	<ul style="list-style-type: none"> - Event personnel to monitor water hazard. - Children to be supervised at all times. - Adequate first aid personnel and first aid kit/s on site. 	1	2
Dangerous goods or substances	<ul style="list-style-type: none"> - Fuel for cauldron flame to be adequately stored. Cauldron to be monitored at all times whilst lit. - Cauldron to be turned off between the different commemoration services. 	1	2

 ORANGE CITY COUNCIL		EVENTS RISK ASSESSMENT Use of Council Owned or Managed Land	
Insufficient lighting during Dawn Service	Personal injury/illness or death Property/equipment damage	3	<ul style="list-style-type: none"> - No other dangerous goods or substances to be bought to venue. - Adequate first aid personnel and first aid kit/s on site. - Additional lighting (torches and portable solar lights) positioned at venue to assist with participant access/egress. - No participant movement expected during the conduct of the event. - Children to be supervised at all times. - Adequate first aid personnel and first aid kit/s on site.
Cauldron (after being lit)	Fire Personal injury/illness or death Property/equipment damage	1	<ul style="list-style-type: none"> - Cauldron is test-lit at 4:00am the morning of the event. - Event organiser (RSI) responsible for the safe delivery and collection of the Cauldron to and from Robertson Park. - Cauldron to be monitored at all times whilst lit and is not to be left unattended. - Cauldron does not get hot. - Fire suppressant methods to be available on site. - Emergency services informed immediately in case of a fire/emergency. - RFS on site at all times.
TRAFFIC			
Public walking onto roadway.	Personal injury/illness or death Property/equipment damage Technical management issues	1	<ul style="list-style-type: none"> - All schools have minders/teachers at all times. Children to be collected from McNamara Street. - All other children to be supervised by parents at all times. - Adequate first aid personnel and first aid kit/s on site.
Traffic incident / collision	Personal injury/illness or death Property/equipment damage Fire Technical management issues (event delay)	1	<ul style="list-style-type: none"> - Dawn service march is under Police escort / rolling closure. - Full road closure for main commemorative service march. - Traffic Control Plan (TCP) developed with road closures manned by accredited traffic controllers. - All residents/businesses along march route informed of event. - Adequate first aid personnel and first aid kit/s at venue.
Inadequate traffic management on route	Personal injury/illness or death Property/equipment damage Negative media attention / loss to event reputation	3	<ul style="list-style-type: none"> - Clear guidelines on vehicle access given to accredited traffic controllers and as per developed TCP. - Police escort vehicles involved in both the dawn and main service marches. - Adequate first aid personnel and first aid kit/s at venue.



EVENTS RISK ASSESSMENT

Use of Council Owned or Managed Land

Blocked access for emergency vehicles	Emergency service delay in attending to incident Technical management issues (event delay) Personal injury/illness or death Negative media attention / loss to event reputation	1	2	<ul style="list-style-type: none"> - All road closures manned by accredited traffic controllers that know how to respond in regards to access for emergency vehicles. - TCP approved by emergency services as part of the Traffic Committee approval. - Adequate first aid personnel and first aid kit/s at venue.
Absent/missing traffic controllers	Inadequate traffic management Un-authorized vehicles on closed roads Participant/vehicle collision Negative media attention / loss to event reputation	1	2	<ul style="list-style-type: none"> - TCP developed and approved by Traffic Committee. - All arrangements to be confirmed the week before the event. - Organisation conducting road closure to ensure adequate personnel available.
Road blocked due to unforeseen circumstances or unplanned road works	Technical management issues Poor event experience	3	4	<ul style="list-style-type: none"> - Event organiser to check with Council regarding any planned road works along route. - Police escort vehicles involved in both the dawn and main service marches. - Move march route as a last resort if required.
Traffic congestion and lack of parking spaces.	Personal injury/illness or death Fire Property/equipment damage Technical management issues	1	2	<ul style="list-style-type: none"> - TCP developed and implemented. McNamara Lane to be closed as part of road closures. - Parking areas clearly signposted. Parking provided in Council Car Park, Car Park behind the Parkview Hotel and on-street car parking.
Unexpected vehicle parked overnight in closed road area.	Technical management issues/ interruption to event.	4	4	<ul style="list-style-type: none"> - Adequate first aid personnel and first aid kit/s on site. - Event personnel and traffic management personnel to confer, liaise and to monitor event. - Police on site at Robertson Park. - Notify event personnel, Council and emergency services if vehicle parked in closed road area.

NOTE: Please tab to create more table rows/pages if necessary and attach to your application

Risk Assessment conducted by: Chris Colvin and Maddy Barnes

Event Organiser Name: RSL City of Orange Sub-Branch /
Chris Colvin *CCM*

Signature: _____

Date: _____

19/2/2026

3 GENERAL REPORTS

3.1 Current Works

RECORD NUMBER: 2026/532

AUTHOR: Jason Theakstone, Acting Director Technical Services

EXECUTIVE SUMMARY

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

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “9.2 Design and deliver the road infrastructure for a growing city”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

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

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	No service or project delivery risk, as it does not alter approved scopes, priorities or delivery arrangements.
Financial	No change to the financial risk profile with this report for information.
Reputation/Political	No reputational or political risks are identified, as the report provides a factual update on current works without seeking policy or funding decisions.
Environment	No new environmental risks, with environmental matters for individual projects managed through existing approvals and controls.
Compliance	Consistent with Council’s governance and reporting obligations and raises no compliance issues.
People & WHS	No people or WHS risks arise from this recommendation, as it does not change operational activities or work practices.
Information Technology/ Cyber Security	No identified IT/Cyber Security Risks with this report for information.

SUPPORTING INFORMATION

Road Maintenance

Resources have been continuously applied to pothole repairs on sealed roads across the city. Council crews also began repairs on a pavement failure on Jonathon Road with the installation of subsoil drainage and the replacement of road base. A temporary seal has been applied and an asphalt surface will be applied when contractors are available.

3.1 Current Works

Road Upgrading

Whiley Road

Council staff continued works on site with:

- Ongoing pavement widening;
- Additional drain and road shoulder formation;
- Vegetation clearing;
- Fence reinstatement;
- Driveway adjustment.

Huntley Road

Council's contractors focussed on completing footpath construction over the last month.

Road Rehabilitation

Works were completed on the pavement strengthening and asphalt sealing of:

- Woodward Street between Gardiner Road and Wentworth Avenue.

Concrete and Drainage

Footpaths

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

- Phillip Street - Bletchington School to Peisley Street.

Work was completed on new footpaths and footpath reconstructions at:

- Peisley Street - Moulder Street to Kite Street.



Photo: New footpath construction in Phillip Street

3.1 Current Works

Upcoming major works

Major road upgrading works, status and timing (as weather permits) as follows:

Work	Location	Status
Dalton Street asphalt pavement seal renewal	At the rail level crossing	All rail approvals in place. Works in procurement stage following withdrawal of contractor originally awarded the works.
Peisley Street rehabilitation	Moulder Street to Warrendine Street (stg2)	Procurement phase. Expect works to commence in May.
McNamara Street	Between Summer and Byng Streets	Procurement phase. Expect works to commence in May.

WATER SUPPLY SERVICES

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

Category	July 2024 – June 2025	February 2026
Water - Leak (Meter)	369	47
Water Request - Meters Faulty (incorrect readings)	115	25
Water - No Water Supply	69	13
Water – Pressure	25	4
Water Request - Replace Meter box/lid	24	2
Water quality – Dirty	35	4
Water - Burst Main	114	10
Water - leak (Main, Valve, Hydrant)	579	68
Total Water Requests	1,330	173

Construction Works

- Works are finalised on the renewal of the March Street water main between William Street and McLachlan Street.
- Planning works are underway for the renewal of the 100mm water main in Kileys Run. Geotechnical investigations are currently underway.
- Council is currently completing the decommissioning of 75mm water mains throughout the network. These mains are redundant to our network requirements.
- Hydrant installation at 23 Hill Street.

New Water Connections

- 161 Summer Street - 40mm water service connection.
- 179 Woods Lane - 20mm water service connection.

Renewals

- 8 Linden Avenue - 20mm water service renewal.
- 50mm PRV renewal at Ammerdown.

SEWER SERVICES

3.1 Current Works

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

Category	July 2024 – June 2025	February 2026
Sewer Choke - Blockages	260	10
Sewer Complaint - Odour	5	2
Sewer Complaint - Overflow	217	19
Total Sewer Requests	482	31

Construction Works

- Works are continuing on the sewer main rehabilitation program with all mains currently cleaned and relining well underway. Relining works are completed with sewer junction sealing to continue into April 2026.

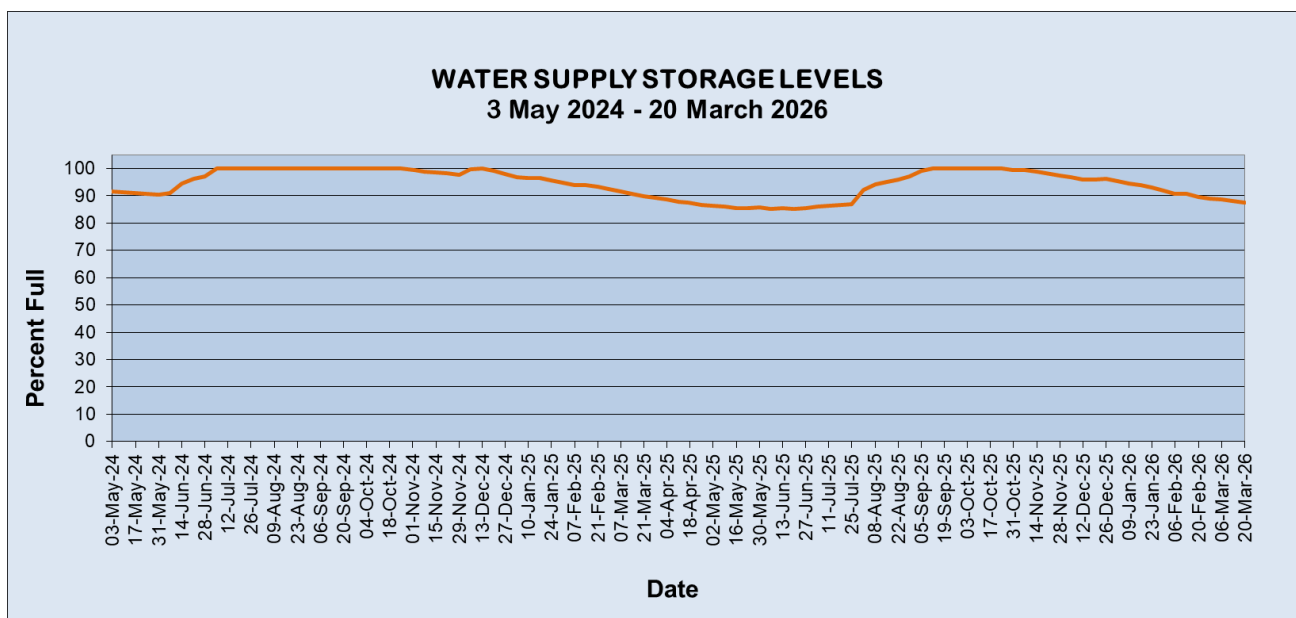
Sewer Reconstruction

- 167 Sale Street - sewer connection reconstruction.
- 10 Leewood Drive - 300mm sewer main reconstruction.

WATER SUPPLY SECURITY

Water Storage Levels

The water storage trend for the combined storages from 3 May 2024 to 20 March 2026 is shown in the graph below.



3.1 Current Works

Below levels current at 20 March 2026:

Location	Level Below Spillway (mm)	% of Capacity
Suma Park Dam	1649	85.94%
Spring Creek Dam	249	94.31%
Lake Canobolas	337	90.13%
Gosling Creek Dam	307	91.16%

Supplementary Raw Water Sources

Extractions from the supplementary raw water supplies in recent months are provided in the table below. The 'Total' column is the tally for all months in the water year (starting July).

Raw Water Source	December 2025 (ML)	January 2026 (ML)	February 2026 (ML)	Total 2025/2026 (ML)
Bores*	8.22	8.42	6.24	45.65
Stormwater	0.00	0.00	0.00	0.00
Macquarie River	0.00	0.00	0.00	0.00
Total	8.22	8.42	8.42	45.65

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

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

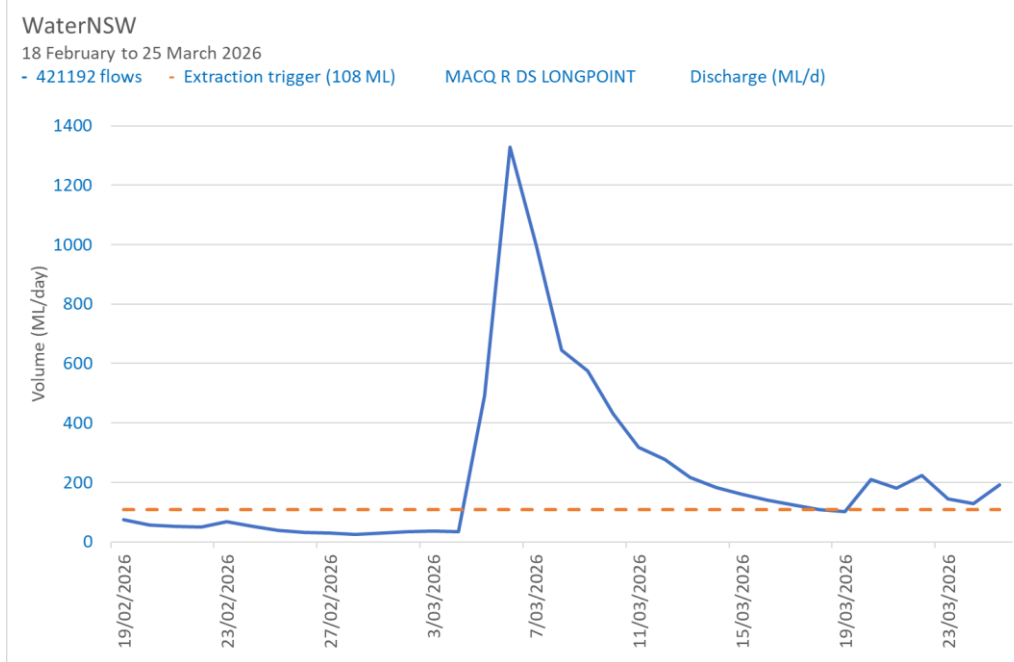
The first quarter Decision Support Tool (DST) was conducted 12 January 2026 predicting neutral conditions for the year ahead from the Bureau of Meteorology's POAMA forecast. No supplementary supplies are predicted to be required in the third quarter. The next DST is scheduled for April.

Macquarie River Flows

The mean daily flows in the Macquarie River monitored downstream of Long Point (Station 421192) for 18 February to 25 March 2026 are presented below. The data was sourced from the WaterNSW website with flows presented in megalitres per day (ML/d).

Flows were below the extraction trigger value of 108 ML/d (minimum of 35 ML/d) until 4 March 2026. The flows then increased to a maximum of 1,327 ML/d on 6 March 2026 and remained above the extraction trigger at the end of this reporting period.

3.1 Current Works

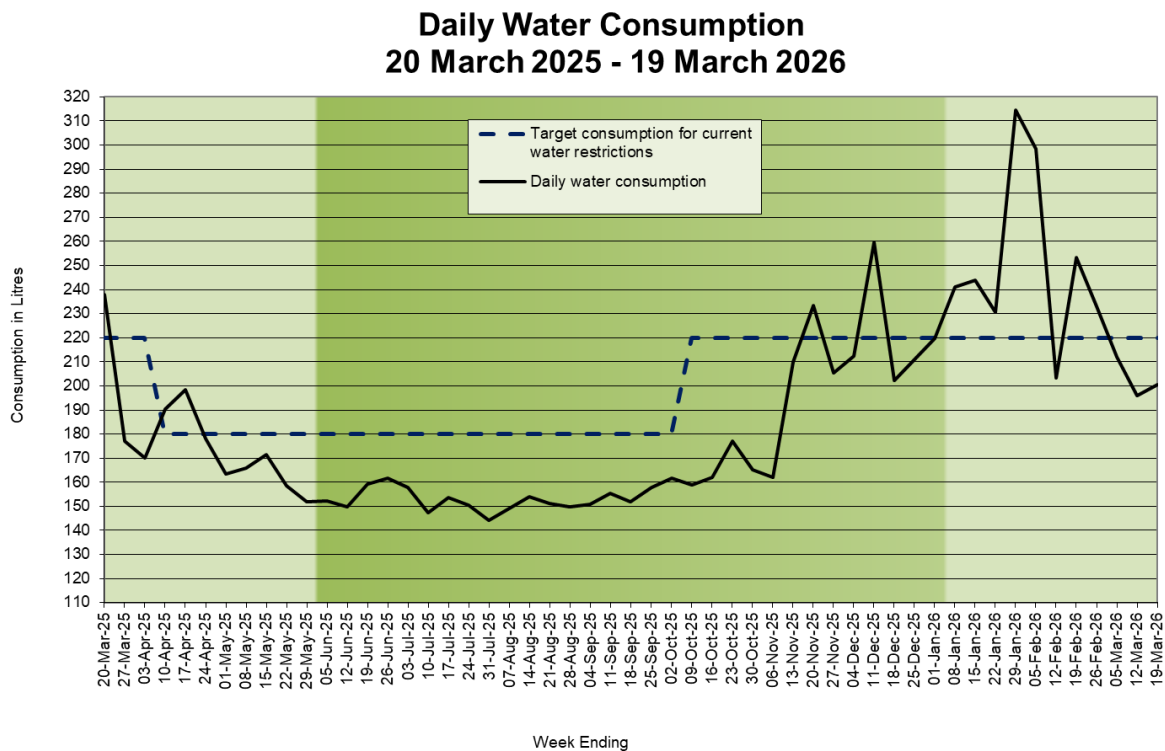


Demand Management

Residential water use

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

The graph below shows the average daily residential water consumption trend from 20 March 2025 to 19 March 2026.



Total water use

The average daily city-wide water consumption for the period 20 February 2026 to 19 March 2026 was 13.57 ML/day.

3.1 Current Works

DRINKING WATER QUALITY

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

The Icely Road supply system achieved 100% compliance for physical, chemical and microbiological samples in February 2025. A drinking water quality report for 2025 is provided on Council's website at <https://www.orange.nsw.gov.au/water/water-treatment-plant/>.

PROJECT MANAGEMENT OFFICE

East Orange Harvesting Wetlands

(Blackman's Swamp Creek Stormwater Harvesting Stage 2)

Following the finalisation of the appeal process in December 2025, Council has commenced the next phase of project delivery. The project design is currently being updated, and preparation of the tender documentation is underway. This work includes refining the project scope and finalising drawings and technical specifications in readiness for procurement.

The construction tender is expected to be released in the coming month, with award anticipated around late June or July. Subject to procurement outcomes, construction is planned to commence in spring, when weather conditions are more suitable for an earthworks project of this type.

Sewage Treatment Plant Inlet Works

The epoxy coating works have now been completed, with a third-party inspector onsite during the application process. Council and the contractor are currently progressing final inspection and testing of the completed coating to confirm compliance with project requirements.

Installation of mechanical components is expected to commence in the coming weeks. In parallel, construction of the inlet works chamber is underway, with works progressing around the existing culvert that feeds the current treatment plant.

These activities represent the remaining critical works required to progress the Inlet Works toward completion.



3.1 Current Works

Orange Conservatorium and Planetarium

Construction continues to progress across the Conservatorium and Planetarium buildings, with works advancing across both internal areas and the external building envelope. As the project moves further into fit-out and enclosure, a number of activities are occurring concurrently as different elements of the buildings come together.

The external façade of the buildings is progressing well, with masonry, cladding and glazing works continuing across multiple elevations. These works are contributing to the overall definition and appearance of the project while advancing weatherproofing of the buildings.

Internally, services installation, finishes and fit-out works are continuing across studios, Back of House areas and the Recital Hall. Structural steel works to the Planetarium are ongoing, with the form and scale of the building now clearly established on site.

This stage of the project involves a high level of complexity and coordination as the buildings come together. While construction continues to progress across multiple areas, some detailed issues associated with this complexity are still being resolved through ongoing coordination. Council continues to actively oversee delivery as work progresses across multiple fronts.



Photo – Construction of Orange Conservatorium and Planetarium – External view of the March St side of the building

3.1 Current Works



Photo – Construction of Orange Conservatorium and Planetarium – Internal view of the Recital Hall

Orange Sports Precinct

Works across the Orange Sports Precinct continue to progress across multiple areas as delivery moves into key construction and services phases.

At John Davis Stadium, building works are now underway following issuance of the Construction Certificate. Services installation has commenced, and earthworks are progressing to form the main stadium slab. First concrete pours are expected in the coming weeks, after which the stadium structure will begin to emerge above ground.

Electrical infrastructure works for the broader precinct are now moving into delivery, with the electricity supply contract awarded and works underway on site. A pilot hole has been successfully completed for the under-bore beneath Forest Road, with trenching continuing across the site and along Forest Road to support the remaining electrical supply alignment. The main substation for the precinct is planned to be installed on site around the middle of the year, enabling permanent power supply.

As construction activity increases, contractors have raised procurement considerations associated with equipment lead times and current market volatility affecting material availability and pricing. Council is actively monitoring these conditions and working closely with contractors to manage procurement planning and mitigate impacts as construction progresses.

3.1 Current Works

Across the playing fields, the contractor has returned to site to undertake targeted drainage improvement works on Fields 5 and 6, which are being prioritised to improve performance and playability. These works form part of Council's ongoing management of turf establishment and defect rectification to ensure the fields meet the required standards.

Multiple tender processes are also progressing, including assessment of field lighting and athletics track tenders, as Council continues to advance the next stages of precinct delivery.

Council continues to actively oversee the project, with multiple work fronts progressing concurrently as the precinct comes together.

Lone Pine Culvert Upgrade

The Lone Pine project is now fully complete. Major construction works, including the culvert upgrades and associated access improvements, have been successfully delivered.

All environmental and safety requirements were managed in full compliance prior to and throughout construction, including the management of naturally occurring asbestos (NOA). Final inspections and close-out activities have been completed, and the road has reopened to traffic.

The project was delivered smoothly and efficiently, achieving a high-quality outcome and meeting all project objectives within the required timeframe.



Photo – Lone Pine – Completion of the road works tie ins for either end of the culvert.

3.1 Current Works

March Street Bridge

Progress on the March Street Bridge project remains limited, with no construction activity currently occurring on site while the contractor continues to finalise the detailed design. All enabling works required to support construction, including the relocation of electrical poles, have been completed by Council.

An approximately 80 percent design submission has been provided; however, progress toward finalisation has been slower than anticipated. The project remains dependent on completion of the remaining design components before construction can commence, and as a result, the previously anticipated June completion timeframe is now considered unlikely.

Council continues to actively engage with the contractor to progress the outstanding design requirements and clarify next steps, with the objective of enabling construction to commence as soon as practicable once the design is finalised.

C2 Basin

Works at the C2 Basin continue to progress, with the main field now nearing its final formation levels and the overall shape of the playing surface becoming clearly defined. Progress was temporarily affected by a severe storm event several weeks ago, which resulted in damage to partially installed drainage infrastructure.

As a result of this weather event, sections of drainage were required to be removed and reinstalled. The contractor has since recovered from this setback and is actively progressing the necessary rectification works to bring the field back on track.

Earthworks have continued during suitable weather conditions, and the field is now close to final levels, with topsoil installation planned to occur in the coming weeks. Once these works are completed, the project team will be well positioned to advance toward the final stages of field construction.



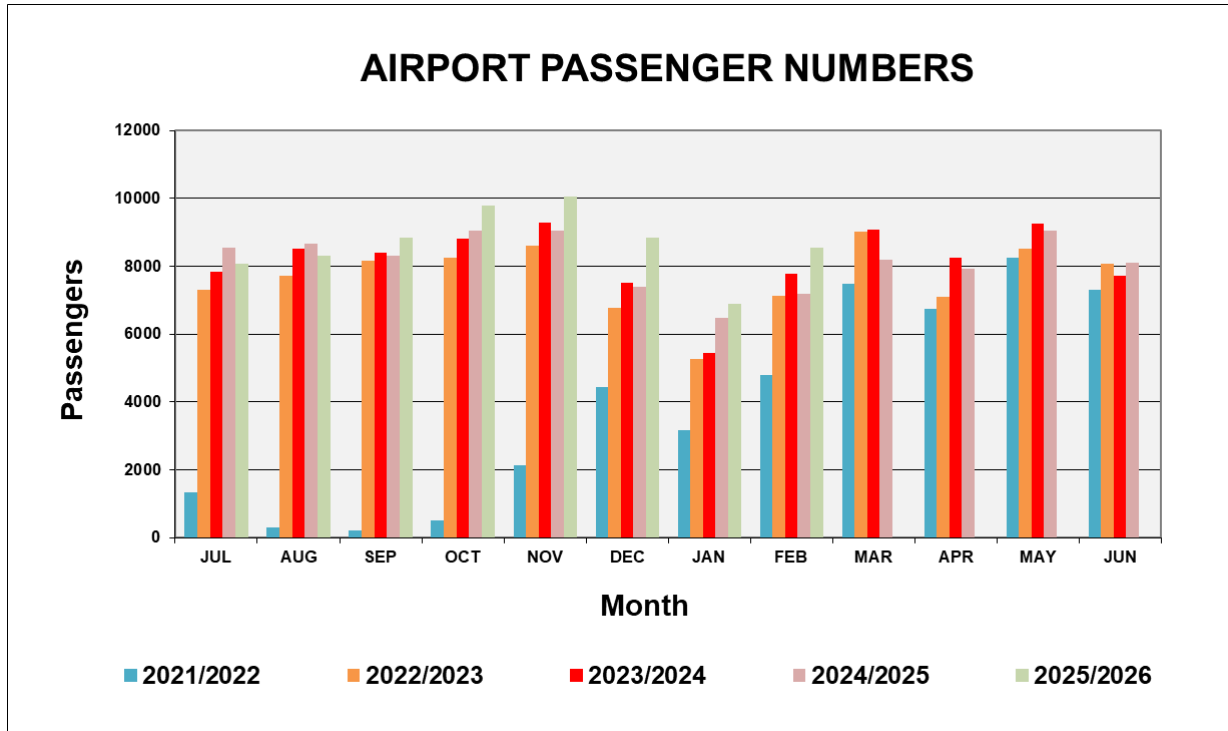
Photo – Main field

3.1 Current Works

AIRPORT PASSENGER NUMBERS

Passenger numbers during February 2026 were 8,557 compared to 7,192 for the same month in 2025.

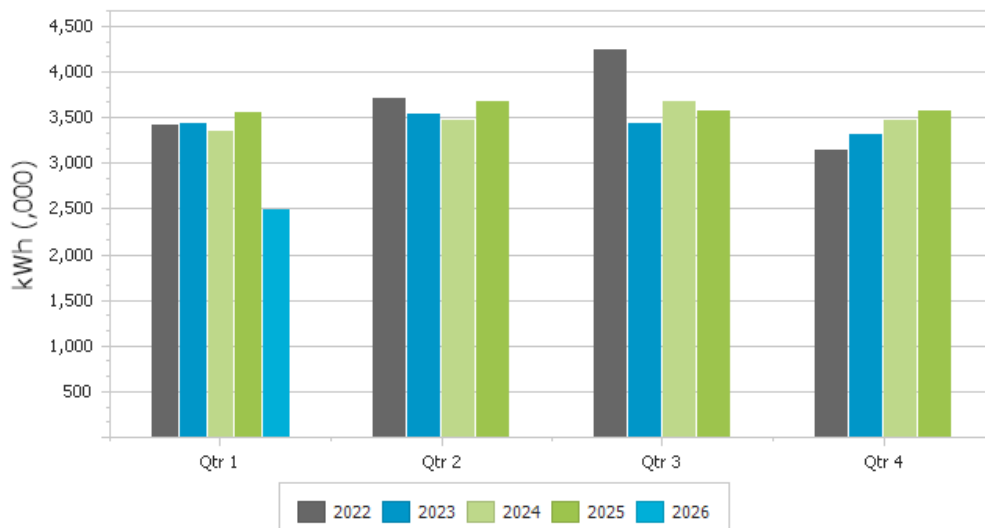
These figures include passenger numbers from Regional Express, Link Airways (formerly Fly Corporate) and QantasLink.



ENERGY USE

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

Consumption History - up to 4 Years Thursday, 26 March 2026 9:04 AM



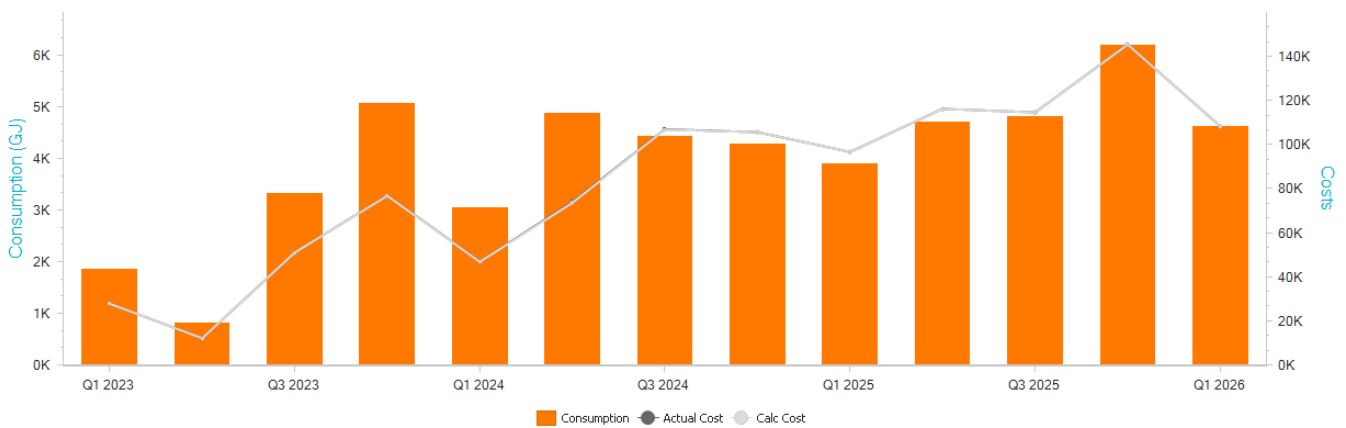
3.1 Current Works
History - Last 12 Months

GROUP	CONSUMPTION (kWh)	BILL (ex GST)
Parks & Gardens	0	\$0
Water	4,928,038	\$1,326,759
Public Buildings & Facilities	3,071,047	\$929,247
Lighting	1,435,338	\$425,271
Other	0	\$0
Sewer	3,384,604	\$922,367
Macquarie Pipeline	16,374	\$15,580
Ungrouped	145,734	\$49,564
Airport	0	\$0
Legacy RFS	0	\$0
Total	12,981,135	\$3,668,788

Gas Consumption

Please note discrepancies in historic gas consumption are due to gaps in data captured. This issue was rectified in Q3 2023.

Quarterly Data Charts



3.1 Current Works

Period	Consumption (GJ)	Actual	Calculated	\$/GJ	Emissions
Mar-2023	1,855.8	\$27,836.11	\$27,824.77	15.00	119.7
Jun-2023	822.3	\$12,148.66	\$12,146.93	14.77	53.0
Sep-2023	3,317.7	\$50,958.97	\$50,993.39	15.36	214.0
Dec-2023	5,079.3	\$76,928.44	\$76,768.41	15.15	327.6
Mar-2024	3,043.2	\$46,976.20	\$46,832.11	15.44	196.3
Jun-2024	4,876.4	\$74,025.48	\$73,627.91	15.18	314.5
Sep-2024	4,434.5	\$106,921.79	\$106,779.35	24.11	286.0
Dec-2024	4,273.6	\$105,654.16	\$105,642.01	24.72	275.6
Mar-2025	3,906.3	\$96,670.27	\$96,661.61	24.75	252.0
Jun-2025	4,702.6	\$116,248.52	\$116,239.28	24.72	303.3
Sep-2025	4,816.5	\$114,625.40	\$114,618.27	23.80	310.7
Dec-2025	6,204.8	\$145,409.81	\$145,397.17	23.44	400.2
Mar-2026	4,614.8	\$108,257.22	\$108,250.83	23.46	297.7
	51,947.8	\$1,082,661.0	\$1,081,782.0		t 3,350.6