



FINANCE POLICY COMMITTEE

AGENDA

3 MAY 2022

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **FINANCE POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE on Tuesday, 3 May 2022.**

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Administration on 6393 8106.

AGENDA

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1 INTRODUCTION

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

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

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

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

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

RECOMMENDATION

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

2 GENERAL REPORTS

2.1 REQUEST FOR FINANCIAL ASSISTANCE - SMALL DONATIONS PROGRAM ROUND 3 - 2021/2022 - ADDITIONAL INFORMATION REPORT

RECORD NUMBER: 2022/576

AUTHOR: Kristina Gottschall-Finkel, Grants Officer

EXECUTIVE SUMMARY

At the Council Meeting of 15 March 2022, Report 2022/296 was tabled. As part of this Report discussion occurred around an application for funding for a Cancer Council Rally (Team Shake, Rattle and Roll). More information was requested on this application by Councillors specifically in relation to where the small donations funding would be spent (i.e., locally or otherwise). This report details the additional information as requested.

Due to an administrative oversight, two applications for funding from Round 3 were not included in Report 2022/296. Officers have recently been in contact with the two applicants, advising them of this situation, and to ask if the funding is still required.

As a result of these conversations an application from the Orange Male Voice Choir is being put before Council, under Round 3 of the program. The application for in-kind support (for line-marking) submitted by the Orange City Rugby Club has been withdrawn as the event has been held.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “17.1 Collaborate - Provide representative, responsible and accountable community governance”.

FINANCIAL IMPLICATIONS

The remaining available budget for the Small Donations Program for 2021/2022 is \$10,463.64. This report recommends the approval of \$2,500 in one cash donation. There is also an application that no longer requires action as the event has occurred and the support requested was that of ‘in-kind’.

POLICY AND GOVERNANCE IMPLICATIONS

Applications are assessed in accordance with ST029 *Donations and Grants Policy*.

RECOMMENDATION

That Council resolves:

- 1 To consider the new information provided in this report regarding the Shake, Rattle and Roll application to determine if the application will be funded under the Small Donations Program.
- 2 To provide \$2,500 to the Orange Male Voice Choir to go towards the payment of honorariums to the Musical Director and Accompanist.

FURTHER CONSIDERATIONS

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

SUPPORTING INFORMATION

Staff contacted the applicant regarding the Question Taken on Notice by the Director of Corporate and Commercial Services in relation to an application for funding for a Cancer Council Rally (Team Shake, Rattle and Roll) and how monies raised by the team would be donated. The applicant indicated that any funds donated to them would be given directly to the Cancer Council (National Office). There was no indication that these funds would come back to the Orange community.

Due to an administrative oversight, two applications for funding from Round 3 were not included in Report 2022/296. Officers have recently been in contact with the two applicants, advising them of this situation, and to ask if the funding is still required.

As a result of these conversations an application from the Orange Male Voice Choir is being put before Council, under Round 3 of the program, as detailed. It is recommended that Council approves the small donation of \$2,500 to the Orange Male Voice Choir to go towards the payment of honorariums to the Musical Director and Accompanist.

The application for in-kind support (for line-marking) submitted by the Orange City Rugby Club has been withdrawn as the event has been held.

The following is a summary of the application for assistance under the Small Donations Program.

| | |
|--------------------------|---|
| Applicant | Orange Male Voice Choir Inc |
| Assistance Would Support | The payment of honorariums to the Musical Director and Accompanist The Male Voice Choir, established over 90 years ago, is largely self-funded with expenses of \$15,000 - \$20,000 per annum. The recent death of a benefactor of the Choir has led to a reduction in annual sponsorship income. |
| Amount Requested | \$2,500 |
| Policy Category | Providing a Community Service |
| Category Maximum | \$2,500 |
| Complies with Policy | Yes |
| Recommendation | \$2,500 |

2.2 REQUEST FOR FINANCIAL ASSISTANCE - SMALL DONATIONS PROGRAM ROUND 4 - 2021/2022

RECORD NUMBER: 2022/577

AUTHOR: Kristina Gottschall-Finkel, Grants Officer

EXECUTIVE SUMMARY

Council can approve community financial assistance in accordance with section 356 of the *Local Government Act 1993*.

Council has in place a strategic policy - ST029 Donations and Grants - which includes the Small Donations Program. This report provides information about applications received for Round 4 of that Program in financial year 2021/2022.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “17.1 Collaborate - Provide representative, responsible and accountable community governance”.

FINANCIAL IMPLICATIONS

None, when in compliance with ST029 Donations and Grants policy.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council resolves:

- 1 That funding of \$2,000 be made from the Small Donations Program to Central West Women’s Forum for the event “A Celebration of Australia’s First Nation Culture”.**
- 2 That funding of \$1,500 be made from the Small Donations Program to the Young Leaders of Orange Summit (James Sheahan High School) in addition to previously agreed-to in-kind support.**

FURTHER CONSIDERATIONS

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

SUPPORTING INFORMATION

The following is a summary of the applications for assistance under the Small Donations Program.

| | |
|---------------------------------|--|
| Applicant | Central West Women's Forum |
| Assistance Would Support | <p>CWWF Event "A Celebration of Australia's First Nation Culture" to be held on 14 May 2022 at The Quest Apartments, 132 Kite Street, Orange.</p> <p>Central West Women's Forum formed four years ago to make a difference in the community by way of Leadership Training, Inspirational Speakers, Networking for Career moves, concentrating on Mental Health and Well Being, and Financial Development.</p> <p>The purpose of the event is to 'bring Australian people together with First Nation people as a community and in doing so helping to Close the Gap with understanding and respect for each other.'</p> <p>Requested funds will be used for catering (Indigenous Tucker – \$1,500), promotion (Creative Sparrow – \$260) and cultural awareness consultancy (Kalare Consultancy – \$1,000).</p> |
| Amount Requested | \$2,760 |
| Policy Category | Projects or Equipment Purchase or Providing a Community Service |
| Category Maximum | \$2,000 |
| Complies with Policy | Yes, although amount requested exceeds maximum allowed |
| Recommendation | \$2,000 |

| | |
|--------------------------|---|
| Applicant | The Young Leaders of Orange Summit (James Sheahan High School) |
| Assistance Would Support | <p>The Young Leaders of Orange Summit, to be held in Orange in May 2022.</p> <p>'The annual Young Leaders of Orange Summit will enhance students' ability to connect and engage with other among our region and allow for discussion about areas of concern in orders to start topical conversations. This will ensure the establishment of goals and pathways to strengthen the youth wellbeing and project a consistent positive contribution to the local area. The Summit will amplify youth voice and provide them with greater opportunities to apply their opinions and values to the wider community.'</p> <p>Requested funds will be used for catering, stationary and branding & promotional resources.</p> |
| Amount Requested | \$1,500 (Please note that additional in-kind support including graphic design, promotion, and branding have already been agreed to with Council's Communications team.) |
| Policy Category | Community Events (not being Event Sponsorship) |
| Category Maximum | \$2,000 |
| Complies with Policy | Yes |
| Recommendation | \$1,500 |

ATTACHMENTS

- 1 Central West Women's Forum - Small Donations Application, D22/21926 [↓](#)
- 2 James Sheahan Catholic High School - Young Leaders of Orange Summit - Small Donations Application, D22/21923 [↓](#)



A: 135 Byng Street, Orange
T: 6393 8000
E: council@orange.nsw.gov.au
W: www.orange.nsw.gov.au

SMALL DONATIONS PROGRAM - APPLICATION FORM

General donations

APPLICANT'S DETAILS

Name of organisation: CENTRAL WEST WOMEN'S FORUM

Contact name:

Position: Events Co-ordinator

Postal address: ORANGE, 2800

Phone:

Mobile:

Email: @gmail.com

What is the legal status of your organisation? (eg Incorporated, Association, etc.)

If not-for-profit please attach evidence - such as charter/constitution showing no personal gain will be available to members, charitable status advice or a statutory declaration

Please select:

Profit or Not-for-Profit

If not-for-profit:

Constitution, tax ruling or other document confirming not-for-profit status is attached

Is your group/organisation registered for GST?

Yes No

If applicable, please provide: ABN: 24 963 946 951

ACN:

BANK ACCOUNT DETAILS FOR PAYMENT

BSB No:

Account No:

Account Name: Central West Women's Forum

Bank:

YOUR ORGANISATION

Please describe your organisation and its purpose

Central West Women's Forum formed 4 years ago to make a difference in the community by way of Leadership Training, Inspirational Speakers, Networking for Career moves, concentrating on Mental Health and Well Being, Financial Development.

We have a great executive together with working groups with different skills and leaders for each group to share their talent with participants.

We are a non profit body with interested volunteers to share their skills.

We organise specific speakers as the community reflects a need. i.e. Mental Health.

How to cope with Covid, losing your job, what are the options etc.

REASON FOR APPLYING FOR FINANCIAL ASSISTANCE

Please describe your project, equipment purchase, community service, community event (including the date of the event) or other eligible category listed in the ST029 Donations and Grants Policy

This year CWWF is organising an Event called "A Celebration of Australia's First Nation Culture" to be held on May 14th 2022 held at The Quest Apartments, 132 Kite Street, ORANGE.

Speaker is Isabel Coe from Cowra to share her cultural knowledge of Ancient practices from the Lachlan River. Together with Indigenous Tucker providing the catering also demonstrating aboriginal food.

Our purpose is to bring Australian people together with First Nation people as a community and in doing so helping to Close the Gap with understanding and respect for each other.

YOUR COSTS, COST OF PROJECT OR PURCHASE OF EQUIPMENT OR COMMUNITY EVENT (OR ELIGIBLE CATEGORY) AND YOUR CONTRIBUTION

Please attach evidence of your costs. For purchase equipment, please attach three quotations.

| | |
|------------|----|
| Your costs | \$ |
|------------|----|

| | |
|-------------------|----|
| Your contribution | \$ |
|-------------------|----|

| | |
|-----------------------------|----|
| Your voluntary contribution | \$ |
|-----------------------------|----|

| | |
|--|----|
| Amount required from Council (eligible amounts are listed in the ST029 Donations and Grants Policy) | \$ |
|--|----|

DONATION CATEGORY

Which category are you applying under?

- Projects or Equipment Purchase or Providing a Community Service
- Community Events (not being Event Sponsorship)
- Non-sport Individuals or Teams Representing Orange at a National Event or at an Overseas Event
- Prize Giving (Central Women's Association (CWA) or Orange Eisteddfod)
- Grand Finals, Carnivals/Championships and Invitationals

ALIGNMENT TO COUNCIL'S STRATEGIC COMMUNITY PLAN

Which Theme/s is your project, purchase equipment community event (or other eligible category) under?

- LIVE - A healthy, safe, inclusive and vibrant community**
This theme recognises the importance of encouraging healthy lifestyles, community pride and a sense of belonging. This can be achieved by maintaining a safe, caring and connected community, with active community participation supported by enhanced cultural and recreational facilities and services that cater for all of our residents. The beautiful parks, gardens and natural assets of our City are amongst our most cherished assets and contribute to making Orange a desirable place to live, work and play.
- PRESERVE - Balancing the natural and built environment**
This theme ensures that the unique natural, cultural, social and historical aspects of our community are preserved while recognising the need for growth and development. The community was strong in its desire to be more sustainable by promoting renewable energy, reducing waste and protecting our natural resources. There is also an expectation for infrastructure to support a growing City, with roads, footpaths, parking and a vibrant CBD seen as priorities.
- PROSPER - A smart, innovate and resilient economy**
This theme focuses on providing the community with positive choices for investment, employment and study. It includes strengthening and diversifying our economy by targeting new and innovative industries, as well as fostering our existing strengths such as medical services, mining, local food and wine production and tourism. Orange residents are keen to see more engagement between Council, local business and industry and the education providers.
- COLLABORATE - Leadership and partnership**
This theme looks at forging a collaborative community that engages with open and ongoing decision making. Developing future leaders and supporting community groups to deliver services and programs were identified as priorities during the consultation. The community is looking to Council to provide leadership, guidance and responsive governance.

LOCAL BUSINESS USE

Will you be supporting local businesses? Please list any local business that you will be using and the level of expenditure.

| Business | Expenditure |
|--------------------|-------------|
| Indigenous Tucker | \$ 1500 |
| Kalare Consultancy | \$ 1000 |
| Creative Sparrow | \$ 260 |
| | \$ |
| | \$ |
| | \$ |

DECLARATION

On behalf of: (name of organisation if applicable)

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

Signed

Date

Print name

Position in organisation Events Co-ordinator

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

2.3 REALLOCATION OF FINANCIAL ASSISTANCE ROUND 4 - LIVE AT YOURS

RECORD NUMBER: 2022/582

AUTHOR: Michelle Girle-Bennett, Events Officer

EXECUTIVE SUMMARY

At the Council Meeting 15 March 2022, Council resolved (Resolution 22/071) to approve funding for a 'Live At Yours Orange 2022' event on 31 March 2022. Due to compressed timeframes partly due to the delayed local government elections it was not possible to execute the funding agreement prior to the proposed first event.

As 'Live At Yours' are doing a series of events in Orange, with the next being held on the 7 May 2022 at the Wesley Uniting Church, it is recommended that the previously approved grant be endorsed for use for this upcoming event.

LINK TO DELIVERY/OPERATIONAL PLAN

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

FINANCIAL IMPLICATIONS

The allocated budget for the Sponsored Events program is \$100,000.00 for the 2020/21 Financial Year, \$9,244.72 remains available in this year's budget.

POLICY AND GOVERNANCE IMPLICATIONS

Applications are assessed in accordance with Strategic Policy ST144 – Events Sponsorship Policy.

RECOMMENDATION

That Council resolves to endorse the use of the previously approved funding for the March 2022 event for the forthcoming 'Live At Yours Orange 2022' event on 7 May 2022 at the Wesley Uniting Church, Bach to Bolling.

FURTHER CONSIDERATIONS

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

| | |
|------------|--|
| Financial | The maximum available funding for Rounds 3 and 4 is \$41,938.20. Council may choose to spend less than this amount or the amount requested if they think it is appropriate. |
| Reputation | Previous applications were not subjected to assessment by a senior panel. Previous recipients may have used similarly worded applications to previous successful applications and have had a different outcome on this occasion due to a more rigorous assessment by the panel. This has the potential to cause confusion with applicants. |

2.3 Reallocation of Financial Assistance Round 4 - Live At Yours

| | | |
|--|---|--|
| | Staff will work with the applicants to advise them of how to develop an appropriate application that is more likely to meet the criteria in future. | |
|--|---|--|

SUPPORTING INFORMATION

In the Events Sponsorship Program the following categories exist to support assessment of applications received:

| Category | Description |
|----------------------------------|---|
| Incubator Event Fund | Provides seed funding to events in their first or second year of activity. Funding range is \$1,000 to \$5,000. |
| Flagship Event Fund | Identifies and assists the development of events that contribute to the unique character and culture of the Orange360 tourism region and can demonstrate that they attract overnight visitation. Funding range is \$1,000 to \$10,000. |
| Event Development Fund | Supports events that have already received funding from Council in previous years and can present a comprehensive strategy for future growth that includes the continued development of its tourism potential to drive overnight visitation to the event. Funding range is \$1,000 to \$10,000. |
| Quick Response Event Fund | Provides seed funding and/or support to events that occur as new and unplanned opportunity for Orange and have not met the funding rounds as outlined below. Funding range is \$1,000 to \$20,000. |

The program objective is to provide financial assistance to groups or individuals who deliver events that offer significant contribution to the economic wellbeing of the Orange community with consideration also given to the social or environmental wellbeing of the Orange community.

The four broad criteria that the panel considered when assessing the applications include:

- The economic benefit to the community in terms of increased visitation, utilisation of accommodation, local product etc.
- Increased promotion of the city and/or identification of the city with a recognised product such as education, sport, food, wine, agribusiness, clean environment etc.
- A benefit that has a broad application to the community and not just a special benefit to an individual or selected few.
- That Council can clearly recognise the value of its assistance in the event, promotion etc.

2.4 REALLOCATION OF FINANCIAL ASSISTANCE ROUND 4 - BANJO PATERSON FESTIVAL

RECORD NUMBER: 2022/676

AUTHOR: Michelle Girle-Bennett, Events Officer

EXECUTIVE SUMMARY

The Banjo Patterson Festival Organising Committee has asked Orange City Council if it could carry over the unused \$10,000 from the \$12,000 grant to the 2023 event. The grant money was unable to be spent because the festival had to cancel the National Poetry Competition due to Covid. It is recommended that the previously approved unspent grant monies of \$10,000 be endorsed for use for next year's National Poetry Competition.

LINK TO DELIVERY/OPERATIONAL PLAN

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

FINANCIAL IMPLICATIONS

Nil as it is a reallocation of unspent grant funds.

POLICY AND GOVERNANCE IMPLICATIONS

Applications are assessed in accordance with Strategic Policy ST144 – Events Sponsorship Policy.

RECOMMENDATION

That Council resolves to carry over the approved unused grant money of \$10,000 to fund the National Poetry Competition component of the 2023 Banjo Paterson Festival.

SUPPORTING INFORMATION

In the Events Sponsorship Program the following categories exist to support assessment of applications received:

| Category | Description |
|-------------------------------|---|
| Incubator Event Fund | Provides seed funding to events in their first or second year of activity. Funding range is \$1,000 to \$5,000. |
| Flagship Event Fund | Identifies and assists the development of events that contribute to the unique character and culture of the Orange360 tourism region and can demonstrate that they attract overnight visitation. Funding range is \$1,000 to \$10,000. |
| Event Development Fund | Supports events that have already received funding from Council in previous years and can present a comprehensive strategy for future growth that includes the continued development of its tourism potential to drive overnight visitation to the event. Funding range is \$1,000 to \$10,000. |

| | |
|----------------------------------|---|
| Quick Response Event Fund | Provides seed funding and/or support to events that occur as new and unplanned opportunity for Orange and have not met the funding rounds as outlined below. Funding range is \$1,000 to \$20,000. |
|----------------------------------|---|

The program objective is to provide financial assistance to groups or individuals who deliver events that offer significant contribution to the economic wellbeing of the Orange community with consideration also given to the social or environmental wellbeing of the Orange community.

The four broad criteria that the panel considered when assessing the applications include:

- The economic benefit to the community in terms of increased visitation, utilisation of accommodation, local product etc.
- Increased promotion of the city and/or identification of the city with a recognised product such as education, sport, food, wine, agribusiness, clean environment etc.
- A benefit that has a broad application to the community and not just a special benefit to an individual or selected few.
- That Council can clearly recognise the value of its assistance in the event, promotion etc.