



SPORT AND RECREATION POLICY COMMITTEE

AGENDA

7 JUNE 2022

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **SPORT AND RECREATION POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 7 June 2022.**

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Administration on 6393 8106.

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1 INTRODUCTION

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

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

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

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

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

RECOMMENDATION

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

2 COMMITTEE MINUTES

2.1 MINUTES OF THE SPORT AND RECREATION COMMUNITY COMMITTEE MEETING ON 4 MAY 2022

RECORD NUMBER: 2022/863

AUTHOR: Ben Keegan, Sport and Recreation Coordinator

EXECUTIVE SUMMARY

The Sport and Recreation Community Committee met on 4 May 2022 and the recommendations for this meeting are provided to the Sport and Recreation Policy Committee for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “1.1 Live - Engage with the community to ensure recreation opportunities and facilities meet changing needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Sport and Recreation Community Committee at its meeting held on 4 May 2022.
- 2 That Council determine recommendations 3.2 from the minutes of the Sport and Recreation Community Committee meeting of 4 May 2022.
3.2 That the Charter for the Sport and Recreation Community Committee be adopted by the Committee Members with the following amendments:
 - *Quorum – At least five community members and one Councillor.*
 - *Meeting Frequency – Quarterly with specific dates and times to be determined by the Committee.*
- 3 That the remainder of the minutes of the Sport and Recreation Community Committee at its meeting held on 4 May 2022 be adopted.

FURTHER CONSIDERATIONS

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

ATTACHMENTS

- 1 SRCC Minutes, 4 May 2022
- 2 SRCC Agenda, 4 May 2022, D22/27448[↓](#)

ORANGE CITY COUNCIL

MINUTES OF THE

SPORT AND RECREATION COMMUNITY COMMITTEE

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

ON 4 MAY 2022

COMMENCING AT 5.30PM

1 INTRODUCTION

ATTENDANCE

Cr T Greenhalgh (Chairperson), Cr G Floyd, Cr M McDonell, Mr Gary Norton, Mrs Cynthia Jarratt, Mr Fred Maw, Mr Peter Jarick, Mrs Catherine Lawrence, Mr Chris Doucas, Ms Jodie Kelly, Mr Brendan Stuart, Mr Tony Kay, Mr Ken McCarron, Mr Liam Dillon, Ms Shahreen Alford, Director Community, Recreation and Cultural Services, Sports and Recreation Coordinator

1.1 Apologies and Leave of Absence

RESOLVED

Cr J Hamling/Cr M McDonell

That the apology be accepted from Mr Stephen Martin for the Sport and Recreation Community Committee meeting on 4 May 2022.

1.2 Acknowledgement of Country

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

Nil

2 PREVIOUS MINUTES

RESOLVED

Mr G Norton/Ms S Alford

That the Minutes of the Meeting of the Sport and Recreation Community Committee held on 31 August 2021 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Sport and Recreation Community Committee meeting held on 31 August 2021.

3 GENERAL REPORTS

3.1 CURRENT PROJECTS REPORT - SPORT AND RECREATION

TRIM REFERENCE: 2022/613

RECOMMENDATION**Cr M McDonell/Mr G Norton**

That the Current Projects Report – Sport and Recreation be noted.

3.2 DRAFT COMMITTEE CHARTER - SPORT AND RECREATION COMMITTEE

TRIM REFERENCE: 2022/643

RECOMMENDATION**Mr G Norton/Mr P Jarick**

That the Charter for the Sport and Recreation Community Committee be adopted by the Committee Members with the following amendments:

- Quorum – At least five community members and one Councillor.
- Meeting Frequency – Quarterly with specific dates and times to be determined by the Committee.

3.3 CODE OF CONDUCT 2022

TRIM REFERENCE: 2022/644

RECOMMENDATION**Ms S Alford/Mr G Norton**

That the Sport and Recreation Community Committee acknowledge the requirements set by the Code of Conduct, and members commit to act in accordance with the Code of Conduct at all times while on Committee/Council business.

3.4 SPORT AND RECREATION COMMUNITY COMMITTEE ACTION PLAN

TRIM REFERENCE: 2022/645

RECOMMENDATION**Ms S Alford/Mrs C Jarratt**

That the Sport and Recreation Community Committee members consider current sport and recreation facility gaps and opportunities and submit project ideas for inclusion in the Action Plan.

THE MEETING CLOSED AT 6.45PM.



SPORT AND RECREATION COMMUNITY COMMITTEE

AGENDA

4 MAY 2022

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **SPORT AND RECREATION COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE** on **Wednesday, 4 May 2022** commencing at **5.30PM**.

David Waddell

CHIEF EXECUTIVE OFFICER

For apologies please contact Ben Keegan on 6393 8535.

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022**

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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SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022**

1 INTRODUCTION**MEMBERS**

Cr T Greenhalgh (Chairperson), Cr G Floyd, Cr M McDonell, Mr Gary Norton, Mrs Cynthia Jarratt, Mr Fred Man, Mr Peter Jarick, Ms Sallyanne Shuttleworth, Mr Stephen Martin, Mrs Catherine Lawrence, Mr Chris Doucas, Ms Jodie Kelly, Mr Brendan Stuart, Mr Tony Kay, Mr Ken McCarron, Mr Liam Dillon, Ms Shahreen Alford, Mr Matthew Chisholm, Director Community, Recreation and Cultural Services, Manager City Presentation, Recreation Planner, Sports and Recreation Coordinator

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

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

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

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

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

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 Sport and Recreation Community Committee at this meeting.

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022**

2 PREVIOUS MINUTES**RECOMMENDATION**

That the Minutes of the Meeting of the Sport and Recreation Community Committee held on 31 August 2021 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Sport and Recreation Community Committee meeting held on 31 August 2021.

ATTACHMENTS

- 1 Minutes of the Meeting of the Sport and Recreation Community Committee held on 31 August 2021

ORANGE CITY COUNCIL

MINUTES OF THE SPORT AND RECREATION COMMUNITY COMMITTEE

HELD VIA ONLINE MEETING PLATFORM ZOOM

ON 31 AUGUST 2021

COMMENCING AT 5.30PM

1 INTRODUCTION

ATTENDANCE

Cr J Hamling (Chairperson), Cr S Nugent, Mr Scott Holmes, Ms Shahreen Alford, Mr Darryl Curran, Mr Gavin Hillier, Mr Matthew Chisholm, Mr Gary Norton, Mr Stephen Martin, Mrs Cynthia Jarratt, Director Community, Recreation and Cultural Services, Sports and Recreation Coordinator

1.1 Apologies and Leave of Absence

RESOLVED

Mr G Norton/Mr D Curran

That the apologies be accepted from Ms Alison Bennett and Mr Michael Thornhill for the Sport and Recreation Community Committee meeting on 31 August 2021.

1.2 Acknowledgement of Country

The Chairperson conducted an Acknowledgement of Country.

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

Nil

2 PREVIOUS MINUTES

RESOLVED

Cr S Nugent/Mr G Norton

That the Minutes of the Meeting of the Sport and Recreation Community Committee held on 13 August 2020 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Sport and Recreation Community Committee meeting held on 13 August 2020.

MINUTES OF SPORT AND RECREATION COMMUNITY COMMITTEE

31 AUGUST 2021

3 GENERAL REPORTS**3.1 2021/2022 SPORTS FACILITY PARTNERSHIP PROGRAM- APPLICATION ASSESSMENT**

TRIM REFERENCE: 2021/1850

RECOMMENDATION		Mr G Norton/Mr G Hillier
That the Sport and Recreation Community Committee recommend that Council allocate funds from the 2021/2022 Sports Facility Partnership Program as per the following table:		
Organisation	Project	Recommended Funding
Orange Cycle & Triathlon Club	Purchase of large pop up marquee	\$1,000
Orange Hockey Inc.	Purchase of 2 sets of FIH standard hockey goals	\$9,080
Orange Indoor Tennis Club	Lighting upgrade for 5 indoor tennis courts	\$15,000
Orange & District Softball Assoc.	Enhance softball facilities at Sir Jack Brabham Park including the extension of shelters on 2 diamonds and installation of a shade sail and protective curtain at the canteen.	\$9,920
Orange District Football Association	Purchase and installation of an electronic scoreboard for Bernie Stedman Field at Sir Jack Brabham Park	\$15,000
	TOTAL	\$50,000

3.2 SPORT AND RECREATION COMMUNITY COMMITTEE ACTION PLAN

TRIM REFERENCE: 2021/1851

RECOMMENDATION	Mr G Norton/Mrs C Jarratt
That the Sport and Recreation Community Committee Action Plan be reviewed and updated.	

MINUTES OF SPORT AND RECREATION COMMUNITY COMMITTEE**31 AUGUST 2021****3.3 TERM IN REVIEW - SPORT AND RECREATION PROJECTS**

TRIM REFERENCE: 2021/1901

RECOMMENDATION**Mr S Martin/Mrs C Jarratt**

That the term in review – Sport and Recreation Projects report be noted.

3.4 ORANGE REGIONAL SPORTS PRECINCT UPDATE

TRIM REFERENCE: 2021/1940

RECOMMENDATION**Mr G Norton/Ms S Alford**

Report on progress of the Orange Regional Sports Facility is acknowledged.

THE MEETING CLOSED AT 7.10PM.

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022**

3 GENERAL REPORTS**3.1 CURRENT PROJECTS REPORT - SPORT AND RECREATION**

RECORD NUMBER: 2022/613

AUTHOR: Ben Keegan, Sport and Recreation Coordinator

EXECUTIVE SUMMARY

The purpose of this report is to provide the Sport and Recreation Community Committee with an update of sport and recreation facility projects that are currently being completed by Council.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “2.1 Live - Identify and deliver sport and recreation facilities to service the community into the future”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the Current Projects Report – Sport and Recreation be noted.

FURTHER CONSIDERATIONS

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

SUPPORTING INFORMATION

Following on from the previous Council term where significant investment was made in sport and recreation infrastructure, Council is continuing to identify and undertake projects to meet community needs.

The following information is provided to update the Committee on key sport and recreation projects that are currently being completed by Council.

Orange Regional Sports Precinct

In February 2022, the Western Regional Planning Panel provided Council with concept planning approval for the Orange Regional Sports Precinct. Following this approval, Council was required to seek permission from the NSW Heritage Council to commence works which was received in March 2022.

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022****3.1 Current Projects Report - Sport and Recreation**

Since early April, contractors have been completing tree removal across the site. The fallen radiata pine trees and radiata pine grindings will be collected by a logging company to be used in timber production. The remaining timber, from native, and exotics (excluding the radiata) will be processed into mulch and utilised on site during landscaping works.

There are also approximately 10 trees that will be transplanted on site which will be completed in coming weeks.

Tenders for the extensive civil work required for the precinct are currently being assessed with a report to award the contract to be considered at a Council meeting in May. Once awarded, it is expected that contractors will be on site by the end of June with works to include the stripping and stock piling of topsoil, site levelling, installation of stormwater and drainage upgrade.

Due to the size of the site, it is expected that the civil works will take up to 12 months to complete.

The tender documentation for the design of the athletics and football stadiums is currently being finalised and will be advertised in late May to early June. This design process will also include the submission of applications for relevant approvals for the construction of the two stadiums and ancillary facilities.

Riawena Oval Picket Fence

Council has recently completed the installation of a recycled plastic picket fence at the City's No.2 Cricket venue, Riawena Oval.

Council originally allocated \$100,000 in the 2021/22 Delivery Operational Plan for the installation of a picket fence at Spring Hill Cricket Oval within the Spring Hill Recreation Ground; however, after completing the procurement process in July 2021, Council was advised by the Spring Hill Recreation Trust that they received alternative funding for the construction of a picket fence around the oval.

As the contractor had been already engaged and the fencing product ordered, Council discussed an alternative location for the installation of the picket fence.

Given Riawena Oval's high utilisation as a 1st Grade Cricket ground, dog leash free area (outside cricket season) and community recreation space, combined with the relatively poor condition of the existing chain mesh fence, it was resolved by Council to redirect funding from the Spring Hill project to Riawena Oval.

Worth noting is that Riawena Oval is also a key venue for regular state level cricket events, so the installation of the new picket fence has greatly increased the overall presentation of the oval.

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022****3.1 Current Projects Report - Sport and Recreation**



Completed Riawena Oval Picket Fence

Wade Park Female Friendly Amenities and Renewable Energy Solutions

In January 2022, Council was awarded a grant for \$890,000 under the NSW Government's 2021/2022 Regional Sports Facility Fund to undertake renovations to the Wade Park changerooms located under the western grandstand and to install renewable energy and energy efficient infrastructure.

The project includes a much-needed upgrade to Wade Park's amenities and referee room to provide fit for purpose facilities that cater for increased female participation in sports such as cricket and rugby league which are regularly played at the venue.

Largely unchanged since the grandstand was constructed in the 1970's, the player and referee changerooms no longer meet required standards. Once completed the venue will have four high quality changerooms (two under the grandstand and two in the Carl Sharpe Cricket Centre) with which will allow both men's and women's teams to have their own designated changerooms.

Other upgrades included as part of the project is the installation of a 30kW solar PV system, heat pump hot water system, battery storage and energy efficient LED lighting for the precinct which is hoped will achieve a net zero outcome for the site.

Works are expected to commence in July however the project will be staged so as to limit the impact of regular Wade Park users.

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022****3.1 Current Projects Report - Sport and Recreation**

Wade Park Sound System Renewal

Council has recently awarded the contract for the renewal of the sound system at Wade Park.

The existing PA system at Wade Park is over 30 years old, with the quality of the amplifier and speakers has degraded over time. The existing speakers also have substantial noise "spill" outside the venue and it is not uncommon for Council to receive noise complaints from residents a number of blocks away from Wade Park.

New stadium speaker technology provides a much higher quality of sound output whilst ensuring noise can be better contained within the venue. Installation of the new sound system will commence in May 2022 and take approximately 2 weeks to complete.

Anzac Park Additional Netball Courts

Council commenced construction of two additional outdoor netball courts at Anzac Park in October 2021 following the receipt of a \$267,000 grant under the State Government's Stronger Country Communities Fund.

Unfortunately works have been delayed considerably due to persistent rain through the spring and summer months. However the two courts are expected to be completed by the end of May 2022 (subject to weather).

The Orange Netball Association has experienced continued growth over the last 10 years and is now one of the City's highest participation sports. The additional courts will allow the Association to meet peak demand for weekly training and competitions.

Playground Projects 2021/2022

In December 2021, Council awarded contracts to supply and install four playgrounds across the City.

These projects include two new playground locations at Sullivan Reserve (Sullivan Circuit, Discovery Hill Estate) and Larance Park (corner Sunny South Crescent and Maguire Avenue) and two playground renewals at Sir Neville Howse Park and Glenroi Oval.

Installation of all four playgrounds will commence towards the end of May 2022 and be completed by the end of June 2022.

It should also be noted that the installation of the Matthew Park playground will commence on Monday, 2 May 2022. This project was scheduled for completion in 2021 however poor site conditions due to persistent rain combined with contractor availability has significantly delayed the delivery of this project.

Total cost of all five playground projects is over \$530,000.

SPORT AND RECREATION COMMUNITY COMMITTEE

4 MAY 2022

3.1 Current Projects Report - Sport and Recreation



Sullivan Reserve Playground



Glenroi Oval Playground

SPORT AND RECREATION COMMUNITY COMMITTEE

4 MAY 2022

3.1 Current Projects Report - Sport and Recreation



Sir Neville Howse Park Playground



Larance Park Playground

SPORT AND RECREATION COMMUNITY COMMITTEE

4 MAY 2022

3.1 Current Projects Report - Sport and Recreation



Matthews Park Playground



Matthews Park - train theme



Matthews Park - junior activity unit and swings

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022****3.1 Current Projects Report - Sport and Recreation**

Sir Jack Brabham Park – Additional amenities

In February 2022, Council received \$494,000 through the State Government's Stronger Country Communities Fund to construct an amenities block to complement the recently refurbished amenities on the eastern side of Sir Jack Brabham Park.

The new amenities building will include two female changerooms, accessible toilet and referees changeroom.

A major aim of the project is to provide facilities that cater for the growing participation of females in traditionally male dominated sports and for people with disabilities. This new facility will provide a safe inclusive environment where women, girls and people with a disability can play in competition games through fit-for-purpose facilities.

Glenroi Oval Master Plan

Following the development of the Glenroi Oval Master Plan in August 2020, Council has allocated \$100,000 to replace the two asphalt basketball courts located in the central part Glenroi Oval, off Maxwell Avenue.

The new courts will be constructed from concrete to reduce the likelihood of damage from vandalism and will be reoriented north/south to improve playability.

Council will also engage a suitably qualified skate park design company in the near future to develop plans for the extension of the Glenroi Oval Skate Park.

Spring Hill Basketball Court

Council has recently completed the construction of a new half basketball court at Alf Reed Park, Spring Hill.

The old asphalt basketball court was in relatively poor condition and small in size so the new court was made larger and constructed from concrete to improve playability and increase the life expectancy of the court.

A new basketball backboard system was also installed as part of the project which cost a total of \$25,000 to complete.

SPORT AND RECREATION COMMUNITY COMMITTEE

4 MAY 2022

3.1 Current Projects Report - Sport and Recreation



Spring Hill Basketball Court – Alf Reed Park

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022**

3.2 DRAFT COMMITTEE CHARTER - SPORT AND RECREATION COMMITTEE

RECORD NUMBER: 2022/643

AUTHOR: Ben Keegan, Sport and Recreation Coordinator

EXECUTIVE SUMMARY

Orange City Council has developed the draft Charter for the Sport and Recreation Community Committee for the period commencing 2022.

The Charter sets out the operations and composition of the Committee and is presented for consideration and adoption by the Committee.

If required, the Committee may recommend to Council a change to the Charter, however any such change must be consistent with Council's Code of Meeting Practice.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy "1.1 Live - Engage with the community to ensure recreation opportunities and facilities meet changing needs".

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the Charter for the Sport and Recreation Community Committee be adopted by the Committee Members.

FURTHER CONSIDERATIONS

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

ATTACHMENTS

- 1 Sport and Recreation Community Committee Charter 2022 - Draft, 2022/209

SPORT AND RECREATION COMMUNITY COMMITTEE

4 MAY 2022

Attachment 1 Sport and Recreation Community Committee Charter 2022 - Draft



SPORT AND RECREATION COMMUNITY COMMITTEE

2022/209

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PURPOSE

To advise Council and make recommendations in relation to the development and implementation of strategies relating to sport and recreation including the Orange Bicycling Plan, Orange Outdoors Strategy and Orange Active Travel Plan.

The Committee does not have a role in the operational function of Council. This is the responsibility of the General Manager and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

REPORTS TO

Sport and Recreation Policy Committee

TERM

The Sport and Recreation Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time by resolution of Council.

MEMBERSHIP

Three Councillors (one of whom shall be Chairperson, as elected by Council)

Up to 16 community representatives

General Manager (or nominee)

Non-voting Committee Clerk

Council staff as required (non-voting)

QUORUM

Majority of community members and at least one Councillor.

MEETING FREQUENCY

Six monthly, with specific meeting dates and times to be determined by the Committee.

VOTING

Each member of the Committee is entitled to one vote only. In the equality of votes, the matter is to be referred to Council for determination.

REPORTS AND RECORDING

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least 10 days before the meeting. Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice. The Committee may make recommendations to Council, via the

COMMITTEE CHARTER

SPORT AND RECREATION COMMUNITY COMMITTEE CHARTER

Sport and Recreation Policy Committee. Council may adopt, amend or decline any recommendation.

VACANCIES

Vacancies may arise during the term of the Committee. If a vacancy does occur, the Committee may invite an individual to join the Committee, or seek expressions of interest to fill the vacancy.

COMMITTEE CLERK

The General Manager will provide a Committee Clerk who will be the representative of the General Manager, and will exercise the functions of the General Manager so far as they are relevant to the Committee and its Chairperson.

RELEVANT POLICIES/DOCUMENTS

Orange City Council Code of Conduct
Orange City Council Code of Meeting Practice
Orange Community Strategic Plan
Delivery/Operational Plan
Asset Management Plan Strategy and Plans
Orange Bicycling Plan
Orange Outdoors Strategy
Orange Active Travel Plan

Copies of these and other documents are available on Council's website at www.orange.nsw.gov.au or from the Committee Clerk.

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022**

3.3 CODE OF CONDUCT 2022

RECORD NUMBER: 2022/644

AUTHOR: Ben Keegan, Sport and Recreation Coordinator

EXECUTIVE SUMMARY

The Local Government Act 1993 (the Act) requires all Councils in NSW to adopt a Code of Conduct that incorporates the provisions of the Model Code of Conduct issued by the Office of Local Government.

The Orange City Council Code of Conduct applies to all Council delegates – Councillors, staff, volunteers, Committee Members and contractors. Accordingly, Committee Members are requested to read the document and are asked to comply with the Code at all times while on Committee/Council business.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “1.1 Live - Engage with the community to ensure recreation opportunities and facilities meet changing needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

The Code of Conduct reflects the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2005. Members of all Council Community Committees are required to comply with the provisions of the Code of Conduct.

RECOMMENDATION

That the Sport and Recreation Community Committee acknowledge the requirements set by the Code of Conduct, and members commit to act in accordance with the Code of Conduct at all times while on Committee/Council business.

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 Code of Conduct was supplied to the committee members by email and members are requested to retain a copy for future reference. If during the term of the Committee any significant changes are made to the Code, the amended version will be provided to the Committee.

ATTACHMENTS

- 1 Code of Conduct Acknowledgement Form - Sport and Recreation Community Committee - 2022, D22/23225

SPORT AND RECREATION COMMUNITY COMMITTEE

4 MAY 2022

Attachment 1 Code of Conduct Acknowledgement Form - Sport and Recreation Community Committee - 2022

CODE OF CONDUCT FOR COMMITTEE MEMBERS, DELEGATES, ADVISORS - ACKNOWLEDGMENT

**Code of Conduct
Acknowledgement of Receipt Form**

Name	
Position	
Address	
I hereby certify that I have read, understood and agree to comply with the provisions of the Orange City Council Code of Conduct for Committee Members, Delegates, Advisors.	
Signature	
Date	

Please return to the Executive Support Manager or via council@orange.nsw.gov.au

SPORT AND RECREATION COMMUNITY COMMITTEE**4 MAY 2022**

3.4 SPORT AND RECREATION COMMUNITY COMMITTEE ACTION PLAN

RECORD NUMBER: 2022/645

AUTHOR: Ben Keegan, Sport and Recreation Coordinator

EXECUTIVE SUMMARY

A requirement for all Committees is to develop an Action Plan. The purpose of the Action Plan is to identify and record actions that are incorporated into the Delivery/Operational Plan so the Committee is informed of progress against tasks of interest to the Committee.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “1.1 Live - Engage with the community to ensure recreation opportunities and facilities meet changing needs”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the Sport and Recreation Community Committee consider and discuss items to be included in the Action Plan.

FURTHER CONSIDERATIONS

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

ATTACHMENTS

- 1 Sport and Recreation Community Committee Action Plan - 2022, D22/23235

SPORT AND RECREATION COMMUNITY COMMITTEE

4 MAY 2022

Attachment 1 Sport and Recreation Community Committee Action Plan - 2022

D22/23235

Sport and Recreation Community Committee

Action Plan

No	Action	Who	Delivery/Operational Plan reference	Cost implications	Resourcing implications	Start	End	Update/Completed
1								
2								
3								
4								
5								
6								

Sport and Recreation Community Committee

Action Plan

1

3 GENERAL REPORTS

3.1 ADDITION TO COMMUNITY COMMITTEE FRAMEWORK - BICYCLE COMMITTEE

RECORD NUMBER: 2022/892

AUTHOR: Janessa Constantine, Manager Corporate Governance

EXECUTIVE SUMMARY

This report seeks Council's determination for an addition to its Community Committee structure, under the Sport & Recreation Policy Committee.

The Bicycle Committee has been run on an informal basis to date and this report seeks Council's approval to add it into the Council Community Committee structure.

This report also provides a draft Charter for the proposed Committee for information. Council will have the opportunity to adopt the final Charter following the expression of interest process for members is complete.

Councillors will also be required to nominate Councillor representation on the committee.

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

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Under the Local Government (General) Regulation 2005, Council may establish those Committees it deems appropriate. Any such Committees established are governed by Council's adopted Code of Meeting Practice and Committee Members are required to comply with Council's Code of Meeting Practice and Code of Conduct.

Once the Community Committee is accepted by Council, expressions of interest will be sought from interested community members and appropriate agencies. Invitations to join this community committee will be required to be a member of a local cycling group.

RECOMMENDATION

- 1 That Council accept the addition of the Bicycle Community Committee as part of the Sport and Recreation Policy Committee framework for the 2022/2024 term of Council.**
- 2 That Council confirm the Chairperson and Councillor members identified for the Bicycle Community Committee.**
- 3 That Council seek expressions of interest from community members and relevant agencies/organisations to join a Community Committee, based on the draft Charter for the Bicycle Community Committee.**

3.1 Addition to Community Committee Framework - Bicycle Committee

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**Community Committees**

Council has a history of establishing Community Committees as a mechanism for two-way feedback with the community and relevant agencies. One of the initiatives introduced in more recent times was to ensure each Committee develops and receives update reports on an Action Plan. This allows the Committee to identify projects and tasks to be completed, and as these Action Plans are reported to Council, this information is used to inform Council's Delivery/Operational Plan.

The following table provides the draft framework as considered by Council at its meeting of 15 February 2022 with the addition of the Bicycle Community Committee.

Community Committee	Policy Committee it reports to	Councillor members	Chairperson	Meets
Economic Development	Employment and Economic Development	3 or more including the Chairperson	Councillor	Every second month
Orange Health Liaison	Employment and Economic Development	3 including the Chairperson	Councillor	Quarterly
Sister Cities	Employment and Economic Development	2	Community member	As required
Audit and Risk Management	Finance	Mayor + 1	Independent	Quarterly
Spring Hill	Services	2 or more including the Chairperson	Councillor	Quarterly
Lucknow	Services	2 or more including the Chairperson	Councillor	Six monthly
Clifton Grove	Services	2 or more including the Chairperson	Councillor	Six monthly
Ageing and Access	Services	3 including the Chairperson	Councillor	Quarterly
Cultural Heritage	Services	3 including the Chairperson	Councillor	Quarterly
Community Safety and Crime Prevention	Services	3 including the Chairperson	Councillor	Quarterly
NAIDOC Week	Services	3	Community member	As required

3.1 Addition to Community Committee Framework - Bicycle Committee

Orange Regional Museum	Services	2 including the Chairperson	Councillor	As required
Orange Conservatorium and Planetarium	Services	3 including the Chairperson	Councillor	As required
Floodplain Management	Infrastructure	2 including the Chairperson	Councillor	As required
Orange and Cabonne Road Safety	Infrastructure	2	Committee determined	As required
Orange Airport	Infrastructure	3 or more including the Chairperson	Councillor	As required
Sport and Recreation	Sport and Recreation	3 including the Chairperson	Councillor	Six monthly
Bicycle	Sport and Recreation	2 including the Chairperson	Councillor	Quarterly
Orange Showground	Sport and Recreation	3 including the Chairperson	Councillor	As required
Australia Day	Sport and Recreation	2	Community member	As required
Companion Animals	Environmental Sustainability	2 including the Chairperson	Councillor	Quarterly
Environmental Sustainability	Environmental Sustainability	2 or more including the Chairperson	Councillor	Quarterly
Parks, Trees and Waterways (including Orange Botanic Gardens)	Environmental Sustainability	2 or more including the Chairperson	Councillor	Quarterly
Tidy Towns	Environmental Sustainability	3 including the Chairperson	Councillor	As required

Charters for Community Committees

The draft Charter for the Bicycle Community Committee is attached. This will assist Council in identifying the purpose of the Committee, and will be used in the expression of interest process for members.

Depending on the outcome of the expression of interest process (i.e. how many community members are attracted for each Committee), and feedback from Council, these Charters may be amended, so a final version will be presented to Council for adoption following the expression of interest process.

ATTACHMENTS

- 1 Draft - Charter - Bicycle Community Committee - June 2022, 2022/996 [↓](#)



BICYCLE COMMUNITY COMMITTEE

2022/996

F178-2

PURPOSE

To advise Council and make recommendations in relation to the Bicycle Community Committee.

The Committee does not have a role in the operational function of Council. This is the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

REPORTS TO

Sport and Recreation Policy Committee

TERM

The Bicycle Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time by resolution of Council.

MEMBERSHIP

Chief Executive Officer (or nominee)

Two or more Councillors (one of whom shall be Chairperson, as elected by Council)

Up to fifteen Community representatives who are current members of a cycling organisation

Representatives of other agencies/organisations deemed relevant by Committee

Council staff as required (non-voting)

Committee Clerk (non-voting)

QUORUM

Majority of community members and at least one Councillor.

MEETING FREQUENCY

Quarterly, with specific meeting dates and times to be determined by the Committee.

VOTING

Each member of the Committee is entitled to one vote only. In the equality of votes, the matter is to be referred to Council for determination.

REPORTS AND RECORDING

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least 10 days before the meeting. Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice. The Committee may make recommendations to Council, via the Services Policy Committee. Council may adopt, amend or decline any recommendation.

BICYCLE COMMUNITY COMMITTEE CHARTER

VACANCIES

Vacancies may arise during the term of the Committee. If a vacancy does occur, the Committee may invite an individual to join the Committee, or seek expressions of interest to fill the vacancy.

COMMITTEE CLERK

The Chief Executive Officer will provide a Committee Clerk who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson.

RELEVANT POLICIES/DOCUMENTS

Orange City Council Code of Conduct
Orange City Council Code of Meeting Practice
Orange Community Strategic Plan
Delivery/Operational Plan
Asset Management Plan Strategy and Plans

Copies of these and other documents are available on Council's website at www.orange.nsw.gov.au or from the Committee Clerk.