



SERVICES POLICY COMMITTEE

AGENDA

5 MARCH 2024

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **SERVICES POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 5 March 2024**.

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 Services Policy Committee at this meeting.

2 COMMITTEE MINUTES

2.1 MINUTES OF THE NAIDOC WEEK COMMITTEE MEETING 8 DECEMBER 2023 AND 1 FEBRUARY 2024

RECORD NUMBER: 2024/115
AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

EXECUTIVE SUMMARY

The NAIDOC Week Community Committee met on 8 December 2023 and 1 February 2024. The recommendations from the Committee for those meetings are provided to the Services Policy Committee for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

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

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

- 1 That Council acknowledge the reports presented to the NAIDOC Week Community Committee at its meeting held on 8 December 2023 and 1 February 2024.
- 2 That the minutes of the NAIDOC Week Community Committee from its meetings held on 8 December 2023 and 1 February 2024 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 NAIDOC 1 February 2024 Minutes
- 2 NAIDOC 1 February 2024 Agenda, [D24/10767](#)
- 3 NAIDOC 8 December 2023 Minutes, [D24/11290](#)
- 4 NAIDOC 8 December 2023 Agenda, [D24/10766](#)
- 5 Task List and Action Plan - NAIDOC Week 2023, [D22/77941](#)
- 6 Task List and Action Plan - NAIDOC Week 2024, [D23/106223](#)

ORANGE CITY COUNCIL

MINUTES OF THE

NAIDOC WEEK COMMUNITY COMMITTEE

HELD IN GIYALANG GANYA MEETING ROOM, 286 LORDS PLACE, ORANGE

ON 1 FEBRUARY 2024

COMMENCING AT 1:00 PM

1 INTRODUCTION

ATTENDANCE

Cr G Power (Chairperson), Cr J Hamling (Mayor), Cr D Mallard, Mr Neil Ingram, Ms Gillian Ingram, Mr Jason French, Mr Bryce O'Neill-Baker, Ms Danielle Annesley, Ms Alivya Powell (via TEAMS), Ms Leeny Kemp, Ms Katy Chatfield, Community Development Officer, Community Development Coordinator.

Guests: Ms Grace Townsend, Ms Sharna Watson

1.1 Apologies and Leave of Absence

RESOLVED

Cr J Hamling/Ms D Annesley

That apologies be accepted from Ms Erin Fardell, Ms Mary Croaker, Ms Codie Campbell, Mr Lennie Frail, and the Manager Community Services, for the NAIDOC Week Community Committee meeting on 1 February 2024.

1.2 Acknowledgement of Country

Mr Neil Ingram 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 G Power/Ms D Annesley

That the Minutes of the Meeting of the NAIDOC Week Community Committee held on 8 December 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the NAIDOC Week Community Committee meeting held on 8 December 2023.

3 PRESENTATIONS

3.1 NEW COMMITTEE MEMBERS EXPRESSIONS OF INTEREST

TRIM REFERENCE: 2024/6

Sharna Watson – Mission Australia – accepted by the Committee

RECOMMENDATION

Mr B O'Neill-Baker/Cr J Hamling

That the new Committee Member Expression of Interest be noted.

3.2 CORRESPONDENCE

TRIM REFERENCE: 2024/7

2024 Event Expression of Interest to be emailed to NAIDOC Committee members, Councils Community Interagency Committee, and any other community committees.

Completed forms are to be emailed to the clerk via: Khunter@orange.nsw.gov.au and will be tabled at the next available meeting.

The NAIDOC Committee stipulates the following:

1. All community events to be considered for NAIDOC Week 2024 must have a completed Expression of Interest form and draft financial budget form supplied to the Committee for consideration. This must include two or more quotes for outsourced work. Without the required documents the event will not be considered for approval.
2. Expressions of Interest must have two delegates listed, along with their contact details: name, organisation, contact number and active email address - for ongoing communication.
3. EOIs will be considered once all required paperwork has been received by the Committee.
4. All approved events must supply firm event budgets to the Committee by 30 May 2024, or Committee financial support will be withdrawn and the event host will be responsible for covering all relevant expenses.
5. Once approved, any variation to the budget must be supplied in writing to the Committee for review and approval before proceeding with variations.
6. An event delegate is required to attend all monthly meetings in person or via Teams to update the Committee and allow updates for the Task List and Action Plan.
7. If both event delegates are unable to attend a meeting, an Event Host Update form is required to be submitted 24 hours prior to the meeting, to enable the Committee clerk to ensure the tasks and actions are up to date and advise the committee members.
8. Event hosts take full responsibility for the logistics of their event and are required to have running sheets and floor plans completed one week prior to the event for distribution to necessary personnel.
9. An end of event report will be required to be submitted following NAIDOC Week 2024 for publishing, including financials, feedback, and photos. This information will be correlated with the NAIDOC Continuous Improvement Action Plan.

The Committee Clerk to submit a ClubGrants application for in-kind support of room hire and chair covers.

Grant Applications:

- Aboriginal Affairs NSW
- Community University Partnership Grant
- Aboriginal Affairs NAIDOC Grant Program
- Grant Connect- 2024 NAIDOC local Grant Opportunity.

Guidelines and applications to be sent via link to Sandra at Birrang Enterprises for submission.

NAIDOC Community Survey

Members to consider survey questions that may be used to gather valuable information from community regarding the delivery of events during Orange NAIDOC Week.

Ongoing discussion on the structure of the NAIDOC program for 2024 at each meeting.

Letter Tabled

Mr Neil Ingram and Ms Donna Stanley - Executive Manager PHN Western NSW, addressed the committee to raise their concerns around non aboriginal health staff receiving awards during NAIDOC Week 2023.

The Chairperson has been requested by members to compile a letter of response.

RECOMMENDATION

Ms D Annesley/Mr B O'Neill-Baker

That the discussions and information on Correspondence be acknowledged.

3.3 BUDGET REPORT

TRIM REFERENCE: 2024/8

Treasurer: Danielle Annesley.

The Chair requested a full itemised copy of registered accounts indicating incomings and outgoings since December 2023.

Birrang Grant Account- Funds Exhausted.

S1- \$116.00

S2- Ball Account \$12,103.00

RECOMMENDATION

Ms D Annesley/Cr G Power

That the information on the Budget Report be noted.

4 GENERAL REPORTS

4.1 TASK LIST AND ACTION PLAN - NAIDOC WEEK 2024

TRIM REFERENCE: 2024/9

RECOMMENDATION

Cr G Power/Mr B O'Neill-Baker

That the Committee consider and discuss items in the Task List/Action Plan for NAIDOC Week Celebrations 2024, and that those updates be noted.

THE MEETING CLOSED AT 2.01PM



NAIDOC WEEK COMMUNITY COMMITTEE

AGENDA

1 FEBRUARY 2024

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **NAIDOC WEEK COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **GIYALANG GANYA MEETING ROOM, 286 LORDS PLACE, ORANGE** on **Thursday, 1 February 2024** commencing at **1:00 PM**.

David Waddell

CHIEF EXECUTIVE OFFICER

For apologies please contact Kristen Hunter on 6393 8976.

NAIDOC WEEK COMMUNITY COMMITTEE

1 FEBRUARY 2024

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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NAIDOC WEEK COMMUNITY COMMITTEE**1 FEBRUARY 2024**

1 INTRODUCTION**MEMBERS**

Cr G Power (Chairperson), Cr J Hamling (Mayor), Cr D Mallard, Mr Neil Ingram, Ms Terrie Sheargold, Mr Chris Gryllis, Mr Damon Bell, Ms Gillian Ingram, Mr James Williams, Ms Alice Williams, Ms Donna Monaghan, Mr Jason French, Mr Adrian Nicholls, Mr Bryce O'Neill-Baker, Ms Karen (Abbie) Ladlow, Ms Madison Spencer, Ms Julie Armstrong, Mr Corey McLean, Ms Melanie Meehan, Mr Lennie Frail, Ms Jessica Silva, Ms Annette Uata, Mr Mike Cooper, Ms Danielle Annesley, Ms Danielle Trudgett, Ms Katrina Lane, Mr Henry Gibbs, Ms Alivya Powell, Ms Sharon Holmes, Ms Sharna Watson, Mr Michael Newman, Ms Alisha Agland, Ms Mary Croaker, Ms Nikea Dixon, Mr Jordon Moore, Mr Dillon Bell, Ms Leeny Kemp, Ms Juanita Wighton, Ms Leanne Leahey, Ms Caitlin Bennett, Ms Codie Campbell, Ms Katy Chatfield, Ms Erin Fardell, Ms Tanya French, Ms Samantha O'Neill-Baker, Director Community, Recreation and Cultural Services, Museum Manager, Community Development Officer, Manager Community Services, Community Development Coordinator, Youth Development Officer

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

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

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

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

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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 NAIDOC Week Community Committee at this meeting.

NAIDOC WEEK COMMUNITY COMMITTEE

1 FEBRUARY 2024

2 PREVIOUS MINUTES

RECOMMENDATION

That the Minutes of the Meeting of the NAIDOC Week Community Committee held on 8 December 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the NAIDOC Week Community Committee meeting held on 8 December 2023.

ATTACHMENTS

- 1 Minutes of the Meeting of the NAIDOC Week Community Committee held on 8 December 2023

2.2 MINUTES OF THE AGEING AND ACCESS COMMUNITY COMMITTEE 6 FEBRUARY 2024

RECORD NUMBER: 2024/198

AUTHOR: Amanda Rodwell, Ageing and Development Officer

EXECUTIVE SUMMARY

The minutes of the Ageing and Access Community Committee meeting held on 6 February 2024 are provided to the Services Policy Committee for adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

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

FINANCIAL IMPLICATIONS

Nil.

POLICY AND GOVERNANCE IMPLICATIONS

Nil.

RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Ageing and Access Community Committee at its meeting held on 6 February 2024.
- 2 That Council determine recommendations 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.1.5, 4.1.6 and 4.1.7 from the minutes of the Ageing and Access Community Committee meeting of 6 February 2024.
 - 4.1.1 *That Council invite members of the Ageing and Access Community Committee and Events Team to identify potential ramp sites to grassed areas in Robertson and Cook Parks.*
 - 4.1.2 *That Council allocate funding in the forthcoming budget for the installation of ramps to identified grassed areas in Robertson and Cook Parks.*
 - 4.1.3 *That the Manager Building Services be invited to the next meeting of the Ageing and Access Community Committee to discuss the delineation of the steps located outside of Groundstone.*
 - 4.1.4 *That Orange City Council contact Centre Management at Orange City Centre to request that they investigate installing temporary accessible car parks at the ramp entrance during the closure of the main entrance due to building works.*
 - 4.1.5 *That a representative from Council's Project Management Office be invited to the next meeting of the Ageing and Access Community Committee to discuss the design and accessibility of new projects including the Conservatorium and Sports Stadium.*
 - 4.1.6 *That Council investigate improving the lighting on the eastern end of the Railway Station footbridge.*
 - 4.1.7 *That the Ageing and Access Community Committee Action Plan be reviewed and updated.*
- 3 That the remainder of the minutes of the Ageing and Access Community Committee from its meeting held on 6 February 2024 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 AACC 6 February 2024 Minutes
- 2 AACC 6 February 2024 Agenda, D24/14987 [↓](#)

ORANGE CITY COUNCIL

MINUTES OF THE

AGEING AND ACCESS COMMUNITY COMMITTEE

HELD IN COMMUNITY SERVICES CENTRE, GIYALANG GANYA, 286 LORDS PLACE, ORANGE

ON 6 FEBRUARY 2024

COMMENCING AT 10.30AM

1 INTRODUCTION

ATTENDANCE

Cr Steven Peterson (Chairperson), Cr Melanie McDonell, Cr Frances Kinghorne, Mrs Heather Huthance, Mr Colin Spicer, Ms Helen James, Mr Chris Brayley, Ms Tahlee Bennett, Community Services Manager, Works Manager, Community Development Coordinator, Ageing and Development Officer, Road Safety Officer, Disability Services Coordinator

1.1 Apologies and Leave of Absence

RECOMMENDATION

Mr C Spicer/Ms H Huthance

That the apologies be accepted from Mr Matthew Goodacre and Ms Charlotte Maguire for the Ageing and Access Community Committee meeting on 6 February 2024.

1.2 Acknowledgement of Country

The Chairperson conducted an Acknowledgement of Country.

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

Nil.

2 PREVIOUS MINUTES

RECOMMENDATION

Cr S Peterson/Cr F Kinghorne

That the Minutes of the Meeting of the Ageing and Access Community Committee held on 14 November 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Ageing and Access Community Committee meeting held on 14 November 2023.

3 PRESENTATIONS

3.1 DISABILITY SERVICES CONTINUOUS IMPROVEMENT REGISTER

TRIM REFERENCE: 2024/34

A resident from Disability Services went on a 1:1 outing to the Greenhouse on Australia Day supported by an Orange City Council staff member. She had a fantastic night, listening to heavy metal music and having a sing and dance. The community members sharing the same event danced with her and provided feedback to the staff that it was great to see her having such a fun time. Also, some positive praise for the staff member, calling her an Angel for supporting her and sharing such a great time.

Great positive feedback from the Disability Services Laurel Avenue staff, praising their team. They reported that the permanent team members are all communicating really well at the moment and that there is a group of fantastic casual staff working in the house.

All residents had a great Christmas. Some of the residents visited their family for Christmas, while the residents that remained in Orange enjoyed a home cooked Christmas lunch together. Everyone enjoyed their day.

There was some damage to the Disability Services vehicles and Laurel Avenue residents home in the hailstorm on Christmas day resulting in new windows needed for the front of the house. The services appreciated support from the SES on the day to board up the windows so the house could remain safe and secure until they were replaced.

RECOMMENDATION

Ms M Keen/Ms K Hausia

That the information provided by the Disability Services Coordinator be noted.

3.2 COMMUNITY DEVELOPMENT TEAM UPDATE

TRIM REFERENCE: 2024/36

Community Development are working with NSWRL to establish an All Abilities League Tag competition. There will be a come and try day in April with the 4 week competition starting Week 2 of Term 2.

The Community Development team are partnering with the Office of Sport and local associations to offer a Sport a Month which will cater for all abilities. It will begin in term 2. AFL, Traditional Indigenous Games and Touch Football have been confirmed

RECOMMENDATION

Ms K Hausia/Ms M Keen

That the information provided by the Community Development Coordinator be noted.

4 GENERAL REPORTS

4.1 AGEING AND ACCESS COMMUNITY COMMITTEE ACTION PLAN

TRIM REFERENCE: 2024/33

RECOMMENDATION

Cr M McDonell/Cr F Kinghorne

1. That Council invite members of the Ageing and Access Community Committee and Events Team to identify potential ramp sites to grassed areas in Robertson and Cook Parks.
2. That Council allocate funding in the forthcoming budget for the installation of ramps to identified grassed areas in Robertson and Cook Parks.
3. That the Manager Building Services be invited to the next meeting of the Ageing and Access Community Committee to discuss the delineation of the steps located outside of Groundstone.
4. That Orange City Council contact Centre Management at Orange City Centre to request that they investigate installing temporary accessible car parks at the ramp entrance during the closure of the main entrance due to building works.
5. That a representative from Council's Project Management Office be invited to the next meeting of the Ageing and Access Community Committee to discuss the design and accessibility of new projects including the Conservatorium and Sports Stadium.
6. That Council investigate improving the lighting on the eastern end of the Railway Station footbridge.
7. That the Ageing and Access Community Committee Action Plan be reviewed and updated.

THE MEETING CLOSED AT 11.30AM.

