



FINANCE POLICY COMMITTEE

AGENDA

4 FEBRUARY 2025

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, 4 February 2025**.

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Executive Support on 6393 8391.

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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 SMALL DONATIONS - REQUESTS FOR DONATIONS

RECORD NUMBER: 2024/1800

AUTHOR: Jen Sharp, Director Corporate & Commercial Services

EXECUTIVE SUMMARY

This report provides information to Council to allow for the consideration of a resolution regarding applications for funding through the Small Donations Program received between November 2024 and February 2025.

The Small Donations Program has been established to provide assistance to community and not-for-profit groups that offer significant contribution to the social, economic and/or environmental wellbeing of the Orange Local Government Area (LGA)

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “16.2. Support community organisations and groups to deliver services and programs”.

FINANCIAL IMPLICATIONS

The budget for General Donations within the Small Donations Program for 2024/2025 is **\$80,000** with \$31,762.02 spent to date. The total requested in this round is **\$11,222**.

<i>Annual budget 23/24</i>	\$80,000.00
<i>Total spent to date</i>	\$31,762.02
<i>Requested amount this round</i>	\$11,222.00
<i>Remaining balance</i>	\$37,015.98

POLICY AND GOVERNANCE IMPLICATIONS

Refer to Council’s Donations and Grants Policy - ST32

This policy is in accordance with these sections in the Local Government Act 1993:

1. Section 356 (financial assistance)
2. Section 377 (delegated authority)
3. Section 610E (waive or reduce fees)

And in accordance with this section in the Local Government Regulation 2021:

Section 207 (record of donations for auditing purposes)

2.1 Small Donations - Requests for Donations

RECOMMENDATION

- 1 That this item be heard and voted on *in seriatim*.
- 2 That Council determines the following applications:
 - 1) To donate \$2,500 to Orange Little Athletics for track line marking.
 - 2) To donate \$2,500 to Lions' Club of Orange for the purchase of microdebrider handpieces.
 - 3) To donate \$1,000 to Classic & Enthusiasts Motorcycle Club Central West to contribute to holding the annual bike rally.
 - 4) To donate \$2,500 to Blossoms Rescue to contribute to desexing and rehoming unwanted, injured and stray cats and kittens in the Orange area.
 - 5) To donate \$2,500 to Orange U3A contribute to holding the NSW Network Annual Conference for 2025.
 - 6) To donate \$222 to Wiradjuri Nation Sovereignty Conference to cover the venue hire fees for the events on 25 and 26 January 2025.

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

Applicant 1	Orange Little Athletics
Assistance Would Support	The assistance would contribute to the costs associated with regular line marking for their track.
Amount Requested	\$4,000
Policy Category	Projects or Equipment Purchase or Providing a Community Service
Category Maximum	\$2,500
Complies With Policy	Yes
Previously funded by Council?	No

Applicant 2	Lions' Club of Orange
Assistance Would Support	The assistance will allow them to purchase microdebrider handpieces, which will allow doctors to undertake complicated surgeries on the sinuses of babies and small children in Orange, so families won't need to travel to Sydney to receive the surgery.
Amount Requested	\$3,000
Policy Category	Projects or Equipment Purchase or Providing a Community Service
Category Maximum	\$2,500
Complies With Policy	Yes
Previously funded by Council?	Yes 2023/2024 \$2,500 2022/2023 \$2,500 2021/2022 \$2,000 2016/2017 \$200.64

2.1 Small Donations - Requests for Donations

Applicant 3	Classic & Enthusiasts Motorcycle Club Central
Assistance Would Support	The assistance will allow them to continue to offer the rally each year and ensure continued participation. The Rally is one of the most well attended and long lasting on the NSW Rally circuit.
Amount Requested	\$1,000
Policy Category	Community event not being event sponsorship
Category Maximum	\$2,500
Complies With Policy	Yes
Previously funded by Council?	No

Applicant 4	Blossoms Rescue
Assistance Would Support	The assistance will contribute to Blossoms Rescue desexing and rehoming unwanted, injured and stray cats and kittens in the Orange area.
Amount Requested	\$2,500
Policy Category	Projects or Equipment Purchase or Providing a Community Service
Category Maximum	\$2,500
Complies With Policy	Yes
Previously funded by Council?	Yes 2023/2024 \$2,500

Applicant 5	Orange U3A
Assistance Would Support	The assistance would contribute to the of holding the NSW Network Annual Conference for 2025, contributing to the advertising, stationery and guest speakers.
Amount Requested	\$2,500
Policy Category	Community event not being event sponsorship
Category Maximum	\$2,500
Complies With Policy	Yes
Previously funded by Council?	No


Applicant 6	Wiradjuri Nation Sovereignty Conference
Assistance Would Support	The assistance would cover the venue hire fees for the events on 25 and 26 January 2025.
Amount Requested	\$222
Policy Category	Community event not being event sponsorship
Category Maximum	\$2,500
Complies With Policy	No The donation request is non-compliant with 4.7 Donations and grants will not be retrospectively applied. The applicant's first request of Council consideration of this donation occurred during January and could not have been presented to Council prior to the event date.

2.1 Small Donations - Requests for Donations

Previously funded by Council?	No
Supporting Information	<p>Applicant requested consideration of fees being waived for this event by Council on the basis that Council acknowledges that they operate and respect Wiradjuri lands and its ownership of all lands on which Council provides its public amenities.</p> <p>Request for consideration was made via email and the formal application form has not been provided.</p>

ATTACHMENTS

- 1 Small Donations Program - Application Form - General Donations - Orange Little Athletics (redacted), [D24/132583](#)
- 2 Small Donations Program - Application Form - General Donations - Microdebrider Handpieces - Lions Club of Orange (redacted), [D24/142478](#)
- 3 Small Donations Program - Donation Request - General Donations - Classic & Enthusiasts Motorcycle Club Central West (redacted), [D25/1067](#)
- 4 Small Donations Program - Application Form - General Donations - Blossoms Rescue (redacted), [D25/4493](#)
- 5 Small Donations Program - Application Form - General Donations - Annual Conference 8 and 9 April 2025 - Orange U3A (redacted), [D25/6379](#)
- 6 Small Donations Program - Donation Request - General Donations - Wiradjuri Nation Sovereignty Conference (redacted), [D25/7670](#)




ORANGE CITY COUNCIL

SMALL DONATIONS PROGRAM - APPLICATION FORM

General donations

Community or not-for-profit group providing benefit to the local community can apply for a maximum of \$2,500

This document will be made public, and only fields with this icon  will be redacted.

APPLICANT'S DETAILS

Name of organisation: Orange Little Athletics

Contact name: Emily Lingier

Position: Secretart

 Postal address

 Phone:  Mobile:

 Email:

ABN (if applicable): 30183309472 ACN (if applicable):

YOUR ORGANISATION

Not-for-Profit Community Group

Please provide a short description of your organisation, and its purpose.

We run a weekly athletics group that caters from athletes ages 4-20. This helps athletes improve their skills and get active,

2.2 FEES AND CHARGES AMENDMENTS - ORANGE AQUATIC CENTRE AND ORANGE YOUTH HUB - POST EXHIBITION

RECORD NUMBER: 2025/19
 AUTHOR: Kate Shepherd, Executive Officer

EXECUTIVE SUMMARY

At the Finance Policy Committee Meeting of 3 December 2024, Council resolved to place hire fees relating to Aquatic Centre Inflatable and Orange Youth Hub hire on public exhibition. The fees were exhibited from 4 December 2024 to 10 January 2025.

There were no submissions received.

It is recommended that these fees now be adopted.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “2.3. Ensure the sporting and recreational facilities, programs and activities are accessible and affordable to support healthy lifestyle choices”.

FINANCIAL IMPLICATIONS

Nil

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That Council adopt the fee to hire out the inflatable obstacle course at of cost of \$200 per hour for private use and for the hire of the Orange Youth Hub at a cost of \$12.50 an hour ex GST (plus cleaning fees where applicable).

FURTHER CONSIDERATIONS

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

Service/Project Delivery	Minimal risk of structural/mechanical fault with the equipment on a date when it was privately booked. Minimal risk to use of the Orange Youth Hub and consistent with the hire of other Council facilities.
Financial	Minimal risk of equipment replacement should it be damaged. No additional risk on to how the equipment is currently used.
Environment	Adverse weather could prevent the use of inflatables, would be managed in line with OP105 Aquatic Centre – Lightning and Severe Weather Policy.
Compliance	All aquatic centre entry policies to be adhered to and the Keep Watch Program.
People & WHS	Staff rotations across pool areas to be observed as per usual Aquatic Centre practice.

2.2 Fees and Charges Amendments - Orange Aquatic Centre and Orange Youth Hub - Post Exhibition

SUPPORTING INFORMATION

Council provides a number of services as part of its operations which the Community seek to hire from time to time.

The Aquatic Centre and the Youth Hub have both been approached by community and private organisations for private use or as a venue.

The Aquatic centre have been requested to provide an option to privately hire out the inflatable obstacle course to be utilised within and under control of the Aquatic centre. The proposal comes following public requests to hire the equipment out for private use within the Orange Aquatic Centre. Requests have been received from members of the public, Schools as well as Sporting groups and organisations.

The Orange Youth Hub has received requests to hire the building for a variety of community and private uses such as provision of a literacy program or meeting space.

This report seeks to adopt fees to enable these facilities to be hired.

Orange Aquatic Centre

Orange Aquatic Centre currently offers the use of the inflatables obstacle course at peak user times for an additional cost of \$5 per person on top of the set pool entry fees.

Orange Aquatic Centre has reviewed other Aquatic Centres that offer the hiring out of the inflatables equipment on a private basis and found it to be popular with the Community.

The proposed \$200/hr fee includes the time for staff to set up and pack down the equipment as well as the required staff to supervise the safe usage of the inflatable obstacle course.

During the reserved hour, the inflatable course will be exclusively available to the hiring group. After this time, the course will reopen for use by all pool patrons in accordance with inflatables operating times.

All users in the hiring group must adhere to the standard swim test rules required for safe participation on the inflatable obstacle course. All users would need to:

- Be 6 years of age and over
- Satisfactorily pass swim test:
 - o Safely enter water without assistance
 - o Swim approximately 25m safely
 - o Summersault in the water, while demonstrating breath and body movement control
 - o Tread water for 1 minute
 - o Return to edge of pool and safely exit pool without assistance.
- Children 6-11 years of age must be supervised by responsible adult (additional to lifeguards)
- Follow all directions given by lifeguards and pool staff.

Orange Youth Hub

The Orange Youth Hub has received a number of requests to hire the facility for various purposes. A proposed fee of \$12.50 per hour plus cleaning fees where applicable is sought.