



ORDINARY COUNCIL MEETING

AGENDA

4 MARCH 2025

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **ORDINARY MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 4 March 2025** commencing at **6:30 PM**.

David Waddell

CHIEF EXECUTIVE OFFICER

For apologies please contact Executive Support on 6393 8391.

AGENDA

EVACUATION PROCEDURE

In the event of an emergency, the building may be evacuated. You will be required to vacate the building by the rear entrance and gather at the breezeway between the Library and Art Gallery buildings. This is Council's designated emergency muster point.

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

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

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1 INTRODUCTION

1.1 APOLOGIES AND LEAVE OF ABSENCE

1.2 LIVESTREAMING AND RECORDING

This Council Meeting is being livestreamed and recorded. By speaking at the Council Meeting you agree to being livestreamed and recorded. Please ensure that if and when you speak at this Council Meeting that you ensure you are respectful to others and use appropriate language at all times. Orange City Council accepts no liability for any defamatory or offensive remarks or gestures made during the course of this Council Meeting. A recording will be made for administrative purposes and will be available to Councillors.

1.3 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.

1.4 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 Councillors now disclose any conflicts of interest in matters under consideration by the Council at this meeting.

COUNCIL MEETING ADJOURNS FOR THE CONDUCT OF THE OPEN FORUM

COUNCIL MEETING RESUMES

2 MAYORAL MINUTES

Nil

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Orange City Council held on 18 February 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Council meeting held on 18 February 2025.

ATTACHMENTS

- 1 Minutes of the Ordinary Meeting of Orange City Council held on 18 February 2025

ORANGE CITY COUNCIL

MINUTES OF THE

ORDINARY COUNCIL MEETING

HELD IN COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE

ON 18 FEBRUARY 2025

COMMENCING AT 6:30 PM

1 INTRODUCTION

ATTENDANCE

Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Chief Executive Officer, Director Corporate and Commercial Services, Director Development Services, Director Community, Recreation and Cultural Services, Director Technical Services, Manager Corporate Governance, Chief Financial Officer

1.1 APOLOGIES

RESOLVED - 25/028**Cr T Greenhalgh/Cr G Judge**

That the apologies be accepted from Cr Whitton for the Council Meeting of Orange City Council on 18 February 2025.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

1.2 LIVESTREAMING AND RECORDING

The Mayor advised that the meeting was being livestreamed and recorded.

1.3 ACKNOWLEDGEMENT OF COUNTRY

Cr Marea Ruddy conducted an Acknowledgement of Country.

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

Cr Peterson declared a Non-Significant Non-Pecuniary interest in CCL Closed Item 6.3 – Proposed Lease to Lake Canobolas Reserve to Orange Mountain Bike Club as he has a previous association with Orange Mountain Bike Club.

1.5 OPENING PRAYER

Bernadette of the Shalom House of Prayer led the Council in Prayer.

RESOLVED - 25/029**Cr T Greenhalgh/Cr K Duffy**

That That the following Late Item be permitted to be considered at the Council Meeting of 18 February 2025:

- 4.3 – Notice of Motion – Grants Officer Report & Analysis

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

THERE WAS NO OPEN FORUM.

2 MAYORAL MINUTES

Nil

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**RESOLVED - 25/030****Cr G Power/Cr M Ruddy**

That the Minutes of the Ordinary Meeting of Orange City Council held on 4 February 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Council meeting held on 4 February 2025, noting that Cr Kinghorne attended the meeting via Audiovisual Link.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

Cr Duffy asked when Council would have the report on the Rainbow Festival requested at the last meeting.

The Chief Executive Officer advised this will be provided for the next Council Meeting.

4 NOTICES OF MOTION/NOTICES OF RESCISSION

4.1 NOTICE OF MOTION - ORANGE PCYC SHUTTER VENTILATION

TRIM REFERENCE: 2025/87

RESOLVED - 25/031

Cr T Greenhalgh/Cr K Duffy

That Council and Orange PCYC work collaboratively to assess and implement the most effective solution to restore or improve ventilation and heating at the PCYC facility, ensuring the safety and comfort of all users while maintaining the venue's reputation as a premier sporting facility.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

Cr McDonell asked for clarification as to why some Notices of Motion include staff comment and others do not.

The Chief Executive officer advised that this depends on the content of the motion. Staff comment is included only when necessary to provide clarity.

4.2 NOTICE OF MOTION - INDOOR PLAY SPACE FOR ORANGE

TRIM REFERENCE: 2025/95

RESOLVED - 25/032

Cr M Ruddy/Cr M McDonell

That Council resolves to:

- 1 Acknowledge the ongoing community demand for a dedicated indoor play space in Orange, as highlighted in the Community Strategic Plan (CSP) and community engagement efforts.
- 2 Direct Council staff to conduct a feasibility study into the development of an indoor play space that is inclusive, stimulating, and suitable for children of all abilities. This study should include:
 - Identifying potential locations for the play space.
 - Estimating the capital and operational costs.
 - Exploring possible partnerships and funding opportunities.
 - Assessing the impact on the local community and economy.
- 3 Ensure that the indoor play space project is prioritised in the upcoming budget period and included as part of the Council's infrastructure planning.
- 4 Request a progress update on the feasibility study to be presented at the next Council meeting to ensure that the project is moving forward in a timely and transparent manner.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

Cr Duffy asked how this project would be prioritised in the broad context of Council projects.

The Chief Executive Officer advised that projects would be prioritised by Council, not staff, as they move through the budget process in the coming months.

4.3 NOTICE OF MOTION - GRANTS OFFICER REPORT & ANALYSIS

TRIM REFERENCE: 2025/194

RESOLVED - 25/033**Cr T Greenhalgh/Cr K Duffy**

That Council request staff to prepare a report outlining the following:

- a) A summary of grants applied for in the last financial year, including:
 - The number of applications submitted.
 - The success rate of those applications.
- b) A comparative analysis of grant success rates with other councils in our region and councils of a similar size.
- c) An assessment of whether the appointment of a dedicated Grants Officer or grant writer would improve Council's grant application outcomes and overall funding opportunities.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against:

Absent: Cr J Whitton

Cr Kinghorne asked if Council had employed a Grants Officer previously.

The Chief Executive Officer advised that yes, Council has in the past employed a Grants officer on a contract basis.

Mayor Mileto asked if Council currently employs staff with the qualifications to write grants.

*The Chief Executive Officer advised that Council has several staff members with the ability to write and submit grant applications.***5 GENERAL REPORTS****5.1 CONFIRMATION OF THE MINUTES FROM POLICY COMMITTEES 4 FEBRUARY 2025**

TRIM REFERENCE: 2025/100

RESOLVED - 25/034**Cr M McDonell/Cr S Peterson**

That Council resolves:

- 1 That the Minutes of the Planning & Development Policy Committee at its meeting held on 4 February 2025 be and are hereby confirmed as a true and accurate record of the proceedings.
- 2 That the Minutes of the Finance Policy Committee at its meeting held on 4 February 2025 be and are hereby confirmed as a true and accurate record of the proceedings.
- 3 That the Minutes of the Infrastructure Policy Committee at its meeting held on 4 February 2025 be and are hereby confirmed as a true and accurate record of the proceedings.
- 4 That the Minutes of the Recreation & Culture Policy Committee at its meeting held on 4 February 2025 be and are hereby confirmed as a true and accurate record of the proceedings.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

MATTER ARISING**Cr D Mallard**

Cr Mallard clarified information relating Solar Farm provisions and regulations during the PDC meeting on 4 February (page 24 of the minutes) as he understands the information to be inaccurate. Clarification on the provisions will be circulated to Councillors by the Director Development Services.

5.2 COUNCIL ADVOCACY ACTIVITIES - 1 JULY 2024 - 31 DECEMBER 2024

TRIM REFERENCE: 2024/1704

RESOLVED - 25/035**Cr S Peterson/Cr T Greenhalgh**

That the report by the Executive Support Manager on Council Advocacy Activities 1 July 2024 to 31 December 2024 be noted.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

Cr Kinghorne asked if we had received data regarding accurate costings for energy sources such as solar, batteries and wind power and Cr Mileto asked if Council could obtain a report from the Mining & Energy Related Councils (MERC) regarding accurate costings for solar and battery energy and outcomes.

Cr Duffy (Council MERC representative) advised that he will obtain a report from the MERC Chief Executive Officer.

5.3 SMALL DONATIONS - REQUESTS FOR DONATIONS

TRIM REFERENCE: 2025/80

RESOLVED - 25/036**Cr D Mallard/Cr M McDonell**

That Item 5.3 – Small Donations – Requests for Donations - be heard and voted on in seriatim.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

RESOLVED - 25/037**Cr T Greenhalgh/Cr S Peterson**

1 To donate \$2,500 to Orange Radio Control Car Club to help meet costs for on-road events.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

RESOLVED - 25/038**Cr D Mallard/Cr G Judge**

2 To donate \$342.50 to RSPCA Orange Supporters Group to pay for the hire fee for the use of the Naylor Pavilion for the event.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

5.4 QUARTERLY BUDGET REVIEW AND PROGRESS REPORT - QUARTER 2 OF 2024/2025

TRIM REFERENCE: 2025/112

RESOLVED - 25/039**Cr F Kinghorne/Cr K Duffy**

That Council resolves:

- 1 That the information provided in the report on the Quarterly Budget and Performance Indicators review for October - December 2024 be acknowledged.
- 2 To adopt the variations in the consolidated overall cost to Council arising from the December 2024 quarterly review in the amount of \$2,665,737.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

QUESTION TAKEN ON NOTICE**Cr F Kinghorne**

Cr Kinghorne asked if there was a revised benchmark from the Office of Local Government for the percentage of outstanding rates (currently 10%) given the current cost of living crisis.

QUESTION TAKEN ON NOTICE**Cr K Duffy**

Cr Duffy asked for clarification on the Anzac Day Diggers Street Banners regarding the collection being expanded year-on-year to recognise all fallen soldiers identified from the region.

5.5 STATEMENT OF INVESTMENTS - DECEMBER 2024 / JANUARY 2025

TRIM REFERENCE: 2025/111

RESOLVED - 25/040**Cr F Kinghorne/Cr D Mallard**

That Council resolves to:

- 1 Note the Statement of Investments for the periods December 2024 and January 2025.
- 2 Adopt the certification of the Responsible Accounting Officer.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

5.6 STRATEGIC POLICY REVIEWS

TRIM REFERENCE: 2025/88

RESOLVED - 25/041**Cr S Peterson/Cr M Ruddy**

That Council resolves to:

- 1 Delete Strategic Policy - ST120 - Smoke Free Zones
- 2 Adopt Strategic Policy - ST06 - Statement of Business Ethics
- 3 Adopt Strategic Policy - ST09 - Gifts & Benefits
- 4 Adopt Strategic Policy - ST11 - Public Interest Disclosures
- 5 Adopt Strategic Policy - ST15 - Risk Management
- 6 Adopt Strategic Policy - ST16 - Access to Information held by Council
- 7 Adopt Strategic Policy - ST22 - Vandalism Reporting Scheme
- 8 Adopt Strategic Policy - ST33 - Liquid Trade Waste

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

Cr Kinghorne asked why the recommendation is being made to delete the Smoke Free Zone policy. *The Director Development Services advised that at the time the policy was created, Council was responsible for the enforcement of this regulation, this is no longer the case and the Department of Health is the regulatory body.*

5.7 STRATEGIC POLICY REVIEWS - POST EXHIBITION

TRIM REFERENCE: 2025/17

RESOLVED - 25/042**Cr M McDonell/Cr G Power**

That Council resolves to adopt:

- 1 Strategic Policy - ST10 - Privacy Management
- 2 Strategic Policy - ST12 - Compliments & Complaints
- 3 Strategic Policy - ST17 - Customer Service Commitment

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

5.8 COUNCILLOR RELATED STRATEGIC POLICY REVIEWS - POST EXHIBITION

TRIM REFERENCE: 2025/18

RESOLVED - 25/043**Cr K Duffy/Cr T Greenhalgh**

That Item 5.8 – Councillor Related Strategic Policy Reviews – Post Exhibition be voted on and heard in seriatim.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

RESOLVED - 25/044**Cr K Duffy/Cr F Kinghorne**

- 1 That Council resolves to Adopt Strategic Policy - ST01 - Code of Conduct

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

RESOLVED - 25/045**Cr D Mallard/Cr M McDonell**

- 2 That Council resolves to Adopt Strategic Policy - ST01.1 - Procedures for the Administration of the Code of Conduct

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

MOTION	Cr D Mallard/Cr F Kinghorne
3 That Council resolves to Adopt Strategic Policy - ST02 - Code of Meeting Practice	
AMENDMENT	Cr K Duffy/Cr T Greenhalgh
3 That Council defer the adoption of Strategic Policy - ST02- Code of Meeting Practice. For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr J Stedman Against: Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy Absent: Cr J Whitton	
THE AMENDMENT ON BEING PUT WAS CARRIED AND BECAME THE MOTION	
THE MOTION ON BEING PUT WAS CARRIED	
RESOLVED - 25/046	Cr K Duffy/Cr T Greenhalgh
3 That Council defer the adoption of Strategic Policy - ST02- Code of Meeting Practice. For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr S Peterson, Cr J Stedman Against: Cr D Mallard, Cr M McDonell, Cr G Power, Cr M Ruddy Absent: Cr J Whitton	
RESOLVED - 25/047	Cr M McDonell/Cr M Ruddy
4 That Council resolves to make the following change to Strategic Policy - ST03 - Councillor Payment of Expenses & Provision of Facilities and place the policy on public exhibition for an additional period of 28 days as it is determined by Council to constitute a substantial change: <ul style="list-style-type: none"> That the maximum amount eligible to be claimed by Councillors as a principal carer under paragraph 6.46 for care during official business be increased from \$500 to 1,200 per annum. For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman Against: Nil Absent: Cr J Whitton	
RESOLVED - 25/048	Cr D Mallard/Cr J Stedman
5 That Council resolves to Adopt Strategic Policy - ST04 - Councillor Access to Information & Interaction with Staff For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman Against: Nil Absent: Cr J Whitton	
RESOLVED - 25/049	Cr M Ruddy/Cr J Stedman
6 That Council resolves to Adopt Strategic Policy - ST05 - Councillor Records Management For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman Against: Nil Absent: Cr J Whitton	

6 CLOSED MEETING

In accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2021, in the opinion of the Chief Executive Officer, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

In response to a question from the Mayor, the Chief Executive Officer advised that no written submissions had been received relating to any item listed for consideration by the Closed Meeting of Council.

The Mayor extended an invitation to any member of the public present at the meeting to make a presentation to the Council as to whether the meeting should be closed for a particular item.

RESOLVED - 25/050**Cr T Greenhalgh/Cr M Ruddy**

That Council adjourn into a Closed Meeting and members of the press and public be excluded from the Closed Meeting, and access to the correspondence and reports relating to the items considered during the course of the Closed Meeting be withheld unless declassified by separate resolution. This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:

6.1 Tenders for the Upgrade of Stormwater Drainage from Clergate Road to Strathgrove Way

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.2 Property matter - 25 Colliers Avenue Orange

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.3 Proposed lease Lake Canobolas Reserve to Orange Mountain Bike Club

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (d)i commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

The Mayor declared the Ordinary Meeting of Council adjourned for the conduct of the Closed Meeting at 7.53pm.

The Mayor declared the Ordinary Meeting of Council resumed at 8.16pm.

7 RESOLUTIONS FROM CLOSED MEETING

The Chief Executive Officer read out the following resolutions made in the Closed Meeting of Council.

6.1 TENDERS FOR THE UPGRADE OF STORMWATER DRAINAGE FROM CLERGATE ROAD TO STRATHGROVE WAY

TRIM REFERENCE: 2024/1802

RESOLVED - 25/051

Cr K Duffy/Cr G Power

That Council resolves to:

- 1 Approve the Chief Executive Officer, or his nominee, to enter into a standard contract with Bustin' Free Earthworks Pty Ltd for the Stormwater Drainage Upgrade – Clergate Road to Strathgrove Way for the amount of \$963,525.50 plus GST;
- 2 Grant permission to the Chief Executive Officer or nominee to do such things as may be necessary or convenient to give effect to this decision, including affixing the Council Seal to all relevant documents if required.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman

Against: Nil

Absent: Cr J Whitton

6.2 PROPERTY MATTER - 25 COLLIERS AVENUE ORANGE

TRIM REFERENCE: 2025/157

RESOLVED - 25/052

Cr K Duffy/Cr G Power

That Council notes the report from the Chief Executive Officer on 25 Colliers Avenue.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman,

Against: Nil

Absent: Cr J Whitton

6.3 PROPOSED LEASE LAKE CANOBOLAS RESERVE TO ORANGE MOUNTAIN BIKE CLUB

TRIM REFERENCE: 2025/90

Cr Peterson declared a non-significant non-pecuniary interest in this item as he has a previous association with Orange Mountain Bike Club.

RESOLVED - 25/053

Cr D Mallard/Cr T Greenhalgh

- 1 That Council enter into a five year tenure plus 2 five year options of the Earth Sanctuary Lake Canobolas Reserve with the Orange Mountain Bike Club.
- 2 That approval be granted for the use of the Council Seal on any necessary documentation if required.

For: Cr T Mileto (Mayor), Cr T Greenhalgh (Deputy Mayor), Cr K Duffy, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr S Peterson, Cr G Power, Cr M Ruddy, Cr J Stedman,

Against: Nil

Absent: Cr J Whitton

THE MEETING CLOSED AT 8.17PM

This is Page Number 11 and the Final Page of the Minutes of the Ordinary Meeting of Orange City Council held on 18 February 2025.

COUNCIL MEETING ADJOURNS FOR THE CONDUCT OF THE POLICY COMMITTEES

Planning & Development - Chaired by Melanie McDonell

Environmental Sustainability - Chaired by Cr David Mallard (no items)

Finance - Chaired by Cr Steven Peterson

Infrastructure - Chaired by Cr Jeff Whitton

Recreation & Culture - Chaired by Cr Tammy Greenhalgh

Services - Chaired by Cr Marea Ruddy (no items)

Regional & Economic Development - Chaired By Cr Tony Mileto (Mayor) (no items)

COUNCIL MEETING RESUMES

4 NOTICES OF MOTION/NOTICES OF RESCISSION

4.1 NOTICE OF MOTION - INSTALLATION OF FOOTPATH LIGHTING ON VALENCIA DRIVE TO NORTHERN DISTRIBUTOR (PLOUGHMANS WETLANDS LOOP)

RECORD NUMBER: 2025/115

I, **CR MAREA RUDDY** wish to move the following Notice of Motion at the Council Meeting of 4 March 2025:

MOTION

That Council:

- 1 Investigates and prioritises the installation of suitable lighting along the footpath between Valencia Drive and the Northern Distributor Bypass bridge, extending further to cover the Wetlands Loop where lighting is currently absent.
- 2 Considers this project as a measure to:
 - o Improve pedestrian safety for all residents, including families, elderly individuals, and those with mobility challenges.
 - o Deter anti-social behaviour and reduce damage to properties adjoining the footpath.
- 3 Explores potential funding sources, including state or federal grants, to support the implementation of this project.
- 4 Notes the following community support and evidence:
 - o A petition signed by 28 residents of Valencia Drive and surrounding streets in favour of this motion, with no opposition raised so far.
 - o Photographic evidence of damage to adjoining fence caused by anti-social behaviour.
 - o Photographic evidence of walkway with zero lighting. Image taken in darkness to show how dark the area is.
- 5 Engages with residents and other stakeholders to ensure the solution meets community needs and addresses the concerns raised.

BACKGROUND

Residents have highlighted significant safety and security concerns due to inadequate lighting along this stretch of the footpath. Proper lighting will enhance the overall safety, usability, and appeal of this public space while fostering a sense of security for residents whose properties adjoin the area. The documented community support and evidence underscore the urgent need for action.

Photographic evidence of damage to adjoining fence caused by anti-social behaviour:



4.1 Notice of Motion - Installation of Footpath Lighting on Valencia Drive to Northern Distributor (Ploughmans Wetlands Loop)

Image showing entrance to walkway at 9pm from Valencia Drive – Complete darkness:



Images taken late afternoon to show lack of lights on walkway:



Signed Cr Marea Ruddy

4.1 Notice of Motion - Installation of Footpath Lighting on Valencia Drive to Northern Distributor
(Ploughmans Wetlands Loop)

STAFF COMMENT

It is well demonstrated that the installation of lights improves the safety of a precinct.

If lights that activate at certain times are required a system similar to that employed at Wirrabarra Walk would be required (electrical).

If lights are to just remain on until battery power is exhausted are required a system similar to those installed on the NDR opposite the North Orange Shopping Centre would be required.

FINANCIAL/RESOURCING IMPLICATIONS

There is no budget for this project. Council staff will begin a design process for this potential project with a view to seeking grants in due course.

5 GENERAL REPORTS

5.1 RAINBOW FESTIVAL - RESPONSES TO QUESTIONS TAKEN ON NOTICE

RECORD NUMBER: 2025/226

AUTHOR: Jen Sharp, Director Corporate & Commercial Services

EXECUTIVE SUMMARY

During the Council Meeting on 4 February 2025 a question was taken on notice:

QUESTION TAKEN ON NOTICE

Cr K Duffy

Cr Duffy requested a list of the names of individuals who are representing organisations on the Rainbow Festival committee and details of what steps are being taken to ensure no inappropriate paraphernalia or displays are included in the Rainbow Festival.

This report has been prepared to supply the information requested.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “12.2. Develop and attract a variety of events, festivals, venues and activities for locals and visitors, ensuring accessibility for all”.

FINANCIAL IMPLICATIONS

This report has no financial recommendations or implications.

POLICY AND GOVERNANCE IMPLICATIONS

This report has no policy or governance implications

RECOMMENDATION

That the Council note the report on the 2025 Rainbow Festival which responds to the Question Taken on Notice.

SUPPORTING INFORMATION

Rainbow Festival Advisory Committee Members

The Council has formed a Rainbow Festival Advisory Committee.

The members of the committee are:

Julia Andrews

Winona Gray-Levett

Hunter McLachlan

Jordi Thurtell

Scott Maunder

Melissa Stanford

Chris Rawlins

5.1 Rainbow Festival - Responses to Questions Taken on Notice

Expenses incurred to date

At the time of the submission of this report (20 February 2025) the expenditure incurred for the Orange City Council event was as follows:

	Expenditure Incurred (as at 20/02/25)
Talent	\$27,800
Hire Equipment (Toilets, Fencing, Bins)	\$7,500
Design and Management	\$4,000
Security, First Aid, Traffic Management	\$3,100
TOTAL	\$42,400

Further costs will be incurred as we get closer to the event and some costs are not payable until after the event. There have been no unexpected costs which would impact the budget for the event.

Funding Source	Budget Amount
Council Contribution	\$30,000
Newmont Grant	\$20,000
Destination NSW Regional Events Fund	\$20,000
Regional Youth Investment Program	\$12,000
Combined Minor Sponsorship (including in kind sponsorship value)	\$8,500
Estimated Ticket Sales	\$20,000
Total Budget	\$110,500

We have been able to access \$12,000 from the same grant funding used in 2024. This is from the Regional Youth Investment Program. \$8,500 has been secured in sponsorships which will allow us to maintain the original plan for the two Council run events within the festival line up.

There are now ten separate events scheduled in addition to the two Council run events, giving a total of twelve events being held over the five-day festival.

Ticketing

The Rainbow Walk and Community Gathering is a free event.

The Rainbow Festival Street Party tickets are \$25 per person.

Paraphernalia Control

The vendors and stall holders have been advised about the importance of ensuring that the Rainbow Walk and Community Gathering is a family friendly event.

They will be emailed again prior to the event reminding them that no inappropriate displays of paraphernalia will be permitted.

A supervising Council staff member has been tasked with reviewing each vendor's displays prior to the opening of the event.

The Saturday evening event is promoted and ticketed as an over 18's event.

5.2 EVENT SPONSORSHIP PROGRAM - PROPOSED CHANGES

RECORD NUMBER: 2025/238

AUTHOR: Chris Rawlins, Manager Economic Development

EXECUTIVE SUMMARY

A Notice of Motion was passed at the 3 December 2024 Council meeting to review current mechanisms that support events and propose modifications.

4.1 NOTICE OF MOTION - REVIEW OF EVENT SPONSORSHIP PROGRAM

TRIM REFERENCE: 2024/1752

RESOLVED - 24/484

Cr S Peterson/Cr F Kinghorne

- 1 That a report be provided detailing the different budgets and mechanisms Council uses to support events.
- 2 That a review of the Event Sponsorship Program budget be conducted to suggest modifications to increase the likelihood of funds being available for the duration of the financial year.

For: Cr T Mileto (Mayor), Cr K Duffy, Cr T Greenhalgh, Cr G Judge, Cr F Kinghorne, Cr D Mallard, Cr M McDonnell, Cr S Peterson, Cr M Ruddy, Cr J Stedman, Cr J Whitton

Against: Cr G Power

Absent: Nil

This report outlines the various ways Council currently supports events, and proposes changes to our Event Sponsorship Program to increase the likelihood of funding being available for the financial year, introducing new support mechanisms, and adjusting the policy guidelines to respond to community feedback for more events.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “12.2. Develop and attract a variety of events, festivals, venues and activities for locals and visitors, ensuring accessibility for all”.

FINANCIAL IMPLICATIONS

The proposed changes:

- Increase the Event Development Fund by \$10,000 p/a to \$110,000 from 1 July 2025.
- Potential loss of revenue of \$5,000-\$8,000 p/a due to proposal to make venue hire a \$0 charge for supported events.

POLICY AND GOVERNANCE IMPLICATIONS

New Strategic policy requires approval.

Changes to the Donations and Grants Policy are required if the changes new policy is approved.

RECOMMENDATION

That Council resolves:

- 1 To note the Event Sponsorship Program Review
- 2 That the financial implications detailed in this report be considered as part of the 2025/2026 budget deliberations.

SUPPORTING INFORMATION

Council has the following mechanisms budgeted to support events

- Sports Attraction and Sports Sponsorship
- Event Sponsorship
- Small Donations and Grants
- Council Produced Events
- Industry Event Partnership

Council’s Event Sponsorship Policy has been fully utilised within 6 months of the current financial year. Below is a summary of the spend for the past 5 years. A more detailed spend table is provided in the attachments.

Event Sponsorship Fund	FY25 (YTD)	FY24	FY23	FY22	FY21
Event Sponsorship Fund	\$106,150	\$107,933	\$77,902	\$87,577	\$169,200
Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
	-\$6,150	-\$7,933	\$22,098	\$12,424	-\$69,200

The review of the current use of donations, sponsorships and Council grant funds identified that:

- We are running out of funding earlier each financial year
- Recurrent funding drains the budget but is relied for stability by some events
- Fundraising events are mixed in with event funding that is key to our economic development strategy
- There is confusion in the community between sponsorship, Council awarded grants and Council produced events
- It is unclear for some organisations what is the appropriate fund for support of sporting events
- The commitment to events and increasing activities for youth and families were frequently reported in the recent Community Strategic Plan (CSP) community survey
- Support in addition to direct funding would be beneficial for some events

To address these issues an updated policy is being proposed with the following key changes:

- Renaming the Event Sponsorship Policy to Event Development Fund
- Changing the categories of funding available to better support events that drive value for the city
- Introduce additional support options beyond funding including:
 - \$0 venue hire
 - Subsidised access to event equipment, specifically the Newmont Stage and Newmont Events kit.

Venue hire

In some circumstances, sponsored events also use Council venues and are then invoiced an associated fee for this use. This leads to a circumstance in some situations where Council:

- Receives an application for sponsorship funding
- Generates a funding agreement, and issues a payment
- Receives a venue booking hire request
- Council’s sponsorship funds are partially returned as venue hire fees.

5.2 Event Sponsorship Program - Proposed Changes

An example of this is an event which received \$5,000 in Council sponsorship this FY, and was then charged \$3,810 in venue hire fees for Council venues. In this circumstance, providing the venue hire at no charge, and providing a \$1,200 cash sponsorship would have achieved the same result with substantially less administrative burden on all parties.

Over the past 4 years, revenue associated with venue hire fees for events funded from the Event Sponsorship Policy has been reasonably small:

	24/25	23/24	22/23	21/22
Sponsored Event Venue Hire Revenue	\$8,280.00	\$4,949.00	\$5,983.25	\$3,953.50

Introducing venue hire as a support option could also facilitate more event organisers to consider utilising Council venues should their event meet the requirements of the proposed policy.

Noting that this does not include hire fees donated through the Donations and Grants policy (small donations). The waiving of fees for those events would still be required to be submitted via the existing process.

Council Produced Events

The Event Sponsorship Fund is designed to support external event organisers. Council also has an annual budget to produce city events that contribute to the civic life of the city. This budget is \$152,320 in FY25 and has funded the delivery of:

- Local Government Week
- Christmas Carols
- New Years Eve
- Australia Day
- ANZAC Day
- Rainbow Festival

In addition, Council staff have attracted \$247,700 in grants and sponsorship (cash and in-kind) revenue used to support the above events being delivered this FY. This represents over 60% of all event funding. Zest Fest was produced and delivered by the Council event production team from grant and sponsorship revenue. Harmony Day and NAIDOC week events are produced by the Community Services team, predominantly from grant funding not included in the total above.

Newmont Events Kit

Council staff have secured a \$250,000 grant from the Newmont Legacy Fund to purchase a substantial events kits, the cornerstone of which will be a mobile trailer stage. Further details are given in the provided attachment. It is proposed that Council will be able to offer this kit at a discounted rate to events that qualify for event support. Proposed rate for the trailer stage hire is:

	"Supported Event" Fee*	Standard Fee
Minimum Hire Fee (48 hours)	\$1,560.00	\$3,506.00
Additional daily hire fee	\$1,050.00	\$1,550.00

**Rates to be finalised following procurement of Events Kit*

Industry Event Partnership

Council's industry event partnership policy is funded separately and covered operationally to provide targeted partnerships to the specific events that have a strong nexus to Council business and are not primarily focused on visitor economy growth or community participation.

ATTACHMENTS

- 1 Event Sponsorship Program Review 2025, D25/19223 [↓](#)

Executive Summary

Current challenges

- Recurrent funding of events drains total available pool (\$30k was already allocated in FY25 before any applications received)
- Demand on funding has increased, with \$100k no longer able to fund current policy setting
- Some events may rely on recurrent funding for sustainability.
- Grant funding recipients often don't strongly align with policy intent (i.e. some community fundraising events).
- Some confusion between "Sponsorship" (implies reputational benefit to Council) and "Grant" (implies meeting strategic objective of Council).

Challenges

- Some events supported would likely run regardless of Council's support
- Some events will fold, regardless of Council's support
- Current program linked to DestinationNSW framework, and Newmont Event Fund framework.
- Current acquittal process is cursory, with limited accountability on event organiser to demonstrate they met targets
- There is no current avenue for Council to attract or support business conferences and events, as these are excluded from the current policy

Proposed changes

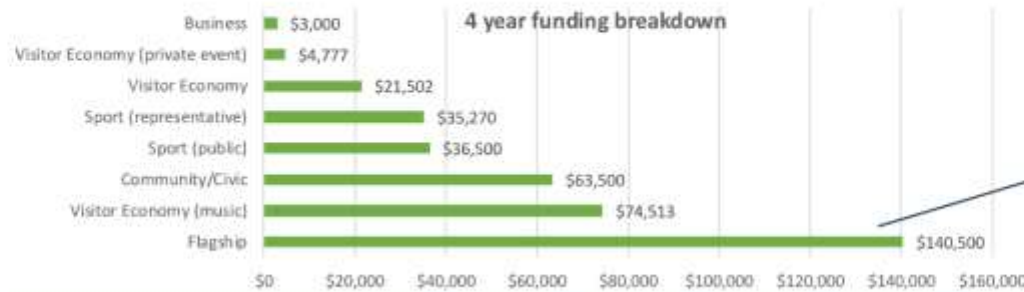
- That the Event Sponsorship policy be redeveloped to focus on events that drive maximum sustainable value to the visitor economy
- Re-name program to Event Development Fund (retaining requirements to publicly acknowledge Council support)
- Carry a higher threshold for qualification including demonstrating ongoing viability, and to demonstrate that Council funding is required to support event delivery

Events sponsorship summary

Staff recommendations are based on reviewing the quantum of Council support across three separate areas (Events Sponsorship, Small Donations and Sports Attraction) to ensure any changes to current Event Sponsorship Policy consider broader impacts. When looking across the three key event/community support program there is an opportunity to better align policies with the various categories of support to ensure consistency in decision making and clarity of the overall budget.

Event sponsorship fund

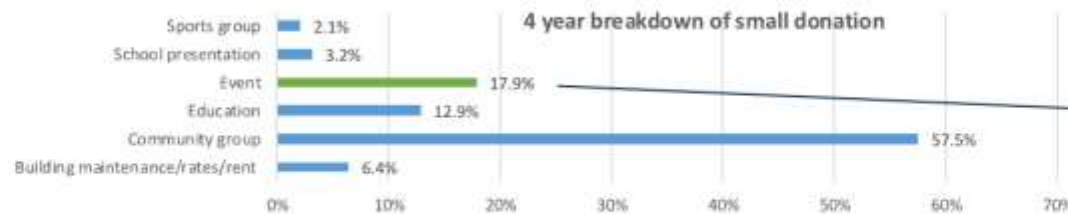
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Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
	-\$6,150	-\$7,933	\$22,098	\$12,424	-\$69,200



Flagship events are FOOD Week, Wine Festival, Gnoo Blas, Field Days and Orange Show

Community funding

Small Donations Funding	FY25 YTD	FY24	FY23	FY22	FY21
Small Donations Program	\$30,872	\$84,202	\$61,951	\$58,286	\$75,049



Events are also supported by small donations program

Events sponsorship summary

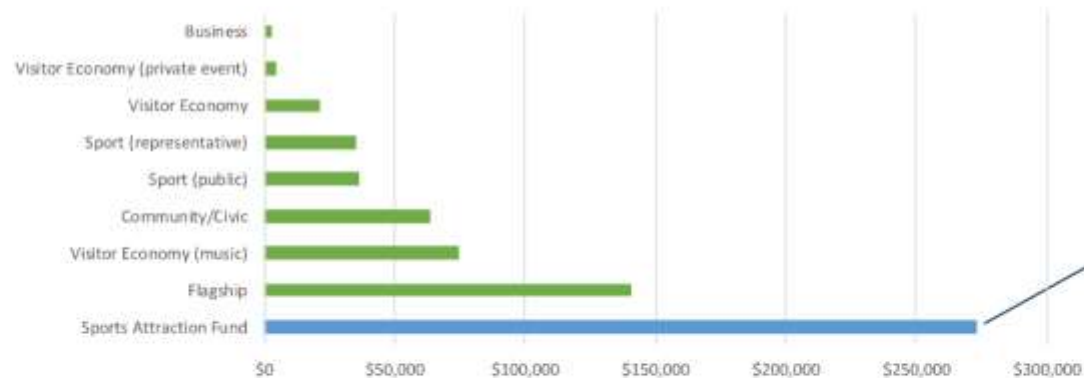
With almost 20% of event sponsorship funds allocated to sporting related events, it is valuable to compare more broadly to other sports support programs offered by Council. The Sports Attraction Fund plays an important role in attracting significant representative sports competitions to Orange which is a strong and reliable driver of visitation. It also serves a similar purpose to the current Event Sponsorship. This is in addition to funding provided to local clubs to improve their amenities, and to support locals participating in representative support outside of our region. The Event Development Fund should continue to focus on events that have a high impact on the visitor economy, and allow the sports attraction fund to continue targeting major sporting events

Sports support funding

Council Sports Support Funding	FY25 (YTD)	FY24	FY23	FY22	FY21
Sports Attraction Fund (SMA Fee)	\$27,500	\$20,750	\$18,000	\$25,240	\$9,600
Sports Hosting Fees (Hosting Fees)	\$67,500	\$61,909	\$40,136	\$12,250	\$53,574
Events Sponsorship (individual/team support for rep participation)	\$3,875	\$8,875	\$20,450	\$4,000	\$1,250
TOTAL	\$98,875	\$91,534	\$78,586	\$41,490	\$64,424

Sports Attraction fund used to attract representative sporting competitions to Orange. Examples include Australian Winter Swimming Nationals, Basketball U16/U18 State Cup, Masters CrossFit Games, Fox Superflow Mountain Bike, Indoor State Hockey Championships

4 year funding summary across



Viewing the Sports Attraction Fund as part of our Event support program shows that 60.8% of all funding across both programs is allocated to sports events

Newmont Events Kit



Council was successful in securing a \$250,000 grant from the Newmont Legacy Fund to purchase a substantial events kits, the cornerstone of which will be a mobile trailer stage. There are two substantial benefits to securing this kit:

1. Significant reduction in costs for future Council event production. This stage will be used at Christmas Carols, Zest Fest, New Years Eve, Rainbow Festival and potentially other Council events. Estimated annual savings of \$20,000 p/a (savings offset by ongoing depreciation and maintenance cost of kit).
2. The opportunity to offer this to event organisers across the Orange region access to this kit on a cost-recovery basis, greatly reducing event costs. This offers Council a new way of providing in-kind support to events that can demonstrate value to the visitor economy

Trailer stage



Additional events kit items

The items below are proposed additions to the events kit, subject to procurement outcomes and available budget:

- Mobile bars
- Outdoor tables and chairs
- Outdoor flooring
- Festoon lighting
- Additional water station

Proposed Changes

	Community events	Sports events	Flagship events
Current state	<ul style="list-style-type: none"> Over the past 4 FYs, the Event Sponsorship Fund has allocated \$65,500 (16.7% of funds) to community events, most with a strong fundraising focus. Examples include Cancer Council Stars of Orange, Housing Plus White Tie Ball, Sustainable Living Expo, Wangarang Golf Charity Day 	<ul style="list-style-type: none"> Over the past 4 FYs, the Event Sponsorship Fund has allocated \$71,770 (18.9% of funds) to sports events; 9.3% of total funds to representative sports events Examples include Junior Touch Football Championships, Veterans Golf Week, Mountain Bike Series Funding sources currently based on nature of event. Sports Attraction Fund used to host "Out of region" events. Event Sponsorship typically supports events that would proceed without Council support 	<ul style="list-style-type: none"> Five major events have been allocated 37% of total funding over the past 4 years (\$140,500) and are often multi-year agreements These are FOOD Week, Wine Festival, ANFD, Gnoo Blas and the Orange Show
Proposed changes	<ul style="list-style-type: none"> Community events ineligible for Event Development Fund Small Donations program to cover community and fundraising events 	<ul style="list-style-type: none"> Representative sporting events (where qualification is required) ineligible for Event Development Fund Sporting events remain eligible with demonstration of visitation potential 	<ul style="list-style-type: none"> Develop clear definition of Flagship event (running for at least 5 years, attracting minimum of 2000 visitors) Quarantine a maximum of \$40,000 of Event Development Fund to flagship events Require flagship events allocate Council funding to new event
Outcome	<ul style="list-style-type: none"> Existing events may continue to be supported through Small Donations program 	<ul style="list-style-type: none"> Existing events may continue to be supported through Sports Attraction Fund More funding available for sponsoring community sporting events 	<ul style="list-style-type: none"> Balance portfolio of event support across more events

Proposed Framework

Overall program structure

	Small Donations Program	Event Development Fund	Sports Support Programs
Value to economy	Low	High, some predictable visitor numbers	High, very predictable visitor numbers
FY25 Budget	\$80k	\$100,000	\$75,500
FY26 Budget	\$80k	\$110,000	\$75,500

New Event Development Fund

Event Development Fund			
Objective	To support the growth and sustainability of events that drive visitation to the Orange Region		
Support mechanisms	<ul style="list-style-type: none"> Cash support \$0 Council venue hire fees for supported events Access to Newmont Event Kit at "community" rate (cost recovery basis only) 		
Stream	Flagship	Visitor Economy Events	Liveability Events
Key criteria	<ul style="list-style-type: none"> Running for >5 years >2,000 visitation demonstrated >\$500,000 estimated economic benefit 	<ul style="list-style-type: none"> >1000 visitors (public events) >200 bed nights (business events) >\$150,000 estimated economic benefit 	<ul style="list-style-type: none"> >500 attendees A maximum ratio 5:1 (i.e 500 people, maximum council funding will be \$2500)
Maximum funding	\$15,000	\$10,000	\$5,000
Notional fund allocation	\$40,000	\$40,000	\$30,000

Appendix – 5 year funding summary since FY21

Summary of all funded events, and estimated impact of proposed policy on previously funded events

Proponent	Event	Proposed Policy Impact	TOTAL	2024/25	2023/24	2022/23	2021/22		
Proponent	Event	Proposed Policy Impact	4 year funding	EER	ROI	Funded	Funded	Funded	Funded
Artwork Orange	Artwork pop up exhibition	Small Donations	\$1,000	\$0	0%				\$1,000
Austin Motor Club	2024 National Rally	Visitor Economy Stream	\$3,500	\$191,200	5483%			\$3,500	
Australian National Field Days	Australian National Field Days	Flagship	\$20,000	\$12,353,430	61767%	\$10,000		\$10,000	
Australian National Field Days	2023 Rural Womens Gathering	Small Donations	\$2,000	\$127,400	6370%		\$2,000		
Badlands Brewery & Taproom	Brews and Blues	Liveability stream	\$3,000	\$1,236,270	41209%	\$3,000			
Bicycle Network	Newcrest Challenge	Visitor Economy Stream	\$10,000	\$2,602,840	26028%			\$10,000	
Careers & Trade Expo	Careers & Trade Expo	Ineligible	\$4,502	\$2,478,160	55046%	\$1,600	\$1,500	\$1,402	
Central West Mallee *	Central West Mallee	Small Donations	\$2,000	\$1,726,325	86416%		\$2,000		
Central West Veterans Golf Week	Central West Veterans Golf Week	Visitor Economy Stream	\$5,000	\$1,245,810	24916%	\$1,500	\$1,500	\$1,000	\$1,000
Chugg Music	2022 Squeeze Music Festival	Visitor Economy Stream	\$10,000	\$183,100	1831%				\$10,000
Dairy Hill Designs	Artwork Orange Pop Up exhibit	Small Donations	\$1,000	\$0	0%				\$1,000
DR Gaming Pty Ltd	Yu-Gi-Oh World Championship Qualifiers	Ineligible	\$1,277	\$0	0%				\$1,277
Food of Orange District	FOOD Week 2025	Flagship	\$25,500	\$9,872,000	38714%	\$5,500	\$10,000	\$10,000	
Glow Roller Discos	Glow Roller Discos	Liveability stream	\$2,000	\$207,050	10353%		\$2,000		
Gnoo Blas Classic Car Club	2024 Gnoo Blas	Flagship	\$20,000	\$1,194,500	5973%	\$10,000	\$10,000		
Housing Plus	2024 White Tie Ball	Small Donations	\$19,500	\$57,360	294%	\$8,000		\$6,000	\$5,500
Live At Yours	Performance by pianist Alexander Gavrylyuk at the CIV	Liveability stream	\$2,000	\$0	0%				\$2,000
Mortimers Wines	Schools Out for Summer	Liveability stream	\$3,000	\$53,700	1790%		\$3,000		
Orange Bridge Club	2025 CWF Gold	Visitor Economy Stream	\$15,000	\$786,860	5246%	\$5,000	\$10,000		
Orange Chamber Music Festival	Orange Chamber Music Festival	Visitor Economy Stream	\$34,513	\$537,166	1556%	\$10,000	\$9,713	\$10,000	\$4,800
Orange City Bowling Club	Golden Eagle Classic	Ineligible	\$6,500	\$89,226	1373%	\$1,500	\$5,000		
Orange Golf Club (Duntryleague)	Duntryleague Women's Open Tournament	Ineligible	\$1,000	\$117,090	11709%	\$1,000			
Orange Mountain Bike Club	2025 AusCycling Mountain Bike National Series Event	Visitor Economy Stream	\$5,000	\$598,500	11970%	\$5,000			
Orange Region Vignerons Associat	Orange Wine Festival	Flagship	\$40,000	\$7,983,636	19959%	\$10,000	\$10,000	\$10,000	\$10,000
Orange Regional Arts Foundation	Orange Regional Arts Foundation	Small Donations	\$15,000	\$204,118	1361%	\$5,000	\$10,000		
Orange Show Society	Orange Show	Flagship	\$35,000	\$3,585,000	10243%	\$10,000	\$10,000	\$10,000	\$5,000
Orange Thunder Touch Football	West South West Suns Junior Touch Football Champions	Visitor Economy Stream	\$9,270	\$1,226,600	13232%	\$4,550	\$4,720		
Regional Development Australia C	Central West Inspired Womens Gala	Liveability stream	\$3,000	\$47,770	1592%	\$3,000			
Rotary Club of Orange	Sustainable Living Expo 2024	Liveability stream	\$13,000	\$380,519	2927%	\$4,000	\$4,000		\$5,000
Rotary Club of Orange	Orange Volcanic Mountain Challenge	Ineligible	\$5,000	\$143,300	2866%		\$5,000		
Rotary Club of Orange	National Bush Poetry Championship	Ineligible	\$12,000	\$127,400	1062%				\$12,000
Roundhouse Entertainment	Year 2 Funding Payment - Day on the Green	Visitor Economy Stream	\$10,000	\$43,011	430%				\$10,000
Tournament X	World Jousting Tournament - First instalment of agree	Visitor Economy Stream	\$10,000	\$0	0%				\$10,000
Two Wheel Tours	Goodness Gravel	Visitor Economy Stream	\$5,000	\$250,100	5002%	\$2,500	\$2,500		
Wangarangi	Wangarangi Charity Golf Day	Small Donations	\$10,000	\$62,920	629%		\$5,000	\$1,000	\$4,000
Zolore Enterprises Pty Ltd	A Night in Nashville	Visitor Economy Stream	\$15,000	\$653,250	4355%	\$5,000		\$5,000	\$5,000
TOTAL			\$379,562						

Definitions

- **EER** – Expected Economic Return. Calculated by multiplying expected daily spend by expected length of stay
- **ROI** – Return on Investment. Calculated by dividing EER by amount funded by Council. A higher ROI indicates better value for money for Council's spend

5.3 STRATEGIC POLICY REVIEWS

RECORD NUMBER: 2025/201

AUTHOR: Janessa Constantine, Manager Corporate Governance

EXECUTIVE SUMMARY

Council is required, under the Local Government Act, to adopt specific codes, policies or documents within 12 months of a Local Government Election. This report presents policies which have been reviewed and are recommended for placement on public exhibition for a period of at least 28 days:

- ST32 - Donations & Grants
- ST43 - Event Development Fund (previously Event Sponsorship Program ST144)

Following a review of Councils Policy Structure, over the coming months, Council will consider policies as they are updated and recommended for exhibition before adoption.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “18.1. Provide representative, responsible and accountable community governance”.

FINANCIAL IMPLICATIONS

It is noted that the additional funding being considered for the Event Development Fund will be subject to budget deliberations for the 2025/2026 financial year.

POLICY AND GOVERNANCE IMPLICATIONS

Council’s Strategic Policies are reviewed and amended to ensure ongoing compliance with legislation and industry best practice.

Policies of Council are of two types – Strategic Policies are determined by Council, and relate to Councillors, required by Legislation or Regulation and/or have an impact on the Orange community. The Local Government Act 1993 requires the public exhibition of Policies (if new or include significant changes) and adoption by Council. Operational Policies are determined and implemented by the Chief Executive Officer and relate to staff and the operations of the organisation.

RECOMMENDATION

That Council resolves to place the following policies on public exhibition for a period of 28 days:

- **ST32 – Donations & Grants**
- **ST43 – Event Development Fund**

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 policies have been reviewed and outlined below are changes/updates made to each policy. It is recommended these policies be placed on public exhibition for a period of at least 28 days to allow for Council and public review and submissions.

Pending the exhibition period and Council adoption, application forms associated with these policies will be updated as necessary and attached to the relevant policy.

ST32 – Donations & Grants

Reference	Update
General	<ul style="list-style-type: none"> • Changed - "Significant project" replaced "eligible project" in the three-year funding exception clause. • Removed - "Applications for determination by the Chief Executive Officer are determined by quick response. Quarterly reports on donations given will be submitted to Council." • Added – "During the caretaker period the timing outlined in this policy will not apply. The legislative requirements and Council approved delegations would apply and often do not allow awarding of donations during the caretaker period." • Removed – "Applicants are limited to one application in a financial year unless otherwise stated." • Changed – Educational Support and Recognition Program focus has shifted from graduate certificate in community leadership and resilience scholarship at the Charles Sturt University to a broader focus on recognition of annual prize giving for local high schools and student-based programs. Funding break down for this has changed from \$17k annually to \$8k annually. • Changed – Acquittals must now be submitted within 60 days after funding has been spent. • Changed – Round dates have been changed to allow monthly presentation to Council meetings. • General formatting update

ST43 – Event Development Fund

Reference	Update
Redeveloped Strategic Policy	<ul style="list-style-type: none"> • Policy name change to Event Development Fund from Event Sponsorship • Update to Policy Number from ST144 to ST43 • The total funding pool for the Fund increased to \$110,000 per annum (Flagships - \$40,000; Visitor Economy - \$40,000 and Liveability - \$30,000). • Policy re-written to refine eligibility criteria, introduce new funding categories, and update language to make a distinction between sponsorship and grant funding. • Policy to take effect on 1 July 2025 in line with new financial year.

ATTACHMENTS

- 1 FOR EXHIBITION - Strategic Policy - ST32 - Donations and Grants, D25/19703 [↓](#)
- 2 FOR EXHIBITION - Strategic Policy - ST43 - Event Development Fund, D25/19691 [↓](#)



Strategic Policy – ST32

Donations & Grants

FOR EXHIBITION



PO Box 35, Orange
NSW 2800 Australia

135 Byng Street, Orange
NSW 2800 Australia

P: +61 2 6393 8000
F: +61 2 6393 8199

council@orange.nsw.gov.au
www.orange.nsw.gov.au



STRATEGIC POLICY – ST32

1 PURPOSE

1.1 Council can assist the local community under a number of grant and donations programs.

Small Donations Program

1.2 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).

Educational Support & Recognition Program

Assistance to recognition of annual prize giving for local high schools and student based programs.

Sports Assistance Program

Assistance to individuals who have been selected in representative levels and assistance to sports organisations sending teams to championship events.

This Program can also provide local sporting organisations with assistance to host unplanned events such as Grand Finals where additional resources are required.

Sports Facility Partnership Program

Assistance to local sporting clubs to improve local sporting facilities.

2 APPLICABILITY

2.1 This policy applies to all not-for-profit individuals, community groups and sporting groups that are residents in, or who conduct their activities in, the Orange Local Government area for the specific benefit of residents of the Orange Local Government area.

3 LEGISLATIVE FRAMEWORK

3.1 This policy is in accordance the following:

- Local Government Act 1993:
 - section 356 (financial assistance)
 - section 377 (delegated authority)
 - section 610E (waiving or reduction of fees).
- Local Government (General) Regulation 2021:
 - section 207 (record of donations for auditing purposes).

4 GENERAL CONDITIONS

4.1 An application form has to be completed for requesting financial assistance.

4.2 All requests must illustrate how outcomes align with Council's Community Strategic Plan.

4.3 Council will consider applications on merit, in conjunction with other applications received and the available budget for donations and grants.

4.4 Ineligible applications will not be considered and will be returned. Ineligibility includes:

- Incomplete forms or applications submitted outside round open and closing dates.
- Government entities (excluding public schools).
- Applicants that have an outstanding debt with Council.
- Fundraising for groups or events outside the Orange Local Government Area.
- Applications for fee reductions or waiving of Council fees.
- Applications to cover applicant's insurance or project insurance costs.



STRATEGIC POLICY – ST32

- 4.5 Schools are unable to apply for donations for equipment, infrastructure or maintenance. Schools may apply for a donation if they are holding a community event open to the public or if they are holding a very significant, milestone anniversary event (50-years or more).
- 4.6 Donations and grants will not be retrospectively applied.
- 4.7 Where applications are seeking funding for capital works or purchase of equipment under the value of \$3,000, no quote is required. A minimum of three written quotes must be included for anything above \$3,000. Purchases must be sourced from a local supplier unless they are not of sufficient quality, or it is not practical to do so.
- 4.8 All payments to applicants will be via electronic transfer.
- 4.9 A tax invoice, invoice or Statement by a Supplier form is not required for Council to pay a donation (as nothing is needed to be supplied for the payment).
- 4.10 If financial assistance is made in return of a supply for the payment, a tax invoice, invoice or Statement by Supplier form is required.
- 4.11 An acquittal form is to be completed and returned to Council for each donation provided within 60 days after funding is spent.
- 5 CRITERIA AND CONDITIONS – SMALL DONATIONS PROGRAM (GST does not apply)**
- \$80,000 is held in reserve to award each year.
- Program Categories – Council Review**
- 5.1 Community and not-for-profit group providing benefit to the local community Maximum* of \$2,500 per applicant (*a lesser amount may be donated). Must be a not-for-profit applicant.
- Program Categories – CEO Approval**
- 5.2 **In-kind support for Council services,** Maximum* of \$500 per applicant (* a lesser amount may be donated). Must be a not-for-profit applicant.
- Program Conditions (in addition to General Conditions)**
- 5.3 Applications from community and not-for-profit groups providing benefit to the local community will be determined by Council monthly in the Financial Policy Committee Meetings. These meetings occur on the first Tuesday of each month, except for January. Applications to be considered for each meeting close on the 15th day of the prior month.
- 5.4 During the caretaker period the timing outlined in this policy will not apply. The legislative requirements and Council approved delegations would apply and often do not allow awarding of donations during the caretaker period.
- 5.5 Funding must be fully expended in the financial year allocated and unspent funds paid back to Council. Council will consider an exception to this when a service club is raising money for a large-cost, significant project. Council will consider allowing a service club to expend the donation over a



STRATEGIC POLICY – ST32

three-year period and to apply for the same project in the second and third year if the funding for the project total has not been fully raised (but not to apply for donation for a different purpose during this period) and the service club must submit an acquittal in each of the three years.

- 5.6 The maximum donation amount can be exceeded for not for-profit organisations working with the vulnerable. Applicants still apply within the maximum donation amount in the relevant category, with a request for additional funding supported by clear reasoning identifying benefit to the local community. Council's consideration to exceed the maximum donation will look at whether there is remaining money in the budget after all applications have been considered and determined in the subject round.

6 CRITERIA AND CONDITIONS – EDUCATIONAL SUPPORT AND RECOGNITION PROGRAM

(GST does not apply)

\$8,000 is held in reserve to award each year.

Program Conditions (in addition to General Conditions)

- 6.1 Applications can be determined by the Chief Executive Officer under section 377(1A) of the Local Government Act and considered within 7 days of receipt.
- 6.2 Quarterly reports on donations given will be submitted to Council.

Recognition Program and Annual Prize Giving (\$7,000 reserve in each year)

- 6.3 Assistance available to the amount of \$1000 for each of the 7 high schools in Orange.
- 6.4 Schools are required to complete an application form to access the funds.
- 6.5 Donations may support award ceremonies, prize giving, academic competitions, or public recognition programs that highlight student achievements.
- 6.6 Applicants must demonstrate financial need or academic excellence or be involved in recognised extracurricular activities.
- 6.7 Recipients of funding through the Donations Recognition Program must acknowledge Orange City Council's support in any related promotional materials, public announcements, and at events such as the Annual Prize Giving.

Recognition Program - Country Women's Association (\$500 reserve in each year)

- 6.8 Assistance is a maximum of \$500 (*a lesser amount may be requested).
- 6.9 The CWA is required to complete an application form to access the funds.

Recognition Program - Orange Eisteddfod (\$500 reserve in each year)

- 6.10 Assistance is a maximum of \$500 (*a lesser amount may be requested).
- 6.11 The Orange Eisteddfod is required to complete an application form to access the funds.



STRATEGIC POLICY – ST32

7 CRITERIA AND CONDITIONS – SPORTS ASSISTANCE PROGRAM

(GST does not apply)

\$16,900 is held in reserve to award each year.

Program Conditions (in addition to General Conditions)

- 7.1 Applications can be determined by the Chief Executive Officer and considered within 7 days of receipt. Quarterly reports on donations given will be submitted to Council.
- 7.2 Written proof of selection from the body running the event/making the selection must be provided.
- 7.3 Applicants can receive more than one donation in a financial year if:
- an applicant has been selected in regional representation and has then been selected in state representation and/or in national representation in one sport;
 - an applicant has been selected in regional representation and/or state representation and/or national representation in more than one sport.
- 7.4 The number of donations available to an applicant is capped at three in the one financial year. An applicant is ineligible for another donation at the same level for the same sport in one financial year.
- 7.5 If a team has received a donation, an individual in that team cannot be given a donation for the same representation.
- 7.6 Regional representation is not Orange representation. Regional and state representation will be as determined by the peak State body for the sport. National representation will be as determined by peak National body for the sport.

7.7 The location and duration of the sports event to be attended and costs arising from selection will be taken into consideration in determining the donation amount applicable.

7.8 Applications may only be considered for sports recognised by the Australian Sports Commission.

Sports Participant Program Categories

- 1 Regional representation at State level events - Individual** (individual selected in a regional team)
Maximum* of \$250 per applicant (*a lesser amount may be donated). Category includes NSW Combined Independent School Sports representation (or similar) at NSW All School State Championship events.
- 2 State representation at National level events - Individual** (individual selected in State team)
Maximum* of \$500 per applicant (*a lesser amount may be donated)
- 3 National representation - Individual** (individual selected in a national team)
Maximum* of \$1,000 per applicant (*a lesser amount may be donated).
- 4 Regional representation at State titles** (for a club/association for one team only)
\$250 total for the team.
- 5 Regional representation at State titles** (for a club/association with multiple teams)
\$750 total for the club/association.
- 6 State representation at National titles** (for a club/association for one team only)
\$500 total for the team.
- 7 State representation at National titles** (for a club/association with multiple teams)
\$1,000 total for the club/association.
- 8 National representation at international titles** (for a club/association for one team only)
\$1,000 total for the team.
- 9 National representation at international titles** (for a club/association with more than one team)
\$2,000 total for the club/association.



STRATEGIC POLICY – ST32

10 Grand Finals, Carnivals/Championships and Invitationals

Maximum* of \$1,500 per applicant (* a lesser amount may be donated).
Must be a not-for-profit applicant.

8 CRITERIA AND CONDITIONS – SPORTS FACILITY PARTNERSHIP PROGRAM

(GST does not apply)

\$50,000 budget each financial year.

Objectives

- 8.1 Improve sporting and recreational facilities for local sporting organisations and the local community.
- 8.2 Create partnerships between Orange City Council and sporting groups in the development of sport and recreational facilities in the city.
- 8.3 Improve opportunities for local sporting organisations to host major sporting events.
- 8.4 Improve resources available to local sporting organisations and community groups.
- 8.5 Enhance the long-term sustainability of the sport.

Guidelines

- 8.6 Applications for the Sports Facility Program will open once a year.
- 8.7 Maximum grant available will be \$15,000. Applications asking for a higher amount will not be considered.
- 8.8 Grants will be considered from local incorporated not-for profit sporting bodies with an ABN.
- 8.9 Grants are offered to sporting bodies for improvements to sporting and recreational facilities located within the Orange Local Government Area and include funding for minor plant.

8.10 Grants are on a dollar-for-dollar basis for actual funds. Donated materials and/or voluntary labour will be considered when estimating the cost. Voluntary labour is capped at \$25/hr unless trade qualified services are being provided. Quotations for each component of a project is required.

8.11 Evidence of sufficient funds being held to match the grant will be required before the grant is approved. For example, a copy of a recent bank statement should be attached to the application form.

8.12 Applications should address ongoing maintenance and/or expenses associated with the proposed project.

8.13 It is preferred that grants are sufficient to finish a project within a twelve-month period from approval, however projects already underway will be considered.

8.14 The grant can only be used for the purpose approved by Council. Any alterations to approved projects should be applied for in writing and are subject to Council's written consent.

8.15 If grants are for structures, relevant development application and/or application for construction certificate must be approved by Council before funding will be available.

8.16 Should more than one application be submitted, the association must rank their projects in order of priority. All applications should be accompanied by a letter of support from local peak bodies.

8.17 It should be noted that applications for projects on Council-owned land or Council-managed land are generally given a higher priority for funding.



STRATEGIC POLICY – ST32

8.18 All applications will be assessed following a report prepared for Council's consideration on the disbursement of funds. Funds will be distributed to sporting organisations as resolved by Council.

Projects Considered

- 8.19 The enhancement of existing sporting facilities such as safety netting, lighting, water systems and upgrade of surfaces.
- 8.20 The provision of ancillary and support facilities at established sporting facilities (eg, sun-protection shelters, change rooms and grandstands).
- 8.21 The purchase of equipment that will improve the quality or function of a facility (eg, cricket wicket roller, timing equipment).
- 8.22 The project meets the objectives of the program.

Projects NOT Considered

- 8.23 Sporting goods (eg, bats, balls, uniforms).
- 8.24 Projects that have already been completed.
- 8.25 Construction or sealing of car parks or roads.
- 8.26 Projects that involve the development of private or commercial ventures.
- 8.27 General maintenance of sporting facilities (eg, painting).

9 RELATED DOCUMENTS

- Local Government Act 1993
- Local Government (General) Regulation 2021
- ST34 – Event Development Fund
- Donations & Grants Application forms.

All policies can be reviewed or revoked by Council, at any time.

ST32 - Strategic Policy – Donations & Grants

Amendments:

- **Changed** - "Significant projects" replaced "eligible project" in the three-year funding exception clause.
- **Removed** - "Applications for determination by the Chief Executive Officer are determined by quick response. Quarterly reports on donations given will be submitted to Council."
- **Added** - "During the caretaker period the timing outlined in this policy will not apply. The legislative requirements and Council approved delegations would apply and often do not allow awarding of donations during the caretaker period."
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- **Changed** - Acquittals must now be submitted within 60 days after funding has been spent.
- **Changed** - Round dates have been changed to allow monthly presentation to Council meetings.
- **General formatting update**

Review Due: November 2028	Version V1_25	Last Revision: March 2025
Approved By:	Minute Number:	Approval Date:



Strategic Policy – ST43

Event Development Fund

FOR EXHIBITION



PO Box 35, Orange
NSW 2800 Australia

135 Byng Street, Orange
NSW 2800 Australia

P: +61 2 6393 8000
F: +61 2 6393 8199

council@orange.nsw.gov.au
www.orange.nsw.gov.au



STRATEGIC POLICY – ST43

1 PURPOSE

- 1.1 To provide financial assistance to groups who deliver events that offer significant contribution to the economic wellbeing of the Orange community.

2 APPLICABILITY

- 2.1 This policy applies to any group wishing to receive financial assistance from Council to host an event. Priority will be given to events held within the Orange Local Government Area.

3 OBJECTIVES

- 3.1 The four broad criteria that will be considered when assessing the applications include:
- The economic benefit to the community in terms of increased visitation, utilisation of accommodation, and utilisation of local business and products.
 - Increased promotion of the city and/or identification of the city with a recognised product such as education, sport, food, wine, agribusiness and clean environment.
 - 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, in that it provides a material difference to the financial sustainability of the event.

4 GENERAL

Strategic Direction

- 4.1 All requests for funding should support the strategies identified by the Orange Region Destination Management Plan.

5 APPLICATION PROCESS

- 5.1 Submissions for funding must be completed online. The application form and guidelines can be accessed from the Orange City Council website. A separate completed application form is required for each funding request.
- 5.2 Funds being sought from Orange City Council must be matched by the applicant on a minimum dollar for dollar basis (as in, Council will not fund more than 50% of any event). Where the requested contribution is in-kind, an application still needs to be completed. Council will determine the value of in-kind support.
- 5.3 Applicants must be an organisation, company or incorporated body. Funding will not be provided to individuals.
- 5.4 Applications for sponsorship will not be retrospectively approved.

6 ASSESSMENT OF APPLICATIONS

- 6.1 All applications will be reviewed by the Economic Development team. Recommendations will then be made to the next available Council meeting for endorsement, based on applicants' alignment with the intent of this policy.
- 6.2 Successful and unsuccessful applicants will be notified within 10 days of the Council decision. Applicants will receive an email advising the outcome of their application.

7 FUNDING AGREEMENTS

- 7.1 Council will determine the successful requests for funding and the amount offered. The offer from Council may not match the amount requested. Council may require a funding agreement to be entered into which will specify payment schedules and reporting deliverables.



STRATEGIC POLICY – ST43

All funding agreements are for one-year, although Council will consider multi-year funding on a case-by-case basis.

- 7.2 Council will require an acquittal statement at the conclusion of the funding period. Recipients may also be required to provide evidence of expenditure with local businesses to demonstrate the direct impact of their project. For larger sponsorships, independently audited statements or copies of receipts may be required to verify expenditure of the grant where a funding agreement is entered into.
- 7.3 Successful applicants are required to be available for a promotional certificate presentation with the Mayor and will be notified by Council staff.

8 ELIGIBILITY

8.1 Events and entities are **ineligible** to receive funding under the Event Development Fund if they meet one or more of the following:

- The event receives support through another Orange City Council stream
- The organisation has outstanding debts to Council or has not acquitted any past grant or sponsorship funding to the satisfaction of Council
- The organisation has not previously complied with permits or other conditions of Council, or has failed to apply for the required permits
- The event is a fundraising and or charity event (these events are supported by the Small Donations program)
- The event is organised by an individual
- The event is in conflict with or accepts sponsorship from organisations not aligned to Council's vision, mission and values

- The organisation wishes to use the sponsorship to fund feasibility studies, capital works projects, facility maintenance or the purchase of capital equipment
- The event takes place on a regular basis such as weekly, monthly or quarterly
- An event of political or religious purpose
- The event excludes parts of the community
- School activities

8.2 Funding is **not to be** used for the following items in successful applications:

- Sporting trips, subsidies or sponsorships
- Attending business events or conferences
- Operational administration expenses
- Event insurance

9 TIMING

9.1 Approval may be provided for event sponsorship in an upcoming financial year, however funds will not be released until after 1 July of the event year.

9.2 Funding must be fully expended in the financial year allocated and unspent funds paid back to Council.

10 ACQUITTALS

10.1 All funding recipients will be required to provide an acquittal of their event, detailing the extent to which their event delivered the intended outcomes described in their application. Acquittals are required to be submitted within 60 working days following the event delivery date.



STRATEGIC POLICY – ST43

11 EVENT DEVELOPMENT FUND CATEGORIES

FLAGSHIP EVENTS

- The funding range is \$1,000 to \$15,000
- Venue hire at no charge for supported events
- Access to the Newmont Event Kit at "Supported Event" rates

Provides funding for an event that has been running for more than 5 consecutive years and can demonstrate that they consistently attract overnight visitation, and contribute to the economic activity in the city, and the identity of the region. Funding is to be directed towards activity that contribute to the sustainability, or evolution of the event by undertaking a new activity that will grow the overall event. This funding is not designed as business-as-usual operational funding for event organisers.

Notional annual funding pool available for Flagship Event Funds is \$40,000.

The Flagship Event Fund supports long-standing events that can:

- Have a well-developed marketing plan with defined target audience and measurable objectives
- Attract over 2000 event attendees or other agreed amount in special circumstances
- The economic impact to the Orange360 region is at minimum \$500,000
- Potential for state, national or international exposure
- Demonstrate having strong support and partnerships in place
- Demonstrate engagement with the local tourism industry with a view to build partnerships that drive visitation
- Demonstrate sound organisational planning, that has a clear event plan, event structure, operational processes, insurance and risk management

FLAGSHIP EVENTS

- Have a demonstrated approach to measuring audiences, overnight visitation and event experience with an emphasis on data accuracy
- Are mindful of peak tourism periods for the Orange360 region and how the event fits into the annual event calendar
- Provision of acquittal from any previous Orange City Council funding.

VISITOR ECONOMY EVENTS

- The funding range is \$1,000 to \$10,000
- Venue hire at no charge for supported events
- Access to the Newmont Event Kit at "Supported Event" rates

This pool is for events that can demonstrate a measurable economic return to the Orange economy, by driving overnight visitation to the region, or extending existing visitation in a measurable way.

Notional annual funding pool available for Visitor Economy Events is \$40,000.

The event must present a comprehensive strategy that includes its ability to drive overnight visitation to the event. The event must be driving visitation from out of region, encouraging international visitation.

The Event Development Fund supports innovative events that can:

- demonstrate a high profile as a key event in the Orange360 tourism region
- provide a long term strategic plan that identifies the event's potential to continue to grow overnight accommodation and local economy spend
- provide a well-developed long term marketing plan with defined target audience and measurable objectives
- For public events, attract over 1000 event attendees or other agreed amount in special circumstances



STRATEGIC POLICY – ST43

VISITOR ECONOMY EVENTS

- For business events/conferences, attract over 200 overnight attendees
- Drive the economic impact to the Orange360 region at a minimum of \$150,000
- Potential for state, national or international exposure
- Demonstrate event sustainability
- Demonstrate engagement with the local tourism industry with a view to build partnerships that drive visitation
- Are mindful of peak tourism periods for the Orange360 region and how the event fits into the annual event calendar
- Demonstrate successful event delivery in the areas of sound organisational planning, event planning, event structure, communication, marketing, operational processes, insurance and risk management
- Have a demonstrated approach to measuring audiences, overnight visitation and event experience with an emphasis on data accuracy
- Provision of acquittal from any previous Orange City Council funding.

LIVEABILITY EVENTS

- The funding range is \$1,000 to \$5,000.
- Venue hire at no charge for supported events
- Access to the Newmont Event Kit at "Supported Event" rates

Provides funding to support events that provide opportunities for increased community participation and amenity. These events may have a visitor economy dimension, but contribute meaningfully to the liveability of the Orange Region, and the variety of activities on offer for residents.

The notional annual funding pool available is \$30,000

The fund supports innovative events that can:

- Demonstrate sound organisational planning, that has a clear event plan, event structure, operational processes, insurance and risk management
- Have attracted or has confidence will attract a minimum of 500 attendees
- A maximum ratio of \$5 of Council funding per participant (i.e. a ratio of 5:1, meaning if the event attracts 500 people, maximum council funding will be \$2500)
- Demonstrate a broad appeal that is likely to engage the Orange community
- Are designed to be recurring, ongoing events
- Has strategies for measuring visitation and the visitor experience
- Demonstrate a capacity and plan for event marketing
- Sporting events are ineligible under this category, and are only eligible under visitor economy or flagship categories
- Demonstrate financial responsibility.



STRATEGIC POLICY – ST43

12 RELATED DOCUMENTS

- Event Sponsorship Program Application Process
- Event Sponsorship Program Guidelines and Application Form
- Strategic Policy – ST32 – Donations & Grants

FOR EXHIBITION

<i>All policies can be reviewed or revoked by Council, at any time.</i>		
ST43 - Strategic Policy – Event Development Fund		
Amendments: <ul style="list-style-type: none"> • Policy name change to Event Development Fund from Event Sponsorship • Update to Policy Number from ST144 to ST43 • Policy re-written to refine eligibility criteria • Introduce new funding categories • The total funding pool for the Fund increased to \$110,000 per annum (Flagships - \$40,000; Visitor Economy - \$40,000 and Liveability - \$30,000). • Update language to make a distinction between sponsorship and grant funding. • Policy to take effect on 1 July 2025 in line with new financial year • General formatting update 		
Review Due: November 2028	Version V1_25	Last Revision: March 2025
Approved By:	Minute Number:	Approval Date:

6 CLOSED MEETING - SEE CLOSED AGENDA

The Chief Executive Officer will advise the Council if any written submissions have been received relating to any item advertised for consideration by a closed meeting of Orange City Council.

The Mayor will extend an invitation to any member of the public present at the meeting to make a representation to Council as to whether the meeting should be closed for a particular item. In accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2021, in the opinion of the Chief Executive Officer, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

RECOMMENDATION

That Council adjourn into a Closed Meeting and members of the press and public be excluded from the Closed Meeting, and access to the correspondence and reports relating to the items considered during the course of the Closed Meeting be withheld unless declassified by separate resolution. This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:

6.1 Entering into Contracts for Linemarking Services

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.2 Submission Redaction Report 4 March 2025

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (e) information that would, if disclosed, prejudice the maintenance of law.

6.1 ENTERING INTO CONTRACTS FOR LINEMARKING SERVICES

RECORD NUMBER: 2025/222

AUTHOR: Mark Frecklington, Assistant Works Manager

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

6.2 SUBMISSION REDACTION REPORT 4 MARCH 2025

RECORD NUMBER: 2025/96

AUTHOR: Janessa Constantine, Manager Corporate Governance

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (e) information that would, if disclosed, prejudice the maintenance of law.

7 RESOLUTIONS FROM CLOSED MEETING