



## **FINANCE POLICY COMMITTEE**

# **AGENDA**

**1 APRIL 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, 1 April 2025.**

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 entrance to the car park. 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 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: 2025/241

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 February 2025 and March 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 \$45,381.52 spent to date. The total requested in this round is **\$6,225**.

<i>Annual budget 24/25</i>	<b>\$80,000.00</b>
<i>Total spent to date</i>	\$45,381.52
<i>Requested amount this round</i>	\$6,225.00
<i>Remaining balance</i>	\$28,393.48

#### 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 \$1,500 to Regional Development Australia Central West to contribute to the TEN4TEN program that connects youth leaders with community champions, offering mentoring experiences.
  - 2) To donate \$2,425 to Cantar Community Choir to contribute the ongoing costs of the honorarium paid to the Music Director.
  - 3) To donate \$2,300 to Orange North Rotary Club for the hire costs of the function centre for educating local children on science and education.

**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**

<b>Applicant 1</b>	<b>Regional Development Australia Central West</b>
<b>Assistance Would Support</b>	The assistance would contribute to the TEN4TEN program that connects youth leaders with community champions, offering mentoring experiences.  The program runs throughout the school year and is open to Year 11 students from high schools in the Orange, Cabonne and Blayney LGAs. Ten students are selected and paired with a mentor, attend a series of key events over the year and have the opportunity to connect with community leaders in an unprecedented manner.
<b>Amount Requested</b>	\$1,500
<b>Policy Category</b>	Community event not being event sponsorship
<b>Category Maximum</b>	\$2,500
<b>Complies With Policy</b>	Yes
<b>Previously funded by Council?</b>	Yes 2023/2024 \$1,500 2021/2022 \$1,500

<b>Applicant 2</b>	<b>Cantar Community Choir</b>
<b>Assistance Would Support</b>	The assistance would contribute to the ongoing costs of the honorarium paid to the Music Director.
<b>Amount Requested</b>	\$2,425
<b>Policy Category</b>	Community event not being event sponsorship
<b>Category Maximum</b>	\$2,500
<b>Complies With Policy</b>	Yes
<b>Previously funded by Council?</b>	No

## 2.1 Small Donations - Requests for Donations

<b>Applicant 3</b>	<b>Orange North Rotary Club</b>
<b>Assistance Would Support</b>	The assistance would cover the hire costs of the function centre for educating local children on science and education.
<b>Amount Requested</b>	\$2,300
<b>Policy Category</b>	Community event not being event sponsorship
<b>Category Maximum</b>	\$2,500
<b>Complies With Policy</b>	Yes
<b>Previously funded by Council?</b>	Yes 2019/2020 \$2,000 2013/2014 \$4,000

**ATTACHMENTS**

- 1 Small Donations Program - Application Form - General Donations - Regional Development Australia Central West - TEN4TEN Program (redacted), D25/25986 [↓](#)
- 2 Small Donations Program - Application Form - General Donations - Cantar Community Choir (redacted), D25/25990 [↓](#)
- 3 Small Donations Program - Application Form - General Donations - Orange North Rotary Club (redacted), D25/30248 [↓](#)



**ORANGE CITY COUNCIL**

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**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: **Regional Development Australia Central West**

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Contact name: **Lynda Smart**

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Position: **Operations & Migration Manager**

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 Postal address

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 Phone:  Mobile:

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 Email:

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ABN (if applicable): **55418618640** ACN (if applicable):

**YOUR ORGANISATION**

Not-for-Profit  Community Group

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

RDA Central West is part of a national network of committees, made up of local leaders who work with all levels of government, business and communities to support the economic development of their regions. Together with regional leaders, we aim to drive business growth, new jobs, skills development, and business investment across the 11 local government areas (LGAs) of Bathurst, Blayney, Cabonne, Cowra, Forbes, Lachlan, Lithgow, Oberon, Orange, Parkes and Weddin.



**YOUR REQUEST**

Amount requested: \$ **1500 + GST** Date event if applicable: **held through 2025**

What round are you applying for?  Round 1  Round 2  Round 3  Round 4

If you have attempted to seek funding for this project from any other source, including other grants, requests for in kind donations or reduction in costs from suppliers, please provide details:

Blayney Shire and Cabonne Councils have been approached for the same level of support

What will this donation be used for?

Our region has a rich pool of talented and accomplished leaders, and mentoring plays a crucial role in nurturing the next generation of young leaders within our community. Since its inception in 2020, the TEN4TEN program has been connecting youth leaders with community champions, offering unparalleled mentoring experiences, unlocking a plethora of new opportunities, and providing insights into the myriad possibilities available in regional NSW. The program is now in its 6th year, going from strength to strength.

The program runs throughout the school year and is open to Year 11 students from high schools in the Orange, Cabonne and Blayney LGAs. Ten students are selected and paired with a mentor, attend a series of key events over the year and have the opportunity to connect with community leaders in an unprecedented manner. In addition to this, the students and mentors have the flexibility to arrange their own meetings and activities.

The ten mentors are drawn from various sectors of the community and, we introduced four specially chosen program ambassadors, offering students an extended network and opportunities for broader career exploration. The program has the potential to be rolled out across more communities in the region and evolve into a flagship leadership event on the school calendar. At the core of the program is leadership and mentoring plays a major role in fostering the next generation of young leaders.

**BENEFIT TO ORANGE**

Please outline how the donation will contribute to the social, economic and/or environmental wellbeing of the Orange Local Government Area.

By fostering leadership and mentorship among local Year 11 students, the program strengthens community connections and empowers the next generation of leaders. Economically, the initiative supports local businesses, with program events and services sourced from suppliers within Orange whenever possible. This not only stimulates the local economy but also reinforces a culture of investing in the region's future. Environmentally, the program's focus on community engagement and education encourages sustainable thinking and responsible leadership, ensuring a positive long-term impact on the region.

**ALIGNMENT TO COUNCIL'S COMMUNITY STRATEGIC PLAN**

Which theme/s best match your reason for donation?

<input type="checkbox"/> <p><b>LIVE: A healthy, safe, inclusive and vibrant community</b></p> <p>This theme recognises the importance of encouraging healthy lifestyles, community pride and a sense of belonging.</p> 	<input type="checkbox"/> <p><b>PRESERVE: Balancing the natural and built environment</b></p> <p>This theme ensures that the unique natural, cultural, social and historical aspects of our community are preserved while recognising the need for growth and improvement.</p> 
<input type="checkbox"/> <p><b>PROSPER: A smart, innovative and resilient economy</b></p> <p>This theme focuses on providing the community with positive choices for investment, employment and study.</p> 	<input checked="" type="checkbox"/> <p><b>COLLABORATE: Leadership and partnership</b></p> <p>This theme looks at forging a collaborative community that engages with open and ongoing decision making.</p> 

**COSTS AND FUNDING**

Please provide a summary of your event costs and funding sources. For equipment purchase, please attach quotes.

<b>COSTS</b>	Orange Ex-Services Club (launch dinner & networking)	1500
		\$
	Gather at the Sonic/Anything Grows/Hive Orange (events + meetups)	1750
		\$
	Australia Wide Coaches (Orange)	6000
		\$
Collins Booksellers	200	
	\$	
Presentation compendiums + other program items through year	1650	
	\$	
Total costs	11100	
	\$	

<b>FUNDING</b>	Your contribution	6600
		\$
	Funding from other councils	3000
		\$
Contribution from other sources	0	
	\$	
Total funding	9600	
	\$	

**BANK ACCOUNT DETAILS FOR PAYMENT**

 BSB No: \_\_\_\_\_
  Account No: \_\_\_\_\_

 Account Name: \_\_\_\_\_

 Bank: \_\_\_\_\_

**DECLARATION**

On behalf of: (name of organisation if applicable) Regional Development Australia Central West

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

 Signed \_\_\_\_\_ Date 06/03/2025

Print name Joshua Gordon

Position in organisation Director, Regional Development.

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



**ORANGE CITY COUNCIL**

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**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: Cantar Community Choir

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Contact name: Sue Olden

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Position: Treasurer

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 Postal address

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 Phone:  Mobile:

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 Email:

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

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**YOUR ORGANISATION**

- Not-for-Profit
- Community Group

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

CANTAR is a not-for-profit community choir based in Orange that has been operating for over 22 years and actively encourages women who love to sing to join in weekly rehearsals and performances. We are proud to provide support and friendship to women of all ages and welcome any new members of the community.

YOUR REQUEST

Amount requested: \$ 2,425 Date event if applicable: thru-out the year (4 terms)

What round are you applying for? [checked] Round 1 [checked] Round 2 [ ] Round 3 [ ] Round 4

If you have attempted to seek funding for this project from any other source, including other grants, requests for in kind donations or reduction in costs from suppliers, please provide details:

We currently do not receive any grants or sponsorship and the choir covers all the costs to operate on a term by term basis. We collect fees from our members each term to pay for the administration costs of running the choir; such as music directors' and accompanist fees, rehearsal venue rental, insurances and the sourcing of music.

What will this donation be used for?

We are seeking funds to go towards the ongoing costs of the honorarium we pay to our Music Director. The role of Music Director is pivotal for the choir to instruct, guide and conduct in order to blend and balance the voices for each musical piece we sing. We also have the services of a piano accompanist at each rehearsal / performance and both ladies are paid a token sum of monies, not nearly enough commensurate with their time spent at rehearsal and in preparation, and not in the least for their level of experience and expertise. Their involvement is one of cohesion for the choir and they continue to be involved and support the choir because they too truly enjoy the involvement in a local community group. Keeping up with costs is proving more challenging as each year passes and to maintain the low fee costs to members we are looking to community support across all avenues, to date without success.

BENEFIT TO ORANGE

Please outline how the donation will contribute to the social, economic and/or environmental wellbeing of the Orange Local Government Area.

CANTAR is FOR its members and FOR its audiences. CANTAR have participated in many community events and in past years also arranged fundraising events such as Flood Relief and Huntington's Disease - often in co-operation with the Orange Male Voice Choir. Equally as special for the choir is the free entertainment we offer to local aged care facilities - one can not disregard the mental stimulation and well being of such concerts. We also perform at Christmas carols events and most recently we were involved in the 'Welcome to Orange' event held by OCC at the Botanical Gardens in 2024. As an aside, from that event we were able to attract two new members to the choir. We love gathering together to sing, to connect and to let the power of music weave its mysterious magic amongst us so that in turn, we can share that joy with our audiences.

ALIGNMENT TO COUNCIL'S COMMUNITY STRATEGIC PLAN

Which theme/s best match your reason for donation?

Grid of four themes: LIVE (checked), PRESERVE, PROSPER, and COLLABORATE, each with a description and icon.



**COSTS AND FUNDING**

Please provide a summary of your event costs and funding sources. For equipment purchase, please attach quotes.

<b>COSTS</b>	Music Director honorariums (across the 4 terms in the year)	\$ 6,000
	Piano accompanist honoraum (across the 4 terms in the year)	\$ 4,000
	Rehearsal venue rental	\$ 1,000
	Administrative costs/insurances/ANCA membership	\$ 925
	Music acquisition/copyright/copying	\$ 500
	<b>Total costs</b>	<b>\$ 12,425</b>

<b>FUNDING</b>	Your contribution	\$ 10,000
	Funding from other councils	\$ 0
	Contribution from other sources	\$ 0
	<b>Total funding</b>	<b>\$ 10,000</b>

**BANK ACCOUNT DETAILS FOR PAYMENT**

 BSB No: \_\_\_\_\_
  Account No: \_\_\_\_\_

 Account Name: \_\_\_\_\_

 Bank: \_\_\_\_\_

**DECLARATION**

On behalf of: (name of organisation if applicable) Cantar Community Choir

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

 Signed \_\_\_\_\_ Date 6 March 2025

Print name Susan Joy Olden

Position in organisation Treasurer

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



**ORANGE CITY COUNCIL**

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**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 North Rotary Club.

Contact name: Doug Allan

Position: Member

 Postal address: \_\_\_\_\_

 Phone: \_\_\_\_\_  Mobile: \_\_\_\_\_

 Email: \_\_\_\_\_

ABN (if applicable): ~ ACN (if applicable): \_\_\_\_\_

**YOUR ORGANISATION**

Not-for-Profit  Community Group

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

Waiver of Function Centre Hire Fee  
 for 2nd-4th of April 2025  
 approx \$2300.00

**YOUR REQUEST**

*as above*

Amount requested: \$ \_\_\_\_\_

Date event if applicable: \_\_\_\_\_

What round are you applying for?  Round 1  Round 2  Round 3  Round 4

If you have attempted to seek funding for this project from any other source, including other grants, requests for in kind donations or reduction in costs from suppliers, please provide details:

*/*

What will this donation be used for?

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**BENEFIT TO ORANGE**

Please outline how the donation will contribute to the social, economic and/or environmental wellbeing of the Orange Local Government Area.


*Educating local children in science & engineering*

**ALIGNMENT TO COUNCIL'S COMMUNITY STRATEGIC PLAN**

Which theme/s best match your reason for donation?


**LIVE: A healthy, safe, inclusive and vibrant community**

This theme recognises the importance of encouraging healthy lifestyles, community pride and a sense of belonging.



**PRESERVE: Balancing the natural and built environment**

This theme ensures that the unique natural, cultural, social and historical aspects of our community are preserved while recognising the need for growth and improvement.



**PROSPER: A smart, innovative and resilient economy**

This theme focuses on providing the community with positive choices for investment, employment and study.



**COLLABORATE: Leadership and partnership**

This theme looks at forging a collaborative community that engages with open and ongoing decision making.



**COSTS AND FUNDING**

Please provide a summary of your event costs and funding sources. For equipment purchase, please attach quotes.

<b>COSTS</b>		\$
		\$
		\$
		\$
		\$
	Total costs	\$

<b>FUNDING</b>	Your contribution	\$
	Funding from other councils	\$
	Contribution from other sources	\$
	Total funding	\$

Waiver of fees for  
hire of Function Centre  
approx \$2,300.

**BANK ACCOUNT DETAILS FOR PAYMENT**

 BSB No: \_\_\_\_\_
  Account No: \_\_\_\_\_

 Account Name: \_\_\_\_\_

 Bank: \_\_\_\_\_

**DECLARATION**

On behalf of: (name of organisation if applicable) ORANGE NORTH ROTARY CLUB

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

 Signer \_\_\_\_\_ Date 18.3.25

Print name IAN BEAUMONT DAVISON

Position in organisation PRESIDENT.

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



**Cost Estimation**

<b>537 - Newcastle University Science &amp; Engineering Challenge 2025</b>			
Start Date: <b>Wednesday, 02 April 2025</b>	Start Time: <b>09:00 (09:00 AM)</b>	Event Coordinator	
End Date: <b>Friday, 04 April 2025</b>	End Time: <b>23:59 (11:59 PM)</b>		
Attendance: <b>500</b>	<b>Confirmed</b>		

Event Type: **Special**

**Contacts**

Event Manager:

Ph Dir:  
Ph Mob:  
E-Mail:

**Venues**

Main Hall Wed 02/04/2025 09:00 AM - Fri 04/04/2025 11:59 PM Confirmed 500

**Financials**

DATE	DESCRIPTION	QTY		AMOUNT	EX TAX	TAX	TOTAL
<b>OFC - Ball/Dinner Theatre Style</b>							
03/04/2025	300-500 people - Monday to Friday	1	X	\$1,320.00	\$1,200.00	\$120.00	\$1,320.00
04/04/2025	300-500 people - Monday to Friday	1	X	\$1,320.00	\$1,200.00	\$120.00	\$1,320.00
<b>OFC - Hire for Decorations/Rehearsals - Per Hour</b>							
02/04/2025	Monday to Friday	5	X	\$72.00	\$327.27	\$32.73	\$360.00
02/04/2025	Monday to Friday	1	X	\$72.00	\$65.45	\$6.55	\$72.00
Venue access rate - per hour, Setup day only.							
<b>OFC - Sundry Hire</b>							
02/04/2025	Tablecloths (each)	1	X	\$11.50	\$10.45	\$1.05	\$11.50
<b>OFC - Technical Support</b>							
02/04/2025	Technicians Charge, per hour (minimum 4 hours)	1	X	\$55.00	\$50.00	\$5.00	\$55.00
<b>Total:</b>				<b>\$0.00</b>	<b>\$2,853.17</b>	<b>\$285.33</b>	<b>\$3,138.50</b>

I \_\_\_\_\_ (insert name) understand the above is an estimation only and not an invoice. I am aware that services additional to the above will incur extra costs, as per Council's Fees and Charges, and will be Invoiced accordingly.

I agree that the details above are correct and I will notify you of any changes and final numbers no less than one week prior to the commencement of the function.

Please sign and return to Orange Civic Theatre - [mpearce@orange.nsw.gov.au](mailto:mpearce@orange.nsw.gov.au)

Signature

Date

**ORANGE NORTH ROTARY CLUB**

27<sup>th</sup> February, 2025.

Councillor Tony Mileto  
Mayor  
Orange City Council  
Byng Street  
ORANGE NSW 2800

Dear Mr Mayor

I am writing to you as the current President of the Orange North Rotary Club with a request for Council's consideration.

For the last 18 years our club has sponsored the annual Science and Engineering Challenge in Orange which has been open to students from years 9 and 10. This year the event will be run April 2<sup>nd</sup> to 4<sup>th</sup>. The event is usually run in a school hall but this year we are extending the challenge to run over three days which allows us to include primary students years 5 and 6.

Around 200-300 school children who have expressed some interest in science and/or engineering attend the day, trying out their skills on a number of exercises, from bridge building using sticky tape and sticks to electron transfers, code breaking, aeroplane design etc. The students come from high schools and private schools through the central west, including Canowindra, Yeoval, Forbes, Molong and Orange.

This year we have booked the Orange Function (April 2<sup>nd</sup> to 4<sup>th</sup>) as schools who normally accommodate our two days are unable to help us because of the extra day we require – ie one afternoon setup and two days of activities including one day for Years 9 and 10, and one day for primary years 5 and 6. In addition, The Orange Function centre's size would allow us to include a number of new activities.

I am writing to ask that Council consider waiving the charges for the hire of the Orange Function Centre which have been quoted as \$2,278 This project does place some considerable strain on our finances currently (ie University of Newcastle currently charge \$10,000 for their organisation and involvement) and without consideration from Council we would have to look at charging students to attend, which is just not acceptable to us as a Club. We consider the Challenge is a very worthwhile career project for country students to compare career opportunities and asses their paths into their working future.

I ask that you and the other Councillors consider our request as a service to our Orange Community.

**2.2 APPLICATIONS FOR EVENT SPONSORSHIP**

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RECORD NUMBER: 2025/432

AUTHOR: Tony Boland, Industry &amp; Business Engagement Lead

**EXECUTIVE SUMMARY**

This report provides information to Council so it may consider applications through Council's Event Sponsorship Program.

**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 original budget for the Event Sponsorship Program was \$100,000 for the financial year. The summary of commitments and expenditure is at Table one below. The original budget for the program for 2025 is exhausted.

As described by the Chief Executive Officer at the Council meeting of 20 November 2024, any funding applied above the \$100,000 threshold will cause a reduction in budget in another area. This may affect Council's capacity to deliver on plans already in place as part of this year's operating activities.

In the previous report to Council, staff identified \$16,935 in our Sister Cities funds that are not yet committed for this financial year, and recommended reallocating \$10,000 to cover additional sponsorship requests in this financial year, effectively raising the budget to a maximum of \$110,000 up until 30 June 2024. Council has already committed to an expenditure of \$106,150 this year for event sponsorships. As this application is for \$7,500 there will still be a shortfall of \$3,650. It has been identified that the shortfall can be covered by reducing the Tourism Regional Promotions budget by \$3,650.

The application is for an event to be held on 27 September 2025. Applications can be submitted in the prior financial year as the event organiser needs to understand the level of financial contribution Council is willing to commit to, which will allow the organiser to properly plan their event. As the event will be held next financial year, the Council has two options to consider funding being:

1. Consider the application against the 2025 budget, making payment to the organisation in the current financial year.
2. Consider the application now and make the commitments against the 2025/26 budget, making payment to the organisation after 1 July 2025.

Based on previous years applications, Council could receive another application prior to the end of the financial year.

A review of the policy supporting these event sponsorships as requested by the Motion endorsed by Council on 3 December 2024 was performed. The policy changes are currently on public exhibition and the proposed changes to the program will commence in July 2025, should that policy be adopted by Council.

**Table One: Event Sponsorship Program – Financial summary table**

Annual Allocation	Committed from previous years	Already approved in 2024/25	Balance available	Eligible applications received	Committed for 2025/26
\$110,000	\$21,600	\$84,550	\$3,850	\$7,500	\$10,000

\*Annual allocation includes \$10,000 added to original budget following Council meeting 17 December 2024.

### **POLICY AND GOVERNANCE IMPLICATIONS**

Events Sponsorship Program Policy ST144 is applied by staff to determine if the application is compliant with the Policy. The application is usually submitted to Council via the Finance Policy Committee, with a comment from staff about areas of non-compliance (if applicable).

Councillors may also decide to fund an event for an amount other than requested or recommended if so desired.

The Events Sponsorship program is managed in accordance with Section 356 of the Local Government Act 1993.

### **RECOMMENDATION**

**That Council resolves to:**

- 1 Provide a one-year sponsorship of \$7,500 to the Lonely Mountain Ultra to hold the 2025 event on 27 September 2025.**
- 2 Make payment for the sponsorship before 30 June 2025 (Option 1 and fund from 2025 budget).**

### **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 approved applications for event sponsorship approved in the 2023/24 and 2024/25 financial year can be found at Table 2.

## 2.2 Applications for Event Sponsorship

Table 2: Assistance provided in 2023/24 and 2024/25 to date.

Event	Requested in 2023/24	Approved in 2023/24	Requested in 2024/25	Approved in 2024/25	2024/25 Spend per Visitor Ratio of awarded sponsorship.
Careers and Trade Expo *	\$1,500	\$1,500	\$1,600	\$1,600	1:10
Gnoo Blas *	\$10,000	\$10,000	\$10,000	\$10,000	3:1
Orange Show *	\$10,000	\$10,000	\$10,000	\$10,000	4:1
Orange Regional Arts Foundation	\$10,000	\$5,000	\$5,000	\$5,000	25:1
Rural Womens Gathering	\$2,000	\$2,000			
Goodness gravel +	\$5,000	\$2,500	\$5,000	\$2,500	11:1
Central West Maliyan	\$4,000	\$2,000			
Golden Eagles Pairs Tournament	\$5,000	\$5,000	\$5,000	\$1,500	19:1
Schools Out for Summer +	\$5,000	\$3,000			
Wine Festival	\$10,000	\$10,000	\$14,500	\$10,000	1:1
Sustainable Living Expo	\$4,000	\$4,000	\$4,000	\$4,000	3:1
National Bridge Championship #	\$10,000	\$10,000	\$5,000	\$5,000	15:1
Orange Chamber Music Festival	\$9,713	\$9,713	\$10,000	\$10,000	11:1
Orange Volcanic Mountain Challenge	\$5,000	\$5,000			
Junior Touch Football Championships	\$4,720	\$4,720	\$4,550	\$4,550	2:1
Central West Vets Golf Week	\$1,500	\$1,500	\$1,500		
Glow Roller Discos +	\$2,000	\$2,000			
FOOD Week	\$10,000	\$10,000	\$10,000	\$5,500	2:1
Wangarang Charity Golf Day	\$5,000	\$5,000			
Backroads Brews and Blues +			\$5,000	\$3,000	3:1
White Tie Ball			\$8,000	\$8,000	27:1
Orange Golf Club +			\$1,000	\$1,000	4:1
Australian National Field Days			\$10,000	\$10,000	1:2
Regional Development Australia			\$5,000	\$3,000	20:1
A Night in Nashville			\$10,000	\$5,000	3:1
Central West Veterans Golf	\$1,500	\$1,500	\$1,500	\$1,500	6:1
Orange Mountain Bike Club			\$5,000	\$5,000	7:1
<b>Total Expenditure for 2023/24</b>		<b>\$101,433</b>			
<b>Committed to date for 2024/25</b>				<b>\$106,150</b>	

\* Already approved from previous years

# National event last year, regional event this year

+ Private company

## 2.2 Applications for Event Sponsorship

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### **Information for Councillor's regarding the data within submissions:**

The section titled *Visitation Based on Applicants Data* is to show how many locals, day visitors and overnight visitors are expected to attend the event. This information is derived from the application and can include ranges, depending on what the organisation has included in their application. Councillors should note that staff have not verified how the applicant's figures were arrived at, and Councillors should use their discretion in considering the visitor numbers.

The category titled "*OCC \$ per participant ratio (lower ratio = less spend per person)*" is to allow the Councillors to view an average cost per person briefly to assist in determining if the application is value for money. These figures are based on the applicants requested figure, not the recommendations from staff. This information has been included at three levels, total participants (locals, day visitors and overnight visitors), total visitors (day visitors and overnight visitors) and overnight visitors. A ratio of 5:1 indicates \$5 of Council funds per visitor in funding. Ratios are rounded to the nearest whole figure in most cases. Again, Councillors should note that staff have not verified how the applicant's figures were calculated, and Councillors should use their discretion in considering the visitor numbers. A comparison can be found by looking at the final column in Table 2 on the previous page.

The section titled "*Income generated (DNSW)*" is based on the applicants estimated number of participants and their home locations. This data has been updated in November 2024 to reflect the average spend data from Destination NSW for visitors to the Central West for the year ending 30 June 2024. Staff can apply average spend data from Destination NSW (DNSW) to give an indication of the likely income to be generated for the economy. Based on Destination NSW figures, a day visitor spends \$220 per trip and an overnight visitor spends \$266 per night or \$677 per visit.

Apart from this data there are other considerations that can be included in deliberations surrounding supporting or not supporting the application. These include:

- How long the event has been going, and does it have the capacity to grow?
- Does the event have overriding social benefits to the broader community or the more disadvantaged members of our community?
- Is this accessible to a substantial proportion of the community who may wish to attend or is it for a small select group?
- Will the event provide additional benefits to Orange such as national media exposure?
- Increased promotion of the city and/or identification of the city with a recognised product such as sport, food, wine, agribusiness, clean environment etc.
- Will not funding the event have an adverse impact on the ability of the organisers to hold the event?

## 2.2 Applications for Event Sponsorship

<b>Applicant 1</b>	<b>Lonely Mountain Ultra</b>
<b>Policy Category</b>	Flagship Event Fund - Identifies and assists the development of events that contribute to the Orange360 tourism region and can demonstrate that they attract overnight visitation.
<b>Amount requested</b>	\$7,500
<b>Category Maximum</b>	\$10,000
<b>Aligns to Destination Management Plan</b>	Marginally. Theme 5 – Events, Festivals and Conferencing refers to all sorts of events except sporting events. It is believed this is an oversight in the final draft of the DMP.
<b>Social issues addressed</b>	Sport is a key to physical and mental health.
<b>Previously funded by Council?</b>	<ul style="list-style-type: none"> <li>• 2023-24 - \$0</li> <li>• 2022-23 - \$0</li> <li>• 2021-22 - \$0</li> <li>• 2020-21 - \$0</li> </ul> <p style="margin-left: 40px;">2019-20 - \$0 2018-19 - \$0 2017-18 - \$0</p>
<b>Other reported sponsorship</b>	There is an additional \$17,000 expected to be raised in donations, grants and other sponsorships.
<b>Summary information</b>	<ul style="list-style-type: none"> <li>• The event will be held 27 September 2025</li> <li>• This will be the fourth staging of the Lonely Mountain Ultra</li> <li>• Event has been sanctioned as an Australian Ultra &amp; Trail Running Association (AUTRA) Championship event.</li> <li>• 72% of last year’s surveyed competitors were from outside the 2800 postcode.</li> <li>• Application was for a 3 year grant, \$7,500 each year.</li> </ul>
<b>Visitation based on applicants’ data (per event day)</b>	<ul style="list-style-type: none"> <li>• Locals – 700</li> <li>• Day visitors – 220 participants – 1,156 day visitors</li> <li>• Overnight visitors – 150 participants – 494 overnight visitors</li> </ul>
<b>OCC \$ per participant ratio (lower ratio = less spend per person)</b>	<ul style="list-style-type: none"> <li>• Total participants – 3:1</li> <li>• Total visitors – 5:1</li> <li>• Overnight visitors only – 15:1</li> </ul>
<b>Income generated (DNSW)</b>	• \$588,758
<b>Complies With Policy</b>	Yes. The contribution of cash made by the club matches the amount of assistance requested from Orange City Council.
<b>RECOMMENDATION</b>	<p>The project meets the program guidelines and objectives and would normally be recommended for funding to \$7,500. However, due to the low funding available the remaining \$3,850 could be awarded and another source of income would need to be found to award the sponsorship.</p> <p>It is recommended the grant is awarded for one year only because the policy is currently on exhibition and the funding for this event would change in nature under the new policy. If the new policy</p>

2.2 Applications for Event Sponsorship

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[REDACTED] were adopted this event would meet the criteria for the “Visitor Economy Events” category which has the same maximum funding amount of \$10,000.

**ATTACHMENTS**

- 1 Lonely Mountain Ultra Event Sponsorship Cover Application Form (redacted), IC25/6418 [↓](#)
- 2 Lonely Mountain Ultra Event Sponsorship Flagship Event Fund Application Form, IC25/6419 [↓](#)





**APPLICANT'S DETAILS**

Name of organisation: Lonely Mountain Ultra Inc

Postal address:

Contact name:

Position:

Phone: BH: AH:

Mobile:

Email:

What is the legal status of your organisation? (eg Incorporated, Association, etc.)  
**If not-for-profit please attach evidence - such as charter/constitution showing no personal gain will be available to members, charitable status advice or a statutory declaration**

Please select:  Profit or  Not-for-Profit

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

Is your group/organisation registered for GST?  Yes  No

If applicable, please provide: ABN: 43 673 278 801 ACN:

**EVENT DETAILS**

Name of event:	Lonely Mountain Ultra
Location of event:	Mitchells Way, Lidster
Proposed date/s of event:	Saturday 27th September, 2025
If the event is on Council land/ premises, have you booked this space with Council?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How many people will be involved in your event? (Estimate)	1,100 - 1,200 (participants)
How many people will come from outside Orange for the day? (Estimate)	220 (participants)
How many people will stay overnight? (Estimate)	150 (participants)

Please provide an outline of the event, including a summary of proposed activities and schedule:

2025 will mark the fourth staging of the Lonely Mountain Ultra (LMU) which will take place in and throughout the Gaanha-bula / Mount Canobolas national park precinct and the adjacent state forest areas.

The LMU has been steadily growing since its inception in October 2022 and now boasts a trail run to suit all comers including: 2km & 4km kids races, an 11km & 22km for intermediate runners, a 50km & 50-mile event suitable for serious long-distance runners topped off with a 100km & 100-mile (160km!!) ultra events for advanced enduro athletes.

The 2025 event will take place on the last weekend in September (Saturday 27th September) with 100-mile participants starting at approximately midnight on Friday 26th September. The Committee is also planning to introduce a relatively short "night-run" on the 27th as a way for novice runners to experience night running with the view that they may like to consider longer distances of the LMU in the future.

The race hub & parking area, which includes start/finish line, main transition area, participant F&B, commentary, timekeeping, first aid, is located off Mitchells Way approx. 15km from the centre of Orange. Races commence throughout the morning of the 27th with runners finishing at various times right throughout the afternoon and night of the 27th.

In 2025 the LMU has been sanctioned as an official Australian Ultra & Trail Runners Association (AUTRA) 100K Championship event which will lead to greater number of enduro athletes from across Australia and internationally descending on Orange chasing championship points at the LMU. It should be noted that attendance figures above do not include estimates for family, friends and crew who will attend the LMU with participants.

**EVENT BUDGET**

Please outline the proposed income and expenditure budget for the event

Income Source (cash)	\$
eg: Organisation X	\$ 1000.00
Runner Registration Fees	\$ 120000.00
Donations, Grants, Sponsorships (not inc. OCC sponsorship request)	\$ 17000.00
Merchandise Sales Revenue cancel out against COGS	\$
	\$
	\$
<b>Orange City Council Event Sponsorship request</b>	\$ 7500.00
<b>Total Income</b>	\$ 144500.00
Expenditure Items (cash)	\$
eg: Marketing - 8 x TV adverts	\$ 2000.00
Advertising & Marketing inc. photography & videography	\$ 18000.00
Logistics/Event Delivery (Course Mgmt, Race Hub & Traffic Mgmt)	\$ 91000.00
Registration & Timing Software + other software subscriptions	\$ 16500.00
Catering	\$ 4000.00
Prizes & Volunteer Mgmt	\$ 6500.00
Fees, Permits & Insurance	\$ 5500.00
Accounting & Bank Fees	\$ 3000.00
Total Expenditure	\$ 144500.00
Total Income and Total Expenditure must equal	\$
In-kind Contributions	\$ Value of In-kind Contributions
<small>(People's time/ value: Based on May 2017 to May 2018 Australian Bureau of Statistics (ABS) figures, volunteers are now worth \$41.72 per hour)</small>	
eg: letter drop/ street walk - 1 hour, 1 person	\$ 41.72
Approximate volunteer committee hours = 750	\$ 20860.00
Approximate event weekend volunteer hours = 360	\$ 15019.00
	\$
	\$
	\$
	\$
<b>Total In-kind Contribution Value</b>	\$ 35879.00

**DECLARATION**

On behalf of: (name of organisation if applicable)

- I certify to the best of my knowledge that the statements made in this application and any supporting documentation are true.
- I understand that should this application be approved by Orange City Council, I may be required to submit any requested Tax Invoices, plans or reports and will be required to enter into an Event Agreement with Council.
- I declare that the Organisation will provide all required paperwork, including a Certificate of Currency of Public Liability Insurance (to a minimum of \$10 million) with Orange City Council noted as an interested party.

Signed

Date 21.02.25

Print name

Position in organisation

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



**ORANGE CITY COUNCIL**

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

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## EVENT SPONSORSHIP

# Flagship Event Fund Application

**EVENT DETAILS**

How many years has your event operated for and what were the levels of attendance (both local and visitor) at the event(s)?

The Lonely Mountain Ultra (LMU) was launched in 2022 and has been staged three times to date. In 2024 the event saw 994 registered runners attend the LMU and based on survey data of participants (n=245) whereby respondents were asked how many people they brought with them to the LMU, we can estimate total attendance was:

No extra people (16%) = 162 | 1 extra person (34%) = 674 | 2 extra people (12%) = 352 | 3 extra people (11%) = 453 | 4 or more extra (15%) = 750 | 11% did not respond.

Total estimated attendance = 2,392 (the next question asked what best described your travel buddies or visitors with 30% saying they were "Support Crew", 44% saying they were "Spectators - family &/or friends and 26% saying they didn't have visitors).

Breakdown of origin: 28% of participants were from the 2800 postcode with a large variety of postcodes including greater regional NSW and metro Sydney dominating responses thereafter. In terms of state breakdown, 94% of participants were from NSW.

Please detail how the sponsorship will help the event grow the diversity of sub-events and activities to attract additional visitors to the local economy or increase the length of stay and average spend consistently over time.

In 2025, the LMU has been sanctioned as an Australian Ultra & Trail Running Association (AUTRA) Championship event so with adequate financial support to promote this sanctioning, the event is well placed to attract significant interest from across Australia (& internationally) as runners seek to grow their championship points. This sanctioning also raises the LMU's status amongst general trail running enabling greater "talkability" amongst the industry in general.

The event's ethos is all about local community and we take great pride in ensuring that in every possible way we are promoting the benefits of time spent in Orange both before, during & after the event. There have been many comments made in our participant surveys of runners keen to return and the one thing they would change for their next LMU is to "spend more time in the Orange Region". Securing this sponsorship will enable further promotion of various things to do in and around Orange along with an expansion of our collaborative efforts within the Orange Regional tourism industry.

One only has to look to the Blue Mountains to see the potential of a well supported, well promoted trail running event and its impact on the local economy (UTA which happens in May draws 10,000 participants).



## EVENT DETAILS (CONTINUED)

How will the event involve and engage local businesses, sporting groups, artists, community groups and or interested individuals? How will it assist in building the reputation of Orange by associating with positive and inclusive activities in the Orange community?

During our three years to date the event has already built a very strong reputation and a deep well of community goodwill through various business, NFP, event and sporting group relationships. We continue to strongly support the Great Volcanic Mountain Challenge, the Orange Running Festival, Park Run and the Orange Runners Club and in return we rely on their support during our event weekend. We assist other groups such as the Orange Bird Society in their setup and packup in return for use of their tables and chairs for our event. We strive to raise additional funds for donation to support the local RFS as they assist us in event delivery.

An important aspect to our event is the cultural significance to the indigenous Wiradjuri of the land on which we stage the event. Not only do we facilitate smoking sessions at the event itself, all our committee meetings commence with an acknowledgement of country and our merchandise design has been inspired by an indigenous artist. We are very cognisant of the fact that the land we run upon was inhabited by the Wiradjuri long before we were here.

Our event hub and many of our event partners feature a range of local Orange businesses all keen to support and assist to grow this exciting event for the Orange Region. Fitness Perfection have already signed on as the Presenting Partner for 2025 and our local member Phil Donato has also sponsored the event backine up from previous years as a very vocal supporter.

What strategies will be used to promote the event to both local and out of region audiences and how will the success of these strategies will be measured. If a marketing plan has been developed, please attach it to the application.

The LMU marketing strategies include:

1. Continue to build our online and digital presence using images and video captured at previous LMU events to showcase the trails, terrain, views and the vibe of the LMU. Gaanha-bula is a unique challenge for runners (hobby or elite) overlaid with one of the state's most popular tourist destinations. We measure success in a number of ways. The growing number of followers, the reach and frequency statistics but also the rising engagement in our content.

2. As runners ourselves, the LMU committee search out and register for trail running events right throughout the state not only to participate but also to ensure a strong LMU presence with our branded pop-ups and event flyers (where approval is given). A key success measure here is that LMU begins appearing more regularly as a "qualifying race" for other intrastate & interstate trail events.

3. Our AUTRA sanctioning in 2025 is another great building block in growing the awareness of and interest in participation in the LMU. This sanctioning opens up a much bigger window of opportunity to not only reach more elite runners but also carries the incentive for them to attend the LMU. A key success measure in 2025 will be the number of new elite runners that attend the event.

How does the event fit into the annual event calendar and is the organising committee mindful of peak tourism periods for the Orange360 region?

As a committee we have discussed the benefit in locking in a regular weekend each year for runners to "expect" the LMU to be on in order to facilitate longer term planning (runners tend to sort out their event schedule well in advance to aid training).

We have trialled several weekends in springtime to date and have now settled on the last weekend of September. This weekend is well placed from a Orange Regional tourism perspective as it sits right on the shoulder of one of Orange's peak months (October - featuring the Orange Wine Festival) and thus we believe that a growing trail running event on the edge of October is well placed to contribute greatly towards more visitor nights in the region. Not only is inventory still readily available but the region benefits from the warmer spring weather making it an attractive destination for runners & spectators traveling from interstate (and overseas as the event builds) to spend multiple days in while attending the LMU.

Are you applying for an annual single year grant or 3 years of confirmed funding?

Single year grant

3 year grant