



## **SERVICES POLICY COMMITTEE**

# **AGENDA**

**6 MAY 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **SERVICES POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE on Tuesday, 6 May 2025.**

David Waddell

**CHIEF EXECUTIVE OFFICER**

For apologies please contact Executive Support on 6393 8391.

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## 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 Services Policy Committee at this meeting.



## 2 COMMITTEE MINUTES

### 2.1 MINUTES OF THE FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE 25 MARCH 2025

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RECORD NUMBER: 2025/737

AUTHOR: Kate Shepherd, Executive Officer

#### EXECUTIVE SUMMARY

The Family & Domestic Abuse Community Committee met 25 March 2025. The recommendations from the Committee are provided to the Services Policy Committee for adoption.

#### LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making”.

#### FINANCIAL IMPLICATIONS

Nil.

#### POLICY AND GOVERNANCE IMPLICATIONS

Nil.

#### RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Family & Domestic Abuse Community Committee at its meeting held on 25 March 2025.
- 2 That Council determine recommendation 3.3(1) & 3.3(2) from the minutes of the Family & Domestic Abuse Community Committee meeting of 25 March 2025.
  - 3.3(1)  
*That Council re-name the Committee to Family & Domestic Violence Community Committee.*
  - 3.3 (2)  
*That Council Adopt the Charter with the following changes:*
    - *Include the Purpose dot points from draft charter prepared from workshops in 2024*
    - *Removing limit on Community representative number*
    - *Include that all members are to have an understanding of Domestic Violence*
    - *Organisational membership permitted*
    - *Meeting frequency set as Quarterly meetings with option of additional dates and working parties as needed.*
    - *Quorum be updated to two Councillors and three Committee members.*
- 3 That the remainder of the minutes of the Family & Domestic Abuse Community Committee from its meeting held on 25 March 2025 be adopted.

#### FURTHER CONSIDERATIONS

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

**ATTACHMENTS**

- 1 FADACC 25 March 2025 Minutes
- 2 FADACC 25 March 2025 Agenda, D25/41956 [↓](#)
- 3 FOR ADOPTION - FADACC Charter, D25/45167 [↓](#)

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# ORANGE CITY COUNCIL

MINUTES OF THE

## FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE

HELD IN GIYALANG GANYA, 286 LORDS PLACE, ORANGE

ON 25 MARCH 2025

COMMENCING AT 3:30 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Melanie McDonell (Chairperson), Cr T Greenhalgh (Deputy Mayor)(3.40pm), Cr David Mallard, Cr Jamie Stedman, Cr Marea Ruddy, Jenna Hattersley, Michelle Peters(3.54pm), Joel Palmer, Tori Evans(4.05pm), Manager Community Services, Director Community Recreation and Cultural Services(3.40pm)

#### 1.1 Apologies and Leave of Absence

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<b>RESOLVED</b>	<b>Cr M Ruddy/Cr J Stedman</b>
That the apologies be accepted from Katie Baddock, Adam Horton, Ken McCarron for the Family & Domestic Abuse Community Committee meeting on 25 March 2025.	

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

The Chairperson provided a Victim Survivor Acknowledgement.

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

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Nil.

### 2 PREVIOUS MINUTES

Nil.

### 3 GENERAL REPORTS

#### 3.1 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE - CODE OF CONDUCT

TRIM REFERENCE: 2025/378

##### RECOMMENDATION

**Cr J Stedman/Member J Palmer**

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

#### 3.2 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE - 2024 WORKSHOP

TRIM REFERENCE: 2025/421

Add *Am I Next* as an organisation who attended workshop on 13 August 2024, represented by M Ruddy.

##### RECOMMENDATION

**Cr M Ruddy/Cr M McDonell**

That the Family & Domestic Abuse Community Committee acknowledge the attached workshop summary notes from 13 August and 22 August 2024.

#### 3.3 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE - CHARTER

TRIM REFERENCE: 2025/380

- Discussed the consistency of language around Committee name and use of 'abuse' instead of 'violence'. 'Violence' better term to align with Federal language and more impact.
- Discussed number of Community representatives and removing 'up to 10'. All members should have some understanding of Domestic Violence – have completed or interested in completing a Lifeline course. Committee in favour of Organisational EOI (rather than individual).
- Chair and Secretariat to review Organisations contacted for representation
- Discussed option of Chair to have power to cancel Committee membership if ever required.
- Meeting frequency to remain as quarterly with option of additional dates and working parties.
- Quorum discussed, it was agreed quorum is two (2) Councillors and three (3) Committee members

##### RECOMMENDATION

**Cr M McDonell/Cr M Ruddy**

1. That Council re-name the Committee to Family & Domestic Violence Community Committee.
2. That Council Adopt the Charter with the following changes:
  - Include the Purpose dot points from draft charter prepared from workshops in 2024
  - Removing limit on Community representative number
  - Include that all members are to have an understanding of Domestic Violence
  - Organisational membership permitted
  - Meeting frequency set as Quarterly meetings with option of additional dates and working parties as needed.
  - Quorum be updated to two Councillors and three Committee members.
3. That the Director Community Recreation & Cultural Services investigate wording/how governance around Chair removing a member from Committee.

### 3.4 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES

TRIM REFERENCE: 2025/382

#### RECOMMENDATION

Cr T Greenhalgh/Cr M McDonell

1. That the Family & Domestic Abuse Community Committee set the 2025 meeting dates as:
  - 29 April
  - 29 July
  - 23 September
  - 28 October
  - 4 November
  - 11 November
  - 18 November
2. Meetings are to be held at 3.30pm to 5pm in the Giyalang Ganya building.

### 3.5 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE ACTION PLAN

TRIM REFERENCE: 2025/418

- 16 Days Activism campaign
- Advocate for the update of the Safe Room at Orange Local Court. DAPO has some funding under discussion that could be considered and potential OAMS funding option if DAPO unable to assist in this space.
- To drive education, invite representative from Central Western Daily (to attend as a Community Member), or, hold a media engagement session to focus on language/education/messaging to Community.
- Women and Girls Emergency Centre (WAGEC) – arrange contact with services about educators attending WAGEC training.

#### RECOMMENDATION

Cr M Ruddy/Cr T Greenhalgh

That the actions discussed be included on the Family & Domestic Abuse Community Committee Action Plan.

*Cr David Mallard left the meeting at 4.02PM*

*Director Community Recreation and Cultural Services left the meeting 4.45PM*

*Member J Palmer left the meeting 4.53PM*

**THE MEETING CLOSED AT 4.55PM.**



**FAMILY & DOMESTIC ABUSE COMMUNITY  
COMMITTEE**

**AGENDA**

**25 MARCH 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **GIYALANG GANYA, 286 LORDS PLACE, ORANGE** on **Tuesday, 25 March 2025** commencing at **3:00 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Kate Shepherd on 02 6393 8392.

FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE

25 MARCH 2025

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**AGENDA**

**EVACUATION PROCEDURE**

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

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**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE****25 MARCH 2025**

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**1 INTRODUCTION****MEMBERS**

Cr Melanie McDonell (Chairperson), Cr T Greenhalgh (Deputy Mayor), Cr David Mallard, Cr Jamie Stedman, Cr Marea Ruddy, Ken McCarron, Katie Baddock, Adam Horton, Manager Community Services

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

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

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

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

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

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

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

**RECOMMENDATION**

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Family & Domestic Abuse Community Committee at this meeting.

**2 PREVIOUS MINUTES**

Nil

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

25 MARCH 2025

3.1 Family & Domestic Abuse Community Committee - Code of Conduct

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**3 GENERAL REPORTS****3.1 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE - CODE OF CONDUCT**

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RECORD NUMBER: 2025/378

AUTHOR: Melissa Stanford, Manager Community Services

**EXECUTIVE SUMMARY**

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

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

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

The Code of Conduct reflects the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021. Members of all Council Community Committees are required to comply with the provisions of the Code of Conduct.

**RECOMMENDATION**

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

**SUPPORTING INFORMATION**

A link to the Code of Conduct was supplied to the Committee Members by email and can be accessed via Council's website at - <https://www.orange.nsw.gov.au/plans-and-policies/council-strategic-policies/> and members are requested to retain a copy for future reference.

If during the term of the Committee any significant changes are made to the Code, the amended version will be provided to the Committee.

Members are asked to review the Code of Conduct and commit to act in accordance with the Code while on Committee or Council business.

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

25 MARCH 2025

**3.2 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE - 2024 WORKSHOPS**

RECORD NUMBER: 2025/421

AUTHOR: Kate Shepherd, Executive Officer

**EXECUTIVE SUMMARY**

On 13 August 2024 and 22 August 2024 Orange City Council held two Community Workshops, one open to service providers and one open to the general public, to discuss the purpose and role of what Council can provide in the Family & Domestic Abuse Sector. The workshops provided insight into the purpose and benefit of this Committee and how Council can work alongside the Community and advocate in the Sector.

**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**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Family & Domestic Abuse Community Committee acknowledge the attached workshop summary notes from 13 August and 22 August 2024.**

**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 Service Provider workshop had six local Organisations represented alongside Councillor and Council staff representatives. The General Public workshop was attended by ten Community members (including Councillors) and again Council staff representatives.

The workshops covered the purpose of a Community Committee and the role Council can play to support the Service Providers in the Family and Domestic Abuse sector.

**ATTACHMENTS**

- 1 FADACC Workshop - Service Providers - 13 August 2024, D25/29687
- 2 FADACC Workshop - Public Forum - 22 August 2024, D25/29688

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

**25 MARCH 2025**

Attachment 1 FADACC Workshop - Service Providers - 13 August 2024

Workshop Notes – Family and Domestic Abuse Community Committee

13 August 2024 12:30pm @ Orange City Council

Attendees:

Organisation
OLALC / DAPO
Housing Plus
WNSWLHD
Assisted Living
OAMS
OLALC
Orange City Council

Purpose of workshop covered:

- window of opportunity to organise during Caretaker mode till roughly Feb when Community Committees established.
- What role can Council play
- Draft charter tabled as a source document
- Goal is to have the initial work started and underway ready to implement when new Council vote on Community Committees, and if successful, first meetings ready to work without completing these steps.

(Service Provider) questions included:

- what is missing
- what role has Council got in the sector that is not already covered by service specialist
- concern that Council would be 'sitting above' service providers by forming a committee
- Raised concern that when the committee idea was raised as a motion at the Council meeting, there was inference that no one knew what was happening in the Sector.
- Specialists inform best practice – what does Council have in place itself.

*Councillor's offered an apology if offence was taken regarding the wording of the recommendation to form a community committee, it was never intended to 'sit above' the service specialists, but to offer assistance and to aid the community who are seeking services.*

*Orange City Council (OCC) see the role of the proposed committee as Council providing/helping to facilitate coordination at a very primary prevention level. To provide resourcing and promote activities and services at a community wide level. Council is able to advocate for the sector via a community committee group and the committee would provide a voice directly to the Council meeting on a regular basis.*

OCC asked – what do the organisations need from council. Discussions held with following points/answers made:

- Could be a risk – domestic abuse is a hot topic, people want to do stuff. There's an interagency meeting already in place, don't want to water down/add confusion with so many groups – would it be better with interagency feeding into Council.  
*Interagencies share, which is fabulous. But interagency wouldn't get the recommendations directly through to Council. A community committee could be a way to present to Council the support we need in the Community.*
- Need the right people on the committee. How do we get different people on platforms – different lenses. How would the EOI for members be rolled out – can't just be via the website, need complete representation from service providers as well as the community.

## FAMILY &amp; DOMESTIC ABUSE COMMUNITY COMMITTEE

25 MARCH 2025

Attachment 1 FADACC Workshop - Service Providers - 13 August 2024

*This would be wrapped up in the terms of reference to have the correct people in the room. There would need to be a subject matter expert – a reflective/impartial person – someone with the knowledge but not representing an agency – noting care to be used with what ‘subject matter expert’ is defined as.*

- No one is wants to have a meeting for a ‘meetings sake’ – what actionable items will come from this.

*What CCL can do:*

- o *Provide advocacy*
- o *Promotion, media, awareness*
- o *Event support*
- o *Assisting (where possible and appropriate) with funding/grant applications*
- o *Provide community wide distribution*
- o *Show as taking a position*
- o *Provide connections/contacts at tables not available to all organisations (eg. State level).*

Discussion held around what can be done should the committee group not exist.

*Council could still assist, but it would be via a notice of motion from a particular Councillor, where if the committee were to exist it would streamline the approach with the experts feeding the narrative. A bottom up approach that takes away political notes – a direct line into the Council agenda.*

Further general discussion was held with the following points noted:

- Need to get the language right.
- Need to gear this at the primary level rather than a secondary/tertiary level.
- Need to capture more/review definition of gender based violence – not just women affected by this.

*After discussion, it was agreed the committee should be named Family and Domestic Abuse Community Committee rather than Gender Based Violence.*

Charter text discussed. PURPOSE to include wording such as:

- o Recommend, advocate and support need
- o Support community initiatives
- o Identify gaps
- o Proactive awareness - supporting the organisations doing this
- o Strategic role – not actually doing the education – supporting
- o Act as a segway / a transition into those doing the ground work

Aim of this committee also to be a platform/approach point for community members feeding up to Council.

A run down provided that we are in caretaker mode with elections 14 September. By time the new Council is inducted, the first Council meeting will be 20 November 2024. Community Committee decisions and business will follow on from there early 2025.

**ACTION – Council to circulate Service providers directory and example of basic Community Committee EOI form.**

*Action Completed 22 August 2024 – email sent from Council to workshop attendees.*

## FAMILY &amp; DOMESTIC ABUSE COMMUNITY COMMITTEE

25 MARCH 2025

Attachment 2 FADACC Workshop - Public Forum - 22 August 2024

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**Community workshop – 22 August 2024****Family & Domestic Abuse Community Committee**

Attendees: 5 Councillors, 5 Community, 4 Staff

Run down given on why we are here

Community Committee description provided

What Council can do discussed – working alongside community, advocate.

Community Committee good - Range of people, range of ideas.

Discussion of what this group would see the purpose/benefit of this committee would be:

- Breaking the cycle for next generation, calling it out, advocating
- Promotion (proactive) of awareness (including younger age)
- Prioritise purpose/objective of committee – what do we want to achieve (careful of role being played)
- How are we going to measure the success
- Putting service providers and community in the room - perspectives
- Platform for community members to be heard/access service providers – get more information about what they're doing
- People who want to get involved, get education out but don't want to burden providers with time
- General awareness and training, education in schools – schools to have access to providers
- Being connectors (council can't and shouldn't provide services), help direct
- Not a place for people to seek help, but being able to give points of contact – made clear in objectives
- Council being tuned into the conversations of what is being done in the sector and where the gaps are
- Outcome = Service directory and keeping it up to date – how do we help people in an efficient way
- Promote safe spaces
- (database discussed)
- Approach council as de-identified area – have contacts, facilities to promote media
- DAPD working on 'neighbourhood watch' type idea – discussion how this would be great through such a community committee – someone else doing already – not dilute

Draft Purpose 'tabled'/shared

- Discussed this is the general guidance/over arching
- First dot point – "addressing" domestic and family abuse
- **Do we need to put definition of abuse in**
- Broad enough to leave room to be able to hon in what is needed
- MEMBERSHIP discussed
  - o SME & need to have - do we need minimum/maximum

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE****25 MARCH 2025**Attachment 2 FADACC Workshop - Public Forum - 22 August 2024

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- In this space, doesn't have to be accredited – lived experience could suffice
- Where to you find expert who is neutral to all organisations
- Who determines what an expert is
- Leaving it open gives flexibility to get speaker in for what is needed
- What is purpose of passionate people without being an expert
- Clarified for length of time on committee = council term and that EOI sent to those who have been on committees before – can rejoin
- Criminal record on DV – why they would want to join committee / WWCC – can this even be asked on EOI? Can tighten up EOI
- To subjective to say 2 x SME's on committee. More important to make sure there's good percentage of lived experience and service provider and diversity on committee. Quorum vice for service provider? (depends on how often, action plans/outcomes etc).
- Quorum inclusive of numbers not SP/community split – they will still get info, not to discount meeting just because they couldn't attend any particular day
- Committees can allow observers, but they cannot contribute – will this be case, can be beneficial. Thought is yes – eg. Ageing and access – comes from action plan, keeps committee engaged – just a process to get speaker, but it is entirely possible and welcomed.
- Timeframe discussed

**GENERAL DISCUSSION**

- View on total number on committee – whether split between community/service providers – question around effectiveness of committee - May start with 20, may drop off over time.
  - Discussed not wanting to cap it off, not absurd amount
  - With services represented – is it service or person based on repeat? The people capable of making the decisions/voting on behalf
  - Strong chair that facilitates
  - Not a therapy session – about community members and helping us do the things
  - Look at EOI's and determine from there. Need to get diversity
  - People need to be fully aware of what the purpose of the committee is. Need this clearly articulated ready for what people will be signing up for.
- Charter not set in stone. It is adopted by council, it can change its focus/purpose. Can be flexible and re put to council. Want it to be beneficial
- How are we going to measure the effectiveness of this committee. Noted it is hard to measure.
- If we're doing the dot points – what would that look like. How many events and what did we support. What did it look like.
- Do we have police representation on the committee? Are they a service provider could we get a report from the police? (like crime prevention committee), do they come a quarter/every 6 months/update legislation/disclaimer police coming next meeting, giving chance for people to not attend if they had bad experience for example

Thank you for attending.

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

**25 MARCH 2025**

Attachment 1 Family & Domestic Abuse Community Committee Charter 2024 - DRAFT Template

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**3.3 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE - CHARTER**

RECORD NUMBER: 2025/380

AUTHOR: Melissa Stanford, Manager Community Services

**EXECUTIVE SUMMARY**

Orange City Council has developed and adopted the Charter for the Family and Domestic Abuse Community Committee. The Community Committee structure was determined on 20 November 2024 and the draft Charters were reviewed at that time.

The Committee Charter sets out the operations and composition of the Committee and is presented with the draft Charter as discussed in the Community Committee workshops held in 2024 for consideration and endorsement by the Committee.

The Committee members are asked to review the charter, make any necessary updates and refer the Charter to Council for Adoption. The final approval lays with Council.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

All Community Committee Charters have been updated to reflect Council's requirements and to comply with Council's Code of Meeting Practice.

**RECOMMENDATION**

**That the Charter for the Family & Domestic Abuse Community Committee be adopted.**

**SUPPORTING INFORMATION**

The Charter for the current term of the Committee and the draft developed in the Community Committee workshops in 2024 are attached for consideration and endorsement by the Committee. The Committee may, if needed, recommend changes to the Charter be considered. Any such changes cannot be inconsistent with Council's Code of Meeting Practice.

Members should consider:

- Membership
- Quorum
- Meeting cycle
- Meeting Day/Time

The updated Committee Charter will be provided to the Council Policy Committee with the minutes for adoption.

**ATTACHMENTS**

- 1 Family & Domestic Abuse Community Committee Charter 2024 - DRAFT Template, D24/120100
- 2 Draft Family & Domestic Abuse Community Committee Charter - 2024 - Prepared from workshops, D25/29444

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

**25 MARCH 2025**

Attachment 1 Family & Domestic Abuse Community Committee Charter 2024 - DRAFT Template



**COMMUNITY COMMITTEE CHARTER**

**FAMILY & DOMESTIC ABUSE**

D24/120100

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item **15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making** of the Community Strategic Plan.

**Purpose**

To provide recommendations to Council and to be a point of collaboration between Council, service providers and the community to work together to educate and promote initiatives, projects and policies regarding family and domestic abuse in the community, including the '16 Days of Activism' campaign annually.

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

**Reports To**

**Services Policy Committee**

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

**Responsibilities**

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

**Term**

The Family & Domestic Abuse Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time by resolution of Council.

**Membership and Roles**

- Chairperson – an elected Councillor
- Three Councillors including the Chairperson
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to ten (10) community representative(s) including from relevant government or community agencies

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

**25 MARCH 2025**

Attachment 1 Family & Domestic Abuse Community Committee Charter 2024 - DRAFT  
Template



D24/XXXX

**Committee Clerk & Staff Members**

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

**Quorum**

Majority of community members and one Councillor.

**Meeting Frequency**

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

**Voting**

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

**Reports and Recording**

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

**Vacancies**

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

**Relevant Policies and Documents**

- |  |  |
|--|--|
| <a href="#">Community Committee Member Information Pack</a>  | <a href="#">Orange Community Strategic Plan</a>          |
| <a href="#">Orange City Council Code of Conduct</a>          | <a href="#">Delivery/Operational Plan</a>                |
| <a href="#">Orange City Council Code of Meeting Practice</a> | <a href="#">Asset Management Plan Strategy and Plans</a> |

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

**25 MARCH 2025**

Attachment 2 Draft Family & Domestic Abuse Community Committee Charter - 2024 - Prepared from workshops



**DOMESTIC & FAMILY ABUSE  
COMMUNITY COMMITTEE**

2025/XX

FRXX

**PURPOSE**

The Purpose of the Domestic & Family Abuse Community Committee is to identify gaps, empower and facilitate communication between Service Providers/Organisations, Community members, Council staff and Councillors by:

- Providing a community voice for the importance and priority of domestic and family abuse.
- Facilitating and exchanging knowledge and ideas between service providers, community members, Council staff and Councillors.
- Promoting active awareness, education and sharing of knowledge in the Community
- Support the organisations working within the sector
- To advocate and support Community initiatives

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

**REPORTS TO**

Services Policy Committee

**TERM**

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

**MEMBERSHIP**

- Two or more Councillors (one of whom shall be Chairperson, as elected by Council)
- Two (or more) Subject Matter Experts (*to be defined in the terms of reference*)
- Representatives of relevant Government/Community agencies as determined by Committee
- Up to (xx) community representatives
- Chief Executive Officer (or nominee)
- Non-voting Committee Clerk
- Council staff as required (non-voting)

**QUORUM**

2 community service providers, 5 community members and at least one Councillor.

**MEETING FREQUENCY**

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

**VOTING**

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

**COMMITTEE CHARTER**

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE****25 MARCH 2025**Attachment 2 Draft Family & Domestic Abuse Community Committee Charter - 2024 - Prepared from workshops

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## **GENDER BASED VIOLENCE COMMUNITY COMMITTEE CHARTER**

**REPORTS AND RECORDING**

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least 10 days before the meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice. The Committee may make recommendations to Council, via the Services Policy Committee. Council may adopt, amend or decline any recommendation.

**VACANCIES**

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

**COMMITTEE CLERK**

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

**RELEVANT POLICIES/DOCUMENTS**

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

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au) or from the Committee Clerk.

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

25 MARCH 2025

**3.4 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

RECORD NUMBER: 2025/382

AUTHOR: Melissa Stanford, Manager Community Services

**EXECUTIVE SUMMARY**

Following the review of the Committee Charter, the Family and Domestic Abuse Community Committee is requested to consider meeting dates and times for the remainder of 2025.

The Charter will recommend to Council the frequency of Committee Meetings, however it is up to the Committee to determine meeting dates around that frequency.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Family & Domestic Abuse Community Committee set meeting dates, times and locations for the remainder of 2025.**

**SUPPORTING INFORMATION**

The Committee is requested to agree on meeting dates, times and locations for the remainder of 2025. This will allow meetings to be planned well in advance and members and Councillors can ensure their availability to attend wherever possible.

The proposed meeting dates can be amended at a later date if required, however Council's preference is to lock in the meeting dates for at least the remainder of 2025.

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**25 MARCH 2025

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**3.5 FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE ACTION PLAN**

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RECORD NUMBER: 2025/418

AUTHOR: Melissa Stanford, Manager Community Services

**EXECUTIVE SUMMARY**

Council has noted the important role that Community Committees play in providing feedback and input into Council's operations. Committees can also offer ideas and suggestions to be considered as part of Council's Integrated Planning and Reporting framework, and related annual budget.

As a means of recording ideas, suggestions and activities made and undertaken by members, each Committee will develop and review on an ongoing basis an Action Plan.

This report provides the opportunity for the Committee to consider items to be added to the Action Plan.

The Action Plans Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council's program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council's consideration and track specific tasks, projects or requests of the Committee.

Items may short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Family & Domestic Abuse Community Committee consider and discuss items to be included on the New Action Plan.**

**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and also how an item links to Council's Delivery/Operational Plan, or could be proposed for future Delivery/Operational Plans.

**ATTACHMENTS**

- 1 Family and Domestic Abuse Community Committee Action Plan - 2025, D25/29463

**FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE**

**25 MARCH 2025**

Attachment 1 Family and Domestic Abuse Community Committee Action Plan - 2025



**COMMUNITY COMMITTEE ACTION PLAN**

**FAMILY AND DOMESTIC ABUSE**

D25/29458

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED

FAMILY & DOMESTIC ABUSE COMMUNITY COMMITTEE

25 MARCH 2025

Attachment 1 Family and Domestic Abuse Community Committee Action Plan - 2025

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D25/29458

**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.



## COMMUNITY COMMITTEE CHARTER

### FAMILY & DOMESTIC VIOLENCE

D25/43093

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item 15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making of the Community Strategic Plan.

#### Purpose

To provide recommendations to Council and to be a point of collaboration between Council, service providers and the community to work together to educate and promote initiatives, projects and policies regarding family and domestic violence in the community, including the '16 Days of Activism' campaign annually. To:

- Provide a community voice for the importance and priority of domestic and family abuse
- Facilitate and exchange knowledge and ideas between service providers, community members, Council staff and Councillors
- Promote active awareness, education and sharing of knowledge in the Community
- Support the organisations working within the sector
- To advocate and support Community initiatives

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

#### Reports To

*Service Policy Committee.*

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

#### Responsibilities

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

#### Term

The Family & Domestic Violence Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time by resolution of Council.



D24/XXXX

### Membership and Roles

- Chairperson – an elected Councillor
- Three Councillors including the Chairperson
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to ten (10) community representative(s) including from relevant government or community agencies who have undertaken the Lifeline DV Alert training.

### Committee Clerk & Staff Members

The Chief Executive Officer will provide a Committee Clerk and sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, agendas & minutes.

### Quorum

Two Councillors and minimum of three Committee Members.

### Meeting Frequency

Quarterly, with specific meeting dates and times to be determined by the Committee. Additional meeting dates and working parties can be agreed as needed by the Committee.

### Voting

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

### Reports and Recording

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

### Vacancies

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

### Relevant Policies and Documents

[Community Committee Member Information Pack](#)

[Orange City Council Code of Conduct](#)

[Orange City Council Code of Meeting Practice](#)

[Orange Community Strategic Plan](#)

[Delivery/Operational Plan](#)

[Asset Management Plan Strategy and Plans](#)

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.



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**2.2 MINUTES OF THE ORANGE HEALTH LIAISON COMMUNITY COMMITTEE MEETING 26  
MARCH 2025**

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RECORD NUMBER: 2025/581

AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

**EXECUTIVE SUMMARY**

The Orange Health Liaison Community Committee met on 26 March 2025. The recommendations from the Committee are provided to the Services Policy Committee for adoption.

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the Orange Health Liaison Committee at its meeting held on 26 March 2025.
- 2 That Council determine recommendations 3.2 from the minutes of the Orange Health Liaison Committee meeting of 26 March 2025.

**3.2**

*That the Charter for the Orange Health Liaison Community Committee be adopted with the following amendments:*

- *Membership – Increase number of Councillors from three to five including the Chair and increase maximum number of community members from 10 to 12.*
- *Quorum of one Councillor and four community members.*
- *Wording in Purpose section to be reviewed and amended by the Committee to increase clarity.*

- 3 That the remainder of the minutes of the Orange Health Liaison Committee from its meeting held on 26 March 2025 be adopted.

**FURTHER CONSIDERATIONS**

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

**ATTACHMENTS**

- 1 OHLCC 26 March 2025 Minutes
- 2 OHLCC Agenda 26 March 2025, D25/38507 [↓](#)
- 3 FOR ADOPTION - OHLCC Charter, D24/120109 [↓](#)

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# ORANGE CITY COUNCIL

MINUTES OF THE

## ORANGE HEALTH LIAISON COMMITTEE

HELD IN COUNCILLOR'S WORKROOM, ORANGE CIVIC CENTRE, BYNG STREET, ORANGE

ON 26 MARCH 2025

COMMENCING AT 9:30 AM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Marea Ruddy (Chairperson), Cr Melanie McDonell, Cr F Kinghorne, Cr Steven Peterson, Cr David Mallard, Ricky Puata, Reg Kidd, Jenny Hazelton, Robert Fabry, Heather Russell, Director Community, Recreation and Cultural Services, Community Services Manager

#### 1.1 Apologies and Leave of Absence

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**RESOLVED**

**Cr M McDonell/Cr F Kinghorne**

That the apologies be accepted from Catherine Nowlan and Julie Venamore for the Orange Health Liaison Committee meeting on 26 March 2025.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

### 2 PREVIOUS MINUTES

**RESOLVED**

**Cr S Peterson/Mr R Kidd**

That the Minutes of the Meeting of the Orange Health Liaison Committee held on 4 June 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Orange Health Liaison Committee meeting held on 4 June 2024.

*\*Mr Ricky Puata left the meeting with the time being 9.40 am\**

### 3 GENERAL REPORTS

#### 3.1 ORANGE HEALTH LIAISON COMMUNITY COMMITTEE - CODE OF CONDUCT

TRIM REFERENCE: 2025/372

**RECOMMENDATION****Cr M McDonell/Cr F Kinghorne**

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

#### 3.2 ORANGE HEALTH LIAISON COMMUNITY COMMITTEE - CHARTER

TRIM REFERENCE: 2025/373

**RECOMMENDATION****Cr M McDonell/Cr D Mallard**

1. That the Charter for the Orange Health Liaison Community Committee be adopted with the following amendments:
  - Membership – Increase number of Councillors from three to five including the Chair, and increase maximum number of community members from 10 to 12.
  - Quorum of one Councillor and four community members.
  - Wording in *Purpose* section to be reviewed and amended by the Committee to increase clarity.

#### 3.3 ORANGE HEALTH LIAISON COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES

TRIM REFERENCE: 2025/374

The Committee agreed to meet quarterly on a Wednesday from 9am to 10:30am commencing in April. Meeting dates for the remainder of the year are:

- 30 April 2025
- 30 July 2025
- 29 October 2025

Future meetings will be held in the Giyalang Ganya meeting room at 286 Lords Place, Orange.

**RECOMMENDATION****Cr M McDonell/Cr F Kinghorne**

That the Orange Health Liaison Community Committee adopt the agreed meeting dates, times and locations for the remainder of 2025.

**3.4 ORANGE HEALTH LIAISON COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/376

**RECOMMENDATION****Cr M McDonell/Cr F Kinghorne**

1. That the Orange Health Liaison Community Committee reviews the outgoing Committee's Action Plan.
2. That the Orange Health Liaison Community Committee Action Plan for 2025 be reviewed and updated with the discussions from the meeting.

*\*Director Community Recreation and Cultural Services left the meeting with the time being 10.05 am\**

*\*Mr Robert Fabry left the meeting with the time being 10.28 am\**

*\*Mr Reg Kidd left the meeting with the time being 10.42 am\**

**3.5 ORANGE HEALTH LIAISON COMMITTEE - ORANGE HEALTH SERVICE UPDATE**

TRIM REFERENCE: 2025/377

**RECOMMENDATION****Cr M McDonell/Cr F Kinghorne**

That the information provided in the Orange Health Service Update be acknowledged.

**THE MEETING CLOSED AT 10.52 AM**



## **ORANGE HEALTH LIAISON COMMITTEE**

# **AGENDA**

**26 MARCH 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **ORANGE HEALTH LIAISON COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held in the **COUNCILLOR'S WORKROOM, ORANGE CIVIC CENTRE, BYNG STREET, ORANGE** on **Wednesday, 26 March 2025** commencing at **9:30 AM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Community Services Administration on 6393 8606.

ORANGE HEALTH LIAISON COMMITTEE

26 MARCH 2025

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## AGENDA

### EVACUATION PROCEDURE

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

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

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

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	1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests.....	3
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ORANGE HEALTH LIAISON COMMITTEE

26 MARCH 2025

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## 1 INTRODUCTION

### MEMBERS

Cr M Ruddy (Chairperson) Cr S Peterson, Cr M McDonell, Cr F Kinghorne, Cr D Mallard, Ms Thalee Bennett, Mr Nik Todorovski, Ms Julie Venamore, Mr Ricky Puata, Ms Janette Savage, Ms Catherine Nowlan, Ms Jenny Hazelton, Mr Robert Fabry, Ms Heather Russell, Mr Reg Kidd, Director Community, Recreation and Cultural Services, Community Services Manager

### 1.1 APOLOGIES AND LEAVE OF ABSENCE

### 1.2 ACKNOWLEDGEMENT OF COUNTRY

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

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

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

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

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

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

### RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Orange Health Liaison Committee at this meeting.

**ORANGE HEALTH LIAISON COMMITTEE**

**26 MARCH 2025**

---

**2 PREVIOUS MINUTES**

**RECOMMENDATION**

That the Minutes of the Meeting of the Orange Health Liaison Committee held on 4 June 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Orange Health Liaison Committee meeting held on 4 June 2024.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Orange Health Liaison Committee held on 4 June 2024

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## ORANGE CITY COUNCIL

### MINUTES OF THE ORANGE HEALTH LIAISON COMMITTEE

HELD IN GIYALANG GANYA COMMUNITY INFORMATION CENTRE, 286 LORDS PLACE ORANGE  
ON 4 JUNE 2024  
COMMENCING AT 10:00 AM

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## 1 INTRODUCTION

### ATTENDANCE

Cr S Peterson (Chairperson), Cr M McDonell (via *Teams*), Cr F Kinghorne (via *Teams*), Mrs Janette Savage, Mr Nik Todorovski, Mr Ricky Puata, Ms Julie Venamore, Mr Reg Kidd (via *Teams*), Ms Catherine Nowlan (via *Teams*), Ms Jenny Hazelton, Manager Community Services

### 1.1 APOLOGIES AND LEAVE OF ABSENCE

#### RESOLVED

Cr S Peterson/Cr F Kinghorne

That the apologies be accepted from Professor Catherine Hawke, Ms Julia Andrews and Director Community, Recreation and Cultural Services for the Orange Health Liaison Committee meeting on 4 June 2024.

### 1.2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson conducted an Acknowledgement of Country.

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

Nil.

## 2 PREVIOUS MINUTES

#### RESOLVED

Ms J Venamore/Ms J Savage

That the Minutes of the Meeting of the Orange Health Liaison Committee held on 5 March 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Orange Health Liaison Committee meeting held on 5 March 2024.

MINUTES OF ORANGE HEALTH LIAISON COMMITTEE

4 JUNE 2024

**3 PRESENTATIONS**

**3.1 COMMITTEE MEMBERSHIP**

TRIM REFERENCE: 2024/352

**RECOMMENDATION**

**Cr S Peterson/Cr M McDonell**

That the Letter of Thanks for Dr Richard Jane be acknowledged.

**3.2 OUTGOING CORRESPONDENCE**

TRIM REFERENCE: 2024/819

**RECOMMENDATION**

**Cr S Peterson/Cr M McDonell**

That the letter sent on behalf of the Committee to the Office of Health and Medical Research on 18 March 2024 be acknowledged.

**3.3 INCOMING CORRESPONDENCE**

TRIM REFERENCE: 2024/710

**RECOMMENDATION**

**Cr S Peterson/Cr M McDonell**

That the letter received by the Committee from NSW Health on 18 April 2024 be acknowledged.

**3.4 ORANGE HEALTH SERVICE UPDATE**

TRIM REFERENCE: 2024/709

Ms Catherine Nowlan provided a verbal and written update.

**International Study Tour**

The Orange Hospital team participated in an International Study Tour in the United Kingdom from 8 to 12 April 2024. The Tour team consisted of:

- Ms Nicole Weston – Head of Department (HoD) Dietetics and A/Allied Health Manager
- Ms Jenna West – HoD Occupational Therapy
- Ms Sara Tulevu – Campus Nurse Manager
- Ms Marisa Murray – A/NUM Intensive Care and A/Campus Nurse Manager
- Ms Di Gardner – Deputy Director of Nursing & Midwifery

The team visited the following locations:

- The Royal Surrey NHS County Hospital
- Nuffield Trust 2024
- Leeds services, St. James's University Hospital and Community Services

**Central West Regional Drought Resilience Plan**

Orange Hospital participated in Orange City Council's Stakeholder Reference Group (SRG) to develop the Central West Regional Drought Resilience Plan (RDRP). Orange City Council is working with regional partners across Blayney, Cabonne, Cowra and Weddin Shire to develop a community led plan to support business and local community members to build resilience and successfully recover from the next drought.

The project's goal is to support the development and implementation of tailored drought resilience plans by identifying and implementing innovative strategies to mitigate the

**MINUTES OF ORANGE HEALTH LIAISON COMMITTEE**

**4 JUNE 2024**

impacts of, and recovery from, drought. GHD will email calendar invites to two meetings which will be held in person at the Quest Hotel. Each workshop is likely to run for two to three hours.

The first meeting will be a project setting and information gathering workshop. The purpose is to introduce what is expected from participants in the two workshops, understanding lived experiences during drought and lessons learned. GHD will share insights on how to approach ranking and prioritising the impacts and actions identified, in terms of building resilience in the region.

The second meeting will be a stakeholder consultation and opportunity identification workshop. The purpose is to finalise and agree the list of four to six initiatives that will form the basis of the RDRP.

The insights, expertise, and lived experiences of SRG members are crucial for ensuring that the Plan developed is comprehensive and truly reflective of the community's needs. Specifically, the role of an SRG member may include:

- Providing insights and knowledge relevant to their area of expertise.
- Participating in meetings to discuss project developments and provide feedback.
- Sharing local priorities, policies, and resources to align project goals with government strategies.
- Contributing unique insights and expertise related to drought resilience.

The SRG meetings will be guided by principles that promote collaboration, community-centric decision-making, and transparency. The objectives of the SRG are to:

- Identify and plan for the impacts of drought.
- Strengthen the region's adaptability to changes.
- Cultivate a sense of ownership and commitment among all stakeholders.
- Prioritise mental and physical well-being within communities.

An outcome has been published in Chapter Four of the *Central West Regional Drought Resilience Planning Project*.

The next steps include:

- Plan will go to CSIRO for review.
- Updates on the plan will be made to the State and Federal Government for approval.
- The Councils will own the document.
- Five projects across five LGAs will be selected to be funded and implemented from a budget of \$250,000.

Ms Nowlan detailed the experience of Orange Hospital Staff during the drought. Staff faced issues of water scarcity, and the prolonged drought also took an emotional toll on some staff. Hospital leadership assisted in a range of ways, including allowing staff to use shower and washing machine facilities on site during their shifts.

**Winter Planning**

The Orange Hospital has a specific strategy to vaccinate staff for the flu, with over 1000 vaccinations issued.

**NSW Health Target for Elective Surgery**

Orange Hospital, along with all Hospitals in NSW, have been set a target of zero overdue elective surgery patients. Orange Hospital has worked persistently to achieve these targets for March and April 2024.

**Research**

Dr Ruth Arnold, Cardiologist, at Orange Hospital was the Primary Investigator in the research project: *Centralised Management System and Hot Transfer for ST-Elevation Myocardial Infarction (STEMI) in Western NSW: Closing the Gap in Current Models of Rural STEMI Care*.

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The research demonstrated the benefit to rural and remote people having facilitated access to the Orange Cardiac Catheterisation Lab. There is a plan to publish the findings in *Heart, Lung and Circulation*.

**RECOMMENDATION**

**Cr S Peterson/Cr M McDonell**

That the information provided in the Orange Health Service Update be acknowledged.

**4 GENERAL REPORTS**

**4.1 ORANGE HEALTH LIAISON COMMITTEE ACTION PLAN 2024**

TRIM REFERENCE: 2024/728

The Action Plan was discussed by the Committee.

Regarding item 3, Cr McDonell will be putting a motion to Council to form a Gender Based Violence Community Committee.

The Committee requested that an update regarding item 4 (Bloomfield Health Precinct consultations) be emailed to them.

Mr Todorovski provided an update regarding the Urgent Care Service, including utilisation and explanation of triage and referral processes.

As this was the final meeting of the Committee before Council enters caretaker mode, Cr Peterson thanked all members for their participation and contribution which has been greatly appreciated.

**RECOMMENDATION**

**Cr S Peterson/Cr F Kinghorne**

That the Orange Health Liaison Committee Action Plan be reviewed and updated with the discussions from the meeting, and that those updates be noted.

*\*Ms C Nowlan left the meeting with the time being 10.45am\**

**4.2 ORANGE HEALTH LIAISON COMMITTEE GUEST SPEAKER PRESENTATIONS**

TRIM REFERENCE: 2024/157

Ms Niki Weston, Head of Department, Nutrition and Dietetics and the Acting Allied Health Manager, Orange Health Services provided information to the committee regarding the Community Carer Support and Education Strategy.

A copy of Ms Weston's presentation was provided to be sent to Committee members via email.

**RECOMMENDATION**

**Cr F Kinghorne/Ms J Savage**

That the information regarding the Community Carer Support and Education Strategy provided by Ms Niki Weston be acknowledged.

*\*Ms J Hazelton left the meeting with the time being 11.27am\**

*\*Ms N Weston left the meeting with the time being 11.28am\**

**THE MEETING CLOSED AT 11.35 AM.**

ORANGE HEALTH LIAISON COMMITTEE

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### 3 GENERAL REPORTS

#### 3.1 ORANGE HEALTH LIAISON COMMUNITY COMMITTEE - CODE OF CONDUCT

RECORD NUMBER: 2025/372

AUTHOR: Rennie Johns, Administration Officer

##### EXECUTIVE SUMMARY

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

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

##### LINK TO DELIVERY/OPERATIONAL PLAN

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

##### FINANCIAL IMPLICATIONS

Nil

##### POLICY AND GOVERNANCE IMPLICATIONS

The Code of Conduct reflects the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021. Members of all Council Community Committees are required to comply with the provisions of the Code of Conduct.

##### RECOMMENDATION

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

##### SUPPORTING INFORMATION

A link to the Code of Conduct was supplied to the Committee Members by email and can be accessed via Council's website at - <https://www.orange.nsw.gov.au/plans-and-policies/council-strategic-policies/> and members are requested to retain a copy for future reference.

If during the term of the Committee any significant changes are made to the Code, the amended version will be provided to the Committee.

Members are asked to review the Code of Conduct and commit to act in accordance with the Code while on Committee or Council business.

ORANGE HEALTH LIAISON COMMITTEE

26 MARCH 2025

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**3.2 ORANGE HEALTH LIAISON COMMUNITY COMMITTEE - CHARTER**

RECORD NUMBER: 2025/373

AUTHOR: Rennie Johns, Administration Officer

**EXECUTIVE SUMMARY**

Orange City Council has developed and adopted the Charter for the Orange Health Liaison Community Committee.

The Community Committee structure was determined on 20 November 2024 and the draft Charters were reviewed at that time.

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

The Committee members are asked to review the charter, make any necessary updates and refer the Charter to Council for Adoption.

The final approval lays with Council.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

All Community Committee Charters have been updated to reflect Council's requirements and to comply with Council's Code of Meeting Practice.

**RECOMMENDATION**

**That the Charter for the Orange Health Liaison Community Committee be adopted.**

**SUPPORTING INFORMATION**

The Charter for the current term of the Committee is attached for consideration and endorsement by the Committee. The Committee may, if needed, recommend changes to the Charter be considered. Any such changes cannot be inconsistent with Council's Code of Meeting Practice.

Members should consider:

- Membership
- Quorum
- Meeting cycle
- Meeting Day/Time

The updated Committee Charter will be provided to the Council Policy Committee with the minutes for adoption.

**ATTACHMENTS**

- 1 Orange Health Liaison Committee - Charter - Draft, D24/120109



## COMMUNITY COMMITTEE CHARTER

### ORANGE HEALTH LIAISON

D24/120109

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item 15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making of the Community Strategic Plan.

#### Purpose

To provide an interface between Council, health providers and education providers to the health industry to discuss and work together to address local health issues.

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

#### Reports To

##### Services Policy Committee

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

#### Responsibilities

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

#### Term

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

#### Membership and Roles

- Chairperson – an elected Councillor
- Three Councillors including the Chairperson
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to ten (10) community representative(s) including from relevant government or community agencies



D24/120109

#### **Committee Clerk & Staff Members**

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

#### **Quorum**

Majority of community members and one Councillor.

#### **Meeting Frequency**

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

#### **Voting**

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

#### **Reports and Recording**

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

#### **Vacancies**

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

#### **Relevant Policies and Documents**

[Community Committee Member Information Pack](#)

[Orange Community Strategic Plan](#)

[Orange City Council Code of Conduct](#)

[Delivery/Operational Plan](#)

[Orange City Council Code of Meeting Practice](#)

[Asset Management Plan Strategy and Plans](#)

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.

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ORANGE HEALTH LIAISON COMMITTEE

26 MARCH 2025

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**3.3 ORANGE HEALTH LIAISON COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

RECORD NUMBER: 2025/374

AUTHOR: Rennie Johns, Administration Officer

**EXECUTIVE SUMMARY**

Following the review of the Committee Charter, the Orange Health Liaison Community Committee is requested to consider meeting dates and times for the remainder of 2025.

The Charter will recommend to Council the frequency of Committee Meetings, however it is up to the Committee to determine meeting dates around that frequency.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Orange Health Liaison Community Committee set meeting dates, times and locations for the remainder of 2025.**

**SUPPORTING INFORMATION**

The Committee is requested to agree on meeting dates, times and locations for the remainder of 2025. This will allow meetings to be planned well in advance and members and Councillors can ensure their availability to attend wherever possible.

The proposed meeting dates can be amended at a later date if required, however Council's preference is to lock in the meeting dates for at least the remainder of 2025.

ORANGE HEALTH LIAISON COMMITTEE

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**3.4 ORANGE HEALTH LIAISON COMMUNITY COMMITTEE ACTION PLAN**

RECORD NUMBER: 2025/376

AUTHOR: Rennie Johns, Administration Officer

**EXECUTIVE SUMMARY**

Council has noted the important role that Community Committees play in providing feedback and input into Council's operations. Committees can also offer ideas and suggestions to be considered as part of Council's Integrated Planning and Reporting framework, and related annual budget.

As a means of recording ideas, suggestions and activities made and undertaken by members, each Committee will develop and review on an ongoing basis an Action Plan.

This report provides the opportunity for the Committee to review the outgoing Committee's Action Plan and consider items to be added to the new Action Plan.

The Action Plans Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council's program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council's consideration and track specific tasks, projects or requests of the Committee.

Items may short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

1. That the Orange Health Liaison Community Committee reviews the outgoing Committee's Action Plan.
2. That the Orange Health Liaison Community Committee consider and discuss items to be included on the New Action Plan.

**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and also how an item links to Council's Delivery/Operational Plan, or could be proposed for future Delivery/Operational Plans.

The previous Committee Action Plan is attached, and the Committee is requested to review and consider items to be included in our new Plan.

**ATTACHMENTS**

- 1 Action Plan - Orange Health Liaison - 2024, D23/106241
- 2 Action Plan - Orange Health Liaison - 2025, D25/28250

ORANGE HEALTH LIAISON COMMITTEE

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Attachment 1 Action Plan - Orange Health Liaison - 2024

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Orange Health Liaison Committee Action Plan 2024							
Action	Who	Delivery/Operational Plan reference	Cost implications	Resourcing implications	Start	End	Update / Completed
1. Promotion of No Smoking Legislation and campaign to decrease smoking.	Orange Health Service, OCC, OAMS	6.4 Our community – Encourage partnerships with community groups, government agencies and the business sector for the achievement of improved healthy lifestyle choices in the community.	No budget		Ongoing	Ongoing	<p>Lack of compliance across the CBD, especially in Post Office Lane. Improved signage and media campaign required, using respectful language, advice where dedicated smoking areas are available and information regarding the access to smoking cessation programs. Council to liaise with Cancer Council to plan activities.</p> <p>**** Past updates contained in D23/912 ****</p> <p><b>1/8/2023</b> Committee supportive of encouraging promotion in services once No Smoking No Vaping signage trial project is rolled out across the LHD.</p> <p><b>7/11/23</b> Discussion regarding concerns of continued smoking in Post Office Lane, Cancer Care West Lodge and Court House. Cr Peterson to notify NSW Health Tobacco Compliance Officer.</p> <p>The Tobacco Information Line is 1800357412 or contact <a href="http://health.nsw.gov.au/smokefree">health.nsw.gov.au/smokefree</a></p> <p>Anyone in the community can report to the Tobacco Information Line if they are concerned that a smoking/vaping ban has been broken.</p> <p><b>5/3/24</b> Cr Peterson contacted the Compliance Officer regarding post Office Lane. Orange Health Services have updated their signs to include no vaping.</p> <p>Mr Kidd to contact Compliance Officer regarding concerns he has received that staff from the Curran Centre are leaving cigarette butts in Curran Street.</p> <p><b>4/6/24</b> No update</p>

ORANGE HEALTH LIAISON COMMITTEE

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<p>2. Promotion and support of Cancer Care Western NSW Clinical Trials</p>	<p>Cancer care Western, OCC, Western NSW Health District</p>	<p>9.1 Our community – Encourage partnerships with community groups, government agencies and the business sector for the achievement of improved healthy lifestyle choices in the community.</p>	<p>No budget</p>	<p>As available through external funding</p>	<p>3/5/22</p>	<p>Ongoing</p>	<p>**** Past updates contained in D23/912 **** 7/11/2023</p> <p>Professor Catherine Hawke: Leanne Lombardo and Kerry Newman who are setting up the Clinical Trials Unit across the Western NSW LHD from a Commonwealth grant, so hopefully the profile of Clinical Trials will increase, not just for pharmacological trials, but for any clinical trials. Their work is currently on engaging with communities, engaging with people to understand what clinical trials are, investigating what are the barriers to engaging with different community groups.</p> <p>Mr Ricky Puata: Provided information regarding the Cancer Care West Western Care Lodge. Discussions to continue with Ms Catherine Nowlan regarding a possible partnership with Orange Hospital as an accommodation source.</p> <p>Cr Peterson to enquire with Mr Nik Todorovski regarding the opening of the Urgent Care Medical Facility.</p> <p>Dr Rob Zielinski requested that the committee write to the Office for Health and Medical Research (OHMR) demanding better access to clinical trials for regional and rural patients. Manager Community Services to draft letter for committee and send to Dr Zielinski for review.</p> <p>5/3/24 Manager Community Services drafted letter to OHMR which was reviewed by Cr Peterson and it was with Dr Zielinski at the time of the 5 March committee meeting. Copy of finalised letter to be provided to the committee with the next agenda.</p> <p>4/6/24 Mr Todorovski provided an update regarding the Urgent Care Service, including utilisation and explanation of triage and referral processes.</p>
<p>3. Support agencies to</p>	<p>OCC, Western NSW</p>	<p>6.4 Our community – Encourage partnerships with</p>	<p>No budget</p>	<p>TBA</p>	<p>3/5/22</p>	<p>TBD</p>	<p>**** Past updates contained in D23/912 **** 7/11/2023</p>

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ORANGE HEALTH LIAISON COMMITTEE

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<p>promote avenues and resources for the reduction of Domestic Violence and sexual assault</p>	<p>Health District, LAC</p>	<p>community groups, government agencies and the business sector for the achievement of improved healthy lifestyle choices in the community.</p>					<p>Cr Mel McDonnell – Council is very involved in supporting the upcoming 16 Days of Activism against Gender Based Violence.</p> <p>16 Days of Activism against Gender-Based Violence is an annual international campaign held from 25 November to 10 December. Events in Orange have been organised during this year’s campaign to challenge discriminatory attitudes and call for improved laws and services to end gender-based violence for good. Events include:</p> <ul style="list-style-type: none"> <li>• Twilight Vigil - Friday, 24 Nov, 6.30pm, South Court - with special guest Dr Hannah Tonkin, Women’s Safety Commissioner for NSW. Guests are invited to bring a pair of shoes in support of the vigil (they’ll be placed in recognition of victims/survivors, and then retrieved at the conclusion of the event).</li> <li>• Nutbush Dance-Off - Friday, 1 Dec, 10am, Robertson Park. Wear orange clothing, the colour of the 16 Days campaign, representing a brighter future free from gender-based violence.</li> <li>• Business Information Session - Thursday, 7 December, 5.30 for 6pm, Orange Regional Gallery Theatre.</li> </ul> <p>5/3/24</p> <p>Cr McDonnell provided the committee with an update regarding the 16 days of Activism. The 3 events that were held were very successful and well attended. Council has resolved to support again in 2024.</p> <p>4/6/24</p> <p>Cr McDonnell will be putting a motion to Council to form a Gender Based Violence Community Committee.</p>
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<p>4. Continue to support the Life Science Precinct</p>	<p>OCC, CWJOC, Western NSW Health District, Western NSW PHN</p>	<p>9.1 Our community – Undertake community engagement, identify changing community aspirations, undertake planning and advocate for the development of facilities and services recognising the need for accessible and integrated community</p>	<p>No budget</p>	<p>As available through external funding</p>	<p>3/5/22</p>	<p>Ongoing</p>	<p>**** Past updates contained in D23/912 ****</p> <p>7/11/2023</p> <p>Cr Peterson to enquire at Council about the progress of the Life Science Health Precinct and report back to the next committee meeting.</p> <p>5/3/24</p> <p>Ms Yurinda Davies, Council’s Project Management Lead attended the meeting for Ms Rachele Robb, Council’s Director Corporate and Commercial Services present an update on the Bloomfield Health Precinct Business Case.</p>
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ORANGE HEALTH LIAISON COMMITTEE

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		and health services for older people, Aboriginal people, people from culturally diverse						<p>Details provided in the minutes of the meeting  <b>4/6/24</b>                  The Committee requested that an update regarding Bloomfield Health Precinct consultations be emailed to them.</p>
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5. Improve preventative health measures and inequalities in health	OCC, Central West JOC, Western NSW Health District, Western NSW PHN	6.4 Our community – Encourage partnerships with community groups, government agencies and the business sector for the achievement of improved healthy lifestyle choices in the community.	No budget	As available through external funding	3/5/22	Ongoing	<p>**** Past updates contained in D23/912 ****</p> <p><b>7/11/2023</b>                  Ms Nowlan provided details of a strategy group to improve:                  1. Carer Knowledge                  2. Community nursing knowledge.</p> <p>Awareness of how easily a person can acquire a pressure injury in the community.                  Knowledge of malnutrition in the community, evidenced by the number of people admitted with malnutrition.                  Number of falls in the community admitted with falls.                  Manager Community Services to invite Niki Weston from Western LHD to the 4 June 2024 Committee meeting to speak about the strategy.</p> <p><b>5/3/24</b>                  No update.</p> <p><b>4/6/24</b>                  No update</p>
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6.	OCC, NSW Health,	3.1 Our community – Encourage	No budget	As available through	26/7/22	June 23	**** Past updates contained in D23/912 ****
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ORANGE HEALTH LIAISON COMMITTEE

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Attachment 1 Action Plan - Orange Health Liaison - 2024

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<p>Improve information regarding Youth Mental Health services</p>	<p>Local private mental health services</p>	<p>partnerships with community groups, government agencies and the business sector for the achievement of improved healthy lifestyle choices in the community.</p>		<p>external funding</p>			<p><b>11/9/2023</b>                  Manager Community Services update - Council's Community Guide includes a Mental Health Category. The previous Manager requested this category be added to the Guide last year after discussions at the Health Liaison Committee.                  Attached is a summary of all listings in the Mental Health Category. Please note that when you view each individual listing in the online Guide, more information is displayed, for example a description of each service.                  The online Guide is a searchable database and can be found here: <a href="http://www.library.gov.au/central-west-libraries">Community information - Advanced search   Central West Libraries (wp9ba.com)</a>                  The CWD usually creates a printed version each year.</p> <p><b>7/11/2023</b>                  Manager Community Services to provide Council's Community Guide which includes a Mental Health Category to local newspapers, the Orange App and ask that they include in publication and online to build community awareness.</p> <p><b>5/3/24</b>                  Director CRAC and Community Services Manager provided the details of the Regional Youth Investment Grant that is funding the Rainbow Festival, the Resilience Project and Council's Pathways program. Explanation of the goals and outcomes of each program also provided to the meeting.</p> <p><b>4/6/24</b>                  No update</p>
<p>7. Work with community and Health Services to explore options for the construction and operation of a Palliative Care Hospice</p>	<p>OCC, Palliative Care Action Group, Primary Health Network (PHN), Orange</p>	<p>9.1 Our community – Undertake community engagement, identify changing community aspirations, undertake planning and advocate for the development of facilities and services recognising the need for accessible and integrated community</p>	<p>No budget</p>	<p>As required – funding applications</p>	<p>3/5/22</p>	<p>Ongoing</p>	<p><b>**** Past updates contained in D23/912 ****</b>  <b>1/8/2023</b>                  Ms Hazelton provided update. Push for Palliative Care are very aware that there needs to be recurrent funding and buy in from NSW Health and that no further steps can be taken until these stages are guaranteed. The 5 beds in Orange Health Service will be fully supported by the committee to show the need and ensure buy in for a hospice in the future. Ms Hazelton recognised the great support that Council has provided. Ms Hazelton requested the action remain on the Committee's Action Plan and move action to last on the list.</p>

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ORANGE HEALTH LIAISON COMMITTEE

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Attachment 1 Action Plan - Orange Health Liaison - 2024

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	Health Service	and health services for older people, Aboriginal people, people from culturally diverse					<p><b>7/11/2023</b></p> <p>Ms Hazelton explained that Push for Palliative Care is very supportive of the creation of the additional beds at the Orange Hospital, but they will continue to push for their ultimate goal of a free-standing hospice.</p> <p><b>5/3/24</b></p> <p>Ms Hazelton provided an update. Orange Push for Palliative is working closely with planners to provide input into the 3 additional beds at Orange Health Service.</p> <p><b>4/6/24</b></p> <p>Ms Hazelton provided an update regarding the Senate Health visit which provided the opportunity for she and Cr Kinghorne to able to raise palliative care needs.</p>
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ORANGE HEALTH LIAISON COMMITTEE

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Attachment 2 Action Plan - Orange Health Liaison - 2025



**COMMUNITY COMMITTEE ACTION PLAN**  
**ORANGE HEALTH LIAISON**

D25/28250

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED

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Attachment 2 Action Plan - Orange Health Liaison - 2025

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D25/28250

**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.



**ORANGE HEALTH LIAISON COMMITTEE**

**26 MARCH 2025**

**3.5 ORANGE HEALTH LIAISON COMMITTEE - ORANGE HEALTH SERVICE UPDATE**

RECORD NUMBER: 2025/377

AUTHOR: Rennie Johns, Administration Officer

**EXECUTIVE SUMMARY**

An update from the Orange Health Service is attached for the information of the Committee.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "2.2. Provide recreational activities and programs that are inclusive and meet the needs of the community".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the information provided in the Orange Health Service Update be acknowledged.**

**FURTHER CONSIDERATIONS**

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

**ATTACHMENTS**

- 1 Report - Orange Health Service - March 2025, D25/28586

ORANGE HEALTH LIAISON COMMITTEE

26 MARCH 2025

Attachment 1 Report - Orange Health Service - March 2025

**Orange Health Liaison Community Committee – 26 March 2025**

**Report from Orange Health Service**

**Orange Hospital Cardiac Catheterisation Lab Replacement - 1.356 million.**

- In 2025 Orange Hospital will celebrate 20 years since the first public cath Lab in 2005 was installed in the old Orange Hospital previously located in Dalton street.
- The current lab was installed in 2015 as we replace the lab every 10 years, hence the current lab will be changed out in 2025.
- The new machine is expected to arrive from Japan into Australia on the 4 April 2025.
- The decommissioning and installation of the new lab will take place from 1 May to 4 July.
- During this time the cardiac catheterisation service will have reduced capacity and will share the radiology intervention lab, with medical imaging.
- There will be an approximate 8-week period.

**Insertion of Permanent Pacing Service – 2.1 million**

- Approved to commence the first public permanent pacemaker insertion service for the Local Health District, providing a District wide service.
- Two half days a week initially in the interventional suite.
- Cath Lab swap out will occur first concluding in July.
- We plan to mobilise the service in August 2025.

**Special Care Nursery - Expansion**

- Enhancement approved following the Torie Finnane Foundation pledging to donate \$250,000 to upgrade. They have several fundraising events coming up, 22 March women's lunch in recognition of Midwives.
- Premi Babes and Lions Club and Kids Western are donating money for fit out of FF&E.
- The Hospital Auxiliary have come forward to pledge a considerable amount of money for this project also.
- The additional 4 cots are going into an existing expansion zone for SCN, increasing the cot numbers from 4 to 8 in total.

**Palliative Care Enhancement – 4 million**

- The approved design tender for Med C, closed 7 March.
- This project is expected to commence construction on 8th May.
- Push for Pal have already donated two Cuddle Beds and will be donating another two.

**Additional Elective Surgery list – Approved 25 February 2025**

- NSW Health has funded Orange Hospital to open additional Operating lists in FY 25.
- 22 additional half day lists and 10 full day list. This is made possible due to the fact that we have available but not used capacity in the Orange Hospital Operating theatres.
- WNSWLHD has appointed a Medical Advisor Obstetrics and Gynaecology - for the local Health District with Dr Rodney Petersen, joining the district. This is a first for the district previously each hospital had their own clinical lead.

**ORANGE HEALTH LIAISON COMMITTEE**

**26 MARCH 2025**

Attachment 1 Report - Orange Health Service - March 2025

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**Orange Hospital welcomed 22 new medical interns on 20 January 2025**

- This is our largest ever intake, with successful candidates from all over NSW and interstate including a few locals. Many have come from a background of nursing, physiotherapy or paramedics. Their career goals include Rural Generalist, Basic Physician Training and a range of critical care specialties, most have a keen rural interest with the long-term plan to work within WNSWLHD.
- Three of our interns have come via the Indigenous career pathway.

**Nursing - Emergency Department**

- Orange Hospital has received an enhancement of an addition 22 FTE registered nurses for the emergency department.
- The additional staff will be recruited and brought into ED in three phases.
- Initial phase 1 will be an increase in night duty staff to be implemented by 31 March 2025.
- Orange Hospital has a strong culture of Grow our own; Invest in our people a key workforce strategy at Orange Hospital.
- From the 2024 RN New Graduates cohort 93% were retained at Orange Hospital.
- 2024 new graduates that finished in February 2025.
- 14 are remaining and one RN is leaving the district to return home.

**Medical update**

**O&G**

In 2025 a new Obstetric Gynaecology consultant Monica Rickard Bell has now joined the Orange Hospital.

**Anaesthetics**

In 2025 three new Anaesthetists have joined the Orange Hospital.

**Urologist**

Two specialist Urologists have been recruited to replace Dr Gordon Brown and the impending retirement for Dr Tim Nicholson, these specialists will join Orange Hospital team in 2026.

**Interventional Cardiologist**

Dr Stuart Moss has been recruited for cardiology and interventional cardiologist and commenced at Orange in 2025.

**General Medicine**

A second Endocrinologist, Dr Minoli Abeysekera, commenced at Orange Hospital in March 2025.

**General Surgeon**

Replacement of Dr Sarah Clark who resigned in September. Successfully recruited Dr Matthew Binks, who commenced in 2025 the speciality for the general surgeon is breast surgery.

**Ophthalmology**

Recruitment of Dr Joshua Lane, Ophthalmologist and will be the successor to a visiting service with a speciality in squint, also called strabismus ophthalmology.

**Orthopaedic surgeon**

Dr Alexander Tiedgen has been recruited working across Bathurst and Orange, he is a specialist orthopaedic upper limb orthopaedic surgeon.



## COMMUNITY COMMITTEE CHARTER

### ORANGE HEALTH LIAISON

D24/120109

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to **item 15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making** of the Community Strategic Plan.

#### Purpose

- To provide an interface between Council, health providers and education providers to the health industry to discuss and work together to address local health issues.
- To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans
- To support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

#### Reports To

##### *Services Policy Committee*

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

#### Responsibilities

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

#### Term

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

#### Membership and Roles

- Chairperson – an elected Councillor
- Five Councillors including the Chairperson
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to twelve (12) community representative(s) including from relevant government or community agencies



D24/120109

### **Committee Clerk & Staff Members**

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

### **Quorum**

Four (4) community members and one Councillor.

### **Meeting Frequency**

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

### **Voting**

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

### **Reports and Recording**

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

### **Vacancies**

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

### **Relevant Policies and Documents**

[Community Committee Member Information Pack](#)

[Orange City Council Code of Conduct](#)

[Orange City Council Code of Meeting Practice](#)

[Orange Community Strategic Plan](#)

[Delivery/Operational Plan](#)

[Asset Management Plan Strategy and Plans](#)

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.



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**2.3 MINUTES OF THE NAIDOC WEEK COMMUNITY COMMITTEE MEETING 27 MARCH 2025**

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RECORD NUMBER: 2025/615

AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

**EXECUTIVE SUMMARY**

The NAIDOC Week Community Committee met on 27 March 2025. The recommendations from the Committee are provided to the Services Policy Committee for adoption.

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**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.

**RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the NAIDOC Week Community Committee at its meeting held on 27 March 2025.**
- 2 That Council determine recommendations 3.2 from the minutes of the NAIDOC Week Community Committee meeting of 27 March 2025.**

**3.2(1)**

***That the Charter for the NAIDOC Week Community Committee be adopted with the following amendments:***

- a. Increase number of Councillor members from three to five including the Chair.***
- b. Include the roles of Treasurer and Co-Treasurer in membership.***
- c. Increase maximum number of community members from 10 to 35.***
- d. Permit organisations as members.***
- e. Quorum of one (1) Councillor and six (6) community members.***
- f. Meeting Frequency – Monthly with fortnightly or weekly Working Parties as required.***

**3.2(2)**

***That Cr Gerald Power be appointed to the role of Co-Treasurer.***

- 3 That the remainder of the minutes of the NAIDOC Week Community Committee from its meeting held on 27 March 2025 be adopted.**

**ATTACHMENTS**

- 1 NAIDOC 27 March 2025 Minutes
- 2 NAIDOC 27 March 2025 Agenda, D25/38519
- 3 FOR ADOPTION - NAIDOC Week Community Committee Charter, D24/120105 [↓](#)

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# ORANGE CITY COUNCIL

MINUTES OF THE

## NAIDOC WEEK COMMUNITY COMMITTEE

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

ON 27 MARCH 2025

COMMENCING AT 12:30 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Gerald Power (Chairperson), Cr Tammy Greenhalgh (Deputy Mayor), Cr David Mallard, Neil Ingram Snr, Gillian Ingram, Rex Cochrane, Kellie Lalor, Jason French, Director Community, Recreation and Cultural Services, Manager Community Services, Museum Manager, Public Engagement and Education Officer, Community Development Officer, Community Development Coordinator

Guest: Tanya French, Nikea Dixon

#### 1.1 Apologies and Leave of Absence

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##### RESOLVED

Mr N Ingram/Cr D Mallard

That the apologies be accepted from Cr Melanie McDonell, Cr Marea Ruddy and Nyassa Campbell for the NAIDOC Week Community Committee meeting on 27 March 2025.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

### 2 PREVIOUS MINUTES

##### RESOLVED

Mr N Ingram/Ms G Ingram

That the Minutes of the Meeting of the NAIDOC Week Community Committee held on 4 July 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the NAIDOC Week Community Committee meeting held on 4 July 2024.

### 3 GENERAL REPORTS

#### 3.1 NAIDOC WEEK COMMUNITY COMMITTEE - CODE OF CONDUCT

TRIM REFERENCE: 2025/360

The Committee discussed the Code of Conduct. Member Acceptance Forms were also discussed and received for Jason French, Rex Cochrane, Kellie Lalor, Gillian Ingram and Uncle Neil Ingram.

#### RECOMMENDATION

**Cr D Mallard/Mr J French**

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

*Cr Tammy Greenhalgh joined the meeting at 12.50pm*

#### 3.2 NAIDOC WEEK COMMUNITY COMMITTEE - CHARTER

TRIM REFERENCE: 2025/361

The Committee discussed the Charter and agreed to a number of amendments.

Cr Power clarified the role of the Clerk and Chairperson. Community concerns should be directed to the Chairperson, not the Clerk. It was noted that a Councillor is appointed as Chairperson to all committees of Council in accordance with the Code of Meeting practice.

Cr Power noted that all items for discussion/determination at each meeting must be on the Agenda, to ensure members have sufficient time to consider items. Members will be invited via email to submit agenda items prior to each meeting. Items must be relevant to the Charter.

The Committee agreed to appoint Cr Power to the role of Co-Treasurer.

#### RECOMMENDATION

**Cr G Power/Ms K Lalor**

1. That the Charter for the NAIDOC Week Community Committee be adopted with the following amendments:
  - a. Increase number of Councillor members from three to five including the Chair.
  - b. Include the roles of Treasurer and Co-Treasurer in membership.
  - c. Increase maximum number of community members from 10 to 35.
  - d. Permit organisations as members.
  - e. Quorum of one (1) Councillor and six (6) community members.
  - f. Meeting Frequency – Monthly with fortnightly or weekly working parties as required.
2. That Cr Gerald Power be appointed to the role of Co-Treasurer.

**3.3 NAIDOC WEEK COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

TRIM REFERENCE: 2025/362

The Committee agreed to meet monthly on the fourth Thursday each month (excepting May 2025) from 1pm to 2pm. Additional working parties will be held closer to NAIDOC Week events. A debrief meeting will be held subsequent to NAIDOC Week events - date to be determined.

**RECOMMENDATION****Cr G Power/Ms K Lalor**

That the NAIDOC Week Community Committee set the 2025 meeting dates as:

- 24 April 2025
- 26 June 2025
- 24 July 2025
- 28 August 2025
- 11 September 2025 (Working Party)
- 25 September 2025
- 9 October 2025 (Working Party)

All meetings to be held in the Giyalang Ganya meeting room, 286 Lords Place, Orange. Additional meetings may be scheduled as required.

**3.4 NAIDOC WEEK COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/364

The Committee discussed the 2024 Action Plan. It was noted that updates were made which do not appear in the supplied document. Committee to review the updated document at the next meeting.

The Committee also discussed the 2025 Action Plan.

NAIDOC Week will be held in Orange from 19 to 25 October 2025. It was noted that the Committee can provide support and advice for community events, and does not have the authority to prohibit community/organisations from hosting events, or dictate what should occur at an event.

A draft Event Expression of Interest (EOI) Form was tabled for review by the Committee. The following changes were recommended to the form:

- Include a cutoff date after which events will not be included in the official NAIDOC Week program.
- Clarify attendance expectations for members.
- Note that the NAIDOC Committee reserves the right to refuse to pay for variations to an approved budget.

**RECOMMENDATION**

**Cr D Mallard/Cr G Power**

1. That the review of the outgoing NAIDOC Week Community Committee Action Plan be deferred to the meeting of 24 April 2025.
2. That the NAIDOC Week Community Committee consider and discuss items to be included on the new Action Plan and that the Action Plan be updated with those discussions.

**THE MEETING CLOSED AT 1.36 PM**



## **NAIDOC WEEK COMMUNITY COMMITTEE**

# **AGENDA**

**27 MARCH 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **NAIDOC WEEK COMMUNITY COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held in the **GIYALANG GANYA MEETING ROOM, 286 LORDS PLACE, ORANGE** on **Thursday, 27 March 2025** commencing at **12:30 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Community Services Administration on 6393 8606.

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

## AGENDA

### EVACUATION PROCEDURE

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

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

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

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<b>2</b>	<b>PREVIOUS MINUTES .....</b>	<b>4</b>
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**NAIDOC WEEK COMMUNITY COMMITTEE****27 MARCH 2025**

---

**1 INTRODUCTION****MEMBERS**

Cr G Power (Chairperson), Cr T Greenhalgh, Cr D Mallard, Cr M McDonell, Cr M Ruddy, Mr Neil Ingram, Ms Gillian Ingram, Mr Chris Gryllis, Ms Kellie Lalor, Mr Rex Cochrane, Mr Jordon Moore, Ms Sharon Holmes, Ms Nyassa Campbell, Mr Jason French, Director Community, Recreation and Cultural Services, Museum Manager, Community Development Officer, Manager Community Services, Community Development Coordinator

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

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

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

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

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

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

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

**RECOMMENDATION**

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the NAIDOC Week Community Committee at this meeting.

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

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## 2 PREVIOUS MINUTES

### RECOMMENDATION

That the Minutes of the Meeting of the NAIDOC Week Community Committee held on 4 July 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the NAIDOC Week Community Committee meeting held on 4 July 2024.

### ATTACHMENTS

- 1 Minutes of the Meeting of the NAIDOC Week Community Committee held on 4 July 2024

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**ORANGE CITY COUNCIL**

MINUTES OF THE

**NAIDOC WEEK COMMUNITY COMMITTEE**

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

ON 4 JULY 2024

COMMENCING AT 1:00 PM

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**1 INTRODUCTION**

**ATTENDANCE**

Mr Jason French (Chairperson), Mr Neil Ingram, Ms Gillian Ingram, Mr Bryce O’Neill-Gibbs, Ms Jessica Silva (via *Teams*), Ms Annette Uata, Ms Danielle Trudgett, Mr Henry Gibbs (via *Teams*), Ms Nikea Dixon, Ms Leeny Kemp, Ms Katy Chatfield, Ms Tanya French, Ms Kellie Lalor, Mr Scott Campbell, Mr Dylan Peters, Museum Manager, Community Development Officer, Manager Community Services, Community Development Coordinator

**Guest:**

Mr Rex Cochrane, Ms Donna Stanley, Ms Fallon Ahsee

**1.1 Apologies and Leave of Absence**

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**RESOLVED**

**Mr J French/Mr N Ingram**

That the apologies be accepted from Cr Jason Hamling, Cr David Mallard, Cr Gerald Power, Mr Corey McLean, Mr Mike Cooper, Ms Sharon Holmes, Director Community Recreation and Cultural Services and Executive Assistant Community Recreation and Cultural Services for the NAIDOC Week Community Committee meeting on 4 July 2024.

**1.2 Acknowledgement of Country**

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An Acknowledgement of Country was conducted by Mr Neil Ingram.

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

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Nil.

**MINUTES OF NAIDOC WEEK COMMUNITY COMMITTEE**

**4 JULY 2024**

**2 PREVIOUS MINUTES**

**RESOLVED**

**Ms K Lalor/Mr J French**

That the Minutes of the Meetings of the NAIDOC Week Community Committee held on 2 May 2024 and 6 June 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the NAIDOC Week Community Committee meetings held on 2 May 2024 and 6 June 2024.

**3 PRESENTATIONS**

**3.1 EXPRESSION OF INTEREST - NEW COMMITTEE MEMBERSHIP**

TRIM REFERENCE: 2024/1070

Expressions of interest were tabled and accepted for Mr Rex Cochrane and Mr Robbie Robb.

**RECOMMENDATION**

**Mr S Campbell/Ms K Lalor**

That the new Committee Membership Expressions of Interest for Mr Rex Cochrane and Mr Robbie Robb be accepted.

**3.2 EXPRESSION OF INTEREST - NAIDOC WEEK 2024 EVENTS**

TRIM REFERENCE: 2024/1071

Expressions of Interest were tabled and accepted from:

- Orange City Council Community Development Team and Catherine McAuley School - NAIDOC Traditional Indigenous Games
- All primary schools - NAIDOC Traditional Indigenous Games Sports Day
- Housing Plus - Elders Lunch
- Orange Regional Museum – Exhibition: Keep the fire Burning! Blak, Loud and Proud

Approval is pending for the following Expression of Interest:

- Orange Health Service - NAIDOC Celebration

**RECOMMENDATION**

**Ms L Kemp/Mr B O'Neill-Gibbs**

That the Event Expressions of Interest from Orange City Council Community Development Team and Catherine McAuley School, all Primary Schools, Housing Plus, and Orange Regional Museum be accepted.

**3.3 CORRESPONDENCE**

TRIM REFERENCE: 2024/1072

A full Treasurer’s report of bank accounts, including successful grants, is required so that money can be allocated accordingly to NAIDOC events based on fund request forms.

Expressions of Interest are pending for the Ladies’ Night and Golf Day events. These events have had verbal confirmation and are awaiting official paperwork.

A financial report is pending for the AECG Ball event. The event host was sent the financial

**MINUTES OF NAIDOC WEEK COMMUNITY COMMITTEE**

**4 JULY 2024**

template on Monday 3 July 2024 to table at the next meeting.

As per last year’s feedback, program guide and promotional materials must be released to the public four weeks in advance of NAIDOC Week celebrations so that the design can be finalised and go to print. NAIDOC event information needs to be provided by 5pm on 30 August 2024. The form is to be returned to [khunter@orange.nsw.gov.au](mailto:khunter@orange.nsw.gov.au)

CSU have obtained sponsorship of \$500 to go towards a NAIDOC event.

**RECOMMENDATION**

**Mr S Campbell/Ms K Lalor**

That the discussion on correspondence be acknowledged.

**3.4 BUDGET**

TRIM REFERENCE: 2024/1073

A financial update was not provided as the meeting was not attended by the Treasurer or other committee executive.

**RECOMMENDATION**

Nil.

**3.5 GENERAL BUSINESS**

TRIM REFERENCE: 2024/1074

Ms Gillian Ingrim expressed her disappointment in the Committee’s response to an ongoing complaint and feels Mr Neil Ingram was disrespected and unsupported in addressing his concerns on a matter that affects all members of the NAIDOC Committee.

Mr Neil Ingrim noted several concerns, including:

- Concerns around the Minute taking for meetings, as he feels they don’t always reflect the true account of discussions. Mr Ingrim noted that he does not think the last meeting minutes accurately reflect what was discussed.
- Concerns that the Chairperson isn’t respecting the decision-making of the Committee.
- Mr Ingram requested an explanation as to what a quorum is and what that entails for a Community Committee. The Community Development Coordinator explained the Community Committee Charter.
- Mr Ingram thanked the schools for their involvement in the NAIDOC Street March 2023 and hopes to see another great turn out for this year’s Street March.

A guest to the meeting voiced their objections around the NAIDOC Community Committee not being under the management of an Aboriginal controlled organisation. The recommendation of the guest is for a separate discussion to take place with the Orange Local Aboriginal Land Council and Orange Aboriginal Medical Service around management of the Committee and adopting safe cultural protocols.

A guest asked for clarification for the process of the election of a Chairperson and whether it is a requirement of the Orange City Council Services Policy Committee that an Orange City Councillor acts as Chairperson. This was taken on Notice.

A guest is to investigate the possibility of the NAIDOC Community Committee becoming

**MINUTES OF NAIDOC WEEK COMMUNITY COMMITTEE**

**4 JULY 2024**

incorporated.

The December Debrief notes are to be distributed to members.

The Community Services Manager and Community Development Coordinator are to meet with Orange City Council Governance Manager to gather all relevant policies and documents to inform the Committee on the formal operations and meeting practice.

The Junior Young, Black and Deadly, Junior Sports Male, Junior Sports Women Awards will be presented at the AECG ball to align with the Over 18's Community Awards Night.

**RECOMMENDATION**

**Mr S Campbell/Ms K Lalor**

1. That the Community Services Manager and Community Development Coordinator meet with the Orange City Council Governance Manager to gather all relevant policies and documents to inform the Committee on the formal operations and meeting practice.
2. That the discussion on General Business be acknowledged.

**4 GENERAL REPORTS**

**4.1 TASK LIST AND ACTION PLAN - NAIDOC WEEK 2024**

TRIM REFERENCE: 2024/1017

**RECOMMENDATION**

**Mr S Campbell/Ms K Lalor**

That the Committee consider and discuss items in the Task List/Action Plan for NAIDOC Week Celebrations 2024, and that the Task List be updated with the discussions from the meeting.

**THE MEETING CLOSED AT 2.30 PM.**

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

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### 3 GENERAL REPORTS

#### 3.1 NAIDOC WEEK COMMUNITY COMMITTEE - CODE OF CONDUCT

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RECORD NUMBER: 2025/360

AUTHOR: Rennie Johns, Administration Officer

##### EXECUTIVE SUMMARY

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

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

##### LINK TO DELIVERY/OPERATIONAL PLAN

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

##### FINANCIAL IMPLICATIONS

Nil

##### POLICY AND GOVERNANCE IMPLICATIONS

The Code of Conduct reflects the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021. Members of all Council Community Committees are required to comply with the provisions of the Code of Conduct.

##### RECOMMENDATION

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

##### SUPPORTING INFORMATION

A link to the Code of Conduct was supplied to the Committee Members by email and can be accessed via Council's website at - <https://www.orange.nsw.gov.au/plans-and-policies/council-strategic-policies/> and members are requested to retain a copy for future reference.

If during the term of the Committee any significant changes are made to the Code, the amended version will be provided to the Committee.

Members are asked to review the Code of Conduct and commit to act in accordance with the Code while on Committee or Council business.

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

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**3.2 NAIDOC WEEK COMMUNITY COMMITTEE - CHARTER**

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RECORD NUMBER: 2025/361

AUTHOR: Rennie Johns, Administration Officer

**EXECUTIVE SUMMARY**

Orange City Council has developed and adopted the Charter for the NAIDOC Week Community Committee.

The Community Committee structure was determined on 20 November 2024 and the draft Charters were reviewed at that time.

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

The Committee members are asked to review the charter, make any necessary updates and refer the Charter to Council for Adoption.

The final approval lays with Council.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

All Community Committee Charters have been updated to reflect Council's requirements and to comply with Council's Code of Meeting Practice.

**RECOMMENDATION**

**That the Charter for the NAIDOC Week Community Committee be adopted.**

**SUPPORTING INFORMATION**

The Charter for the current term of the Committee is attached for consideration and endorsement by the Committee. The Committee may, if needed, recommend changes to the Charter be considered. Any such changes cannot be inconsistent with Council's Code of Meeting Practice.

Members should consider:

- Membership
- Quorum
- Meeting cycle
- Meeting Day/Time

The updated Committee Charter will be provided to the Council Policy Committee with the minutes for adoption.

**ATTACHMENTS**

- 1 NAIDOC Week Community Committee - Charter - Draft, D24/120105

## NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Community Committee - Charter - Draft



## COMMUNITY COMMITTEE CHARTER

## NAIDOC WEEK

D24/120105

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item 15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making of the Community Strategic Plan.

**Purpose**

To advise Council and make recommendations in relation to the planning, resourcing, management and conduct of National Aborigines and Torres Strait Islanders Celebration week and other significant occasions throughout the year in Orange.

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

**Reports To****Recreation & Culture Policy Committee**

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

**Responsibilities**

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

**Term**

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

**Membership and Roles**

- Chairperson – an elected Councillor
- Three Councillors including the Chairperson
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to ten (10) community representative(s) including from relevant government or community agencies

## NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Community Committee - Charter - Draft



D24/120105

**Committee Clerk & Staff Members**

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

**Quorum**

Majority of community members and one Councillor.

**Meeting Frequency**

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

**Voting**

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

**Reports and Recording**

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

**Vacancies**

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

**Relevant Policies and Documents**

[Community Committee Member Information Pack](#)

[Orange City Council Code of Conduct](#)

[Orange City Council Code of Meeting Practice](#)

[Orange Community Strategic Plan](#)

[Delivery/Operational Plan](#)

[Asset Management Plan Strategy and Plans](#)

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.

NAIDOC WEEK COMMUNITY COMMITTEE

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**3.3 NAIDOC WEEK COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

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RECORD NUMBER: 2025/362

AUTHOR: Rennie Johns, Administration Officer

**EXECUTIVE SUMMARY**

Following the review of the Committee Charter, the NAIDOC Week Community Committee is requested to consider meeting dates and times for the remainder of 2025.

The Charter will recommend to Council the frequency of Committee Meetings; however it is up to the Committee to determine meeting dates around that frequency.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the NAIDOC Week Community Committee set meeting dates, times and locations for the remainder of 2025.**

**SUPPORTING INFORMATION**

The Committee is requested to agree on meeting dates, times and locations for the remainder of 2025. This will allow meetings to be planned well in advance and members and Councillors can ensure their availability to attend wherever possible.

The proposed meeting dates can be amended at a later date if required, however Council's preference is to lock in the meeting dates for at least the remainder of 2025.

NAIDOC WEEK COMMUNITY COMMITTEE

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**3.4 NAIDOC WEEK COMMUNITY COMMITTEE ACTION PLAN**

RECORD NUMBER: 2025/364

AUTHOR: Rennie Johns, Administration Officer

**EXECUTIVE SUMMARY**

Council has noted the important role that Community Committees play in providing feedback and input into Council's operations. Committees can also offer ideas and suggestions to be considered as part of Council's Integrated Planning and Reporting framework, and related annual budget.

As a means of recording ideas, suggestions and activities made and undertaken by members, each Committee will develop and review on an ongoing basis an Action Plan.

This report provides the opportunity for the Committee to review the outgoing Committee's Action Plan and consider items to be added to the new Action Plan.

The Action Plans Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council's program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council's consideration and track specific tasks, projects or requests of the Committee.

Items may short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

1. That the NAIDOC Week Community Committee reviews the outgoing Committee's Action Plan.
2. That the NAIDOC Week Community Committee consider and discuss items to be included on the New Action Plan.

**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and also how an item links to Council's Delivery/Operational Plan, or could be proposed for future Delivery/Operational Plans.

The previous Committee Action Plan is attached, and the Committee is requested to review and consider items to be included in our new Plan.

**ATTACHMENTS**

- 1 NAIDOC Week Committee - Action Plan - 2024, D23/106223
- 2 NAIDOC Week Committee - Action Plan - 2025, D25/27784

NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Committee - Action Plan - 2024

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**NAIDOC Week Community Committee  
Task List / Action Plan**

**NAIDOC WEEK 2024 DATES: Friday 18 October to Saturday 26 October 2024**

**THEME: KEEP THE FIRE BURNING! BLAK, LOUD AND PROUD.**

**PRIOR EVENTS FOR CONSIDERATION**

Art / Museum Exhibition	Year 12 Graduation Awards
NAIDOC Week Opening Ceremony and Street March	Family Fun Day
Elders Lunch	NAIDOC Awards Night
Golf Day	AECG Junior Ball
School Awards	Women's Night
NAIROC	Basketball 3 v 3 Event

**Events for 2024**


NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Committee - Action Plan - 2024

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<b>Event:</b>	ART/MUSEUM EXHIBITION			
<b>Date:</b>	Friday 18 <sup>th</sup> October			
<b>Venue:</b>	Orange Regional Museum			
<b>Organiser:</b>	MARY- LIZ ANDREWS and MUSEUM TEAM			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr		NO committee funds requested.	Verbal – awaiting EOI signed document.	
May	Mary-Liz to attend a AECG meeting to liaison with the youth leaders, gaining knowledge of the concept of AECG, working alongside the AECG youth on ideas for this year's theme and exhibition. Kellie Lalor provided Mary-Liz future AECG meeting dates. Museum will adopt a standalone design appropriate for foyer display.		EOI to be submitted for approval.	
Jun	No Representation Present at June Meeting.			
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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SCHOOL ACHIEVEMENT AWARDS				
<b>Date:</b>	DURING NAIDOC WEEK			
<b>Venue:</b>	LOCAL SCHOOLS			
<b>Organiser:</b>	COREY MCLEAN – ASSISTED BY DAN ANNESLEY			
Meeting Date:	Information:	Cost / Resources:	To Do / Action Items:	Update / Completed:
Mar				
Apr				
May	<ul style="list-style-type: none"> <li>Nominations will go out in Term 3 Week 1-2</li> <li>Awards will be presented in internal school assemblies.</li> <li>EOI NAIDOC representative to be present at assemblies to acknowledge the students' achievements</li> </ul>	\$1000 requested from NAIDOC Committee.	Corey to obtain a quote for trophy and engraving from local suppliers.	
Jun	No Representation Present at June Meeting.			
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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<b>Event:</b>	<b>NAIROC</b>			
<b>Date:</b>	23 OCTOBER 2024			
<b>Venue:</b>	ORANGE FUNCTION CENTRE			
<b>Organiser:</b>	COREY MCLEAN			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May	<ul style="list-style-type: none"> <li>Subcommittee of helpers required for this event. Housing Plus?</li> <li>EOI to be sent out to all schools and community TERM 3.</li> <li>Corey to form and liaison with Judging Panel.</li> <li>MC? Suggestions to be put forward. (Youth Leader)</li> <li>Event schedule will be finalised one week out from event.</li> <li>Golden Buzzer will be a new element, gold poppers will go off, if the judge/s push the golden buzzer.</li> </ul>	BBQ- \$1000 Shield engraving. Orange Function Centre \$800 – <b>Paid</b> by Council.	NSW PHN to be contact Re: \$1000 in kind donation. Corey to follow up with Donna Stanley.	Council Booking- Orange Function Centre Risk Assessment Council Public Liability. Golden Buzzers
Jun	No Representation Present at June Meeting.			
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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<b>Event:</b>	<b>NAIDOC BALL</b>			
<b>Date:</b>	26 OCTOBER 2024			
<b>Venue:</b>	CORAL SEA ROOM – ORANGE EX-SERVICES CLUB			
<b>Organiser:</b>	Orange Local Aboriginal Lands Council and Orange Aboriginal Medical Service			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May	EOI received. Financial budget report received.	No required funds from committee.	Host to provide more information at next meeting.	EOI received. – Approved.
Jun	No Representation Present at June Meeting.			
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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<b>Event:</b>	<b>ORANGE ELDERS LUNCHEON</b>			
<b>Date:</b>	THURSDAY 26 OCTOBER 2024			
<b>Venue:</b>	Café Connect - 107 Prince Street			
<b>Organiser:</b>	Nikea Dixon – Housing Plus			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May	Verbal – awaiting formal EOI and financial budget for committee review.			
Jun	No Representation Present at June Meeting.		Event EOI to be tabled.	
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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<b>Event:</b>	NAIDOC WEEK Opening Ceremony and Street March			
<b>Date:</b>	Monday 21 <sup>st</sup> October			
<b>Venue:</b>	CBD/ Robertson Park.			
<b>Organiser:</b>	Orange City Council Community Development Team			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr		Funds request of \$1800 for sausages.		
May	<ul style="list-style-type: none"> <li>Master of Ceremony- Gerald Power Chair of NAIDOC Committee</li> <li>Request for Smoking Ceremony – Dale Carr</li> <li>Welcome to Country – Sent to DALC</li> <li>PA system Landers Music quote received.</li> <li>Elders Tent – DCJ Contact personal, Codie Campbell</li> <li>BBQ – Misson Australia and lifeline BBQ Trailers.</li> <li>Orange High School high school dance group- Confirmed.</li> <li>Road Closure &amp; Traffic Management Midwest Traffic Management- Confirmed by Kristen Hunter.</li> <li>Coffee van confirmed.</li> <li>Intent to hold a public event paperwork has been sent to orange police district for processing.</li> <li>Application has been submitted to Orange Traffic Committee for approval.</li> </ul>	TMP, ROL - \$2200 Toilets – \$865 WTC- \$275 Smoking \$300 VMS- Awaiting quote. BBQ supplies-, Lifeline and Mission confirmed to use BBQ trailers. PA Hire Est \$ 400 Street Banner- Internal. MC- Gerald, Nil cost Dancers/ Singers – School groups, Nil cost Promotions – in kind. Buses for Elders – in kind.	DAMS to be emailed for first aid tent. KH JR Richards for the supply of bins. KH Flag poles installation for Robertson park. Contact Dean Sutherland. Orange City Council. KH Event flyer- KH Letter to Businesses- Council Draft Approved. Letter drop ASAP.	Save the date sent out to all schools for NAIDOC street March via email communication.
Jun				JR Richards Bins booked EOJ – stall holders link to go live in July.

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Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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<b>Event:</b>	Orange City Council Community Development Team and Catherine McAuley School - NAIDOC Traditional Indigenous Games			
<b>Date:</b>	Thursday 24 October 2024			
<b>Venue:</b>	Catherine McAuley School			
<b>Organiser:</b>	Orange City Council Community Development Team			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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<b>Event:</b>	All primary schools - NAIDOC Traditional Indigenous Games Sports Day			
<b>Date:</b>	Tuesday 22 October 2024			
<b>Venue:</b>	PCYC/ Anzac Park			
<b>Organiser:</b>	Annette Uata and Nikita Mason			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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<b>Event:</b>	Orange Health Service - NAIDOC Celebration			
<b>Date:</b>	Tuesday 22 October 2024			
<b>Venue:</b>	Orange LHD			
<b>Organiser:</b>	Orange LHD Internal NAIDOC Committee			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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<b>General Information</b>			
Meeting Date:	Information:	To Do / Action Items:	Update / Completed:
Feb	<ul style="list-style-type: none"> <li>Chairperson CR Gerald Power thanked the committee for all their hard work in putting another 9-day event guide together for NAIDOC week 2024. Each event is seeing bigger attendance and was great to see so many schools involved in the NAIDOC official street march.</li> <li><b>2024 NAIDOC Theme-</b> 'Keep the fire burning! Biak, loud and proud'. The theme honours the enduring strength and vitality of First Nations culture – with fire a symbol of connection to Country, to each other, and to the rich tapestry of traditions that define Aboriginal and Torres Strait Islander peoples.</li> <li><b>NAIDOC Dates-</b> Suggest dates for NAIDOC 2024 was Friday 25<sup>th</sup> October to Saturday 2<sup>nd</sup> November. Orange Function Centre is booked on 31<sup>st</sup> October where we hold our NAIROC school eisteddfod. New proposed dates for <b>NAIDOC 2024- Friday 18<sup>th</sup> October to Saturday 26<sup>th</sup> October 2024.</b> Wednesday 23<sup>rd</sup> October Orange Function Centre booked for NAIROC. Saturday 26<sup>th</sup> October – Ex Service Club booked for NAIDOC Community Awards Night</li> <li>Local Government Elections – September 2024.</li> </ul>		
March			
April			
May			
June			
July			
August			

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Sep			
Oct			
<b>DEBRIEF - OCT</b>			

Calendar of Annual and Significant Events for Aboriginal and Torres Strait Islanders – 2024		
Date	Key Calendar Event Details	Information and updates on Event planning
<b>26 Jan</b>	<p><b>Invasion Day/Survival Day – Sovereignty Day</b> Annual events take place each year across the nation such as 'Yabun' in Sydney, the Survival Day Picnic on the Frankston Foreshore in Victoria, stalls and the Share the Spirit Festival in the Treasury Gardens, Victoria. The events celebrate Aboriginal and Torres Strait Islander culture and heritage. The events showcase all aspects of Aboriginal and Torres Strait Islander culture, including music, dance, food, language, politics, literature, and arts and crafts and are a wonderful opportunity to learn more about Australia's Aboriginal and Torres Strait Islander heritage.</p>	
<b>12 Feb</b>	<p><b>Freedom Ride</b> On 12 February 1965, University of Sydney students inspired by equal rights activism in the United States started a bus tour of western and coastal NSW with 3 key goals in mind:</p> <ul style="list-style-type: none"> <li>draw attention to the poor state of Aboriginal health, education and housing</li> <li>focus and attention on the social discrimination experienced by Aboriginal people to effect positive change</li> <li>encourage and support Aboriginal people themselves to resist discrimination</li> </ul> <p>The Freedom Ride was led by Charles Perkins, an Arrernte man born in Alice Springs who dedicated his life to advocating for Aboriginal rights. The Freedom Ride has an important place in the history of Australia and is remembered every February for fostering Aboriginal activism and raising much needed public attention on issues Aboriginal people continue to face today</p>	

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Calendar of Annual and Significant Events for Aboriginal and Torres Strait Islanders – 2024		
Date	Key Calendar Event Details	Information and updates on Event planning
13 Feb	<b>Anniversary of the National Apology</b> On 13 February 2008 the Prime Minister, Kevin Rudd MP delivered his national apology to the Stolen Generations on behalf of the Australian Government. The apology marked an important milestone in Australia's history. By validating the experiences of the Stolen Generations, the foundations have been laid for healing to take place and for a reconciled Australia in which everyone belongs. <a href="http://www.nsidc.org.au">www.nsidc.org.au</a>	
18 Mar	<b>National Close the Gap Day – Indigenous Health Campaign</b> The day gives people the opportunity to show their support for the Close the Gap Indigenous Health Equality Campaign which calls for closing the 17-year life expectancy gap between Aboriginal and Torres Strait Islanders and other Australians. <a href="http://www.indigenous.gov.au/health/">http://www.indigenous.gov.au/health/</a>	
21 Mar	<b>Harmony Day</b> Harmony Day, 21 March, celebrates Australia's cultural diversity, it's about inclusiveness, respect and a sense of belonging for everyone. It is a day for all Australians to embrace cultural diversity and to share what we have in common. The central message for Harmony Day is that 'everyone belongs', reinforcing the importance of inclusiveness to all Australians. <a href="http://www.harmony.gov.au/">http://www.harmony.gov.au/</a>	
26 May	<b>National Sorry Day</b> The <i>Bringing them home</i> report recommended (Recommendation No 7.a) that a National Sorry Day be held each year on 26 May 'to commemorate the history of forcible removals and its effects'. As a result of this recommendation the community-based organisation the National Sorry Day Committee (NSDC) was formed. <a href="http://www.nsidc.org.au">www.nsidc.org.au</a>	
27 May	<b>1967 referendum</b> In 1967 over 90% of Australians voted in a Referendum to remove clauses from the Australian Constitution which discriminated against Aboriginal and Torres Strait Islander Australians. The Referendum also gave the Commonwealth Government the power to make laws on behalf of Aboriginal and Torres Strait Islander people. <a href="http://www.naa.gov.au/collection/fact-sheets/fs150.aspx">http://www.naa.gov.au/collection/fact-sheets/fs150.aspx</a>	
27 May – 3 June	<b>National Reconciliation Week</b> National Reconciliation Week is held annually and celebrates the rich culture and history of the First Australians. National Reconciliation Week began in 1996 to provide focus for nationwide reconciliation activities. National Reconciliation Week coincides with two significant dates in Australia's history which provide strong symbols of the aspirations for reconciliation. May 27 marks the anniversary of the 1967 Referendum and June 3 marks the anniversary of the High Court's judgment in the 1992 Mabo case. <a href="http://www.reconciliation.org.au/">http://www.reconciliation.org.au/</a>	

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Calendar of Annual and Significant Events for Aboriginal and Torres Strait Islanders – 2024		
Date	Key Calendar Event Details	Information and updates on Event planning
29 May	<p><b>Indigenous Veterans Commemoration Service</b></p> <p>The ceremony continues to gather momentum since its inception in 2007, in uniting Australians to remember and honour the service and sacrifice of indigenous veterans. The exceptional guest speakers and their remarkable stories continue to inspire our youth, indigenous and non-indigenous alike.</p> <p>Since the Boer War, Aborigines and Torres Strait Islanders have fought for Australia. While exact numbers will never be known, it is estimated that 500-800 Aboriginal diggers served in World War I. Five Aboriginal diggers are known to have died fighting at Gallipoli.</p> <p>Anywhere from 3,000-6,000 served in World War II, and in proportion to population, no community in Australia contributed more to the war effort than the Islanders of the Torres Strait. The proud tradition of indigenous service continues today.</p> <p><a href="https://www.rslnsw.org.au/events/indigenous-veterans-commemoration-service/">https://www.rslnsw.org.au/events/indigenous-veterans-commemoration-service/</a></p>	
3 Jun	<p><b>Mabo Day</b></p> <p>Mabo Day is held on 3 June to celebrate Eddie Mabo, who helped overturn 'terra nullius' in a ten year campaign through the courts ending in the historic High Court Mabo Judgment.</p>	
10 June	<p><b>Myall Creek Massacre (1838) – Memorial Ceremony</b></p> <p>In 1838 white settlers murdered 28 Aboriginal men, women and children near Myall Creek Station. The massacre is a harrowing reminder of Australia's colonial violence and one of the rare cases where killers were tried and hanged.</p>	
1 July	<p><b>Coming of the Light</b></p> <p>This is a particular day of significance for Torres Strait Islander Australians. It marks the day the London Missionary Society first arrived in the Torres Strait. The missionaries landed at Erub Island on 1 July 1871. Religious and cultural ceremonies are held by Torres Strait Islander Christians across the Torres Strait and on the mainland to commemorate this day.</p>	
7 to 14 July	<p><b>National NAIDOC Week 2024</b></p> <p>The 2024 theme is "Keep the Fire Burning! Blok, Loud and Proud".</p>	
4 Aug	<p><b>National Aboriginal and Torres Strait Islander Children's Day</b></p> <p>An annual event established by SNAICC in 1988 to highlight the significance of Aboriginal and Torres Strait Islander children. SNAICC encourages all Aboriginal and Torres Strait Islander community organisations, mainstream child and family services, government and early childhood services, schools and any other key stakeholders to celebrate this day.</p>	

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 NAIDOC Week Committee - Action Plan - 2024

D23/106223

F174

Calendar of Annual and Significant Events for Aboriginal and Torres Strait Islanders – 2024		
Date	Key Calendar Event Details	Information and updates on Event planning
9 Aug	<p><b>International Day of the World’s Indigenous Peoples</b></p> <p>The International Day of the World’s Indigenous Peoples is observed on August 9 each year to promote and protect the rights of the world’s indigenous population. This event also recognises the achievements and contributions that indigenous people make to improve world issues such as environmental protection. It was first pronounced by the General Assembly of the United Nations in December 1994, marking the day of the first meeting of the UN Working Group on Indigenous Populations of the Sub-commission on the Promotion and Protection of Human Rights, in 1982.</p>	
First Wed in Sep 1 Sep	<p><b>Indigenous Literacy Day</b></p> <p>Indigenous Literacy Day aims to help raise funds to raise literacy levels and improve the lives and opportunities of Indigenous Australians living in remote and isolated regions. We need your support to help raise funds to buy books and literacy resources for children in these communities.</p> <p><a href="http://www.communityservices.act.gov.au/stsia/significant_dates">http://www.communityservices.act.gov.au/stsia/significant_dates</a></p>	
13 Sep	<p><b>Anniversary of the UN Declaration on the Rights of Indigenous People</b></p> <p>The United Nations Declaration on the Rights of Indigenous Peoples was adopted by the United Nations General Assembly during its 61st session at UN Headquarters in New York City on 13 September 2007.</p>	
Nov	<p><b>National Dreamtime Awards</b></p> <p>The <b>National Dreamtime Awards</b>, known simply as the <b>Dreamtime Awards</b>, are an annual celebration of <a href="#">Australian Aboriginal</a> and <a href="#">Torres Strait Islander</a> achievement in sport, arts, academic and community. The National Dreamtime Awards were launched to fill the void in recognising indigenous achievements as a result of the 2013 cessation of the <a href="#">Deadly Awards</a>.<sup>11</sup></p> <p>A panel of experts judges the final winners in each category, determined by nomination and voting process through online and media partners.</p>	

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 NAIDOC Week Committee - Action Plan - 2025



**COMMUNITY COMMITTEE ACTION PLAN**  
**NAIDOC WEEK**

D25/27784

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 NAIDOC Week Committee - Action Plan - 2025



025/27784

<b>Event:</b>				
<b>Date:</b>				
<b>Venue:</b>				
<b>Organiser:</b>				
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 NAIDOC Week Committee - Action Plan - 2025



D25/27784

Calendar of Annual and Significant Events for Aboriginal and Torres Strait Islanders – 2025		
Date	Key Calendar Event Details	Information and updates on Event planning
26 Jan	<p><b>Invasion Day/Survival Day – Sovereignty Day</b> Annual events take place each year across the nation such as 'Yabun' in Sydney, the Survival Day Picnic on the Frankston Foreshore in Victoria, stalls and the Share the Spirit Festival in the Treasury Gardens, Victoria. The events celebrate Aboriginal and Torres Strait Islander culture and heritage. The events showcase all aspects of Aboriginal and Torres Strait Islander culture, including music, dance, food, language, politics, literature, and arts and crafts and are a wonderful opportunity to learn more about Australia's Aboriginal and Torres Strait Islander heritage.</p>	
12 Feb	<p><b>Freedom Ride</b> On 12 February 1965, University of Sydney students inspired by equal rights activism in the United States started a bus tour of western and coastal NSW with 3 key goals in mind:</p> <ul style="list-style-type: none"> <li>draw attention to the poor state of Aboriginal health, education and housing</li> <li>focus and attention on the social discrimination experienced by Aboriginal people to effect positive change</li> <li>encourage and support Aboriginal people themselves to resist discrimination</li> </ul> <p>The Freedom Ride was led by Charles Perkins, an Arrente man born in Alice Springs who dedicated his life to advocating for Aboriginal rights. The Freedom Ride has an important place in the history of Australia and is remembered every February for fostering Aboriginal activism and raising much needed public attention on issues Aboriginal people continue to face today</p>	
13 Feb	<p><b>Anniversary of the National Apology</b> On 13 February 2008 the Prime Minister, Kevin Rudd MP delivered his national apology to the Stolen Generations on behalf of the Australian Government. The apology marked an important milestone in Australia's history. By validating the experiences of the Stolen Generations, the foundations have been laid for healing to take place and for a reconciled Australia in which everyone belongs. <a href="http://www.nsidc.org.au">www.nsidc.org.au</a></p>	
18 Mar	<p><b>National Close the Gap Day – Indigenous Health Campaign</b> The day gives people the opportunity to show their support for the Close the Gap Indigenous Health Equality Campaign which calls for closing the 17-year life expectancy gap between Aboriginal and Torres Strait Islanders and other Australians. <a href="http://www.indigenous.gov.au/health/">http://www.indigenous.gov.au/health/</a></p>	
21 Mar	<p><b>Harmony Day</b> Harmony Day, 21 March, celebrates Australia's cultural diversity. It's about inclusiveness, respect and a sense of belonging for everyone. It is a day for all Australians to embrace cultural diversity and to share what we have in common. The central message for Harmony Day is that 'everyone belongs', reinforcing the importance of inclusiveness to all Australians. <a href="http://www.harmony.gov.au/">http://www.harmony.gov.au/</a></p>	

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 NAIDOC Week Committee - Action Plan - 2025



D25/27784

Calendar of Annual and Significant Events for Aboriginal and Torres Strait Islanders – 2025		
Date	Key Calendar Event Details	Information and updates on Event planning
26 May	<p><b>National Sorry Day</b>                      The <i>Bringing them home</i> report recommended (Recommendation No 7.a) that a National Sorry Day be held each year on 26 May 'to commemorate the history of forcible removals and its effects'. As a result of this recommendation the community-based organisation the National Sorry Day Committee (NSDC) was formed. <a href="http://www.nsdcc.org.au">www.nsdcc.org.au</a></p>	
27 May	<p><b>1967 referendum</b>                      In 1967 over 90% of Australians voted in a Referendum to remove clauses from the Australian Constitution which discriminated against Aboriginal and Torres Strait Islander Australians. The Referendum also gave the Commonwealth Government the power to make laws on behalf of Aboriginal and Torres Strait Islander people. <a href="http://www.naa.gov.au/collection/fact-sheets/fs150.aspx">http://www.naa.gov.au/collection/fact-sheets/fs150.aspx</a></p>	
27 May – 3 June	<p><b>National Reconciliation Week</b>                      National Reconciliation Week is held annually and celebrates the rich culture and history of the First Australians. National Reconciliation Week began in 1996 to provide focus for nationwide reconciliation activities. National Reconciliation Week coincides with two significant dates in Australia's history which provide strong symbols of the aspirations for reconciliation. May 27 marks the anniversary of the 1967 Referendum and June 3 marks the anniversary of the High Court's judgment in the 1992 Mabo case. <a href="http://www.reconciliation.org.au/">http://www.reconciliation.org.au/</a></p>	
29 May	<p><b>Indigenous Veterans Commemoration Service</b>                      The ceremony continues to gather momentum since its inception in 2007, in uniting Australians to remember and honour the service and sacrifice of indigenous veterans. The exceptional guest speakers and their remarkable stories continue to inspire our youth, indigenous and non-indigenous alike.                      Since the Boer War, Aborigines and Torres Strait Islanders have fought for Australia. While exact numbers will never be known, it is estimated that 500-800 Aboriginal diggers served in World War I. Five Aboriginal diggers are known to have died fighting at Gallipoli.                      Anywhere from 3,000-6,000 served in World War II, and in proportion to population, no community in Australia contributed more to the war effort than the Islanders of the Torres Strait. The proud tradition of indigenous service continues today. <a href="https://www.rshsw.org.au/events/indigenous-veterans-commemoration-service/">https://www.rshsw.org.au/events/indigenous-veterans-commemoration-service/</a></p>	
3 Jun	<p><b>Mabo Day</b>                      Mabo Day is held on 3 June to celebrate Eddie Mabo, who helped overturn 'terra nullius' in a ten year campaign through the courts ending in the historic High Court Mabo Judgment.</p>	
10 June	<p><b>Myall Creek Massacre (1838) – Memorial Ceremony</b>                      In 1838 white settlers murdered 28 Aboriginal men, women and children near Myall Creek Station. The massacre is a harrowing reminder of Australia's colonial violence and one of the rare cases where killers were tried and hanged.</p>	

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 NAIDOC Week Committee - Action Plan - 2025



D25/27784

Calendar of Annual and Significant Events for Aboriginal and Torres Strait Islanders – 2025		
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7 to 14 July	<p><b>National NAIDOC Week 2024</b>                      The 2024 theme is "Keep the Fire Burning! Blak, Loud and Proud".</p>	
4 Aug	<p><b>National Aboriginal and Torres Strait Islander Children's Day</b>                      An annual event established by SNAICC in 1988 to highlight the significance of Aboriginal and Torres Strait Islander children. SNAICC encourages all Aboriginal and Torres Strait Islander community organisations, mainstream child and family services, government and early childhood services, schools and any other key stakeholders to celebrate this day.</p>	
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First Wed in Sep 1 Sep	<p><b>Indigenous Literacy Day</b>                      Indigenous Literacy Day aims to help raise funds to raise literacy levels and improve the lives and opportunities of Indigenous Australians living in remote and isolated regions. We need your support to help raise funds to buy books and literacy resources for children in these communities.  <a href="http://www.communityservices.act.gov.au/atpia/significant_dates">http://www.communityservices.act.gov.au/atpia/significant_dates</a></p>	
13 Sep	<p><b>Anniversary of the UN Declaration on the Rights of Indigenous People</b>                      The United Nations Declaration on the Rights of Indigenous Peoples was adopted by the United Nations General Assembly during its 61st session at UN Headquarters in New York City on 13 September 2007.</p>	

NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 NAIDOC Week Committee - Action Plan - 2025

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025/27784

Calendar of Annual and Significant Events for Aboriginal and Torres Strait Islanders – 2025		
Date	Key Calendar Event Details	Information and updates on Event planning
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NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 NAIDOC Week Committee - Action Plan - 2025

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D25/27784

**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.



## COMMUNITY COMMITTEE CHARTER

### NAIDOC WEEK

D24/120105

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item **15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making** of the Community Strategic Plan.

#### Purpose

To advise Council and make recommendations in relation to the planning, resourcing, management and conduct of National Aborigines and Torres Strait Islanders Celebration week and other significant occasions throughout the year in Orange.

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

#### Reports To

##### **Recreation & Culture Policy Committee**

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

#### Responsibilities

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

#### Term

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

#### Membership and Roles

- Chairperson – an elected Councillor
- Five Councillors including the Chairperson
- Treasurer and Co-Treasurer
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to thirty-five (35) community representative(s) including from relevant government or community agencies
- Organisations are permitted as members



D24/120105

### Committee Clerk & Staff Members

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

### Quorum

Six (6) community members and one Councillor.

### Meeting Frequency

Monthly with fortnightly or weekly Working Parties as required, with specific meeting dates and times to be determined by the Committee.

### Voting

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

### Reports and Recording

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

### Vacancies

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

### Relevant Policies and Documents

Community Committee Member Information Pack

Orange City Council Code of Conduct

Orange City Council Code of Meeting Practice

Orange Community Strategic Plan

Delivery/Operational Plan

Asset Management Plan Strategy and Plans

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.



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## 2.4 MINUTES OF THE AGEING AND ACCESS COMMUNITY COMMITTEE MEETING 27 MARCH 2025

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RECORD NUMBER: 2025/693

AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

### EXECUTIVE SUMMARY

The minutes of the Ageing and Access Community Committee meeting held on 27 March 2025 are provided to the Services Policy Committee for adoption.

### LINK TO DELIVERY/OPERATIONAL PLAN

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

### FINANCIAL IMPLICATIONS

Nil

### POLICY AND GOVERNANCE IMPLICATIONS

Nil

### RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Ageing and Access Community Committee at its meeting held on 27 March 2025.
- 2 That Council determine recommendations 3.3, 3.3, and 3.5(2) from the minutes of the Ageing and Access Community Committee meeting of 27 March 2025.
  - 3.3 – That the Charter for the Ageing and Access Community Committee be adopted noting the updates:
    - That the Membership outlined in the Charter be updated to state four (4) Councillors and up to fourteen (14) community members.
    - That the Quorum in the Charter be updated to state four (4) community members and one (1) Councillor.
  - 3.5(2) - *The Council investigate an incentive program, such as inclusion on an accessible business register, to encourage businesses to become accessible.*
- 3 That recommendations 3.5(1) and 3.5(3) be amended for these items be considered as part of the budget process rather than motions to Council:
  - 3.5.1 - *That Cr Peterson take a motion to Council seeking a budget allocation for a program to assist local business to purchase temporary access ramps.*
  - 3.5.3 - *That Cr Peterson take a motion to Council seeking a budget allocation for the purchase of portable walkways for use at community events.*
- 4 That the remainder of the minutes of the Ageing and Access Community Committee from its meeting held on 27 March 2025 be adopted.

### FURTHER CONSIDERATIONS

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

**ATTACHMENTS**

- 1 AACC 27 March 2025 Minutes
- 2 AACC Agenda 27 March 2025, D25/35357 [↓](#)
- 3 FOR ADOPTION - AACC Charter, D24/120085 [↓](#)

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# ORANGE CITY COUNCIL

MINUTES OF THE

## AGEING & ACCESS COMMUNITY COMMITTEE

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

ON 27 MARCH 2025

COMMENCING AT 3:00 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Steven Peterson (Chairperson), Cr Marea Ruddy, Colin Spicer, Jenny King, Kate Lockwood, Heather Huthnance, Pamela Johnson, Daniel Sanders, Laga Van Beek, Helen James, Rosie Busuttill, Director Community Recreation and Cultural Services, Community Services Manager, Community Development Coordinator, Ageing and Development Officer

#### 1.1 Apologies and Leave of Absence

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**RESOLVED****Cr S Peterson/Member H James**

That the apologies be accepted from Cr Frances Kinghorne, Cr Jamie Stedman, Julie Venamore, Works Manager, Road Safety Officer, Disability Services Coordinator and Transport Asset Engineer for the Ageing & Access Community Committee meeting on 27 March 2025.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

### 2 PREVIOUS MINUTES

**RESOLVED****Cr S Peterson/Member H James**

That the Minutes of the Meeting of the Ageing and Access Community Committee held on 7 May 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Ageing and Access Community Committee meeting held on 7 May 2024.

### 3 GENERAL REPORTS

#### 3.1 COMMUNITY CONSULTATIONS - OPEN SPACE AND RECREATION NEEDS STRATEGY AND IMPLEMENTATION PLAN AND THE ACTIVE TRANSPORT STRATEGY AND IMPLEMENTATION PLAN

TRIM REFERENCE: 2025/417

Committee members are invited to participate in the consultation process for the development of both Strategies. If members would like to participate please contact the Committee Clerk and register your interest.

##### RECOMMENDATION

**Cr M Ruddy/Member C Spicer**

That the information provided by Council's Strategic Engineer on upcoming community consultations on the Open Space and Recreation Needs Strategy and Implementation Plan and the Active Transport Strategy and Implementation Plan be noted.

#### 3.2 AGEING AND ACCESS COMMUNITY COMMITTEE - CODE OF CONDUCT

TRIM REFERENCE: 2025/388

##### RECOMMENDATION

**Cr S Peterson/Member D Sanders**

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

#### 3.3 AGEING AND ACCESS COMMUNITY COMMITTEE - CHARTER

TRIM REFERENCE: 2025/389

##### RECOMMENDATION

**Cr M Ruddy/Member H James**

That the Charter for the Ageing and Access Community Committee be adopted noting the updates:

- That the Membership outlined in the Charter be updated to state four (4) Councillors and up to fourteen (14) community members.
- That the Quorum in the Charter be updated to state four (4) community members and one (1) Councillor.

#### 3.4 AGEING AND ACCESS COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES

TRIM REFERENCE: 2025/390

##### RECOMMENDATION

**Cr S Peterson/Member H James**

1. That the Ageing and Access Community Committee members complete a poll to determine future meeting dates and times.
2. That the Ageing and Access Community Committee set meeting dates, times and locations for the remainder of 2025.

**3.5 AGEING AND ACCESS COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/391

The Committee would like to acknowledge and thank Council for the work undertaken at Lake Canobolas. Thank you to the staff for completing the work.

**RECOMMENDATION****Member Spicer/Member P Johnson**

1. That Cr Peterson take a motion to Council seeking a budget allocation for a program to assist local business to purchase temporary access ramps.
2. The Council investigate an incentive program, such as inclusion on an accessible business register, to encourage businesses to become accessible.
3. That Cr Peterson take a motion to Council seeking a budget allocation for the purchase of portable walkways for use at community events.
4. That the Ageing and Access Community Committee acknowledges that they have reviewed the outgoing Committee's Action Plan.
5. That the Ageing and Access Community Committee consider and discuss items to be included on the New Action Plan.

**GENERAL DISCUSSION**

1. The Manager Building Services will be invited to the next Committee meeting to discuss improved delineation of the steps outside of the Visitor Information Centre and Groundstone.
2. Appropriate Council staff will be requested to provide an update on the proposed improvements to lighting at the Railway Station footbridge.
3. A Committee member raised concerns around NBN workers blocking the footpath midway down a block. Council will contact the NBN to raise awareness of the need to inform pedestrians of closed footpaths at the beginning of the block to allow for a safe road crossing.
4. Following discussion on accessible events the Manager Community Services will liaise with Council's Events Team to discuss the inclusion of information on accessing the portable ramps in Robertson Park along with installation instructions in event booking forms.
5. Following discussion on access to appropriate changing facilities for people with disability, that Ageing and Development Officer will update the National Public Toilet Map to include adult change locations and MLAK locations.

**THE MEETING CLOSED AT 4.12PM.**



**AGEING & ACCESS COMMUNITY  
COMMITTEE**

**AGENDA**

**27 MARCH 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **AGEING & ACCESS COMMUNITY COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held in the **COMMUNITY SERVICES CENTRE, GIYALANG GANYA, 286 LORDS PLACE, ORANGE** on **Thursday, 27 March 2025** commencing at **3:00 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Amanda Rodwell on 02 6393 8053.

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## AGENDA

### EVACUATION PROCEDURE

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

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

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

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**AGEING & ACCESS COMMUNITY COMMITTEE**

**27 MARCH 2025**

**1 INTRODUCTION**

**MEMBERS**

Cr Steven Peterson (Chairperson), Cr Frances Kinghorne, Cr Jamie Stedman, Cr Marea Ruddy, Tahlee Bennett, Colin Spicer, Julie Venamore, Jenny King, Kate Lockwood, Heather Huthnance, Pamela Johnson, Daniel Sanders, Laga Van Beek, Helen James, Rosie Busuttill, Director Community Recreation and Cultural Services, Community Services Manager, Director Development Services, Works Manager, Community Development Team Leader, Ageing and Development Officer, Road Safety Officer, Disability Services Coordinator

**1.1 APOLOGIES AND LEAVE OF ABSENCE**

**1.2 ACKNOWLEDGEMENT OF COUNTRY**

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

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

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

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

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

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

**RECOMMENDATION**

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Ageing and Access Community Committee at this meeting.

**AGEING & ACCESS COMMUNITY COMMITTEE**

**27 MARCH 2025**

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**2 PREVIOUS MINUTES**

**RECOMMENDATION**

That the Minutes of the Meeting of the Ageing and Access Community Committee held on 7 May 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Ageing and Access Community Committee meeting held on 7 May 2024.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Ageing and Access Community Committee held on 7 May 2024

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## ORANGE CITY COUNCIL

MINUTES OF THE  
**AGEING AND ACCESS COMMUNITY COMMITTEE**  
HELD IN COMMUNITY SERVICES CENTRE, GIYALANG GANYA, 286 LORDS PLACE, ORANGE  
ON 7 MAY 2024  
COMMENCING AT 10.30AM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Steven Peterson (Chairperson), Cr Frances Kinghorne, Mrs Heather Huthance, Mr Colin Spicer, Ms Helen James, Mr Chris Brayley, Mr Wayne Wright, Dr Carlos Mesa Castrillón, Community Services Manager, Works Manager, Project Manager, Community Development Coordinator, Ageing and Development Officer, Road Safety Officer, Disability Services Coordinator.

#### 1.1 Apologies and Leave of Absence

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**RESOLVED**

**Ms H James/Mr C Spicer**

That the apologies be accepted from Cr Melanie McDonell, Mr Matthew Goodacre and Mr Rex Cochrane for the Ageing and Access Community Committee meeting on 7 May 2024.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

### 2 PREVIOUS MINUTES

**RESOLVED**

**Cr F Kinghorne/Cr S Peterson**

That the Minutes of the Meeting of the Ageing and Access Community Committee held on 6 February 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Ageing and Access Community Committee meeting held on 6 February 2024.

MINUTES OF AGEING AND ACCESS COMMUNITY COMMITTEE

7 MAY 2024

**3 PRESENTATIONS**

**3.1 THE UNIVERSITY OF SYDNEY RESEARCH PROJECT**

TRIM REFERENCE: 2024/603

The University of Sydney is conducting a community consultation research project focusing on disability in rural, regional, and remote areas. The project will focus on six nodes of research which are wellbeing, disability across the life course, employment, workforce, services, and mapping. The project aims to design and test transformative strategies for disability inclusion in rural, remote, and regional communities and create lasting policy and practice change. If you would like to contribute and provide feedback, please contact Mr Wayne Wright.

**RECOMMENDATION**

**Mr W Wright/Mr C Brayley**

That the information provided by Mr Wayne Wright and Dr Carlos Mesa Castrillón on the University of Sydney's disability research project be noted.

**3.2 DESIGN AND ACCESSIBILITY OF NEW COUNCIL PROJECTS**

TRIM REFERENCE: 2024/622

The design and accessibility of new Council projects undertake a thorough review process to ensure all aspects of a new build meet code and are accessible. New construction is designed by an architect before undergoing a BCA (Building Code of Australia) and DDA (Disability Discrimination Act) review. Any areas not meeting code are addressed before being privately certified. Inspections are carried out throughout the construction process to ensure compliance to AS1428. A final inspection is done upon project completion.

The Conservatorium build will feature removable seating to provide space for wheelchairs in Row F of the Recital Room and in the front row of the Planetarium. Additional accessible features will include wider doors, large lift, and signage.

Issues raised by the Committee to be considered include the direction toilet doors are hinged/swung and contrast on the edge of stairs.

If you have any questions or feedback, please email the Committee Clerk.

**RECOMMENDATION**

**Ms H James/Mr C Spicer**

1. That the Sports Precinct plans be presented to the future Ageing and Access Community Committee when available.
2. That the information provided by Council's Project Manager on the design and accessibility of Council projects be noted.

**MINUTES OF AGEING AND ACCESS COMMUNITY COMMITTEE**

**7 MAY 2024**

**3.3 DISABILITY SERVICES CONTINUOUS IMPROVEMENT REGISTER**

TRIM REFERENCE: 2024/604

Giyalang Ganya Conference Room - doors widened to accommodate wheelchairs and other mobility equipment.

Choices at Home - client expressing concern of Toyota Hiace due to sun glare through the sunroof panel and automatic step not extending fully. Both have been rectified.

Disability Services Resident has been admitted to hospital recently. He had wonderful treatment and support whilst in hospital. Communication with support staff was fantastic.

**RECOMMENDATION**

**Ms M Keen/Ms H James**

That the information provided by the Disability Services Coordinator on the Disability Services Continuous Improvement Register be noted.

**4 GENERAL REPORTS**

**4.1 AGEING AND ACCESS COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2024/605

**RECOMMENDATION**

**Cr S Peterson/Ms M Stanford**

That the Ageing and Access Community Committee Action Plan be reviewed and updated.

**THE MEETING CLOSED AT 11.45AM.**

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

### 3 GENERAL REPORTS

#### 3.1 COMMUNITY CONSULTATIONS - OPEN SPACE AND RECREATION NEEDS STRATEGY AND IMPLEMENTATION PLAN AND THE ACTIVE TRANSPORT STRATEGY AND IMPLEMENTATION PLAN

RECORD NUMBER: 2025/417

AUTHOR: Amanda Rodwell, Ageing and Development Officer

##### EXECUTIVE SUMMARY

Council will shortly be engaging consultants to undertake community consultation on two strategies. These strategies are the Open Space and Recreation Needs Strategy and Implementation Plan and the Active Transport Strategy and Implementation Plan.

##### LINK TO DELIVERY/OPERATIONAL PLAN

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

##### FINANCIAL IMPLICATIONS

Nil

##### POLICY AND GOVERNANCE IMPLICATIONS

Nil

##### RECOMMENDATION

**That the information provided by Council's Strategic Engineer on upcoming community consultations on the Open Space and Recreation Needs Strategy and Implementation Plan and the Active Transport Strategy and Implementation Plan be noted.**

##### FURTHER CONSIDERATIONS

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

##### SUPPORTING INFORMATION

Council will shortly be engaging consultants to undertake the two following strategies-

##### **Open Space and Recreation Needs Strategy and Implementation Plan**

- Identify long-term open space and recreation needs for the City,
- Audit and update Council's existing public space and recreation asset base,
- Update green infrastructure and recreation facility benchmarks for the City,
- Determine place-based targets and strategies for individual greenfield housing and urban infill precincts,
- Support future costing and refinement of Council's overall development contributions framework,
- Inform the preparation of Planning Agreement for new housing precincts,
- Determine a long-term integrated approach to open space planning, water quality management, biodiversity conservation, climate change adaptation and urban resilience.

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**AGEING & ACCESS COMMUNITY COMMITTEE**

**27 MARCH 2025**

3.1 Community Consultations - Open Space and Recreation Needs Strategy and Implementation Plan and the Active Transport Strategy and Implementation Plan

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**Active Transport Strategy and Implementation Plan**

- Development of a locally relevant specification guideline for active transport spaces (footpaths, shared paths, cycleways, on-road cycle paths, lanes, and cycle shoulders) within Orange LGA, using relevant TfNSW guides (walking spaces, pedestrian crossing, cycleway design toolbox).
- Update/redevelop existing and future network mapping identifying existing conditions, points of interest, existing routes, and priority future routes.
- Identification of a template of requirements for the provision of active transport facilities for development sites. This should also include requirements for connectivity from development site through to the existing network where relevant, such as in greenfield residential areas.
- Review greenfield sites in the housing strategy and 2024 Development Contribution Plan, with regards to active transport provisions. Outline specific provisions required for inclusion in the next revision of the Orange Development Contribution Plan.
- Review available active transport infrastructure at connection hubs to the public transport network (primarily bus hub locations), advise if additional provisions (bus stop facilities, seating, bike parking, route/route connectivity etc.) would enhance the active transport connectivity to these sites.
- Review current pathways evaluation tool, make recommendations, and implement changes as required.
- Develop and prioritise recommendations into an implementation plan. The implementation plan shall consider specific, measurable, achievable, relevant and timely goals, with specified responsibilities, measurement metrics and delivery timeframes.

Given the funding timeframes, project programs, and the number of relevant community committees and their varied sitting dates, we won't be able to bring the strategies as they develop to the committees. We do not want this to limit the community involvement in any way and we would ask anyone interested in participating in the community consultations process to indicate their interest to either myself or the committee chair and I will keep them informed of the timeframes for both projects.

Initial indications are for engagement with the consultants for each of the projects sometime in April and the 1<sup>st</sup> round of community consultations to be held shortly after.

**AGEING & ACCESS COMMUNITY COMMITTEE**

**27 MARCH 2025**

**3.2 AGEING AND ACCESS COMMUNITY COMMITTEE - CODE OF CONDUCT**

RECORD NUMBER: 2025/388

AUTHOR: Amanda Rodwell, Ageing and Development Officer

**EXECUTIVE SUMMARY**

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

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

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

The Code of Conduct reflects the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021. Members of all Council Community Committees are required to comply with the provisions of the Code of Conduct.

**RECOMMENDATION**

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

**SUPPORTING INFORMATION**

A link to the Code of Conduct was supplied to the Committee Members by email and can be accessed via Council's website at - <https://www.orange.nsw.gov.au/plans-and-policies/council-strategic-policies/> and members are requested to retain a copy for future reference.

If during the term of the Committee any significant changes are made to the Code, the amended version will be provided to the Committee.

Members are asked to review the Code of Conduct and commit to act in accordance with the Code while on Committee or Council business.

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

**3.3 AGEING AND ACCESS COMMUNITY COMMITTEE - CHARTER**

RECORD NUMBER: 2025/389

AUTHOR: Amanda Rodwell, Ageing and Development Officer

**EXECUTIVE SUMMARY**

Orange City Council has developed and adopted the Charter for the Ageing and Access Community Committee.

The Community Committee structure was determined on 20 November 2024 and the draft Charters were reviewed at that time.

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

The Committee members are asked to review the charter, make any necessary updates and refer the Charter to Council for Adoption.

The final approval lays with Council.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

All Community Committee Charters have been updated to reflect Council's requirements and to comply with Council's Code of Meeting Practice.

**RECOMMENDATION**

**That the Charter for the Ageing and Access Community Committee be adopted.**

**SUPPORTING INFORMATION**

The Charter for the current term of the Committee is attached for consideration and endorsement by the Committee. The Committee may, if needed, recommend changes to the Charter be considered. Any such changes cannot be inconsistent with Council's Code of Meeting Practice.

Members should consider:

- Membership
- Quorum
- Meeting cycle
- Meeting Day/Time

The updated Committee Charter will be provided to the Council Policy Committee with the minutes for adoption.

**ATTACHMENTS**

- 1 Ageing and Access Community Committee Charter 2024 - DRAFT, D24/120085



## COMMUNITY COMMITTEE CHARTER

### AGEING AND ACCESS

D24/120085

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item 15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making of the Community Strategic Plan.

#### Purpose

To provide advice to Council and make recommendations in relation to new and existing projects, policies and planning, and develop and drive independent committee initiatives in meeting the needs of older people, people with disabilities and families with younger children in the Orange community.

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

#### Reports To

##### Services Policy Committee

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

#### Responsibilities

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

#### Term

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

#### Membership and Roles

- Chairperson – an elected Councillor
- Three Councillors including the Chairperson
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to ten (10) community representative(s) including from relevant government or community agencies

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Charter 2024 - DRAFT



D24/120085

**Committee Clerk & Staff Members**

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

**Quorum**

Majority of community members and one Councillor.

**Meeting Frequency**

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

**Voting**

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

**Reports and Recording**

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

**Vacancies**

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

**Relevant Policies and Documents**

<a href="#">Community Committee Member Information Pack</a>	<a href="#">Orange Community Strategic Plan</a>
<a href="#">Orange City Council Code of Conduct</a>	<a href="#">Delivery/Operational Plan</a>
<a href="#">Orange City Council Code of Meeting Practice</a>	<a href="#">Asset Management Plan Strategy and Plans</a>

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.

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AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

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**3.4 AGEING AND ACCESS COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

RECORD NUMBER: 2025/390

AUTHOR: Amanda Rodwell, Ageing and Development Officer

**EXECUTIVE SUMMARY**

Following the review of the Committee Charter, the Ageing and Access Community Committee is requested to consider meeting dates and times for the remainder of 2025.

The Charter will recommend to Council the frequency of Committee Meetings, however it is up to the Committee to determine meeting dates around that frequency.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Ageing and Access Community Committee set meeting dates, times and locations for the remainder of 2025.**

**SUPPORTING INFORMATION**

The Committee is requested to agree on meeting dates, times and locations for the remainder of 2025. This will allow meetings to be planned well in advance and members and Councillors can ensure their availability to attend wherever possible.

The proposed meeting dates can be amended at a later date if required, however Council's preference is to lock in the meeting dates for at least the remainder of 2025.

**AGEING & ACCESS COMMUNITY COMMITTEE**

**27 MARCH 2025**

**3.5 AGEING AND ACCESS COMMUNITY COMMITTEE ACTION PLAN**

RECORD NUMBER: 2025/391

AUTHOR: Amanda Rodwell, Ageing and Development Officer

**EXECUTIVE SUMMARY**

Council has noted the important role that Community Committees play in providing feedback and input into Council's operations. Committees can also offer ideas and suggestions to be considered as part of Council's Integrated Planning and Reporting framework, and related annual budget.

As a means of recording ideas, suggestions and activities made and undertaken by members, each Committee will develop and review on an ongoing basis an Action Plan.

This report provides the opportunity for the Committee to review the outgoing Committee's Action Plan and consider items to be added to the new Action Plan.

The Action Plans Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council's program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council's consideration and track specific tasks, projects or requests of the Committee.

Items may short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

- 1. That the Ageing and Access Community Committee reviews the outgoing Committee's Action Plan.**
- 2. That the Ageing and Access Community Committee consider and discuss items to be included on the New Action Plan.**

**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and also how an item links to Council's Delivery/Operational Plan, or could be proposed for future Delivery/Operational Plans.

The previous Committee Action Plan is attached and the Committee is requested to review and consider items to be included in our new Plan.

**AGEING & ACCESS COMMUNITY COMMITTEE**

**27 MARCH 2025**

3.5 Ageing and Access Community Committee Action Plan

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**ATTACHMENTS**

- 1 Ageing and Access Community Committee Action Plan - 2022, D22/20484
- 2 Ageing and Access Community Committee - AACC - Action Plan - 2025, D25/28752

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Action Plan - 2022

D22/20484

Ageing and Access Community Committee  
Action Plan

No	Action	Who	Delivery/ Operational Plan reference	Cost Implications	Resourcing Implications	Start	End	Update/ Completed
1	That Council investigate establishing a program to assist local businesses to purchase temporary ramps to allow access for people with disability and limited mobility.	Council Local Business Owners	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs	Budget required	Quotes to be provided	27/04/2022		Investigate the possibility of including in the next budget a program to provide financial assistance to local businesses to purchase portable ramps.  An additional recommendation was moved at the meeting held on 14 November 2023 which stated:  That Council investigate allocating a budget to subsidise the purchase of access ramps for interested businesses.  <b>18 October 2023</b> Council's Business Projects Officer, Tony Boland, provided advice by email including: <ul style="list-style-type: none"> <li>Gain advice from someone who is qualified in the specialised area of ramp access into shops.</li> <li>Approach Development Services in regards to the implications of the protrusion of temporary</li> </ul>

Ageing and Access Community Committee

Action Plan

1

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Action Plan - 2022

No	Action	Who	Delivery/ Operational Plan reference	Cost Implications	Resourcing Implications	Start	End	Update/ Completed
								<p>ramps into the footpath space.</p> <ul style="list-style-type: none"> <li>Each business would need to verify with their insurer about the implications of installing a temporary ramp.</li> <li>Develop program guideline/policy that will determine who is eligible to receive assistance, when and for how long the assistance is provided. This may be demand driven or budget constrained.</li> <li>Put forward a budget bid in the annual budget process. This could be a Councillor discretionary bid or it may have to go the full competitive process with other programs/projects.</li> </ul> <p><b>7 May 2024</b></p> <p>Future development of this proposed program will require a budget request to be submitted to Council.</p>
2	That Council investigate installing an accessible bathroom with an adult change table and hoist in	Council	5.1 Live - Engage with the community to ensure facilities and programs	No budget available	Cost unknown	27/04/2022	30/06/2023	Investigation to be undertaken to identify a suitable Council owned property in the central business district for an accessible bathroom with an

Ageing and Access Community Committee

Action Plan

2

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Action Plan - 2022

No	Action	Who	Delivery/ Operational Plan reference	Cost Implications	Resourcing Implications	Start	End	Update/ Completed
	the central business district.		meet changing lifestyle and social needs					<p>adult change table and hoist to be located.</p> <p>Investigate including the installation of an accessible bathroom with an adult change table and hoist in the central business district in the access audit.</p> <p>Manager Building Services reported that the installation of an accessible bathroom with an adult change table and hoist does not fall under the access audit scope as this is designed to audit the access for existing Council buildings.</p> <p><b>6 February 2024</b></p> <p>During a recent internal consultation with Council staff regarding the potential redesign of the Civic Centre foyer, the Manager Community Services suggested a accessible bathroom with an adult change table and hoist be included in any future plans.</p> <p><b>7 May 2024</b></p> <p>A request for a quotation has been submitted as a part of the redesign of the Civic Centre foyer.</p>

Ageing and Access Community Committee

Action Plan

3

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Action Plan - 2022

No	Action	Who	Delivery/ Operational Plan reference	Cost Implications	Resourcing Implications	Start	End	Update/ Completed
3	That a Movement in Place strategy be included in the Active Travel Plan review.	Council	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs	Costs unknown	Costs unknown	14/02/2023	18/04/2023	Investigate the possibility of including a Movement in Place strategy in the next Active Travel Plan.  <b>6 February 2024</b> The Ageing and Access Community Committee be involved in the development of the Movement in Place strategy – date of review to be determined  <b>7 May 2024</b> Invite staff to provide an update at a future meeting if requested by new committee.
4	That Council investigate the installation of high contrast strips on the edge of the steps at the entrance to the Orange Visitors Centre and Groundstone.	Manager Building Services	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs	Budget required	Costs unknown	16/05/2023		Appropriate options for providing contrast on the steps are currently being investigated.  2/11/2023 – After investigation, indicators on steps meet the building code for visibility and awareness.  Further recommendation was made at the meeting held on 14 November 2023 which states:  That Council further investigate options to increase the visibility

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Action Plan - 2022

No	Action	Who	Delivery/ Operational Plan reference	Cost Implications	Resourcing Implications	Start	End	Update/ Completed
								<p>of the steps out the front of Groundstone.</p> <p><b>6 February 2024</b> Manager Building Services to be invited to attend meeting on 7 May to provide further information.</p> <p><b>7 May 2024</b> Manager Building Services unable to attend meeting. Invite to a future meeting if requested by new committee.</p>
5	That Council investigate the purchase of a portable walkway to enable access to events held on grass and gravelled surfaces in areas such as the North Court and Robertson Park.	Manager City Presentation	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs	Budget required	Costs unknown	16/05/2023		<p>Appropriate walkway options are currently being investigated.</p> <p>Manager City Presentation to be invited to speak at the meeting to be held on 14 November 2023.</p> <p>Following the information provided by the Manager City Presentation at the meeting held on 14 November 2023 the following recommendations were made:</p> <p>1. That Council investigate matting options which would suit the Orange environment and the proposed event use.</p>

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Action Plan - 2022

No	Action	Who	Delivery/ Operational Plan reference	Cost Implications	Resourcing Implications	Start	End	Update/ Completed
								<p>2. That Council investigate purchasing a sample mat to trial at a local outdoor event.</p> <p>Examples and costs include:</p> <p><a href="#">Mobi-Mat* Beach Access Matting - AFX - Blue - Push Mobility \$5,300</a> for 10 metres of matting</p> <p><a href="#">What Are Ground Protection Mats?   Ground Nurse</a> a heavy duty example</p> <p><a href="#">GrassMat   AccessRec Grass Mat System for wheelchairs</a></p> <p><b>12 February 2024</b></p> <p>Council's Events Team Lead invited to site visit in Robertson Park following the next Committee meeting on 7 May 2024. Discuss possibility of Events Team budget purchasing a sample mat. City Presentation did not have budget to purchase sample.</p> <p><b>7 May 2024</b></p> <p>Budget required to purchase sample mat.</p>
6	That Council investigate installing rings of	Works Manager	5.1 Live - Engage with the	Budget required	Costs unknown	14/11/2023	12/01/2024	<b>January 2024</b>

Ageing and Access Community Committee

Action Plan

6

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Action Plan - 2022

No	Action	Who	Delivery/ Operational Plan reference	Cost Implications	Resourcing Implications	Start	End	Update/ Completed
	reflective tape around bollards to increase contrast and visibility of the bollards.		community to ensure facilities and programs meet changing lifestyle and social needs					Council's Works Manager confirmed that bollards installed by Council meet current Australian standards. It is not desirable aesthetically nor is it feasible to treat all bollards across Council with highly contrasting reflective tape. <b>7 May 2024</b> Individual locations can be assessed as requested.
7	That Council investigate painting the pedestrian refuge and guttering at the northern intersection of Bathurst Road and McLachlan Street, adjacent to Colvin Park, to increase contrast and visibility for pedestrians adjacent to Colvin Park.	Works Manager	5.1 Live - Engage with the community to ensure facilities and programs meet changing lifestyle and social needs	Budget required	Costs unknown	14/11/2023	12/01/2024	Council cannot feasibly paint all kerbs and refuge islands. The visual contrast between the concrete and the asphalt surfacing meets standards. <b>March 2024</b> Council's Works Manager - Reflective white tape has been put down to highlight the particular crossing at Bathurst Road and McLachlan Street. <b>7 May 2024</b> Staff to investigate the installation of tactile ground surface indicators in lieu of painting.
8	That Council investigate improving the lighting on		5.1 Live - Engage with the	Budget required	Costs unknown	6/02/2024		<b>18 April 2024</b>

Ageing and Access Community Committee

Action Plan

7

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 1 Ageing and Access Community Committee Action Plan - 2022

No	Action	Who	Delivery/ Operational Plan reference	Cost Implications	Resourcing Implications	Start	End	Update/ Completed
	the eastern end of the Railway Station footbridge.		community to ensure facilities and programs meet changing lifestyle and social needs					Investigation assigned to Council's Works Manager. <b>7 May 2024</b> Staff currently investigating the site for the availability of electricity or solar lighting.

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 Ageing and Access Community Committee - AACC - Action Plan - 2025



**COMMUNITY COMMITTEE ACTION PLAN**  
**AGEING AND ACCESS**

D25/28752

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED

AGEING & ACCESS COMMUNITY COMMITTEE

27 MARCH 2025

Attachment 2 Ageing and Access Community Committee - AACC - Action Plan - 2025

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D24/111441

**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.



## COMMUNITY COMMITTEE CHARTER

### AGEING AND ACCESS

D24/120085

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item **15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making** of the Community Strategic Plan.

#### Purpose

To provide advice to Council and make recommendations in relation to new and existing projects, policies and planning, and develop and drive independent committee initiatives in meeting the needs of older people, people with disabilities and families with younger children in the Orange community.

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

#### Reports To

##### *Services Policy Committee*

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

#### Responsibilities

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

#### Term

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

#### Membership and Roles

- Chairperson – an elected Councillor
- Four Councillors including the Chairperson
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to fourteen (14) community representative(s) including from relevant government or community agencies



D24/120085

### **Committee Clerk & Staff Members**

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

### **Quorum**

Four (4) community members and one Councillor.

### **Meeting Frequency**

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

### **Voting**

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

### **Reports and Recording**

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

### **Vacancies**

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

### **Relevant Policies and Documents**

[Community Committee Member Information Pack](#)

[Orange City Council Code of Conduct](#)

[Orange City Council Code of Meeting Practice](#)

[Orange Community Strategic Plan](#)

[Delivery/Operational Plan](#)

[Asset Management Plan Strategy and Plans](#)

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.



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## 2.5 MINUTES OF THE COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE MEETING 31 MARCH 2025

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RECORD NUMBER: 2025/738

AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

### EXECUTIVE SUMMARY

The Community Safety and Crime Prevention Committee met on 31 March 2025. The recommendations from the Committee are provided to the Services Policy Committee for adoption.

### LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “3.1. Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and wider community”.

### FINANCIAL IMPLICATIONS

Nil.

### POLICY AND GOVERNANCE IMPLICATIONS

Nil.

### RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Community Safety & Crime Prevention Committee at its meeting held on 31 March 2025.
- 2 That Council determine recommendation 4.2 from the minutes of the Community Safety & Crime Prevention Committee meeting of 31 March 2025.  
**4.2**  
*That the Charter for the Community Safety & Crime Prevention Committee be adopted with the following amendments:*
  - *Membership – Update the number of Councillors from three (3) to five (5).*
  - *Quorum of two (2) community members, one (1) representative from the Central West Police District and one Councillor.*
- 3 That the remainder of the minutes of the Community Safety & Crime Prevention Committee from its meeting held on 31 March 2025 be adopted.

### FURTHER CONSIDERATIONS

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

### ATTACHMENTS

- 1 CSCPC 31 March 2025 Minutes
- 2 CSCPC Agenda 31 March 2025, D25/38520 [↓](#)
- 3 FOR ADOPTION - CSCPC Charter, D24/120094 [↓](#)

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# ORANGE CITY COUNCIL

MINUTES OF THE

## COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

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

ON 31 MARCH 2025

COMMENCING AT 2:00 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Marea Ruddy (Chairperson), Cr Tony Mileto (Mayor), Chief Inspector David Maher, Phillip Kirkwood, Sergeant Yonneka Hill, Laga Van Beek, Director Community Recreation and Cultural Services, Manager Community Services, Community Development Officer, Road Safety Officer, Parking Patrol Officer, Community Development Coordinator

#### 1.1 Apologies and Leave of Absence

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**RESOLVED**

**Cr T Mileto/Cr M Ruddy**

That the apologies be accepted from Cr Tammy Greenhalgh, Cr Graeme Judge, Cr Jamie Stedman and Charlotte Maguire for the Community Safety & Crime Prevention Committee meeting on 31 March 2025.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

### 2 PREVIOUS MINUTES

**RESOLVED**

**Cr T Mileto/Mr P Kirkwood**

That the Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 27 May 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Community Safety & Crime Prevention Committee meeting held on 27 May 2024.

### 3 PRESENTATIONS

#### 3.1 COMMUNITY SAFETY AND CRIME PREVENTION COMMITTEE PRESENTATION - CENTRAL WEST POLICE DISTRICT

TRIM REFERENCE: 2025/411

Chief Inspector Maher provided an overview of crime to community in the Central West Police District in the Orange LGA for 1 December 2024 to 28 February 2025 including:

- Assault (DV) – 72 incidents
- Stolen Vehicles – 40 incidents
- Steal from Motor Vehicle – 48 incidents
- Break and Enter – Dwelling – 79 incidents
- Break and Enter – Non-Dwelling – 15 incidents
- Powers – Move On – 83 incidents
- Powers – Person Search – 204 incidents
- Powers – Vehicle Search – 45 incidents

CI Maher asked that Council continue to emphasise the importance of locking cars and locking doors at home to all members of the public, and to always report any attempts or break ins.

There are two Co-Location Officers from Plus Community based at the Orange Police Station, who can provide support and assistance to victims of domestic violence before they report a crime or make a formal statement. Co-Location Officers to be invited to a future meeting of this committee and the Family and Domestic Violence Community Committee.

The Committee discussed the Parental Responsibility Act and agreed it was important to continue as an Operational Area under the Act. Council has commenced the application for this.

#### RECOMMENDATION

**Chief Inspector D Maher/Cr M Ruddy**

That the information provided in the Central West Police District Update be acknowledged.

*Mr Philip Kirkwood left the meeting at 2.27 pm*

### 4 GENERAL REPORTS

#### 4.1 COMMUNITY SAFETY AND CRIME PREVENTION COMMITTEE - CODE OF CONDUCT

TRIM REFERENCE: 2025/399

#### RECOMMENDATION

**Chief Inspector D Maher/Cr T Mileto**

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

**4.2 COMMUNITY SAFETY AND CRIME PREVENTION COMMITTEE - CHARTER**

TRIM REFERENCE: 2025/400

- Membership to be amended to five Councillors.
- Meeting frequency to remain quarterly.
- Quorum discussed. It was agreed to amend quorum from majority of community members to two (2) community members.

**RECOMMENDATION****Chief Inspector D Maher/Cr T Mileto**

That the Charter for the Community Safety & Crime Prevention Committee be adopted with the following amendments:

- Membership – Update the number of Councillors from three (3) to five (5).
- Quorum of two (2) community members, one (1) representative from the Central West Police District and one Councillor.

**4.3 COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE - 2025 MEETING DATES & TIMES**

TRIM REFERENCE: 2025/401

The Committee discussed members' availability and agreed to meet quarterly on the second Monday of the month from 5:30pm to 6:30pm.

**RECOMMENDATION****Cr M Ruddy/Cr T Mileto**

1. That the Community Safety & Crime Prevention Committee set the 2025 meeting dates as:
  - 2 June
  - 1 September
  - 1 December
2. Future meetings will be held in the Councillor's Workroom from 5:30pm to 6:30pm.

**4.4 COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/402

The Committee discussed the Action Plan. It was noted that the Action Plan usually aligns with the Central West Police District Business Plan. Sergeant Yonneka Hill, Cr Marea Ruddy and Director Community Recreation and Cultural Studies to review appropriate items for the new Action Plan prior to the next meeting.

The Road Safety Officer noted that Council's annual Plan B campaign should be added to the new Action Plan.

Operation Never Again to be removed.

**RECOMMENDATION****Cr T Mileto/Cr M Ruddy**

1. That the review of the outgoing Community Safety and Crime Prevention Committee Action Plan be deferred to the meeting of 2 June 2025.
2. That the adoption of the Community Safety and Crime Prevention Committee Action Plan for 2025 be deferred to the meeting of 2 June 2025.

**THE MEETING CLOSED AT 3.00 PM**



## **COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE**

# **AGENDA**

**31 MARCH 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held in the **GIYALANG GANYA MEETING ROOM, 286 LORDS PLACE, ORANGE** on **Monday, 31 March 2025** commencing at **2:00 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Melissa Stanford on 6393 8605.

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

**AGENDA**

**EVACUATION PROCEDURE**

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

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

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

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COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

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## 1 INTRODUCTION

### MEMBERS

Cr Marea Ruddy (Chairperson), Cr Tony Mileto (Mayor), Cr Tammy Greenhalgh (Deputy Mayor), Cr Graeme Judge, Cr Jamie Stedman, Chief Inspector David Maher, Matthew Chisholm, Phillip Kirkwood, Charlotte Maguire, Laga Van Beek, Director Community Recreation and Cultural Services, Manager Community Services, Community Development Officer, Road Safety Officer, Parking Patrol Officer, Youth Development Officer, Community Development Coordinator

### 1.1 APOLOGIES AND LEAVE OF ABSENCE

### 1.2 ACKNOWLEDGEMENT OF COUNTRY

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

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

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

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

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

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

### RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Community Safety & Crime Prevention Committee at this meeting.

**COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE**

**31 MARCH 2025**

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**2 PREVIOUS MINUTES**

**RECOMMENDATION**

That the Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 27 May 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Community Safety & Crime Prevention Committee meeting held on 27 May 2024.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 27 May 2024

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## ORANGE CITY COUNCIL

### MINUTES OF THE COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

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

ON 27 MAY 2024

COMMENCING AT 5:30 PM

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## 1 INTRODUCTION

### ATTENDANCE

Cr T Mileto (Chairperson), Cr T Greenhalgh (via *Teams*), Mr Phillip Kirkwood, Ms Bev Williams, Ms Jennifer Lacey, Mr Ben Cochrane, Director Community Recreation and Cultural Services, Manager Community Services, Road Safety Officer, Youth Development Officer

### 1.1 APOLOGIES AND LEAVE OF ABSENCE

#### RESOLVED

**Mr P Kirkwood/Ms B Williams**

That the apologies be accepted from Mr Fred Maw, Community Development Coordinator and Parking Patrol Officer for the Community Safety & Crime Prevention Committee meeting on 27 May 2024.

### 1.2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson conducted an Acknowledgement of Country.

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

Nil.

## 2 PREVIOUS MINUTES

#### RESOLVED

**Mr P Kirkwood/Ms B Williams**

That the Minutes of the Meeting of the Community Safety & Crime Prevention Committee held on 26 February 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Community Safety & Crime Prevention Committee meeting held on 26 February 2024.

MINUTES OF COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE 27 MAY 2024

**3 PRESENTATIONS**

**3.1 LIQUOR ACCORD UPDATE**

TRIM REFERENCE: 2024/704

The previous Liquor Accord Representative, Mr Ben Cochrane, advised Council that Ms Kristy Metcalfe from the Ophir Hotel is in the process of taking over the Chair position. Mr Tim Ireson may step into the Chair position, while Mr Cochrane and Ms Metcalfe would act as Deputy Chairs, so one of the three will attend future meetings.

Mr Cochrane attended the meeting on behalf of Ms Metcalfe and provided a verbal update from the Liquor Accord.

- The plan for the Alcohol Free Zone was sent to all members and the Accord voted unanimously to support the geographic area of the Alcohol Free Zone.
- Mr Cochrane reported no current trends. Consumption seems to be down due to the economic climate. The Licensing Sargeant reports that issues in venues are down.
- Engagement of venues with the Accord is strong and there is interest in increasing cellar door and bottle shop interactions.
- The end of financial year meeting will be held at Wentworth.
- Mr Cochrane provided information about utilising facial recognition available in some hotels to ban offenders from hotels and bottle shops.

Cr Mileto and Cr Greenhalgh thanked Mr Cochrane for the update and recognised the importance of the Liquor Accord.

**RECOMMENDATION**

**Ms B Williams/Cr T Greenhalgh**

That the information provided in the Liquor Accord Update – Verbal Report be acknowledged.

*\*Mr Cochrane left the meeting with the time being 5.50pm\**

**3.2 CENTRAL WEST POLICE DISTRICT UPDATE**

TRIM REFERENCE: 2024/705

An update was not provided.

**RECOMMENDATION**

Nil.

**3.3 GENERAL BUSINESS**

TRIM REFERENCE: 2024/706

Cr Greenhalgh raised an issue that has also been raised with the Mayor and Council's CEO regarding children riding motor bikes inside ANZAC Park in a dangerous manner and nearly causing collisions with other children. Sporting groups are encouraged to report the behaviour whenever they witness it.

Cr Mileto noted that motor bike tracks have been seen at the new skate park, and it is disappointing that a small minority of people are damaging this area, which the rest of

**MINUTES OF COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE 27 MAY 2024**

community appreciate and take pride in.

The Youth Development Officer provided an update regarding his role, the Lawn Mowing program and the Youth Hub activities.

As this was the final meeting of the Committee before Council enters caretaker mode, Cr Mileto thanked all members for their participation and contribution which has been greatly appreciated.

**RECOMMENDATION**

**Mr P Kirkwood/Cr T Greenhalgh**

That the discussion on General Business be acknowledged.

**4 GENERAL REPORTS**

**4.1 PARENTAL RESPONSIBILITY ACT REPORT - 1 JULY TO 31 DECEMBER 2023**

TRIM REFERENCE: 2024/573

**RECOMMENDATION**

**Mr P Kirkwood/Cr T Greenhalgh**

That the report on the implementation of the Children (Protection and Parental Responsibility) Act 1997 – 1 July to 31 December 2023 be acknowledged.

**4.2 COMMUNITY SAFETY AND CRIME PREVENTION COMMITTEE ACTION PLAN - 2024**

TRIM REFERENCE: 2024/707

The Action Plan was discussed by the Committee.

The Road Safety Officer provided an update about the Rotary Youth Driver Awareness program (RYDA) held in March 2024 in Orange. All local schools participated in the four day event.

No actions to be removed from the Action Plan.

**RECOMMENDATION**

**Ms B Williams/Ms J Lacey**

That the Community Safety and Crime Prevention Committee note the contents of the Community Safety and Crime Prevention Committee Action Plan and that it is to be reviewed and updated at each meeting.

**THE MEETING CLOSED AT 6.12 PM.**

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

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**3 PRESENTATIONS**

**3.1 COMMUNITY SAFETY AND CRIME PREVENTION COMMITTEE PRESENTATION - CENTRAL WEST POLICE DISTRICT**

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A representative from the Central West Police District will provide a verbal update to the committee.

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

**4 GENERAL REPORTS**

**4.1 COMMUNITY SAFETY AND CRIME PREVENTION COMMITTEE - CODE OF CONDUCT**

RECORD NUMBER: 2025/399

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

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

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

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

The Code of Conduct reflects the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021. Members of all Council Community Committees are required to comply with the provisions of the Code of Conduct.

**RECOMMENDATION**

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

**SUPPORTING INFORMATION**

A link to the Code of Conduct was supplied to the Committee Members by email and can be accessed via Council's website at - <https://www.orange.nsw.gov.au/plans-and-policies/council-strategic-policies/> and members are requested to retain a copy for future reference.

If during the term of the Committee any significant changes are made to the Code, the amended version will be provided to the Committee.

Members are asked to review the Code of Conduct and commit to act in accordance with the Code while on Committee or Council business.

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**COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE**

**31 MARCH 2025**

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**4.2 COMMUNITY SAFETY AND CRIME PREVENTION COMMITTEE - CHARTER**

RECORD NUMBER: 2025/400

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

Orange City Council has developed and adopted the Charter for the Community Safety and Crime Prevention Committee.

The Community Committee structure was determined on 20 November 2024 and the draft Charters were reviewed at that time.

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

The Committee members are asked to review the charter, make any necessary updates and refer the Charter to Council for Adoption.

The final approval lays with Council.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

All Community Committee Charters have been updated to reflect Council's requirements and to comply with Council's Code of Meeting Practice.

**RECOMMENDATION**

**That the Charter for the Community Safety & Crime Prevention Committee be adopted.**

**SUPPORTING INFORMATION**

The Charter for the current term of the Committee is attached for consideration and endorsement by the Committee. The Committee may, if needed, recommend changes to the Charter be considered. Any such changes cannot be inconsistent with Council's Code of Meeting Practice.

Members should consider:

- Membership
- Quorum
- Meeting cycle
- Meeting Day/Time

The updated Committee Charter will be provided to the Council Policy Committee with the minutes for adoption.

**ATTACHMENTS**

- 1 Charter - Community Safety & Crime Prevention Committee - Draft, D24/120094



COMMUNITY COMMITTEE CHARTER

COMMUNITY SAFETY & CRIME PREVENTION

D24/120094

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item 15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making of the Community Strategic Plan.

**Purpose**

To advise Council and make recommendations in relation to new and existing projects, policies and planning, and develop and drive independent committee initiatives to support community safety and crime prevention in Orange and its surrounds. Activities may include:

- Information provision and education
- Partnering with external stakeholders
- Encouraging increased reporting of criminal activity or conduct (e.g. graffiti and vandalism)

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

**Reports To**

**Services Policy Committee**

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

**Responsibilities**

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

**Term**

The Community Safety & Crime Prevention Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time by resolution of Council.

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE 31 MARCH 2025  
Attachment 1 Charter - Community Safety & Crime Prevention Committee - Draft



D24/120094

**Membership and Roles**

- Chairperson – an elected Councillor
- Three Councillors including the Chairperson
- One Representative of the Central West Police District
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to ten (10) community representative(s) including from relevant government or community agencies

**Committee Clerk & Staff Members**

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

**Quorum**

Majority of community members, one representative of the Central West Police District and one Councillor.

**Meeting Frequency**

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

**Voting**

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

**Reports and Recording**

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

**Vacancies**

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

**Relevant Policies and Documents**

<a href="#">Community Committee Member Information Pack</a>	<a href="#">Orange Community Strategic Plan</a>
<a href="#">Orange City Council Code of Conduct</a>	<a href="#">Delivery/Operational Plan</a>
<a href="#">Orange City Council Code of Meeting Practice</a>	<a href="#">Asset Management Plan Strategy and Plans</a>

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.

**COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE**

**31 MARCH 2025**

**4.3 COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE - 2025 MEETING DATES & TIMES**

RECORD NUMBER: 2025/401

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

Following the review of the Committee Charter, the Community Safety and Crime Prevention Committee is requested to consider meeting dates and times for the remainder of 2025.

The Charter will recommend to Council the frequency of Committee Meetings, however it is up to the Committee to determine meeting dates around that frequency.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Nil

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Community Safety & Crime Prevention Committee set meeting dates, times and locations for the remainder of 2025.**

**SUPPORTING INFORMATION**

The Committee is requested to agree on meeting dates, times and locations for the remainder of 2025. This will allow meetings to be planned well in advance and members and Councillors can ensure their availability to attend wherever possible.

The proposed meeting dates can be amended at a later date if required, however Council's preference is to lock in the meeting dates for at least the remainder of 2025.

**COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE**

**31 MARCH 2025**

**4.4 COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE ACTION PLAN**

RECORD NUMBER: 2025/402

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

Council has noted the important role that Community Committees play in providing feedback and input into Council's operations. Committees can also offer ideas and suggestions to be considered as part of Council's Integrated Planning and Reporting framework, and related annual budget.

As a means of recording ideas, suggestions and activities made and undertaken by members, each Committee will develop and review on an ongoing basis an Action Plan.

This report provides the opportunity for the Committee to review the outgoing Committee's Action Plan and consider items to be added to the new Action Plan.

The Action Plans Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council's program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council's consideration and track specific tasks, projects or requests of the Committee.

Items may short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

- 1. That the Community Safety and Crime Prevention Committee reviews the outgoing Committee's Action Plan.**
- 2. That the Community Safety and Crime Prevention Committee consider and discuss items to be included on the New Action Plan.**

**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and also how an item links to Council's Delivery/Operational Plan, or could be proposed for future Delivery/Operational Plans.

The previous Committee Action Plan is attached, and the Committee is requested to review and consider items to be included in our new Plan.

**ATTACHMENTS**

- 1 Action Plan - Community Safety & Crime Prevention Committee - 2024, D23/106515
- 2 Action Plan - Community Safety & Crime Prevention Committee - 2025, D25/29291

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

Attachment 1 Action Plan - Community Safety & Crime Prevention Committee - 2024

D23/106515

F165

Community Safety and Crime Prevention Committee Action Plan 2024							
Action	Responsibility	Delivery/ Operational Plan	Cost implications In current Budget	Resourcing implications	Start Date	End Date	Update/Completed Details
<p><b>Road trauma reduction:</b></p> <p>1. RYDA</p> <p>2. Young Driver Education</p> <p>3. Local Education Provider</p>	<p>1. Rotary Clubs of Orange</p> <p>2. Road Safety Officer</p> <p>Road safety Officer</p>	<p>3.1 Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and the wider community</p> <p>3.2 Live – Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community*</p>	<p>1. No budget</p> <p>2. No budget</p> <p>3. Road Safety Officer budget</p>	<p>Venue assistance</p> <p>CW Police and venue</p> <p>Transport for NSW budget</p>	<p>August 2020</p>	<p>September 2021</p>	<p>1. Organised by North Orange Rotary as a joint project with 3 Rotary Clubs of Orange. Dates for 2023 to be confirmed. To be run over four days with numerous Presenters. See IC22/34417.</p> <p>2. Education to be provided in 2023 in partnership with Central West Police District and local high schools. Possibility of videos to be provided to schools if large event restrictions in place.</p> <p>3. PCYC Traffic offenders program                      Drink Drive campaigns                      Driver fatigue campaigns                      Childcare seat checks                      Be Seen Be Safe                      Learner Driver Workshops                      Scheduled across the year</p> <p><b>*** Previous updates in D23/927 ***</b></p> <p><b>26 February 2024</b>                      Council's Road Safety Officer provided an explanation on the Rotary Youth Driver Awareness (RYDA) program. RYDA starts in Orange in March 2024 for a one-day session and all schools are invited.</p> <p><b>27 May 2024</b>                      No further update</p>

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

Attachment 1 Action Plan - Community Safety & Crime Prevention Committee - 2024

D23/106515

F165

Community Safety and Crime Prevention Committee Action Plan 2024							
Action	Responsibility	Delivery/Operational Plan	Cost implications In current Budget	Resourcing implications	Start Date	End Date	Update/Completed Details
<b>Operation Never Again:</b>	Central West Police District OCC	3.2 Live – Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community*	\$5,000	Manager Community Services	August 2020	July 2022	Fraud Forum provided in 2022 Social media to be included for all programs Educational videos to be provided in targeted periods <b>*** Previous updates in D23/927 ***</b> <b>27 November 2023</b> Request to provide reminders to the Community to lock all property through Council's socials. <b>26 February 2024</b> Action completed. Remove Operation Never Again from Action Plan.
<b>LDAT update:</b>	LDAT members OCC	3.1 Support projects and programs that address crime and safety and contribute to an increased sense of safety in our homes and the wider community  3.2 Live – Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community*	LDAT budget \$2,000	Community Development Team Leader Community Development Officer	August 2020	Ongoing	LDAT – AXLRB recruiting for mentor program recommenced in January 2022. Program includes workshops to improve resilience and funding to access healthy activities. <b>*** Previous updates in D23/927 ***</b> <b>26 February 2024</b> No further update.  <b>27 May 2024</b> No further update

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COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

Attachment 1 Action Plan - Community Safety & Crime Prevention Committee - 2024

D23/106515

F165

Community Safety and Crime Prevention Committee Action Plan 2024							
Action	Responsibility	Delivery/ Operational Plan	Cost implications In current Budget	Resourcing implications	Start Date	End Date	Update/Completed Details
Request extension to Operational Area under the Children (Protection and Parental Responsibility) Act 1997	OCC Central West Police	3.2 Live – Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community*	No budget	Manager Community Services	Ongoing	Ongoing	<p>Extension application provided in August 2021. Current extension to June 30, 2022. Awaiting response from the NSW Attorney General's office.</p> <p>Police to continue to record incidents to confirm need.</p> <p><b>*** Previous updates in D23/927 ***</b></p> <p><b>27 November 2023</b></p> <p>Committee asked that Council reapply for extension to the Operational Area under the Children (Protection and Parental Responsibility) Act 1997 in 2024 given the extended period of time it took for the current declaration to be made and that it is effective to 30 June 2025.</p> <p><b>26 February 2024</b></p> <p>No further update.</p> <p><b>27 May 2024</b></p> <p>No further update</p>
Seniors Crime Prevention Education	OCC Central West Police District	3.2 Live – Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community*	No Budget	Ageing and Development Officer	June 2022	Ongoing	<p>Police to liaise with Council staff to organise dates for education sessions.</p> <p>Attended in May to supply content on safety and scam awareness for seniors.</p>

3

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

Attachment 1 Action Plan - Community Safety & Crime Prevention Committee - 2024

D23/106515

F165

Community Safety and Crime Prevention Committee Action Plan 2024							
Action	Responsibility	Delivery/ Operational Plan	Cost implications In current Budget	Resourcing implications	Start Date	End Date	Update/Completed Details
				Senior Hub Project Leader			<p>Attended in October to supply content on Cyber Safety for seniors.</p> <p>Ageing and Sector Support Coordinator and the Ageing and Development Officer, along with Legal Aid, NSW Police, Services Aust., Prof. Field from CSJ, and Relationships Aust. Combined to run the 'Older Wiser Safer Regional Road Show' within the region throughout March to provide information to seniors on the services available.</p> <p><b>*** Previous updates in D23/927 ***</b></p> <p><b>26 February 2024</b></p> <p>No further update.</p> <p><b>27 May 2024</b></p> <p>No further update</p>
Building and Estate maintenance actions	Central West Police District DCJ	.2 Live – Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community"	No budget	Manager Community Services  Central West Police District  DCJ	June 2022	Ongoing	<p>Police request DCJ to action vandalism and poor maintenance of social housing properties to reduce risk of vandalism and criminal activity.</p> <p>Discuss at Interagency and other DCJ meetings.</p> <p><b>*** Previous updates in D23/927 ***</b></p> <p><b>26 February 2024</b></p> <p>No further update.</p>

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COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

Attachment 1 Action Plan - Community Safety & Crime Prevention Committee - 2024

D23/106515

F165

Community Safety and Crime Prevention Committee Action Plan 2024							
Action	Responsibility	Delivery/Operational Plan	Cost implications In current Budget	Resourcing implications	Start Date	End Date	Update/Completed Details
							<p><b>27 May 2024</b> No further update</p>
At Risk Youth Programs / engagement to reduce crime	Central West Police District OCC Local NGOs	2 Live – Partner with key stakeholders to deliver infrastructure and activities that improve the safety and security of the community*	No budget	Youth Development Officer Central West Police District	June 2022	Ongoing	<p>Utilise the Child, Youth and Family Interagency and other partnership or network opportunities to increase programs and activities to engage youth, particularly at-risk youth.</p> <p>*** Previous updates in D23/927 ***</p> <p><b>26 February 2024</b> No further update.</p> <p><b>27 May 2024</b> No further update</p>

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

Attachment 2 Action Plan - Community Safety & Crime Prevention Committee - 2025



COMMUNITY COMMITTEE ACTION PLAN

COMMUNITY SAFETY AND CRIME PREVENTION COMMITTEE

D25/29291

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED

COMMUNITY SAFETY & CRIME PREVENTION COMMITTEE

31 MARCH 2025

Attachment 2 Action Plan - Community Safety & Crime Prevention Committee - 2025



D25/29291

**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.



## COMMUNITY COMMITTEE CHARTER

### COMMUNITY SAFETY & CRIME PREVENTION

D24/120094

Community Committees play a vital role in helping Council to make informed decisions about the actions taken. The program is a key driver in Council's community engagement 'collaborate' value, linking to item **15.3 - provide opportunities for widespread and quality engagement, and where appropriate, shared decision making** of the Community Strategic Plan.

#### Purpose

To advise Council and make recommendations in relation to new and existing projects, policies and planning, and develop and drive independent committee initiatives to support community safety and crime prevention in Orange and its surrounds. Activities may include:

- Information provision and education
- Partnering with external stakeholders
- Encouraging increased reporting of criminal activity or conduct (e.g. graffiti and vandalism)

To strengthen engagement between Council and community as identified in Council's Community Strategic and Engagement Plans, and to support a consultative and collaborative approach in the decision-making processes that impact the City of Orange, its people and surrounds.

The Committee does not have a role in the operational function of Council, and any recommendations made may be adopted, amended or declined. Operational Activities are the responsibility of the Chief Executive Officer and staff. Equally, where Council has adopted a Strategic Policy or Strategic Planning document, the Committee must observe the Council position as set out in that policy, plan or document.

#### Reports To

##### *Services Policy Committee*

Policy Committee are Council sub-committees designed to support increased engagement and ownership of Councillors in areas of interest and expertise, and to improve the decision making processes.

#### Responsibilities

To be aware of the needs of the community and ensure that this knowledge is reflected in its activities and recommendations to Council.

To develop and maintain a Community Committee Action Plan that is informed by the knowledge of members and the strategic priorities of Council to support recommendations made and activities undertaken.

The committee and its members must conduct themselves and their business in accordance with Orange City Council's Code of Conduct, Code of Meeting Practice and any procedures relating to Community Committees as approved by the Council.

#### Term

The Community Safety & Crime Prevention Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time by resolution of Council.



D24/120094

### Membership and Roles

- Chairperson – an elected Councillor
- Five Councillors including the Chairperson
- One Representative of the Central West Police District
- Committee Clerk (non-voting) – as nominated by the Chief Executive Officer
- Council staff (non-voting) – as nominated by the Chief Executive Officer
- Up to ten (10) community representative(s) including from relevant government or community agencies

### Committee Clerk & Staff Members

The Chief Executive Officer will provide a Committee Clerk who is a sufficiently skilled Manager or Director who will be the representative of the Chief Executive Officer, and will exercise the functions of the Chief Executive Officer so far as they are relevant to the Committee and its Chairperson. The Committee Clerk will be responsible for the management of Committee correspondence, meetings, Agendas & Minutes.

### Quorum

Two (2) community members, one representative of the Central West Police District and one Councillor.

### Meeting Frequency

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

### Voting

All members have one vote only, including the Chairperson. In circumstances of an equality of votes, the matter is to be referred to Council (via the Policy Committee) for determination.

### Reports and Recording

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least ten (10) business days before the scheduled meeting.

An agenda will be distributed electronically to members at least one (1) week before a scheduled meeting.

Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice and will be produced by nominated staff members via InfoCouncil – Council's dedicated software program for the production of local council business papers.

### Vacancies

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

### Relevant Policies and Documents

[Community Committee Member Information Pack](#)

[Orange City Council Code of Conduct](#)

[Orange City Council Code of Meeting Practice](#)

[Orange Community Strategic Plan](#)

[Delivery/Operational Plan](#)

[Asset Management Plan Strategy and Plans](#)

Copies of these and other documents are available on Council's website at [www.orange.nsw.gov.au](http://www.orange.nsw.gov.au), from the Committee Clerk or the Council's Governance team.



**2.6 MINUTES OF THE NAIDOC WEEK COMMUNITY COMMITTEE MEETING 24 APRIL 2025**

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RECORD NUMBER: 2025/803

AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

**EXECUTIVE SUMMARY**

The NAIDOC Week Community Committee met on 24 April 2025. The minutes are provided to the Services Policy Committee for adoption. As there was not a quorum of one Councillor and a minimum of six community members present, all agenda items will be held over to the meeting of 26 June 2025.

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the NAIDOC Week Community Committee at its meeting held on 24 April 2025.**
- 2 That the minutes of the NAIDOC Week Community Committee from its meeting held on 24 April 2025 be adopted.**

**FURTHER CONSIDERATIONS**

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

**ATTACHMENTS**

- 1 NAIDOC 24 April 2025 Minutes
- 2 NAIDOC 24 April 2025 Agenda, D25/44036 [↓](#)

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# ORANGE CITY COUNCIL

MINUTES OF THE

## NAIDOC WEEK COMMUNITY COMMITTEE

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

ON 24 APRIL 2025

COMMENCING AT 1:00 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Gerald Power (Chairperson), Cr David Mallard, Cr Marea Ruddy, Community Development Coordinator

**Guest:** Nikea Dixon

#### 1.1 Apologies and Leave of Absence

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Apologies were received from Jason French and Manager Community Services for the NAIDOC Week Community Committee meeting on 24 April 2025.

***\*As there was not a quorum of one Councillor and six community members, the members present abandoned the meeting. All agenda items will be held over to the next meeting on 26 June 2025.\****

**THE MEETING CLOSED AT 1.05 PM**



## **NAIDOC WEEK COMMUNITY COMMITTEE**

# **AGENDA**

**24 APRIL 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **NAIDOC WEEK COMMUNITY COMMITTEE MEETING** of **ORANGE CITY COUNCIL** will be held in the **GIYALANG GANYA MEETING ROOM, 286 LORDS PLACE, ORANGE** on **Thursday, 24 April 2025** commencing at **1:00 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Community Services Administration on 6393 8606.

NAIDOC WEEK COMMUNITY COMMITTEE

24 APRIL 2025

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## AGENDA

### EVACUATION PROCEDURE

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

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

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

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1.2	Acknowledgement of Country.....	3
1.3	Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests.....	3
<b>2</b>	<b>PREVIOUS MINUTES .....</b>	<b>4</b>
2.1	Minutes of the Meeting of the NAIDOC Week Community Committee held on 27 March 2025 .....	5
<b>3</b>	<b>GENERAL REPORTS.....</b>	<b>9</b>
3.1	Expressions of Interest - Committee Membership.....	9
3.2	Expressions of Interest - NAIDOC Week Events .....	11
3.3	Orange Regional Museum - Programming Opportunities.....	13
3.4	Budget Report.....	15
3.5	NAIDOC Week Community Committee Action Plan.....	17

**NAIDOC WEEK COMMUNITY COMMITTEE****24 APRIL 2025**

---

**1 INTRODUCTION****MEMBERS**

Cr Gerald Power (Chairperson), Cr Tammy Greenhalgh (Deputy Mayor), Cr Melanie McDonnell, Cr David Mallard, Cr Marea Ruddy, Chris Gryllis, Rex Cochrane, Jordon Moore, Sharon Holmes, Nyassa Campbell, Kellie Lalor, Jason French, Neil Ingram Snr, Gillian Ingram, Director Community, Recreation and Cultural Services, Museum Manager, Public Engagement and Education Officer, Community Development Officer, Manager Community Services, Community Development Coordinator, Youth Development Officer, Youth Project Officer

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

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

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

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

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 NAIDOC Week Community Committee at this meeting.

**NAIDOC WEEK COMMUNITY COMMITTEE**

**24 APRIL 2025**

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**2 PREVIOUS MINUTES**

**RECOMMENDATION**

That the Minutes of the Meeting of the NAIDOC Week Community Committee held on 27 March 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 NAIDOC Week Community Committee meeting held on 27 March 2025.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the NAIDOC Week Community Committee held on 27 March 2025

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**ORANGE CITY COUNCIL**

MINUTES OF THE  
**NAIDOC WEEK COMMUNITY COMMITTEE**  
HELD IN GIYALANG GANYA MEETING ROOM, 286 LORDS PLACE, ORANGE  
ON 27 MARCH 2025  
COMMENCING AT 12:30 PM

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**1 INTRODUCTION**

**ATTENDANCE**

Cr Gerald Power (Chairperson), Cr Tammy Greenhalgh (Deputy Mayor), Cr David Mallard, Neil Ingram Snr, Gillian Ingram, Rex Cochrane, Kellie Lalor, Jason French, Director Community, Recreation and Cultural Services, Manager Community Services, Museum Manager, Public Engagement and Education Officer, Community Development Officer, Community Development Coordinator

Guest: Tanya French, Nikea Dixon

**1.1 Apologies and Leave of Absence**

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**RESOLVED**

**Mr N Ingram/Cr D Mallard**

That the apologies be accepted from Cr Melanie McDonell, Cr Marea Ruddy and Nyassa Campbell for the NAIDOC Week Community Committee meeting on 27 March 2025.

**1.2 Acknowledgement of Country**

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

**2 PREVIOUS MINUTES**

**RESOLVED**

**Mr N Ingram/Ms G Ingram**

That the Minutes of the Meeting of the NAIDOC Week Community Committee held on 4 July 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the NAIDOC Week Community Committee meeting held on 4 July 2024.

MINUTES OF NAIDOC WEEK COMMUNITY COMMITTEE

27 MARCH 2025

**3 GENERAL REPORTS**

**3.1 NAIDOC WEEK COMMUNITY COMMITTEE - CODE OF CONDUCT**

TRIM REFERENCE: 2025/360

The Committee discussed the Code of Conduct.

Member Acceptance Forms were also discussed and received for Jason French, Rex Cochrane, Kellie Lalor, Gillian Ingram and Uncle Neil Ingram.

**RECOMMENDATION**

**Cr D Mallard/Mr J French**

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

*Cr Tammy Greenhalgh joined the meeting at 12.50pm*

**3.2 NAIDOC WEEK COMMUNITY COMMITTEE - CHARTER**

TRIM REFERENCE: 2025/361

The Committee discussed the Charter and agreed to a number of amendments.

Cr Power clarified the role of the Clerk and Chairperson. Community concerns should be directed to the Chairperson, not the Clerk. It was noted that a Councillor is appointed as Chairperson to all committees of Council in accordance with the Code of Meeting practice.

Cr Power noted that all items for discussion/determination at each meeting must be on the Agenda, to ensure members have sufficient time to consider items. Members will be invited via email to submit agenda items prior to each meeting. Items must be relevant to the Charter.

The Committee agreed to appoint Cr Power to the role of Co-Treasurer.

**RECOMMENDATION**

**Cr G Power/Ms K Lalor**

1. That the Charter for the NAIDOC Week Community Committee be adopted with the following amendments:
  - a. Increase number of Councillor members from three to five including the Chair.
  - b. Include the roles of Treasurer and Co-Treasurer in membership.
  - c. Increase maximum number of community members from 10 to 35.
  - d. Permit organisations as members.
  - e. Quorum of one (1) Councillor and six (6) community members.
  - f. Meeting Frequency – Monthly with fortnightly or weekly working parties as required.
2. That Cr Gerald Power be appointed to the role of Co-Treasurer.

**MINUTES OF NAIDOC WEEK COMMUNITY COMMITTEE**

**27 MARCH 2025**

**3.3 NAIDOC WEEK COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

TRIM REFERENCE: 2025/362

The Committee agreed to meet monthly on the fourth Thursday each month (excepting May 2025) from 1pm to 2pm. Additional working parties will be held closer to NAIDOC Week events. A debrief meeting will be held subsequent to NAIDOC Week events - date to be determined.

**RECOMMENDATION**

**Cr G Power/Ms K Lalor**

That the NAIDOC Week Community Committee set the 2025 meeting dates as:

- 24 April 2025
- 26 June 2025
- 24 July 2025
- 28 August 2025
- 11 September 2025 (Working Party)
- 25 September 2025
- 9 October 2025 (Working Party)

All meetings to be held in the Giyalang Ganya meeting room, 286 Lords Place, Orange. Additional meetings may be scheduled as required.

**3.4 NAIDOC WEEK COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/364

The Committee discussed the 2024 Action Plan. It was noted that updates were made which do not appear in the supplied document. Committee to review the updated document at the next meeting.

The Committee also discussed the 2025 Action Plan.

NAIDOC Week will be held in Orange from 19 to 25 October 2025. It was noted that the Committee can provide support and advice for community events, and does not have the authority to prohibit community/organisations from hosting events, or dictate what should occur at an event.

A draft Event Expression of Interest (EOI) Form was tabled for review by the Committee. The following changes were recommended to the form:

- Include a cutoff date after which events will not be included in the official NAIDOC Week program.
- Clarify attendance expectations for members.
- Note that the NAIDOC Committee reserves the right to refuse to pay for variations to an approved budget.

**MINUTES OF NAIDOC WEEK COMMUNITY COMMITTEE**

**27 MARCH 2025**

**RECOMMENDATION**

**Cr D Mallard/Cr G Power**

1. That the review of the outgoing NAIDOC Week Community Committee Action Plan be deferred to the meeting of 24 April 2025.
2. That the NAIDOC Week Community Committee consider and discuss items to be included on the new Action Plan and that the Action Plan be updated with those discussions.

**THE MEETING CLOSED AT 1.36 PM**

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NAIDOC WEEK COMMUNITY COMMITTEE

24 APRIL 2025

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### 3 GENERAL REPORTS

#### 3.1 EXPRESSIONS OF INTEREST - COMMITTEE MEMBERSHIP

RECORD NUMBER: 2025/564

AUTHOR: Rennie Johns, Community Services Administration Officer

##### EXECUTIVE SUMMARY

The NAIDOC Week Community Committee accepts Expressions of Interest for membership on a rolling basis. New Expressions of Interest are presented to the Committee for consideration.

##### LINK TO DELIVERY/OPERATIONAL PLAN

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

##### FINANCIAL IMPLICATIONS

Nil.

##### POLICY AND GOVERNANCE IMPLICATIONS

Nil.

##### RECOMMENDATION

**That the NAIDOC Week Community Committee consider the Expression of Interest for membership from Ms Tanya French.**

##### FURTHER CONSIDERATIONS

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

##### ATTACHMENTS

- 1 EOI - NAIDOC Committee - Tanya French, D25/36810

## Community Committee

ORANGE CITY COUNCIL

### EXPRESSION OF INTEREST FORM

Please use this form to register your interest in the Orange City Council Community Committee Program.  
Expression of Interest close 5pm, Friday 17 January 2025.

**APPLICANT DETAILS**

Applicant's Name Tanya French

Postal Address [REDACTED]

Phone Number [REDACTED] Mobile [REDACTED]

Email Address [REDACTED]

**APPLICANT DETAILS**

Committee Name NAIDOC Committee

Interest in Committee  
Past member, actively involved in the Orange Community.

Relevant Skills and Experience

[REDACTED]

SIGNED [REDACTED] DATE 27/3/2025

Please return completed form to:

Customer Service Desk 135 - 137 Byng Street Orange NSW 2800	Governance Team PO Box 35 Orange NSW 2800	council@orange.nsw.gov.au
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COMMUNITY COMMITTEE EXPRESSION OF INTEREST FORM - NOVEMBER 2024 PAGE 1 OF 1

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**NAIDOC WEEK COMMUNITY COMMITTEE**

**24 APRIL 2025**

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**3.2 EXPRESSIONS OF INTEREST - NAIDOC WEEK EVENTS**

RECORD NUMBER: 2025/582

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

The NAIDOC Week Community Committee accepts Expressions of Interest from organisations to host events during Orange NAIDOC Week, held from 19 to 25 October 2025. New Expressions of Interest are presented to the Committee for consideration.

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That the NAIDOC Week Community Committee consider submitted Expressions of Interest for NAIDOC Week events.**

**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.

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NAIDOC WEEK COMMUNITY COMMITTEE

24 APRIL 2025

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**3.3 ORANGE REGIONAL MUSEUM - PROGRAMMING OPPORTUNITIES**

RECORD NUMBER: 2025/646

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

The Manager of the Orange Regional Museum will provide an update to the Committee regarding programming opportunities during Orange NAIDOC Week 2025.

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That the information regarding Orange Regional Museum – Programming Opportunities be acknowledged.**

**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.

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NAIDOC WEEK COMMUNITY COMMITTEE

24 APRIL 2025

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**3.4 BUDGET REPORT**

RECORD NUMBER: 2025/585

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

An update on the budget will be presented by the Treasurer and/or Co-Treasurer.

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That the information presented in the Budget Report be acknowledged.**

**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.

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**NAIDOC WEEK COMMUNITY COMMITTEE**

**24 APRIL 2025**

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**3.5 NAIDOC WEEK COMMUNITY COMMITTEE ACTION PLAN**

RECORD NUMBER: 2025/586

AUTHOR: Rennie Johns, Community Services Administration Officer

**EXECUTIVE SUMMARY**

At the meeting of 27 March 2025, the review of the outgoing NAIDOC Week Community Committee Action Plan was deferred to the meeting of 24 April 2025.

Council has noted the important role that Community Committees play in providing feedback and input into Council's operations. Committees can also offer ideas and suggestions to be considered as part of Council's Integrated Planning and Reporting framework, and related annual budget.

As a means of recording ideas, suggestions and activities made and undertaken by members, each Committee will develop and review on an ongoing basis an Action Plan. This report provides the opportunity for the Committee to review the outgoing Committee's Action Plan and consider items to be added to the new Action Plan.

The Action Plans Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council's program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council's consideration and track specific tasks, projects or requests of the Committee.

Items may short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

- 1. That the NAIDOC Week Community Committee reviews the outgoing Committee's Action Plan.**
- 2. That the NAIDOC Week Community Committee consider and discuss items on the new Action Plan, and that the Action Plan be updated.**

**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and also how an item links to Council's Delivery/Operational Plan, or could be proposed for future Delivery/Operational Plans.

The previous Committee Action Plan is attached, and the Committee is requested to review and consider items to be included in our new Plan.

**NAIDOC WEEK COMMUNITY COMMITTEE**

**24 APRIL 2025**

3.5 NAIDOC Week Community Committee Action Plan

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**ATTACHMENTS**

- 1 NAIDOC Week Committee - Action Plan - 2024, D23/106223
- 2 NAIDOC Week Committee - Action Plan - 2025, D25/27784

D23/106223

F174

**NAIDOC Week Community Committee  
Task List / Action Plan**

**NAIDOC WEEK 2024 DATES: Friday 18 October to Saturday 26 October 2024**

**THEME: KEEP THE FIRE BURNING! BLAK, LOUD AND PROUD.**

**PRIOR EVENTS FOR CONSIDERATION**

Art / Museum Exhibition	Year 12 Graduation Awards
NAIDOC Week Opening Ceremony and Street March	Family Fun Day
Elders Lunch	NAIDOC Awards Night
Golf Day	AECG Junior Ball
School Awards	Women's Night
NAIROC	Basketball 3 v 3 Event

**Events for 2024**

Flame of HOPE	Basketball 3 v 3 Event
NAIDOC Week Opening Ceremony and Street March	
Elders Lunch	
School Awards	
NAIROC	
Year 12 Graduation Awards	
NAIDOC Awards Night	
AECG Junior Ball	

NAIDOC WEEK COMMUNITY COMMITTEE

24 APRIL 2025

Attachment 1 NAIDOC Week Committee - Action Plan - 2024

D23/106223

F174

<b>Event:</b>	ART/MUSEUM EXHIBITION			
<b>Date:</b>	Friday 18 <sup>th</sup> October			
<b>Venue:</b>	Orange Regional Museum			
<b>Organiser:</b>	MARY- LIZ ANDREWS and MUSEUM TEAM			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr		NO committee funds requested.	Verbal – awaiting EOI signed document.	
May	Mary-Liz to attend a AECG meeting to liaison with the youth leaders, gaining knowledge of the concept of AECG, working alongside the AECG youth on ideas for this year's theme and exhibition. Kellie Lakor provided Mary-Liz future AECG meeting dates. Museum will adopt a standalone design appropriate for foyer display.		EOI to be submitted for approval.	
Jun	No Representation Present at June Meeting.			EOI Approved M- Jason French S- Tanya French
Jul	Event Cancellation: The event scheduled for 18 <sup>th</sup> October has been cancelled due to insufficient commitment. Despite efforts to confirm participation, the necessary support and engagement were not met.			A NAIDOC video will be displayed during the week.
Aug				
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

D23/106223

F174

SCHOOL ACHIEVEMENT AWARDS				
Date:	DURING NAIDOC WEEK			
Venue:	LOCAL SCHOOLS			
Organiser:	COREY MCLEAN – ASSISTED BY DAN ANNESLEY			
Meeting Date:	Information:	Cost / Resources:	To Do / Action Items:	Update / Completed:
Mar				
Apr				
May	<ul style="list-style-type: none"> <li>Nominations will go out in Term 3 Week 1-2</li> <li>Awards will be presented in internal school assemblies.</li> <li>EOI NAIDOC representative to be present at assemblies to acknowledge the students' achievements</li> </ul>	Corey has agreed to sponsor the event through his personal business	Corey to obtain a quote for trophy and engraving from local suppliers.	
Jun	No Representation Present at June Meeting.			
Jul				
Aug	<ul style="list-style-type: none"> <li>Nominations left open to after school holidays</li> <li>Medals been ordered.</li> <li>X2 awards for each school at internal school assemblies.</li> </ul>			
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Committee - Action Plan - 2024

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<b>Event:</b>	<b>NAIROC</b>			
<b>Date:</b>	23 OCTOBER 2024			
<b>Venue:</b>	ORANGE FUNCTION CENTRE			
<b>Organiser:</b>	COREY MCLEAN			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May	<ul style="list-style-type: none"> <li>Subcommittee of helpers required for this event. Housing Plus?</li> <li>EOI to be sent out to all schools and community TERM 3.</li> <li>Corey to form and liaison with Judging Panel.</li> <li>MCI? Suggestions to be put forward. (Youth Leader)</li> <li>Event schedule will be finalised one week out from event.</li> <li>Golden Buzzer will be a new element, gold poppers will go off, if the judge/s push the golden buzzer.</li> </ul>	Orange Function Centre \$800 – Paid by Council.	NSW PHN to be contact re: \$1000 in kind donation.  Corey to follow up with Donna Stanley.	Council Booking-Orange Function Centre  Risk Assessment Council Public Liability. Golden Buzzers
Jun	No Representation Present at June Meeting.			
Jul	No Representation Present at July Meeting.			
Aug	<ul style="list-style-type: none"> <li>Entry Forms been sent out to all schools.</li> <li>Request for Bathurst Schools to join NAIROC – Approved by committee.</li> <li>Requested money from NAIDOC committee.</li> </ul>	<ul style="list-style-type: none"> <li>ALDI Sausages, Bread, and Condiments - \$500</li> <li>Elders Morning Tea \$200.00</li> <li>Shield Engraving \$100.00</li> </ul>	Event host and treasurer to discuss payment options for BBQ order at Aldi.  Elders will be purchased morning tea.	As per budget agreement.
Sep	<ul style="list-style-type: none"> <li>Still receiving school nominations, Entry nominations extended due to school holidays.</li> </ul>			

NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Committee - Action Plan - 2024

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	<ul style="list-style-type: none"><li>Event schedule will be finalised one week out from event.</li></ul>			
Oct				
DEBRIEF - Oct				

NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Committee - Action Plan - 2024

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<b>Event:</b>	<b>NAIDOC BALL</b>			
<b>Date:</b>	26 OCTOBER 2024			
<b>Venue:</b>	CORAL SEA ROOM – ORANGE EX-SERVICES CLUB			
<b>Organiser:</b>	Orange Local Aboriginal Lands Council and Orange Aboriginal Medical Service			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				Venue Booking Sheet Venue Club Grant In kind support for room hire, chair covers and equipment.
Apr				
May	EOI received. Financial budget report received.	No required funds from committee.	Host to provide more information at next meeting.	EOI received. – Approved.
Jun	No Representation Present at June Meeting.			
Jul	<ul style="list-style-type: none"> <li>• Venue in kind support.</li> <li>• 3 course menus have been finalised.</li> <li>• <b>Tickets \$75.00 pp.</b> which includes a complimentary drink on arrival, meal and entertainment.</li> <li>• Band has been booked for the night, <b>Bell River Band</b></li> <li>• Decorations and colour theme sorted, and materials to be sourced.</li> <li>• Gifts for sponsors in the process of sourcing.</li> <li>• Slide show progressing, awaiting awards nominations to be finalised.</li> <li>• Cake has been booked.                         <ul style="list-style-type: none"> <li>• Still exploring guest speaker/MC, TBC at next meeting.</li> </ul> </li> </ul>			
Aug	No Representation Present at Meeting.			

NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Committee - Action Plan - 2024

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Sep	<ul style="list-style-type: none"> <li>Judging panel confirmed.</li> <li>Lacking nominations for NAIDOC awards, document to be recirculated.</li> <li>Awards sponsorship completed.</li> <li>Jason French to confirm photography and invoice to be sent.</li> </ul>		<p>Treasurer to confirm sponsorship deposits into 52 account.</p> <p>Jason French to email a quote to event host for photography.</p>	
Oct				
DEBRIEF - Oct				

D23/106223

F174

<b>Event:</b>	<b>ORANGE ELDERS LUNCHEON</b>			
<b>Date:</b>	THURSDAY 26 OCTOBER 2024			
<b>Venue:</b>	Café Connect -107 Prince Street			
<b>Organiser:</b>	Nikea Dixon – Housing Plus			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May	Verbal – awaiting formal EOI and financial budget for committee review.			
Jun	No Representation Present at June Meeting.	No required funds from committee.	Event EOI to be tabled.	EOI Approved.
Jul				
Aug	<ul style="list-style-type: none"> <li>• Venue- Café Connect.</li> <li>• Dine in and delivery option available.</li> <li>• Housing Plus &amp; Police to provide deliveries with work vehicles.</li> <li>• Elders need to RSVP 7 days prior to event. Call Housing Plus direct line to submit booking</li> <li>• Nikea to make calls using the updated Elders list provided by LALC.</li> <li>• 2 Course meal provided.</li> <li>• No cost to the Elders.</li> <li>• Students involved – younger generations to serve the meals.</li> <li>• Entertainment to be confirmed. See actions.</li> <li>• Transport will be available on request.</li> </ul> <p>Orange City Council Housing Plus Orange Local Police District</p>		Nikea to speak with Melissa Stanford regarding live music for the event.	

NAIDOC WEEK COMMUNITY COMMITTEE

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Attachment 1 NAIDOC Week Committee - Action Plan - 2024

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Sep	<ul style="list-style-type: none"> <li>Nilesa is making calls to all elders to book their preferences.</li> <li>Menu is set.</li> <li>Decorations are being handcrafted and table flower arrangements ordered at a local florist.</li> <li>Plenty of volunteers confirmed for the day.</li> </ul>			<p>Jason French to provide photography for the day.</p> <p>Venue booked on Wednesday evening for room set up.</p>
Oct				
<b>DEBRIEF - Oct</b>				

NAIDOC WEEK COMMUNITY COMMITTEE

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Event:	NAIDOC WEEK Opening Ceremony and Street March			
Date:	Monday 21 <sup>st</sup> October			
Venue:	CBD/ Robertson Park.			
Organiser:	Orange City Council Community Development Team			
Meeting Date:	Information:	Cost / Resources:	To Do / Action Items:	Update / Completed:
Mar				
Apr		Funds request of \$1800 for sausages		Wet Weather-Orange Function Centre Booked
May	<ul style="list-style-type: none"> <li>Master of Ceremony- Gerald Power Chair of NAIDOC Committee</li> <li>Request for Smoking Ceremony – Dale Carr</li> <li>Welcome to Country – Sent to GALC</li> <li>PA system Landers Music quote received.</li> <li>Elders Tent – DCJ Contact personal, Codie Campbell</li> <li>BBQ – Mission Australia and lifeline BBQ Trailers</li> <li>Orange High School high school dance group- Confirmed.</li> <li>Road Closure &amp; Traffic Management Midwest Traffic Management- Confirmed by Kristen Hunter.</li> <li>Coffee van confirmed.</li> <li>Intent to hold a public event paperwork has been sent to orange police district for processing.</li> <li>Application has been submitted to Orange Traffic Committee for approval.</li> </ul>	TMP, RCL - \$2200 Toilets – \$865 WTC- \$275 Smoking \$300 VMS- Awaiting quote. BBQ supplies- Lifeline and Mission confirmed to use BBQ trailers PA Hire Est 5 400 Street Banner- Internal. MC- Gerald, Nil cost Dancers/ Singers – School groups, Nil cost Promotions – In kind. Buses for Elders – In kind.	OAMS to be emailed for first aid tent. KH JR Richards for the supply of bins. KH Flag poles installation for Robertson park. Contact Dean Sutherland. Orange City Council. -KH Event flyer- KH Letter to Businesses- Council Draft Approved. Letter drop ASAP.	Save the date sent out to all schools for NAIDOC street March via email communication.
Jun				JR Richards bins booked EOI – stall holders link to go live in July.

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Jul	<ul style="list-style-type: none"> <li>Make sure there is seating up front of opening for Elders and dignitaries.</li> </ul>		DCI Housing have confirmed seating and shade.	Coffee Van Coffee Rocks confirmed.
Aug	<ul style="list-style-type: none"> <li>NAIDOC Street March Attendance: All schools have confirmed their attendance for the NAIDOC Street March. Estimation of 1500 marchers including businesses and community members.</li> <li>43 stall holders EOI received to date.</li> </ul>		First Aid Provision OCC will man a first aid tent at the event.	
Sep	<ul style="list-style-type: none"> <li>Stall holders have been provided with the event site map and a detailed rundown of the event schedule and logistics.</li> <li>Schools have been sent there briefing for arrival and departures to and from the event.</li> </ul>			Sausages, bread and condiments ordered. Gerald to pay with CC on the day of pick up Town Woolies. Gerald's Ute.
Oct				
<b>DEBRIEF - Oct</b>				

NAIDOC WEEK COMMUNITY COMMITTEE

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<b>Event:</b>	Orange City Council Community Development Team and Catherine McAuley School - NAIDOC Traditional Indigenous Games			
<b>Date:</b>	Thursday 24 October 2024			
<b>Venue:</b>	Catherine McAuley School			
<b>Organiser:</b>	Orange City Council Community Development Team			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May				
Jun				
Jul				
Aug	Gerald (Cultura) to do a cooking station of Johnny cakes with students. OCC Community Development Team/ Office of Sports project officers will provide TIG games and activities on the day.	No required funds from committee.		
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

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Attachment 1 NAIDOC Week Committee - Action Plan - 2024

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<b>Event:</b>	All primary schools - NAIDOC Traditional Indigenous Games Sports Day			
<b>Date:</b>	Tuesday 22 October 2024			
<b>Venue:</b>	PCYC/ Anzac Park			
<b>Organiser:</b>	Annette Uata and Nikita Mason			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May		No required funds from committee.		
Jun		CSU sponsorship granted. \$500		
Jul				
Aug	CSU will sponsor this event of \$500 Gerald to provide indigenous Bush Tucker on the day Venue- Canobolas High School NASCA will provide curries and fried scones, tea and coffee station. Host/s to communicate with schools regarding event information. OCC to bring Elders to the event using the OCC youth bus.		Gerald to discuss with Annette financial transactions for the day.	Sandra Baker (Birrang) sent invoice to CSU for sponsorship payment.
Sep				
Oct				
<b>DEBRIEF - Oct</b>				

NAIDOC WEEK COMMUNITY COMMITTEE

24 APRIL 2025

Attachment 1 NAIDOC Week Committee - Action Plan - 2024

D23/106223

F174

<b>Event:</b>	Orange Health Service - NAIDOC Celebration			
<b>Date:</b>	Tuesday 22 October 2024			
<b>Venue:</b>	Orange LHD			
<b>Organiser:</b>	Orange LHD Internal NAIDOC Committee			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May				
Jun				
Jul				
Aug	<p>Orange Health Service Agenda (not 100% but will run very close)                      Tuesday 22<sup>nd</sup> October at the Yarning Circle, located at the back entrance of Orange Health Service                      10.30am start</p> <p>Orange City Council to use Youth Bus to pick up Elders.</p> <ul style="list-style-type: none"> <li>• Welcome to Country and smoking ceremony with Uncle Dale Carr</li> <li>• Flag raising with Elders</li> <li>• Aboriginal Girls' Choir</li> <li>• Speeches</li> <li>• Awards for staff</li> <li>• Cutting of the cake</li> <li>• Closing approx. 11.11.30am</li> <li>• BBQ to follow in the general vicinity</li> </ul>	No required funds from committee.		
Sep				

NAIDOC WEEK COMMUNITY COMMITTEE

24 APRIL 2025

Attachment 1 NAIDOC Week Committee - Action Plan - 2024

D23/106223

F174

Oct				
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<b>Event:</b>	AECG Junior NAIDOC Ball			
<b>Date:</b>	Friday 25 October 2024			
<b>Venue:</b>	CORAL SEA ROOM – ORANGE EX-SERVICES CLUB			
<b>Organiser:</b>	AECG members – Mary Croker			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May				
Jun				
Jul				Venue in kind – Club Grant submitted by Clerk.
Aug	AECG Junior Ball <ul style="list-style-type: none"> <li>• \$1000.00 – DJ and decorations</li> </ul> ***No quotes were submitted but due to the significance of this event to our young people this above amount was approved	\$1000 for DJ and decorations approved by committee.		
Sep				
Oct				

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<b>Event:</b>	Flame of HOPE			
<b>Date:</b>	Sunday 20 October 2024			
<b>Venue:</b>	SOUTH COURT Orange CBD			
<b>Organiser:</b>	Mr Chris Grylls, Uncle Neil Ingram and Orange City Council CD Team			
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
Mar				
Apr				
May				
Jun				CG will bring the flame over to South Court morning of event.
Jul		Indigenous Cultural Adventures Tours will donate Morning Tea.		West Room booked for wet weather plan.
Aug	Indigenous Cultural Adventures Tours will donate Morning Tea. OCC will set up tea and coffee station. Uncle Neil Ingram and Chris Grylls will be key speakers. Uncle Dale Carr will provide a smoking ceremony. Orange High Indigenous inspired dance titled, Wir-i. Orange City Council to provide transport for the Elders Group. Tables, Chairs and Lectin will be in West Room for event.	Orange City Council will donate the gas for the Flame of Hope. Appx \$700 Approved Melissa Stanford.		

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Sep				
Oct				

**General Information**

Meeting Date:	Information:	To Do / Action Items:	Update / Completed:
Feb	<ul style="list-style-type: none"> <li>Chairperson CR Gerald Power thanked the committee for all their hard work in putting another 9-day event guide together for NAIDOC week 2024. Each event is seeing bigger attendance and was great to see so many schools involved in the NAIDOC official street march.</li> <li><b>2024 NAIDOC Theme-</b> 'Keep the fire burning! Blak, loud and proud'. The theme honours the enduring strength and vitality of First Nations culture – with fire a symbol of connection to Country, to each other, and to the rich tapestry of traditions that define Aboriginal and Torres Strait Islander peoples.</li> <li><b>NAIDOC Dates-</b> Suggest dates for NAIDOC 2024 was Friday 25<sup>th</sup> October to Saturday 2<sup>nd</sup> November. Orange Function Centre is booked on 31<sup>st</sup> October where we hold our NAIDOC school eisteddfod. New proposed dates for <b>NAIDOC 2024- Friday 18<sup>th</sup> October to Saturday 26<sup>th</sup> October 2024.</b> Wednesday 23<sup>rd</sup> October Orange Function Centre booked for NAIDOC. Saturday 26<sup>th</sup> October – Ex Service Club booked for NAIDOC Community Awards Night</li> <li>Local Government Elections – September 2024.</li> </ul>		
March			
April			
May			

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June			
July			
August			
Sep			
Oct			
<b>DEBRIEF - OCT</b>			

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Date	Key Calendar Event Details	Information and updates on Event planning
26 Jan	<p><b>Invasion Day/Survival Day – Sovereignty Day</b></p> <p>Annual events take place each year across the nation such as 'Yaburi' in Sydney, the <i>Survival Day Picnic</i> on the Frankston Foreshore in Victoria, stalls and the <i>Share the Spirit Festival</i> in the Treasury Gardens, Victoria. The events celebrate Aboriginal and Torres Strait Islander culture and heritage. The events showcase all aspects of Aboriginal and Torres Strait Islander culture, including music, dance, food, language, politics, literature, and arts and crafts and are a wonderful opportunity to learn more about Australia's Aboriginal and Torres Strait Islander heritage.</p>	

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Date	Key Calendar Event Details	Information and updates on Event planning
12 Feb	<p><b>Freedom Ride</b> On 12 February 1965, University of Sydney students inspired by equal rights activism in the United States started a bus tour of western and coastal NSW with 3 key goals in mind:</p> <ul style="list-style-type: none"> <li>draw attention to the poor state of Aboriginal health, education and housing</li> <li>focus and attention on the social discrimination experienced by Aboriginal people to effect positive change</li> <li>encourage and support Aboriginal people themselves to resist discrimination</li> </ul> <p>The Freedom Ride was led by Charles Perkins, an Arrernte man born in Alice Springs who dedicated his life to advocating for Aboriginal rights. The Freedom Ride has an important place in the history of Australia and is remembered every February for fostering Aboriginal activism and raising much needed public attention on issues Aboriginal people continue to face today</p>	
13 Feb	<p><b>Anniversary of the National Apology</b> On 13 February 2008 the Prime Minister, Kevin Rudd MP delivered his national apology to the Stolen Generations on behalf of the Australian Government. The apology marked an important milestone in Australia's history. By validating the experiences of the Stolen Generations, the foundations have been laid for healing to take place and for a reconciled Australia in which everyone belongs. <a href="http://www.mdc.org.au">www.mdc.org.au</a></p>	
18 Mar	<p><b>National Close the Gap Day – Indigenous Health Campaign</b> The day gives people the opportunity to show their support for the Close the Gap Indigenous Health Equality Campaign which calls for closing the 17-year life expectancy gap between Aboriginal and Torres Strait Islanders and other Australians. <a href="http://www.indigenus.org.au/health/">http://www.indigenus.org.au/health/</a></p>	
21 Mar	<p><b>Harmony Day</b> Harmony Day, 21 March, celebrates Australia's cultural diversity. It's about inclusiveness, respect and a sense of belonging for everyone. It is a day for all Australians to embrace cultural diversity and to share what we have in common. The central message for Harmony Day is that 'everyone belongs', reinforcing the importance of inclusiveness to all Australians. <a href="http://www.harmony.gov.au/">http://www.harmony.gov.au/</a></p>	
26 May	<p><b>National Sorry Day</b> The Bringing them home report recommended (Recommendation No 7.a) that a National Sorry Day be held each year on 26 May 'to commemorate the history of forcible removals and its effects'. As a result of this recommendation the community-based organisation the National Sorry Day Committee (NSDC) was formed. <a href="http://www.nsdcc.org.au">www.nsdcc.org.au</a></p>	

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27 May – 3 June	<p><b>National Reconciliation Week</b>                      National Reconciliation Week is held annually and celebrates the rich culture and history of the First Australians. National Reconciliation Week began in 1996 to provide focus for nationwide reconciliation activities. National Reconciliation Week coincides with two significant dates in Australia's history which provide strong symbols of the aspirations for reconciliation. May 27 marks the anniversary of the 1967 Referendum and June 3 marks the anniversary of the High Court's judgment in the 1992 Mabo case.  <a href="http://www.reconciliation.org.au/">http://www.reconciliation.org.au/</a></p>	
29 May	<p><b>Indigenous Veterans Commemoration Service</b>                      The ceremony continues to gather momentum since its inception in 2007, in uniting Australians to remember and honour the service and sacrifice of Indigenous veterans. The exceptional guest speakers and their remarkable stories continue to inspire our youth, indigenous and non-indigenous alike. Since the Boer War, Aboriginals and Torres Strait Islanders have fought for Australia. While exact numbers will never be known, it is estimated that 500-800 Aboriginal diggers served in World War I. Five Aboriginal diggers are known to have died fighting at Gallipoli. Anywhere from 3,000-6,000 served in World War II, and in proportion to population, no community in Australia contributed more to the war effort than the Islanders of the Torres Strait. The proud tradition of indigenous service continues today.  <a href="https://www.nlnsw.org.au/events/indigenous-veterans-commemoration-service/">https://www.nlnsw.org.au/events/indigenous-veterans-commemoration-service/</a></p>	
3 Jun	<p><b>Mabo Day</b>                      Mabo Day is held on 3 June to celebrate Eddie Mabo, who helped overturn 'terra nullius' in a ten year campaign through the courts ending in the historic High Court Mabo Judgment.</p>	
10 June	<p><b>Myall Creek Massacre (1838) – Memorial Ceremony</b>                      In 1838 white settlers murdered 28 Aboriginal men, women and children near Myall Creek Station. The massacre is a harrowing reminder of Australia's colonial violence and one of the rare cases where killers were tried and hanged.</p>	

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7 to 14 July	<b>National NAIDOC Week 2024</b> The 2024 theme is "Keep the Fire Burning! Blak, Loud and Proud".	
4 Aug	<b>National Aboriginal and Torres Strait Islander Children's Day</b> An annual event established by SNAICC in 1988 to highlight the significance of Aboriginal and Torres Strait Islander children. SNAICC encourages all Aboriginal and Torres Strait Islander community organisations, mainstream child and family services, government and early childhood services, schools and any other key stakeholders to celebrate this day.	
9 Aug	<b>International Day of the World's Indigenous Peoples</b> The International Day of the World's Indigenous Peoples is observed on August 9 each year to promote and protect the rights of the world's indigenous population. This event also recognises the achievements and contributions that indigenous people make to improve world issues such as environmental protection. It was first pronounced by the General Assembly of the United Nations in December 1994, marking the day of the first meeting of the UN Working Group on Indigenous Populations of the Sub-commission on the Promotion and Protection of Human Rights, in 1982.	
First Wed in Sep 1 Sep	<b>Indigenous Literacy Day</b> Indigenous Literacy Day aims to help raise funds to raise literacy levels and improve the lives and opportunities of Indigenous Australians living in remote and isolated regions. We need your support to help raise funds to buy books and literacy resources for children in these communities. <a href="http://www.communityservices.art.gov.au/atsis/significant_dates">http://www.communityservices.art.gov.au/atsis/significant_dates</a>	
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COMMUNITY COMMITTEE ACTION PLAN

NAIDOC WEEK

025/27784

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
Event Expressions of Interest	4.2. Deliver cultural facilities and programs that reflect the interests of a culturally diverse community.	Update EOI Form template	Clerk/Admin	Nil.	27/3/25	4/4/25	27 March 2025: EOI Form Template discussed by Committee. Document to be updated and circulated.	7/4/2025

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<b>Event:</b>				
<b>Date:</b>				
<b>Venue:</b>				
<b>Organiser:</b>				
<b>Meeting Date:</b>	<b>Information:</b>	<b>Cost / Resources:</b>	<b>To Do / Action Items:</b>	<b>Update / Completed:</b>
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Apr				
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Jun				
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<b>DEBRIEF - Oct</b>				



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**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.

### 3 GENERAL REPORTS

#### 3.1 PROPOSE MERGE OF COMMUNITY COMMITTEES

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RECORD NUMBER: 2025/762

AUTHOR: Scott Maunder, Director Community, Recreation and Cultural Services

##### EXECUTIVE SUMMARY

Since the formation of the new Community Committee structure, and reflection on the previous term, there is a proposal to merge the Community Safety & Crime Prevention and Orange & Cabonne Road Safety Committee. With limited attendance and difficulty achieving a quorum at the Road Safety committee and Road Safety on the Agenda of the Community Safety & Crime Prevention committee it is anticipated that this would be a positive merge.

##### LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making”.

##### FINANCIAL IMPLICATIONS

Nil.

##### POLICY AND GOVERNANCE IMPLICATIONS

A new Charter and information to members would be provided to support any change.

##### RECOMMENDATION

**That Council merge the Community Safety & Crime Prevention and Orange & Cabonne Road Safety Committees to be known as the Community Safety & Crime Prevention Committee.**

##### FURTHER CONSIDERATIONS

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

##### SUPPORTING INFORMATION

Since the formation of the new Community Committee structure, and reflection on the previous term, there is a proposal to merge the Community Safety & Crime Prevention and Orange & Cabonne Road Safety Committee.

Meetings are held twice per year, however there remains ongoing difficulties in achieving a quorum.

Council are yet to receive responses for former members of the Road Safety Committee including representatives from Cabonne and other members of the public.

Road Safety is part of the standing agenda of the Community Safety & Crime Prevention committee and the Road Safety Officer currently attends these meetings.

Council’s Road Safety Officer contacted TfNSW for feedback on the change and they are supportive of the merge.

Council is asked to support the proposed merge and Council’s Governance team will finalise the process to ensure this occurs.