



ORDINARY COUNCIL MEETING

AGENDA

1 AUGUST 2023

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **ORDINARY MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 1 August 2023** commencing at **6.30PM**.

David Waddell

CHIEF EXECUTIVE OFFICER

For apologies please contact Administration on 6393 8106.

AGENDA

EVACUATION PROCEDURE

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

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

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

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1 INTRODUCTION

1.1 APOLOGIES AND LEAVE OF ABSENCE

1.2 LIVESTREAMING AND RECORDING

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

1.3 ACKNOWLEDGEMENT OF COUNTRY

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

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

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

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

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

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

RECOMMENDATION

It is recommended that Councillors now disclose any conflicts of interest in matters under consideration by the Council at this meeting.

COUNCIL MEETING ADJOURNS FOR THE CONDUCT OF THE OPEN FORUM

COUNCIL MEETING RESUMES

2 MAYORAL MINUTES

Nil

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Orange City Council held on 18 July 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Council meeting held on 18 July 2023.

ATTACHMENTS

- 1 Minutes of the Ordinary Meeting of Orange City Council held on 18 July 2023

ORANGE CITY COUNCIL

MINUTES OF THE ORDINARY COUNCIL MEETING

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

ON 18 JULY 2023

COMMENCING AT 6.30PM

1 INTRODUCTION

ATTENDANCE

Cr J Hamling (Mayor), Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson (*audio visual link*), Cr G Power (Deputy Mayor), Cr J Whitton (*audio visual link*)

A/Chief Executive Officer (Maunder), Director Corporate and Commercial Services, Director Development Services, Director Technical Services, Executive Support Manager, Executive Support Officer

1.1 APOLOGIES

Nil.

RESOLVED - 23/281

Cr G Floyd/Cr F Kinghorne

That Cr S Peterson and Cr J Whitton be permitted to attend the Council Meeting of Orange City Council on 18 July 2023 via Audio Visual Link.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

1.2 LIVESTREAMING AND RECORDING

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

1.3 ACKNOWLEDGEMENT OF COUNTRY

Cr Jack Evans conducted an Acknowledgement of Country.

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

Cr Floyd declared a non-pecuniary, non-significant interest in closed meeting item 6.1 Tenders for Supply of Roadbase and Other Quarry Products as the supplier has dealings with his employer (Newcrest) and supplies goods to the Cadia mine-site.

1.5 OPENING PRAYER

Jon Baker of the Orange Church of Christ led the Council in Prayer.

RESOLVED - 23/282**Cr T Greenhalgh/Cr D Mallard**

That the following Late Item be permitted to be considered at the Council Meeting of 18 July 2023:

5.7 – Small Donations Program – Extraordinary Request

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

The Mayor read to the meeting the contents of an envelope which was taken out of the Lions Club 50 year-old time capsule which was exhumed from Robertson Park on Thursday 29 June 2023. The contents were from the then Lord Mayor Fred Dobbin and included a newspaper clipping and a contents registration card.

Cr Mileto suggested we frame these items and place them in a prominent location in the Civic Centre building.

THE MAYOR DECLARED THE ORDINARY MEETING OF COUNCIL ADJOURNED FOR THE CONDUCT OF THE OPEN FORUM AT 6.39PM.

Speaking to item 4.1 – Notice of Motion – 2024 Anzac Week – Summer Street Banners

- Christopher Colvin of Orange RSL
- Elizabeth Griffin

THE MAYOR DECLARED THE ORDINARY MEETING OF COUNCIL RESUMED AT 6:44PM.**2 MAYORAL MINUTES**

Nil

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RESOLVED - 23/283**Cr T Greenhalgh/Cr G Power**

That the Minutes of the Ordinary Meeting of Orange City Council held on 4 July 2023 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Council meeting held on 4 July 2023.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

Cr Power made comment in relation to the Good News story on Mount Canobolas Gaahna Bula dual naming after being contacted by Cabonne Council. After consultation with the Geographical Names Board, Cabonne Council would be responsible through a Council resolution, in deciding whether Gaahna Bula would come first in the naming or Mount Canobolas. They indicated to Cr Power that they would most likely put Gaahna Bula first.

4 NOTICES OF MOTION/NOTICES OF RESCISSION

4.1 NOTICE OF MOTION - 2024 ANZAC WEEK - SUMMER STREET BANNERS

TRIM REFERENCE: 2023/1110

RESOLVED - 23/284**Cr K Duffy/Cr J Whitton**

1. That Orange City Council honour the Local Service Men and Women who paid the ultimate sacrifice during times of War serving our Country by creating and displaying Banners along Summer Street leading into Anzac Day from 8 April to 29 April 2024 through consultation with descendants, Orange RSL and Orange Historical Society.
2. That Orange City Council pay for the 80 single sided banners and the second banner be presented to the family of the servicemen as a matter of appreciation and add Anson Streets to Summer Street for the display of the banners
3. The concept of a commemoration booklet be discussed and designed by a committee/working group.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Cr M McDonell

Absent: Nil

Cr Evans asked a question regarding whether we need 40 single banners with 4 designs, do we need 80 or 44.

The Acting Chief Executive Officer commented that we still need 40 individual flags to give one to each of the families and produce 80 in total which is 10 actual different banners.

Cr McDonell made comment that the banners are quite large and in terms of the token we give to the families could those banners be a more usable size.

The Acting Chief Executive Officer answered by saying that Council could organise two different sizes.

Cr Kinghorne asked about the extra costs of \$2,250 for double sided and stitched and could 80 names instead of 40 be placed on the banners.

The Acting Chief Executive Officer replied saying yes they are more robust if they are double stitched and double-sided and that Council can explore different designs.

The Director Corporate and Commercial Services commented that the way Council looked at this quote you could have design on both sides and double stitching would make it more robust with longer life span. If Council wanted 80 photos this would probably cost more (design and production).

Cr Kinghorne asked if the expense could be divided by the number of years they would last.

The Acting Chief Executive Officer commented that part of the challenge will be the quantum. With approximately 240 servicemen who lost their lives, there would be multiple flags, something for the committee/working group to work through. 240 over a number of years until we work our way through the 240 fallen over time – would take approximately 6 years to get through, before starting the cycle again.

Cr McDonell asked if Council were to do it that way it would be \$10K every year for 6 years (\$60K over 6 years) before then reusing them.

Acting Chief Executive Officer replied that is correct.

MATTER ARISING**Cr M McDonell**

Cr McDonell asked if the Orange Branch of the RSL or Orange Ex-Services Club could contribute to the 2024 Anzac Week Summer Street Banners project.

MATTER ARISING**Cr K Duffy**

That the Orange Sub Branch RSL and the Orange Historical Society be invited to join a working group to assist with the selection of fallen servicemen, banner design and other related matters to this project.

4.2 NOTICE OF MOTION - REPORT ON THE AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION (ALGWA) CONFERENCE - 17-20 MAY 2023 - VICTORIA

TRIM REFERENCE: 2023/1101

RESOLVED - 23/285**Cr T Greenhalgh/Cr M McDonell**

That the Notice of Motion Report on the ALGWA Conference – Victoria 17-20 May 2023 be acknowledged.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

4.3 NOTICE OF MOTION - REPORT ON THE LOCAL GOVERNMENT NSW WATER MANAGEMENT CONFERENCE - PARKES (26-28 JUNE 2023)

TRIM REFERENCE: 2023/1086

RESOLVED - 23/286**Cr T Greenhalgh/Cr G Power**

That the Notice of Motion Report on the Local Government NSW Water Management Conference – Parkes (26-28 June 2023) be acknowledged.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

Cr Kinghorne asked as we are responsible for the safety of our dams what have we done to meet new relevant Acts and Legislation, was there anything Council had to change.

The Director Technical Services replied that Council has always abided by legislation, the new legislation includes daily inspection requirements and we added an additional staff member in an inspection role and trained existing staff, combined with Council engaging external providers to complete dam safety inspections on an annual basis (continued in new legislation) – more detail can be provided to Councillors through a Briefing with our Strategic Water Manager.

5 GENERAL REPORTS**5.1 RECOMMENDATIONS AND RESOLUTIONS FROM POLICY COMMITTEES**

TRIM REFERENCE: 2023/309

RESOLVED - 23/287**Cr M McDonell/Cr G Power**

That Council resolves:

- 1 That the Minutes of the Planning & Development Policy Committee at its meeting held on 4 July 2023 be and are hereby confirmed as a true and accurate record of the proceedings.
- 2 That the Minutes of the Infrastructure Policy Committee at its meeting held on 4 July 2023 be and are hereby confirmed as a true and accurate record of the proceedings.
- 3 That the Minutes of the Environmental Sustainability Policy Committee at its meeting held on 4 July 2023 be and are hereby confirmed as a true and accurate record of the proceedings.
- 4 That the Minutes of the Finance Policy Committee at its meeting held on 4 July 2023 be and are hereby confirmed as a true and accurate record of the proceedings.
- 5 That the Minutes of the Services Policy Committee at its meeting held on 4 July 2023 be and are hereby confirmed as a true and accurate record of the proceedings.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

Cr Duffy asked why was the \$29K against Code of Conduct.
The Acting Chief Executive Officer said that this was a provision of fees in case they were required. Last year Council spent \$3K, it is a standing budget item.

5.2 REPORT ON THE LOCAL GOVERNMENT NSW DESTINATION AND VISITOR ECONOMY CONFERENCE ON 29 - 31 MAY 2023

TRIM REFERENCE: 2023/1079

RESOLVED - 23/288

Cr T Mileto/Cr G Floyd

That Council note the report from the Manager Tourism on the Local Government NSW Destination and Visitor Economy Conference.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

5.3 NATIONAL LOCAL ROADS, TRANSPORT AND INFRASTRUCTURE CONGRESS - 6-7 SEPTEMBER 2023 - CALL FOR COUNCILLOR(S) ATTENDANCE

TRIM REFERENCE: 2023/1081

RESOLVED - 23/289

Cr T Greenhalgh/Cr G Power

That Council determine Councillor attendee(s) for the 2023 National Local Roads, Transport and Infrastructure Congress 06-07 September 2023 in Canberra this being Cr J Evans and Cr K Duffy.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

Cr Kinghorne asked what does automated heavy vehicle access mean?

The Director of Technical Services replied that they are looking to pre-approve B-Double heavy haulage routes.

5.4 CITIES POWER PARTNERSHIP CLIMATE SUMMIT FOR LOCAL GOVERNMENT - CALL FOR COUNCILLOR(S) ATTENDANCE

TRIM REFERENCE: 2023/1082

RESOLVED - 23/290

Cr M McDonell/Cr J Evans

That Council determine Councillor attendee(s) for the Cities Power Partnership Climate Summit for Local Government on 6-8 September 2023 in Melbourne this being Cr Mallard.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

5.5 MINUTES OF THE CITY OF ORANGE TRAFFIC COMMITTEE MEETING 13 JUNE 2023

TRIM REFERENCE: 2023/967

RESOLVED - 23/291**Cr M McDonell/Cr G Power**

That each item of 5.5 be heard and voted in seriatim.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

RESOLVED - 23/292**Cr M McDonell/Cr G Power**

That Council acknowledge the reports presented to the City of Orange Traffic Committee at its meeting held on 13 June 2023.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

RESOLVED - 23/293**Cr M McDonell/Cr D Mallard**

That Council determine recommendations 3.1, 3.2, 3.3, and 3.4 from the minutes of the City of Orange Traffic Committee meeting of 13 June 2023.

No Stopping on the Approach to Pedestrian Refuges on Anson Street near Brendan Sturgeon Oval

That Council install No Stopping 20m on the approach to and immediately behind the refuge on Anson Street as shown in this report.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

RESOLVED - 23/294**Cr M McDonell/Cr K Duffy**

Event – Can4Cancer – 5-7 November 2023

That Council approve this road event subject to the attached Conditions of Consent.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

RESOLVED - 23/295**Cr M McDonell/Cr G Floyd**

Orange Conservatorium and Planetarium – Parking on March Street

That Council implement the parking lay out as per figure A of this report with the inclusion of an extension of the “Kiss and Drop” area by 5 metres to the east.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

RESOLVED - 23/296**Cr D Mallard/Cr M McDonell**

Changes to Time Parking in Lords Place (Summer to Kite Streets)

That Council amend the existing ¼ hour parallel parking to ½ hour parking and the existing ½ hour angled parking to 1 hour parking in Lords Place (Summer to Kite Streets).

For: Cr J Hamling, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Cr K Duffy

Absent: Nil

RESOLVED - 23/297**Cr M McDonell/Cr G Power**

That the remainder of the minutes of the City of Orange Traffic Committee at its meeting held on 13 June 2023 be adopted.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

Cr Evans asked and how many of each type of parking will we have in the end.

The Director Technical Services replied saying that all parallel parks will change to half hour parking and all angle parks will change to hour parking.

MATTER ARISING**Cr J Evans**

Cr Evans asked for more detail on the end result of the changed time-zones for parking in Lords Place, specifically how many half-hour parks, how many hour parks.

Cr Duffy asked what was the outcome of the Ophir Carpark that has previously been discussed.

The Acting Chief Executive Officer replied that Council did run an Expression of Interest (EOI) process. The Director Corporate and Commercial Services commented that a report was tabled in the Closed section of Council. The result was that Council did not receive any complying EOI on this site because of the number of restrictions, cost and barriers for commercial bodies to work on this site.

Cr Evans asked what the hold is up with furniture on the outdoor dining decks.

The Director Technical Services replied saying some of the shops were going to install their own furniture. Some are waiting to activate their space where the deck is immediately adjacent to the parallel parking spaces and have not yet been closed off. Council are in the process of having these barriers installed which will be done by the end of the month.

5.6 STATEMENT OF INVESTMENTS - JUNE 2023

TRIM REFERENCE: 2023/1084

RESOLVED - 23/298

Cr K Duffy/Cr G Floyd

That Council resolves:

- 1 To note the Statement of Investments for the period June 2023.
- 2 To adopt the certification of the Responsible Accounting Officer.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

5.7 SMALL DONATIONS PROGRAM - EXTRAORDINARY REQUEST

TRIM REFERENCE: 2023/1162

RESOLVED - 23/299

Cr G Floyd/Cr T Mileto

That Council resolves to donate \$1,500 to the Young Leaders of the Central West Summit to cover catering and other costs for the annual event being held in Orange on 24 July, 2023.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

6 CLOSED MEETING

In accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

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

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

RESOLVED - 23/300**Cr M McDonell/Cr J Evans**

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

6.1 Tenders for Supply of Roadbase and other Quarry Products

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

6.2 Variation of lease Scouts Australia New South Wales and Girl Guides Association of New South Wales

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (b) the personal hardship of any resident or ratepayer.

6.3 Proposed Sale 94 Woodward Street

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

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

The Mayor declared the Ordinary Meeting of Council adjourned for the conduct of the Closed Meeting at 7:25pm.

The Mayor declared the Ordinary Meeting of Council resumed at 8:05pm.

7 RESOLUTIONS FROM CLOSED MEETING

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

** Cr Floyd left the meeting with the time being 7:28pm **

6.1 TENDERS FOR SUPPLY OF ROADBASE AND OTHER QUARRY PRODUCTS

TRIM REFERENCE: 2023/1066

Cr Floyd declared a non-pecuniary, non-significant interest in this Item as the supplier has dealings with his employer (Newcrest) and supplies goods to the Cadia mine-site, he left the Chamber and did participate in discussion or voting on this item.

RESOLVED - 23/301

Cr K Duffy/Cr G Power

That Council approves the establishment of a new Roadbase Supply Panel under the Council's Purchasing Policy with Boral Resources (Country) Pty Ltd, Charlmont Gravel Pty Ltd t/as Central West Gravel, CPB Excavations Pty Ltd, Hanson Construction Materials Pty Ltd, Regional Quarries Australia Pty Ltd and Westlime Canowindra Pty Ltd included on the Panel.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Cr G Floyd

**Cr Floyd returned to the meeting with the time being 7.30pm **

6.2 VARIATION OF LEASE SCOUTS AUSTRALIA NEW SOUTH WALES AND GIRL GUIDES ASSOCIATION OF NEW SOUTH WALES

TRIM REFERENCE: 2023/1103

RESOLVED - 23/302

Cr T Greenhalgh/Cr D Mallard

That Council resolves:

- 1 That Council vary the lease to exclude the payment of rates for the term of the lease in accordance with the provisions contained in this report.
- 2 That the common seal be affixed to any necessary documentation.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

6.3 PROPOSED SALE 94 WOODWARD STREET

TRIM REFERENCE: 2023/1106

RESOLVED - 23/303**Cr M McDonell/Cr T Greenhalgh**

That each item of 6.3 be heard and voted on in seriatim.

For: Cr J Hamling, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Cr K Duffy

Absent: Nil

RESOLVED - 23/304**Cr M McDonell/Cr T Greenhalgh**

That Council delegate the authority to the Chief Executive Officer or Acting Chief Executive Officer, under Section 377 of the Local Government Act 1993, to set a reserve price for 94 Woodward Street on the day of the Auction.

For: Cr J Hamling, Cr K Duffy, Cr J Evans, Cr G Floyd, Cr T Greenhalgh, Cr F Kinghorne, Cr D Mallard, Cr M McDonell, Cr T Mileto, Cr S Peterson, Cr G Power, Cr J Whitton

Against: Nil

Absent: Nil

MOTION**Cr M McDonell/Cr G Power**

That Council delegate the authority to the Chief Executive Officer or Acting Chief Executive Officer, under Section 377 of the Local Government Act 1993, to accept an offer prior to Auction if the offer exceeds the median of the appraisals and valuation received.

THE MOTION ON BEING PUT TO THE MEETING WAS LOST.

For: Cr D Mallard, Cr M McDonell, Cr G Power

Against: Cr S Peterson, Cr J Whitton, Cr K Duffy, Cr T Greenhalgh, Cr J Hamling, Cr J Evans, Cr F Kinghorne, Cr T Mileto, Cr G Floyd

Absent: Nil

THE MEETING CLOSED AT 8:07PM.

This is Page Number 12 and the Final Page of the Minutes of the Ordinary Meeting of Orange City Council held on 18 July 2023.

COUNCIL MEETING ADJOURNS FOR THE CONDUCT OF THE POLICY COMMITTEES

Planning and Development – Nil Items

Employment and Economic Development – Nil Items

Infrastructure - Chaired by Cr Jack Evans

Sport and Recreation – Nil Items

Environmental Sustainability - Chaired by Cr David Mallard

Finance - Chaired by Cr Kevin Duffy

Services - Chaired by Cr Melanie McDonell

COUNCIL MEETING RESUMES

4 NOTICES OF MOTION/NOTICES OF RESCISSION

4.1 NOTICE OF MOTION - REMOVAL OF THE TROUT CLOSED SEASON IN MACQUARIE AND TURON RIVERS

RECORD NUMBER: 2023/1149

I, **CR GLENN FLOYD** wish to move the following Notice of Motion at the Council Meeting of 1 August 2023:

MOTION

That Council acknowledge in the Chamber the NSW DPI Fisheries recent decision to remove the Trout fishing closed season in parts of the Macquarie and Turon River systems.

BACKGROUND

Up until June 13th this year, the closed season for Trout fishing in most of NSW (there are some exceptions, e.g. a number of dams including Jindabyne, Eucumbene and Oberon that we may be familiar with) was midnight on Monday of the King's Birthday long weekend in June, opening again midnight on the Friday of the October long weekend. This gave salmonoid species freedom to spawn unchallenged during the breeding season.

Once rich with Trout up until the mid-1990s, the two rivers were very popular Trout destinations. However, long periods of drought, over-fishing and general declining numbers saw Trout numbers fall in these two systems. To the point where certain sections of the rivers were overrun with introduced fish species like European Carp and Redfin.

The new rules introduced by NSW DPI Fisheries, after years of lobbying from fishermen all over NSW, has opened-up certain areas of these rivers to recreational fishing all year around. This has been one of the biggest wins for recreational fishing in recent memory and should be commended.

One of the biggest wins will now be that the European Carp and Redfin can be targeted all year around. This will help with reducing the numbers of these pest species in a time when they have usually been left alone. There are many recreational fishermen residing in Orange that can now take advantage of this change. Also meaning extra revenue at local tackle stores and a tourism boost, with people coming into the area to take advantage of these changes.

Rules and regulations, including the change I have mentioned can be found at:

<https://www.dip.nsw.gov.au/fishing/recreational>

Signed Cr Glenn Floyd

5 GENERAL REPORTS

5.1 STRATEGIC POLICY ADOPTION - POST EXHIBITION

RECORD NUMBER: 2023/1137

AUTHOR: Janessa Constantine, Manager Corporate Governance

EXECUTIVE SUMMARY

Following a rescission motion at Council's Meeting of 18 April 2023, Councillors participated in a workshop on 21 April 2023 to discuss and develop the below policies in consultation with the Executive. The Council, at its meeting of 6 June 2023, resolved to place the following policies on Public Exhibition. During the exhibition period of 7 June – 7 July 2023, no submissions were received. These policies for are recommended for adoption:

- ST18 – Social Media
- ST19 – Media
- ST20 – Community Engagement

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

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

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

RECOMMENDATION

That Council adopts the following Strategic Policies:

- ST18 – Social Media
- ST19 – Media
- ST20 – Community Engagement

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**ST18 – Social Media**

The Social Media policy is based on the Model policy issued by the Office of Local Government. The policy is not mandatory, and Councils can adapt the policy for our own purposes. If adopted, the policy will operate to supplement the provisions of the adopted Code of Conduct.

Reference	Update
General	<ul style="list-style-type: none"> • New Policy. • Section 2.1 - Inclusion of 'respectfully' in the openness principle. • Section 2.1 – Inclusion of “we will apply these same standards to those who choose to engage with our posts” in the respect principle. • Section 4 – Removal of reference to Records Management for Councillors. • Section 4 – Removal of reference to Councillors complying with platform rules. • Section 4 – Clarification in 4.14 that Councillors engaging on Council's social media must receive induction training. • Section 4 – Removal of reference to Councillors identifying themselves with specific wording and profile picture. • Section 4 – Change of 'must' to 'should' in relation to Councillors providing house rules. • Section 4 – Removal of reference to Councillors using personal, informal language. • Section 4 – Removal of reference to questions regarding the policy being directed to the CEO or Manager Communications & Engagement. • Section 8 – Clarification that Records Management related to Council managed Social Media accounts and removal of requirements for Councillors.

ST19 – Media

The Media policy is based on the Model policy issued by the Office of Local Government. The policy is not mandatory, and Councils can adapt the policy for our own purposes. If adopted, the policy will operate to supplement the provisions of the adopted Code of Conduct.

Reference	Update
General	<ul style="list-style-type: none"> • New Policy • Section 4.7(a) – remove reference to 'purport to' to read 'Councillors must not speak for the Council' • Section 4.7(d) – add 'that has not been made public' in reference to not disclosing information. • Section 4.7(e) - change 'must' to 'may' seek information and guidance. • Section 4.18 – change 'must' to 'are advised to direct questions.

ST20 – Community Engagement

Reference	Update
General	<ul style="list-style-type: none">• Renumbering of Policies commenced – New Numbering ST20, Previously ST049.• Condensed Policy information to remove any information covered in the Social Media and Media policies.• Operational Information on how Community Engagement is to be undertaken through specific mechanisms has been removed from Strategic Policy into an Operational Procedure.

ATTACHMENTS

- 1 FOR ADOPTION - Strategic Policy - ST18 - Social Media, D23/6709 [↓](#)
- 2 FOR ADOPTION - Strategic Policy - ST19 - Media, D23/6710 [↓](#)
- 3 FOR ADOPTION - Strategic Policy - ST20 - Community Engagement, D23/6711 [↓](#)



Strategic Policy ST18

Social Media

FOR ADOPTION

PO Box 35, Orange
NSW 2800 Australia

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NSW 2800 Australia

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

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FOR ADOPTION



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1 OVERVIEW

Social media and Local Government in NSW

As in the federal and state jurisdictions, social media has become an important tool in government and political discourse at the local level. In the context of NSW local government, social media has two primary functions:

- a) it is used by councils to interact and share information with their communities in an accessible and often more informal format.
- b) it enables councillors to promote their achievements and address their constituents directly about community issues and events in ways that either complement or bypass traditional news and print media.

In addition, many councils use social media as the platform through which they webcast their meetings. This increases transparency by providing visibility of council decision making in real time.

However, councils and councillors are not immune from the challenges associated with social media, which can pose a significant risk both in a legal sense, and in terms of a council's ability to operate in a unified and coordinated way. It is therefore vital that councils have the right policy settings in place so that both councils and councillors can realise the full benefits of social media whilst mitigating risk.

Clause 3.1(b) of the *Model Code of Conduct for Local Councils in NSW* provides that council officials must not conduct themselves in a manner that is contrary to a council's policies. If adopted by a council, a breach of the policy will be a breach of the council's code of conduct.

2 PRINCIPLES

- 2.1 We, the Councillors, staff and other officials of Orange City Council, are committed to upholding and promoting the following principles of social media engagement:

Openness	Our social media platforms are places where anyone can respectfully share and discuss issues that are relevant to our Council and the community we represent and serve.
Relevance	We will ensure our social media platforms are kept up to date with informative content about our Council and community.
Accuracy	The content we upload onto our social media platforms and any other social media platform will be a source of truth for our Council and community and we will prioritise the need to correct inaccuracies when they occur.
Respect	Our social media platforms are safe spaces. We will uphold and promote the behavioural standards contained in this policy and our Council's code of conduct when using our social media platforms and any other social media platform. We will apply these same standards to those who choose to engage with our posts.



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3 ADMINISTRATIVE FRAMEWORK FOR COUNCIL'S SOCIAL MEDIA PLATFORMS

Platforms

3.1 Council will maintain a presence (but not limited to) on the following social media platforms:

- Facebook
- Twitter
- Instagram
- LinkedIn
- YouTube

3.2 Council's social media platforms must specify or provide a clearly accessible link to the 'House Rules' for engaging on the platform.

Establishment and deletion of Council social media platforms

3.3 A new Council social media platform, or a social media platform proposed by a Council related entity (for example, a council committee), can only be established or deleted with the written approval of the Chief Executive Officer or their delegate.

3.4 Where a Council social media platform is established or deleted in accordance with clause 3.3, the Chief Executive Officer or their delegate may amend clause 3.1 of this policy without the need for endorsement by the Council's governing body.

Appointment and role of the Social Media Coordinator

3.5 The Chief Executive Officer will appoint a member of Council staff to be the Council's Social Media Coordinator. The position is to be a senior and suitably qualified member of staff being the Manager Communications & Engagement.

3.6 The Chief Executive Officer may appoint more than one Social Media Coordinator.

3.7 The Manager Communications & Engagement's role is to:

- a) approve and revoke a staff member's status as an authorised user
- b) develop and/or approve the training and/or induction to be provided to authorised users

- c) maintain a register of authorised users
 - d) maintain effective oversight of authorised users
 - e) moderate the Council's social media platforms in accordance with Part 5 of this policy
 - f) ensure the Council complies with its record keeping obligations under the *State Records Act 1998* in relation to social media (see clauses 8.1 to 8.4 of this policy)
 - g) ensure the Council adheres to the rules of the social media platform(s)
 - h) coordinate with the Council's Communications & Engagement team to ensure the Council's social media platforms are set up and maintained in a way that maximises user friendliness and any technical problems are resolved promptly.
- 3.8 The Manager Communications & Engagement may delegate their functions under paragraphs (e) and (f) of clause 3.7 to authorised users.
- 3.9 The Manager Communications & Engagement is an authorised user for the purposes of this policy.

Authorised users

3.10 Authorised users are members of Council staff who are authorised by the Chief Executive Officer or Manager Communications & Engagement to upload content and engage on social media on the Council's behalf.

3.11 Authorised users may be members of Council staff that are responsible for managing, or have expertise in, the events, initiatives, programs or policies that are the subject of the social media content.

3.12 The Chief Executive Officer or Manager Communications & Engagement will appoint authorised users when required.

3.13 An authorised user must receive a copy of this policy and induction training on social media use and Council's obligations before uploading content on Council's behalf.



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

- 3.14 The role of an authorised user is to:
- a) ensure, to the best of their ability, that the content they upload onto social media platforms is accurate
 - b) correct inaccuracies in Council generated content
 - c) engage in discussions and answer questions on Council's behalf on social media platforms
 - d) keep the Council's social media platforms up to date
 - e) where authorised to do so by the Manager Communications & Engagement :
 - i) moderate the Council's social media platforms in accordance with Part 5 of this policy
 - ii) ensure the Council complies with its record keeping obligations under the *State Records Act 1998* in relation to social media (see clauses 7.1 to 7.4 of this policy)

- 3.15 When engaging on social media on Council's behalf (such as, but not limited to, on a community social media page), an authorised user must identify themselves as a member of Council staff but they are not obliged to disclose their name or position within the Council.

- 3.16 Authorised users must not use Council's social media platforms for personal reasons.

Administrative Tone

- 3.17 Authorised users upload content and engage on social media on the Council's behalf. Authorised users must use language consistent with that function and avoid expressing or appearing to express their personal views when undertaking their role.

- 3.18 Authorised users may use more personal, informal language when engaging on Council's social media platforms, for example when replying to comments.

Register of Authorised Users

- 3.19 The Manager Communications & Engagement will maintain a register of authorised users. This register is to be

reviewed annually to ensure it is fit-for-purpose.

Ceasing to be an Authorised User

- 3.20 The Chief Executive Officer or Manager Communications & Engagement may revoke a staff member's status as an authorised user, if:
- a) the staff member makes such a request
 - b) the staff member has not uploaded content onto any of the Council's social media platforms in the last six months.
 - c) the staff member has failed to comply with this policy
 - d) the Chief Executive Officer or Manager Communications & Engagement is of the reasonable opinion that the staff member is no longer suitable to be an authorised user.

4 ADMINISTRATIVE FRAMEWORK FOR COUNCILLORS' SOCIAL MEDIA PLATFORMS

- 4.1 For the purposes of this policy, Councillor social platforms are not Council social media platforms. Section 3 of this policy does not apply to Councillors' social media platforms.
- 4.2 Councillors are responsible for the administration and moderation of their own social media platforms.
- 4.3 Clause 4.2 also applies to Councillors in circumstances where another person administers, moderates, or uploads content onto their social media platform.

Induction and Training

- 4.4 Councillors who engage, or intend to engage, on Council's social media must receive induction training on social media use. Induction training can be undertaken either as part of the Councillor's induction program or as part of their ongoing professional development program.



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Identifying as a Councillor

- 4.5 Councillors must identify themselves on their social media platforms.
- 4.6 If a Councillor becomes or ceases to be the Mayor, Deputy Mayor, or the holder of another position (for example, chairperson of a committee), this must be clearly stated on the Councillor's social media platforms and updated within 14 days of a change in circumstances.

Other general requirements for Councillors' social media platforms

- 4.7 Councillor social media platforms should specify or provide a clearly accessible link to the 'House Rules' for engaging on the platform.
- 4.8 A Councillor's social media platform must include a disclaimer to the following effect: *"The views expressed and comments made on this social media platform are my own and not that of the Council"*.
- 4.9 Despite clause 4.10, Mayoral or Councillor media releases and other content that has been authorised according to the Council's media and communications protocols may be uploaded onto a Councillor's social media platform.
- 4.10 Councillors may upload publicly available Council information onto their social media platforms.

Other social media platforms administered by Councillors

- 4.11 A Councillor must advise the Chief Executive Officer or Manager Communications & Engagement of any social media platforms they administer on which content relating to the Council or Council officials is, or is expected to be, uploaded. The Councillor must do so within:
 - a) 14 days of becoming a Councillor, or
 - b) 14 days of becoming the administrator.

5 STANDARDS OF CONDUCT ON SOCIAL MEDIA

- 5.1 This policy only applies to Council officials' use of social media in an official capacity or in connection with their role as a Council official. The policy does not apply to personal use of social media that is not connected with a person's role as a Council official.
- 5.2 Council officials must comply with the Council's Code of Conduct when using social media in an official capacity or in connection with their role as a Council official.
- 5.3 Council officials must not use social media to post or share comments, photos, videos, electronic recordings or other information that:
 - a) is defamatory, offensive, humiliating, threatening or intimidating to other Council officials or members of the public
 - b) contains profane language or is sexual in nature
 - c) constitutes harassment and/or bullying within the meaning of the *Model Code of Conduct for Local Councils in NSW*, or is unlawfully discriminatory
 - d) is contrary to their duties under the *Work Health and Safety Act 2011* and their responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety



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

- e) contains content about the Council, council officials or members of the public that is misleading or deceptive
 - f) divulges confidential Council information
 - g) breaches the privacy of other council officials or members of the public
 - h) contains allegations of suspected breaches of the Council's code of conduct or information about the consideration of a matter under the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*
 - i) could be perceived to be an official comment on behalf of the Council where they have not been authorised to make such comment
 - j) commits the Council to any action
 - k) violates an order made by a court
 - l) breaches copyright
 - m) advertises, endorses or solicits commercial products or business
 - n) constitutes spam
 - o) is in breach of the rules of the social media platform.
- 5.4 Council officials must:
- a) attribute work to the original author, creator or source when uploading or linking to content produced by a third party
 - b) obtain written permission from a minor's parent or legal guardian before uploading content in which the minor can be identified.
- 5.5 Council officials must exercise caution when sharing, liking, retweeting content as this can be regarded as an endorsement and/or publication of the content.
- 5.6 Council officials must not incite or encourage other persons to act in a way that is contrary to the requirements of this Part.
- 5.7 Councillors must uphold and accurately represent the policies and decisions of the Council's governing body but may explain why they voted on a matter in the way that

they did. (see section 232(1)(f) of the *Local Government Act 1993*).

6 MODERATION OF SOCIAL MEDIA PLATFORMS

Note: Councils and Council officials should be aware that they may be considered a 'publisher' of any content uploaded onto a social media platform they administer, including content that:

- is uploaded by a third party; and/or
- appears on their social media platform because they have 'liked', 'shared', or 'retweeted' the content, or similar.

6.1 Council officials who are responsible for the moderation of the Council's or Councillors' social media platforms may remove content and 'block' or ban a person from those platforms. Such actions must be undertaken in accordance with this Part.

6.2 For the purposes of this Part, 'social media platform' and 'platform' means both the Council's and Councillors' social media platforms.

House Rules

6.3 Social media platforms must state or provide an accessible link to the 'House Rules' for engaging on the platform.

6.4 At a minimum, the House Rules should specify:

- a) the principles of social media engagement referred to in clause 2.1 of this policy
- b) the type of behaviour or content that will result in that content being removed or 'hidden', or a person being blocked or banned from the platform
- c) the process by which a person can be blocked or banned from the platform and rights of review
- d) a statement relating to privacy and personal information (see clause 8.4 of this policy)
- e) when the platform will be monitored (weekdays 9am – 5pm, during the Council's business hours)
- f) that the social media platform is not to be used for making complaints about the Council or council officials.



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- g) If the Council adopts clause 6.4(f), the House Rules should include information about, or a link to, Council's complaints handling policy.
- 6.5 For the purposes of clause 6.4(b), third parties engaging on social media platforms must not post or share comments, photos, videos, electronic recordings or other information that:
- a) is defamatory, offensive, humiliating, threatening or intimidating to council officials or members of the public,
 - b) contains profane language or is sexual in nature
 - c) constitutes harassment and/or bullying within the meaning of the *Model Code of Conduct for Local Councils in NSW*, or is unlawfully discriminatory
 - d) contains content about the Council, council officials or members of the public that is misleading or deceptive
 - e) breaches the privacy of council officials or members of the public
 - f) contains allegations of suspected breaches of the Council's code of conduct or information about the consideration of a matter under the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*,
 - g) violates an order made by a court
 - h) breaches copyright
 - i) advertises, endorses or solicits commercial products or business,
 - j) constitutes spam
 - k) would be in breach of the rules of the social media platform.
- Removal or 'hiding' of Content
- 6.6 Where a person uploads content onto a social media platform that, in the reasonable opinion of the moderator, is of a kind specified under clause 6.5, the moderator may remove or 'hide' that content.
- 6.7 Prior to removing or 'hiding' the content, the moderator must make a record of it (for example, a screenshot).
- 6.8 If the moderator removes or 'hides' the content under clause 6.6, they must, where practicable, notify the person who uploaded the content that it has been removed and the reason(s) for its removal and their rights of review.
- 6.9 A person may request a review of a decision by a moderator to remove or 'hide' content under clause 6.6. The request must be made in writing to the Chief Executive Officer and state the grounds on which the request is being made.
- 6.10 Where a review request is made under clause 6.9, the review is to be undertaken by the Chief Executive Officer or Manager Communications & Engagement or a member of staff nominated by the Chief Executive Officer who is suitably qualified and who was not involved in the decision to remove or 'hide' the content.
- Blocking or Banning
- 6.11 If a person uploads content that is removed or 'hidden' under clause 6.6 of this policy on 3 occasions, that person may be blocked or banned from the social media platform.
- 6.12 A person may only be blocked or banned from a Council social media platform with the approval of the Chief Executive Officer or Manager Communications & Engagement. This clause does not apply to blocking or banning a person from a Councillor's social media platform.



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

- 6.13 Prior to blocking or banning a person from a social media platform, the person must, where practicable, be advised of the intention to block or ban them from the platform and be given a chance to respond. Any submission made by the person must be considered prior to a determination being made to block or ban them.
- 6.14 The duration of the block or ban is to be determined by the Chief Executive Officer or Manager Communications & Engagement, or in the case of a Councillor's social media platform, the Councillor.
- 6.15 Where a determination is made to block or ban a person from a social media platform or all social media platforms, the person must, where practicable, be notified in writing of the decision and the reasons for it. The written notice must also advise the person which social media platforms they are blocked or banned from and the duration of the block or ban and inform them of their rights of review.
- 6.16 Despite clauses 6.11 to 6.15, where a person uploads content of a kind referred to under clause 6.5, and the moderator is reasonably satisfied that the person's further engagement on the social media platform poses a risk to health and safety or another substantive risk (such as the uploading of defamatory content), an interim block or ban from the platform/all platforms may be imposed on the person immediately for a period no longer than 28 days.
- 6.17 A person who is blocked or banned from the platform/all platforms under clause 6.16 must, where practicable, be given a chance to respond to the interim block or ban being imposed. Any submission made by the person must be considered when determining whether the interim block or ban is to be removed or retained under clauses 6.11 to 6.15.
- 6.18 A person may request a review of a decision to block or ban them from a social media platform. The request must be made in writing to the Chief Executive Officer and state the grounds on which the request is being made.
- 6.19 Where a review request is made under clause 6.18, the review is to be undertaken by the Chief Executive Officer or a member of staff nominated by the Chief Executive Officer who is suitably qualified and who was not involved in the decision to block or ban the person. Where the decision to block or ban the person was made by the Chief Executive Officer, the review must be undertaken by another senior and suitably qualified member of staff who was not involved in the decision.
- 6.20 Where a person that is the subject of a block or ban continues to engage on a social media platform(s) using an alternative social media account, profile, avatar, etc., a moderator may block or ban the person from the platform(s) immediately. In these circumstances, clauses 6.11 to 6.19 do not apply.
- ## 7 USE OF SOCIAL MEDIA DURING EMERGENCIES
- 7.1 During emergencies, such as natural disasters or public health incidents, the Manager Communications & Engagement will be responsible for the management of content on the Council's social media platforms.
- 7.2 To ensure consistent messaging both during and after an emergency, authorised users and Council officials must not upload content onto the Council's or their own social media platforms which contradicts advice issued by the agency coordinating the emergency response, or agencies supporting recovery efforts.
- 7.3 Training on social media use during emergencies should be included in training and/or induction provided to authorised users and Councillors.



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8 RECORDS MANAGEMENT AND PRIVACY REQUIREMENTS

Records management for Council managed Social Media accounts

- 8.1 Social media content created, sent and received by Council officials acting in their official capacity is a Council record and may constitute open access information or be subject to an information access application made under the *Government Information (Public Access) Act 2009*. These records must be managed in accordance with the requirements of the *State Records Act 1998* and the Council's approved records management policies and practices.
- 8.2 You must not destroy, alter, or remove social media content unless authorised to do so. If you need to alter or remove social media content, you must do so in accordance with this policy, and consult with the Council's Manager Corporate Governance and comply with the requirements of the *State Records Act 1998*.
- 8.3 In fulfilling their obligations under clauses 8.1 and 8.2, Council officials should refer to any guidance issued by the State Archives and Records Authority of NSW relating to retention requirements for Councils' social media content.

Privacy considerations and requirements

- 8.4 Social media communications are in the public domain. Council officials should exercise caution about what personal information, if any, they upload onto social media.
- 8.5 The *Privacy and Personal Information Protection Act 1998* applies to the use of social media platforms by the Council. To mitigate potential privacy risks, Council officials will:
- advise people not to provide personal information on social media platforms
 - inform people if any personal information they may provide on social media platforms is to be used for official purposes

- moderate comments to ensure they do not contain any personal information
- advise people to contact the Council through alternative channels if they have personal information they do not want to disclose in a public forum.

- 8.6 Council officials must ensure they comply with the *Health Records and Information Privacy Act 2002* when engaging on and/or moderating social media platforms. In fulfilling their obligations, Council officials should refer to any guidance issued by the Information and Privacy Commission of NSW, such as, but not limited to, the Health Privacy Principles.

9 PRIVATE USE OF SOCIAL MEDIA

Note: Activities on social media websites are public activities. Even though privacy settings are available, content can still be shared and accessed beyond the intended recipients.

The terms and conditions of most social media sites state that all content becomes the property of the site on which it is posted.

What constitutes 'private' use?

- 9.1 For the purposes of this policy, a Council official's social media engagement will be considered 'private use' when the content they upload:
- is not associated with, or does not refer to, the Council, any other Council officials, contractors, related entities or any other person or organisation providing services to or on behalf of the Council in their official or professional capacities, and
 - is not related to or does not contain information acquired by virtue of their employment or role as a Council official.
- 9.2 If a Council official chooses to identify themselves as a Council official, either directly or indirectly (such as in their user profile), then they will not be deemed to be acting in their private capacity for the purposes of this policy.



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Use of social media during work hours

9.3 Council staff may only access and engage on social media in their private capacity while at work during breaks.

9.4 Council staff who access and engage on social media in their private capacity during work hours must ensure it does not interfere with the performance of their official duties.

platforms should be made to the council's Chief Executive Officer or Manager Communications & Engagement in the first instance.

10.2 Complaints about the conduct of Council officials (including Councillors) on social media platforms may be directed to the Chief Executive Officer.

10.3 Complaints about a Chief Executive Officer's conduct on social media platforms may be directed to the Mayor.

10 CONCERNS OR COMPLAINTS

10.1 Concerns or complaints about the administration of a council's social media

11 DEFINITIONS

In this Social Media Policy, the following terms have the following meanings:

authorised user	members of Council staff who are authorised by the Chief Executive Officer Manager Communications & Engagement to upload content and engage on the Council's social media platforms on the Council's behalf.
Council official	Councillors, members of staff and delegates of the Council (including members of committees that are delegates of the council).
minor	for the purposes of clause 5.4(b) of this policy, is a person under the age of 18 years
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
SMC	is a council's social media coordinator appointed under clause 3.5 of this policy
social media	online platforms and applications - such as but not limited to social networking sites, wikis, blogs, microblogs, video and audio sharing sites, and message boards - that allow people to easily publish, share and discuss content. Examples of social media platforms include, but are not limited to Facebook, Twitter, Snapchat, LinkedIn, Yammer, YouTube, Instagram, Flickr and Wikipedia

ST18 – Strategic Policy – Social Media

Review Due: November 2024

Version 1_23

Last Revision: New Policy

Approved By:

Minute Number:

Approval Date:



Strategic Policy ST19

Media

FOR ADOPTION

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

1 OVERVIEW

- 1.1 The Model Media Policy has been developed to provide a framework to assist councils when dealing with the media and to ensure that media engagement by councillors and staff is consistent, accurate and professional and enhances the council's reputation.
- 1.2 Effective media engagement can assist councils to keep their community informed, explain decisions and to promote community confidence in the council and its decisions.
- 1.3 The term "media" used in this policy means print, broadcast and online media used for communicating information to the public, including, but not limited to, newspapers, magazines, internet publishers, radio, and television broadcasters.

2 PRINCIPLES

- 2.1 We, the Councillors, staff, and other officials of Orange City Council, are committed to upholding and promoting the following principles of media engagement:

Openness We will ensure that we promote an open exchange of information between our council and the media.

Consistency We will ensure consistency by all councillors and staff when communicating with the media.

Accuracy The information we share with the media will be a source of truth for our council and community and we will prioritise the need to correct inaccuracies when they occur.

Timeliness We will ensure that we respond to media enquiries in a timely manner.

3 ADMINISTRATIVE FRAMEWORK FOR ENGAGEMENT WITH MEDIA

Appointment and role of the Media Coordinator

- 3.1 The Chief Executive Officer will appoint a member of Council staff to be the Council's Media Coordinator. The Media Coordinator should be a suitably qualified member of staff being the Manager Communications & Engagement.
- 3.2 The Chief Executive Officer may appoint more than one Media Coordinator.
- 3.3 The Media Coordinator's role is to:
- be the lead point of contact for all media enquiries, requests for interviews, requests to film or photograph Council staff, facilities or events for news and current affairs purposes
 - be responsible for preparing all media statements prior to their release
 - liaise with relevant staff members within the organisation where appropriate.
 - ensure that media statements are approved by the Mayor and/or Chief Executive Officer prior to their release



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

- e) develop and/or approve media training and/or induction to be provided to relevant staff and/or Councillors
- f) maintain a record of all media enquiries and responses
- g) ensure that media organisations and their representatives are treated professionally, equally and without bias
- h) ensure that media enquiries are dealt with promptly
- i) provide guidance to Councillors approached by the media for comment to avoid communication of misinformation, and
- j) ensure that all media releases are published on the Council's website.

4 WHO CAN ENGAGE WITH THE MEDIA

The Chief Executive Officer

- 4.1 The Chief Executive Officer is the official spokesperson for the Council on operational and administrative matters.
- 4.2 The Chief Executive Officer may delegate to other Council staff to speak on their behalf where appropriate, (for example, where the delegated staff member has professional expertise regarding the subject matter, or the Chief Executive Officer is unavailable).

The Mayor

- 4.3 The Mayor is the principal member and spokesperson of the governing body of the Council, including representing the views of the Council as to its local priorities (section 226(c) of the Local Government Act 1993).
- 4.4 If the Mayor is unavailable, the Deputy Mayor may act as the Council's spokesperson.

- 4.5 The Mayor may delegate their role as spokesperson to other Councillors where appropriate, (for example, where another Councillor is best placed to comment, because the issue is of particular interest to them, or it is within their particular area of expertise).

Councillors

- 4.6 As a member of the governing body and as a representative of the community, councillors are free to express their personal views to the media.
- 4.7 When engaging with the media Councillors:
 - a) must not speak for the Council unless authorised to do so
 - b) must clarify when speaking to the media that they are expressing their personal views as an individual Councillor and that they are not speaking for the Council (unless authorised to do so)
 - c) must uphold and accurately represent the policies and decisions of the Council
 - d) must not disclose Council information that has not been made public, unless authorised to do so, and
 - e) may seek information and guidance from the Chief Executive Officer/Manager Communications & Engagement where appropriate before providing comment to the media to ensure they have the most up-to-date and relevant information and have considered reputational or other risks.



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- 4.8 In the interests of promoting a positive, safe and harmonious organisational culture, Councillors should endeavour to resolve personal differences privately and must not prosecute them publicly through the media
- 4.9 Where Councillors (including the Mayor) become aware of potential issues that could result in media interest, they should provide this information to the Chief Executive Officer or Manager Communications & Engagement.
- Council Staff
- 4.10 Council staff must not speak to the media about matters relating to the Council unless authorised by the Chief Executive Officer or Manager Communications & Engagement to do so.
- 4.11 If Council staff receive a media enquiry or they are invited to comment to the media on a matter relating to the Council, they must refer the enquiry to the Chief Executive Officer or Manager Communications & Engagement.
- 4.12 Council staff are free to express their personal views to the media on matters that do not relate to the Council, but in doing so, must not make comments that reflect badly on the Council or that bring it into disrepute.
- 4.13 If authorised to speak to the media, Council staff:
- a) must uphold and accurately represent the policies and decisions of the Council
 - b) must not disclose Council information unless authorised to do so by the Chief Executive Officer or Manager Communications & Engagement, and
 - c) must seek information and guidance from the Chief Executive Officer or Manager Communications & Engagement where appropriate before providing comment to the media to ensure they have the most up-to-date and relevant information and have considered reputational or other risks
- 4.14 Where Council staff become aware of potential issues that could result in media interest, they should provide this information to the Chief Executive Officer or Manager Communications & Engagement.
- Tone
- 4.15 All media engagement by Council officials must be conducted in a professional, timely and respectful manner.
- Induction & Training
- 4.16 The Council must provide training to Council officials who engage or are authorised to engage with the media.
- 4.17 Media engagement training will be provided to Councillors as part of their induction or refresher training or as part of their ongoing professional development program.
- Councillors' questions about media engagement
- 4.18 Councillors are advised to direct any questions about their obligations under this policy to the Chief Executive Officer or Manager Communications & Engagement.



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5 STANDARDS OF CONDUCT WHEN ENGAGING WITH THE MEDIA

- 5.1 Council officials must comply with the Council's Code of Conduct when engaging with the media in an official capacity or in connection with their role as a Council official.
- 5.2 Council officials must not share information or make comments to the media through either direct or indirect mechanisms that:
- are defamatory, offensive, humiliating, threatening, or intimidating to other Council officials or members of the public
 - contains profane language or is sexual in nature
 - constitutes harassment and/or bullying within the meaning of the *Model Code of Conduct for Local Councils in NSW*, or is unlawfully discriminatory
 - is contrary to their duties under the Work Health and Safety Act 2011 and their responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety
 - contains content about the Council, Council officials or members of the public that is misleading or deceptive
 - divulges confidential Council information
 - breaches the privacy of other Council officials or members of the public
 - contains allegations of suspected breaches of the Council's Code of Conduct or information about the consideration of a matter under the *Procedures for the Administration of the Model*

Code of Conduct for Local Councils in NSW

- could be perceived to be an official comment on behalf of the Council where they have not been authorised to make such comment
- commits the Council to any action
- violates an order made by a court
- breaches copyright
- advertises, endorses, or solicits commercial products or business.

6 USE OF MEDIA DURING EMERGENCIES

- 6.1 During emergencies, such as natural disasters or public health incidents, The Manager Communications & Engagement will be responsible for coordinating media releases and statements on behalf of the Council.
- 6.2 Councillors, Council staff and other Council officials must not provide comment or information to the media that is inconsistent with official advice issued by the Council and any other agency coordinating the emergency response.

7 MEDIA ENGAGEMENT IN THE LEAD UP TO ELECTIONS

- 7.1 This policy does not prevent the Mayor or Councillors who are candidates at a Council or any other election from providing comment to the media in their capacity as candidates at the election.



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- 7.2 Any media comment provided by the Mayor or Councillors who are candidates at a Council or another election must not be provided in an advertisement, newspaper column, or a radio or television broadcast paid for by the Council or produced by the Council or with Council resources.

8 RECORDS MANAGEMENT REQUIREMENTS

- 8.1 Media content created and received by Council officials (including Councillors) acting in their official capacity is a Council record and may be subject to information access applications made under the Government Information (Public Access) Act 2009. These records must also be managed in accordance with the requirements of the State Records Act 1998 and the Council's approved records management policies and practices.

9 DEFINITIONS

In this Media Policy, the following terms have the following meanings:

Council official	Councillors, members of staff and delegates of the council (including members of committees that are delegates of the council)
Media Coordinator	means a person appointed under clause 1.3 of this policy
Media	means print, broadcast and online media used for communicating information to the public, including, but not limited to, newspapers, magazines, internet publishers, radio, and television broadcasters
Personal information	means information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
Social media	means online platforms and applications, such as but not limited to social networking sites, wikis, blogs, microblogs, video and audio sharing sites, and message boards, that allow people to easily publish, share and discuss content. Examples of social media platforms include, but are not limited to Facebook, Twitter, Snapchat, LinkedIn, Yammer, YouTube, Instagram, Flickr and Wikipedia

ST19 – Strategic Policy – Media		
Review Due: November 2024	Version 1_23	Last Revision: New Policy
Approved By:	Minute Number:	Approval Date:



Strategic Policy ST20

Community Engagement

FOR ADOPTION

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1 PURPOSE

- 1.1 This Community Engagement Policy guides a consistent approach to engaging with the community.
- 1.2 The policy provides for Council's compliance with relevant legislation and the Integrated Planning & Reporting guidelines for Local Government in NSW requiring Council's to have a strategy that sets out how they will engage with the community.
- 1.3 This Policy is based on the internationally recognised levels of community participation –Inform, Consult, Involve, Collaborate and Empower (see below).
- 1.4 The Policy operates in conjunction with the Operational Community Engagement procedures.

2 APPLICABILITY

This policy applies to all areas of Orange City Council including Staff, Councillors, Contractors, Volunteers and Council Delegates.

3 OBJECTIVES

- 3.1 Engagement assists Council to:
 - a) better meet the needs of the community
 - b) tap into local knowledge and expertise
 - c) have a more informed community
 - d) encourage and enable the community to participate in decision making
 - e) ensure Council works on behalf of the people in the community
 - f) meet the requirements of legislation, policies and procedures
 - g) to provide corporate direction and ensure the community, Councillors and staff are informed of decisions, policies, issues, events and programs of Council
 - h) to ensure that this information is provided consistently and accurately.

4 ENGAGEMENT

When to engage

- 4.1 Council must consult when:
 - a) It is required by legislation
 - b) It wants to identify community issues, needs and priorities
- 4.2 Council should consult when:
 - a) Any proposed changes will impact on current users or customers of a Council service or facility
 - b) Any proposed changes which will affect the rights or entitlements of community members, including minority groups
 - c) There is potential impact on surrounding neighbours
 - d) It wants to monitor customer satisfaction with Council's services facilities
 - e) There is a level of controversy or sensitivity about a particular issue
 - f) There is conflict among community members about an issue.

When will community engagement occur

- 4.3 Council will engage the community in the following areas:
 - a) **Strategic Planning** – This refers to the development of strategic plans and projects that inform the Delivery/Operational Plan.
 - b) **Policy Development and Implementation** - This includes any policy development that has a direct impact on the community.
 - c) **Site Specific** - This refers to any changes to a site that may have impact on the community.
 - d) **Service Planning** - This includes the development and/or improvement/changes to a service.
 - e) **Areas of Improvement** - This refers to any improvement required to increase the quality of lifestyle for the community.



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- f) **Legislative Requirements (including planning issues)** - This refers to all prescribed plans and
- g) projects under the Local Government Act (1993) and other relevant Acts.
- c) Media Releases
- d) E-News
- e) Media Briefings
- f) Report It
- g) Your Say
- h) Memos, Briefings and Meeting Notifications to Councillors
- i) Advertising
- j) Letters or Mailbox drops to residents or stakeholders
- k) Community Committees
- l) Community Interaction at Council Meetings
- m) Community Meetings and Medication outside the regular meeting structure.
- What Level of engagement will occur**
- 4.4 Council will call for different levels of engagement depending on the issue and the immediate or long term impact on the community.
- 4.5 Council's Operational Community Engagement Procedures are followed by staff to develop, deliver, monitor and evaluate community engagement campaigns for their projects and programs using the following tools:
- a) Orange City Council Website
- b) Social Media

IAP2'S PUBLIC PARTICIPATION SPECTRUM



The IAP2 Federation has developed the Spectrum to help groups define the public's role in any public participation process. The IAP2 Spectrum is quickly becoming an international standard.

INCREASING IMPACT ON THE DECISION					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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ST20 – Strategic Policy – Community Engagement

Review Due: November 2024	Version 1_23	Last Revision: 20 April 2021
Approved By:	Minute Number:	Approval Date:

5.2 PROVISION OF EXPENSES AND FACILITIES TO COUNCILLORS - FINANCIAL YEAR REPORT

RECORD NUMBER: 2023/1196

AUTHOR: Catherine Davis, Executive Support Manager

EXECUTIVE SUMMARY

As per Strategic Policy ST02 *Councillors – Payment of Expenses and Provision of Facilities* a detailed report on the provision of expenses and facilities to Councillors will be publicly tabled at a Council Meeting every six months and published in full on Council's website. This report is to include expenditure summarised by individual Councillor and as a total for all Councillors. This report will cover figures for the last financial year 01 July 2022 – 30 June 2023 to be as up to date as possible.

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

The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representatives of Orange City Council and as such all expenses and facilities are budgeted for annually.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

That the report on the Provision of Expenses and Facilities to Councillors 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

The below figures incorporate the following:

- monthly telephone charges
- attendance at Professional Development courses
- attendance at conferences
- corporate uniform contributions

Please note Councillor monthly allowances are not required to be reported here.

Please note all figures are exclusive of GST.

5.2 Provision of Expenses and Facilities to Councillors - Financial Year Report

Period is full financial year 01 July 2022 – 31 June 2023:

Phone = fees associated with phone calls and 4G internet access on mobile phone devices
Ipad = fees associated with data sim card (providing 4G internet access) on tablet-like devices

Councillor	\$	Total per Councillor
Cr Jason Hamling (Mayor)		
Phone	738.00	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	168.90	
Conference/Seminars	4,191.12	
Meetings/Functions/Council Business	3899.34	
Information & Communication Tech	63.57	\$9,236.39
Cr Gerald Power (Deputy Mayor)		
Phone	295.00	
Ipad	175.46	
Clothing & Safety	262.00	
Training/Development	420.00	
Conference/Seminars	1334.06	
Meetings/Functions/Council Business	935.43	
Information & Communication Tech	Nil	\$3,421.95
Cr Kevin Duffy		
Phone	436.32	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	Nil	
Conference/Seminars	6376.11	
Meetings/Functions/Council Business	953.49	
Information & Communication Tech	Nil	\$7,941.38
Cr Tony Mileto		
Phone	447.39	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	Nil	
Conference/Seminars	971.82	
Meetings/Functions/Council Business	Nil	
Information & Communication Tech	Nil	\$1,594.67

Cr Steven Peterson		
Phone	290.60	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	1200.00	
Conference/Seminars	Nil	
Meetings/Functions/Council Business	140.21	
Information & Communication Tech	Nil	\$1,806.27
Cr Glenn Floyd		
Phone	290.60	
Ipad	175.46	
Clothing & Safety	262.00	
Training/Development	Nil	
Conference/Seminars	2315.86	
Meetings/Functions/Council Business	Nil	
Information & Communication Tech	Nil	\$3,043.92
Cr Tammy Greenhalgh		
Phone	290.60	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	820.00	
Conference/Seminars	4633.40	
Meetings/Functions/Council Business	Nil	
Information & Communication Tech	Nil	\$5,919.46
Cr David Mallard		
Phone	290.60	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	1020.00	
Conference/Seminars	2250.91	
Meetings/Functions/Council Business	140.21	
Information & Communication Tech	Nil	\$3,877.18
Cr Melanie McDonell		
Phone	290.60	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	1830.00	
Conference/Seminars	6324.33	
Meetings/Functions/Council Business	Nil	
Information & Communication Tech	Nil	\$8,620.39

5.2 Provision of Expenses and Facilities to Councillors - Financial Year Report

Cr Jack Evans		
Phone	290.60	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	840.00	
Conference/Seminars	3534.38	
Meetings/Functions/Council Business	570.80	
Information & Communication Tech	Nil	\$5,411.24
Cr Frances Kinghorne		
Phone	290.60	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	1345.00	
Conference/Seminars	1329.09	
Meetings/Functions/Council Business	140.21	
Information & Communication Tech	Nil	\$3,280.36
Cr Jeff Whitton		
Phone	436.32	
Ipad	175.46	
Clothing & Safety	Nil	
Training/Development	Nil	
Conference/Seminars	7100.67	
Meetings/Functions/Council Business	1128.80	
Information & Communication Tech	Nil	\$8,841.25
Total of Provision of Facilities and Expenses for Councillors during this period		\$62,994.46

6 CLOSED MEETING - SEE CLOSED AGENDA

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

The Mayor will extend an invitation to any member of the public present at the meeting to make a representation to Council as to whether the meeting should be closed for a particular item. In accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

RECOMMENDATION

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

6.1 Lease Cafe Orange Adventure Playground

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

6.2 Lease Part Post Office Lane

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

6.3 Contract - Icely Road Water Treatment Plant Generator and Main Switch Board - Design and Construct

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

6.1 LEASE CAFE ORANGE ADVENTURE PLAYGROUND

RECORD NUMBER: 2023/1072

AUTHOR: Shirley Hyde, Legal and Property Officer

REASON FOR CONFIDENTIALITY

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

6.2 LEASE PART POST OFFICE LANE

RECORD NUMBER: 2023/1150

AUTHOR: Shirley Hyde, Legal and Property Officer

REASON FOR CONFIDENTIALITY

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

**6.3 CONTRACT - ICELY ROAD WATER TREATMENT PLANT GENERATOR AND MAIN
SWITCH BOARD - DESIGN AND CONSTRUCT**

RECORD NUMBER: 2023/1199

AUTHOR: Jon Francis, Manager Water Treatment

REASON FOR CONFIDENTIALITY

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

7 RESOLUTIONS FROM CLOSED MEETING