



REGIONAL & ECONOMIC DEVELOPMENT POLICY COMMITTEE

AGENDA

3 JUNE 2025

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **REGIONAL & ECONOMIC DEVELOPMENT POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 3 June 2025**.

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Executive Support on 6393 8391.

AGENDA

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and less than significant non-pecuniary interests.....3

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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 Regional & Economic Development Policy Committee at this meeting.

2 COMMITTEE MINUTES

2.1 MINUTES OF THE SISTER CITIES COMMUNITY COMMITTEE 29 APRIL 2025

RECORD NUMBER: 2025/870

AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

The Sister Cities Community Committee met on 29 April 2025. The Minutes of the committee are provided for the information and consideration of Council.

LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “4.1. A broad range of creative and cultural facilities, services and programs that meet community needs”.

FINANCIAL IMPLICATIONS

An expansion of the number of Sister Cities from the current four to six, may lead to an expansion of the existing budget.

POLICY AND GOVERNANCE IMPLICATIONS

Nil

RECOMMENDATION

- 1 That Council acknowledge the reports presented to the Sister Cities Community Committee at its meeting held on 29 April 2025.
- 2 That Council determine recommendations 3.2, 3.6.2, 3.8.2, 3.9.2 from the minutes of the Sister Cities Community Committee meeting of 29 April 2025.
 - 3.2
That the Charter for the Sister Cities Community Committee be adopted, with the following changes:
 - *Quorum: Majority of community members and one councillor to mean two community members and one councillor*
 - *Meeting Frequency: Three monthly, instead of six monthly.*
 - 3.6.2
That the PNG Consul-General be invited to a Council function in Orange to mark the 50th anniversary of PNG Independence around the time of 16 September 2025.
 - 3.8.2
That Council sign a MOU with representatives of the city of Zaporizhzhia, Ukraine.
 - 3.9.2 *That the Orange Sister City Community Committee extend an invitation to Cr Whitton to attend the next committee meeting to discuss a Sister City relationship with Patna in India*
- 3 That the remainder of the minutes of the Sister Cities Community Committee from its meeting held on 29 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.

SUPPORTING INFORMATION

The progress towards establishing a new Sister City link with the City of Zaporizhzhia has reached the point where the signing of an MOU will facilitate the next steps.

The draft text of the MOU wording, which was supplied to the committee at its 29 April meeting for discussion, has also been sent to Zaporizhzhia.

They've indicated they wish to make number of changes to include these matters.

In the immediate term, we propose focusing on key areas where we can make the most impact, such as:

- Involving members of the Ukrainian community now living in the Orange region – This will allow us to foster meaningful connections between communities and ensure their active participation in shaping the partnership.*
- Promoting opportunities for trade and cooperation between members of local business communities – Exploring avenues for economic collaboration and sharing expertise between the business sectors of our cities will help strengthen ties and mutual support.*
- Exploring opportunities for local schools to broaden awareness by making direct contact – We believe that education and youth involvement will be key to building long-term relationships, and we propose initiating virtual exchanges or awareness campaigns to start this process.*

Additionally, we would like to propose the following:

- Supporting youth initiatives and programs – In light of the ongoing challenges faced by young people in Ukraine, especially in the context of displacement and the war, we suggest the possibility of organising joint youth programs, such as virtual discussions, online leadership development initiatives, and cross-cultural exchanges to promote mutual learning and support.*
- Joint development of international projects – We would welcome the opportunity to collaborate on writing and submitting joint project proposals to international donors and partners, especially in the areas of youth engagement, community development, and local resilience.*
- Strengthening cultural exchanges – As culture plays a significant role in fostering understanding, we suggest that our cities explore opportunities for virtual cultural events, art exhibitions, or performances, which would allow both communities to learn more about each other's heritage, traditions, and current challenges.*

While the latest draft MOU text has not been received from Zaporizhzhia at the time of writing this report, this information is sufficient to let Council consider an in-principle endorsement of signing an MOU.

ATTACHMENTS

- 1 SCCC 29 April 2025 Minutes
- 2 SCCC 29 April 2025 Agenda, D25/50859[↓](#)
- 3 FOR ADOPTION - SCCC Charter, D24/120116[↓](#)

ORANGE CITY COUNCIL

MINUTES OF THE

SISTER CITIES COMMUNITY COMMITTEE

HELD IN COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE

ON 29 APRIL 2025

COMMENCING AT 5:00 PM

1 INTRODUCTION

ATTENDANCE

Cr Steven Peterson (Chairperson), Chris Gryllis, Douglas Brooks, Graham Bloore, Manager Communications & Engagement, Communications Lead.

1.1 Apologies and Leave of Absence

RESOLVED

Cr S Peterson/Member C Gryllis

That the apologies be accepted from Belinda Grieve and Charlotte Maguire for the Sister Cities Community Committee meeting on 29 April 2025.

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

Member D Brooks/Member C Gryllis

That the Minutes of the Meeting of the Sister Cities Community Committee held on 11 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 Sister Cities Community Committee meeting held on 11 July 2024.

3 GENERAL REPORTS

3.1 SISTER CITIES COMMUNITY COMMITTEE - CODE OF CONDUCT

TRIM REFERENCE: 2025/690

RECOMMENDATION

Cr S Peterson/Member D Brooks

That the Sister Cities 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 SISTER CITIES COMMUNITY COMMITTEE - CHARTER

TRIM REFERENCE: 2025/704

RECOMMENDATION

Cr S Peterson/Member C Gryllis

That the Charter for the Sister Cities Community Committee be adopted, with the following changes:

- Quorum: Majority of community members and one councillor to mean two community members and one councillor.
- Meeting Frequency: Three monthly, instead of six monthly.

3.3 SISTER CITIES COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES

TRIM REFERENCE: 2025/703

RECOMMENDATION

Cr S Peterson/Member D Brooks

That the Sister Cities Community Committee meet at 5pm, Tuesdays on July 1, October 7 and December 2 in a Civic Centre meeting room.

3.4 UPDATE ON USHIKU, JAPAN

TRIM REFERENCE: 2025/694

The meeting heard that since the last Sister Cities meeting, Orange City Council has hosted welcomes for two exchange visits by Japanese students.

In August 2024 a group of students from Ushiku Eishen High School was welcomed at a Mayoral function.

In January 2025 a group of students from Toyo High School, in Ushiku was hosted by Mayor Tony Mileto.

The annual Ushiku Japanese Speaking Cup was held on Wednesday 27th November in the Council Chambers involving good numbers of students from local high schools.

Following the September 2024 NSW Local Government elections, a letter of congratulations was received from Ushiku Mayor Kazutoshi Numata.

The meeting heard that, due to a staff oversight, committee members were not notified or invited to the welcome in January for students from Toyo High School.

RECOMMENDATION

Member C Gryllis/Member D Brooks

1. That the update report on Sister City Ushiku, Japan be noted.
2. That committee members be invited as a matter of course to all Sister City events.
3. That a letter be sent to Sister City contacts in Ushiku advising that the new committee was starting a new term and was keen to explore new contact.

3.5 UPDATE ON TIMARU, NEW ZEALAND

TRIM REFERENCE: 2025/695

The meeting heard that there has been some recent informal contact in recent months with staff from Timaru Council who visited Orange, exploring shared 'working in Council' concerns.

This points to the value of relationships developed during a face-to-face visit, and the worth of arranging a reciprocal visit by staff from Orange to Timaru.

The intention is to organise a reciprocal visit from Orange to Timaru this year.

RECOMMENDATION

Cr S Peterson/Member D Brooks

1. That the update report on Sister City Timaru, New Zealand be noted.
2. That a letter be sent to Sister City contacts in Timaru advising that the new committee was starting a new term and was keen to explore new contact.

3.6 UPDATE ON MOUNT HAGEN, PNG

TRIM REFERENCE: 2025/697

The meeting noted correspondence received from the Mount Hagen City Authority in relation to continuation of an MOU with Orange City Council.

The correspondence was acknowledged by return email, and saying the request would be considered by the next Sister Cities Community Committee meeting.

RECOMMENDATION

Cr S Peterson/Member G Bloore

1. That the committee requests staff to make contact with staff in Mt Hagen and initiate discussion about new directions of support mentioned in the email which could be offered and a consequent new MOU.
2. That the PNG Consul-General be invited to a Council function in Orange to mark the 50th anniversary of PNG Independence around the time of 16 September 2025.
3. That a letter be sent to Sister City contacts in Mt Hagen advising that the new committee was starting a new term and was keen to explore new contact.

3.7 UPDATE ON CITY OF ORANGE, CALIFORNIA USA

TRIM REFERENCE: 2025/698

The meeting heard the Sister City link with the City of Orange California, remains at a low-ebb.

During the January bushfires which devastated the wider Los Angeles area, a letter was sent to the Mayor of Orange City, at the suggestion of Committee member Mr Chris Gryllis.

RECOMMENDATION

Cr S Peterson/Member C Gryllis

1. That the update report on Sister City, City of Orange, California USA be noted.
2. That a letter be sent to Sister City contacts in Orange California advising that the new committee was starting a new term and was keen to explore new contact.

3.8 UPDATE ON PROPOSED FRIENDSHIP CITY - UKRAINE

TRIM REFERENCE: 2025/706

The meeting heard that since the last Sister City Meeting, two online meetings have been held with representatives of Orange City Council and Zaporizhzhia City Council.

The latest was held Wednesday 18 December 2024 to discuss a new Sister City links between Orange and Zaporizhzhia and how that would be expressed through the signing of a Memorandum of Understanding (MOU).

Attending

In Orange:

- **Mayor Tony Mileto**
- **Cr Steve Peterson**
- **Allan Reeder**, Sister City Community Committee Clerk/Communications Lead

In Zaporizhzhia:

- **Ms. Rehina Kharchenko**, Secretary of Zaporizhzhia City Council,
- **Ms. Viktoriia Agientaieva**, Director of the City Development Institute of Zaporizhzhia

- **Mariia Kuznietsova**, City Development Institute of Zaporizhzhia

The meeting began with an informal presentation from the representatives of Zaporizhzhia.

Key points:

Because of the current conflict in Ukraine, the meeting heard that there are approximately 156,000 displaced people living in Zaporizhzhia.

There was no prediction about when the conflict would end.

In the meantime, the community of Zaporizhzhia would appreciate any support from communities around the world.

The key priority for the local city government was education and providing safe places for children to continue to learn during the conflict. The meeting heard a new school was about to open in an underground location to provide extra safety for students.

The 2nd most important priority was development support. The need was to develop heating and energy security for the local community. This involved creating autonomous networks which were independently structured, so that the loss of a network in one area would not affect the provision of energy to another area.

Participants in Orange wondered if the large extent of the conflict, and when there were much more crucial issues to work on, whether it may not be the right time to begin a new Sister City relationship?

Representatives from Zaporizhzhia responded that their community was open to deeper cooperation despite the conflict and the local business community was continuing to be open for business opportunities.

Participants in Orange asked if the difference in population sizes between Orange (43,000) and Zaporizhzhia (700,000) would be a potential problem.

Representatives from Zaporizhzhia indicated it was the quality of cooperation rather than the population size that was most important. Zaporizhzhia currently has five other Sister Cities, including smaller cities. Currently a sister city relationship with a city in Germany has led to exchange students spending time studying in each city and internships.

There may be opportunities for local school students (primary and high school) to establish links and make contact online.

There was discussion of reaching out to community groups in Orange to see if they wanted to explore further contacts.

The meeting discussed that next steps might involve the drafting of a Memorandum of Understanding (MOU) which could guide future directions.

Draft text of MOU

This text will be circulated for discussion between representatives of Zaporizhzhia and Orange City Councils.

The purpose of this agreement is to explore closer links that may lead to a Sister City relationship.

The two city Councils of Zaporizhzhia, Ukraine and Orange, NSW, Australia agree to begin to explore closer links of cooperation and contact with the aim of promoting awareness and opportunities for cooperation and support.

Recognizing the barriers of language and geographical distance between Australia and Ukraine, nonetheless the two Councils will aim to foster greater awareness and understanding between their two communities.

Recognizing the extreme challenges of military conflict currently being faced by the community of Zaporizhzhia, Orange City Council will look for opportunities to offer support.

This will happen by:

- Involving members of the Ukrainian community now living in the Orange region.
- Promoting opportunities for trade and cooperation between members of local business communities.
- Explore opportunities for local schools to broaden awareness by making direct contact.

These activities are to be organized and managed by 'sister city committees' in each city that will represent their local communities. Reports of progress and of programs developed may be provided to each city government.

RECOMMENDATION

Member D Brooks/Cr S Peterson

1. That the update report on the proposed Friendship City in Ukraine be noted.
2. That a report be prepared for Council recommending the signing of an MOU.

3.9 PROPOSED NEW SISTER CITY PATNA, INDIA

TRIM REFERENCE: 2025/700

The meeting heard that Cr Jeff Whitton had provided the following background information to the meeting:

Recently I visited Delhi at the invitation of the Honourable Chirag Paswan, Minister for Food Processing.

The Minister is keen to further strengthen trade relationships with Australia, and especially in regional areas.

The Minister's home state is Bihar, home city Patna, and during our discussions, I mentioned the opportunity of Orange and Patna instigating a relationship through the sister city program.

OVERVIEW

Patna historically known as Pataliputra, is the capital and largest city of the state of Bihar in India. According to the United Nations, as of 2018, Patna had a population of 2.35 million, making it the 19th largest city in India. Covering 250 square kilometres and over 2.5 million people, its urban agglomeration is the 15th largest in India.

The committee is requested to consider the request and provide further direction.

RECOMMENDATION

Cr S Peterson/Member G Bloore

That Cr Jeff Whitton be asked to attend the next Sister Cities Committee meeting to provide further information about the proposal for a Sister City link with Patna, India.

3.10 SISTER CITIES COMMUNITY COMMITTEE ACTION PLAN

TRIM REFERENCE: 2025/705

RECOMMENDATION

Member G Bloore/Member D Brooks

1. That the Sister Cities Community Committee notes the outgoing Committee's Action Plan.
2. That the Sister Cities Community Committee add to the New Action Plan as discussed during the meeting.

THE MEETING CLOSED AT 5.52PM.



SISTER CITIES COMMUNITY COMMITTEE

AGENDA

29 APRIL 2025

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **SISTER CITIES COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 29 April 2025** commencing at **5:00 PM**.

David Waddell
CHIEF EXECUTIVE OFFICER

For apologies please contact Allan Reeder on 6393 8217.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 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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SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

1 INTRODUCTION

MEMBERS

Cr Steven Peterson (Chairperson), Chris Gryllis, Douglas Brooks, Charlotte Maguire, Graham Bloore, Belinda Grieve, Director Corporate and Commercial Services, Director Community, Recreation and Cultural Services, Manager Communications & Engagement, Communications Lead

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 Sister Cities Community Committee at this meeting.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

2 PREVIOUS MINUTES

RECOMMENDATION

That the Minutes of the Meeting of the Sister Cities Community Committee held on 11 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 Sister Cities Community Committee meeting held on 11 July 2024.

ATTACHMENTS

- 1 Minutes of the Meeting of the Sister Cities Community Committee held on 11 July 2024

ORANGE CITY COUNCIL

MINUTES OF THE
SISTER CITIES COMMUNITY COMMITTEE
HELD IN COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE
ON 11 JULY 2024
COMMENCING AT 10:00 AM

1 INTRODUCTION

ATTENDANCE

Cr J Hamling (Acting Chairperson) (Mayor), Mr Chris Gryllis, Mr Graham Bloore, Mr Douglas Brooks, Communications Lead (Reeder)

1.1 Apologies and Leave of Absence

RESOLVED

Mr C Gryllis/Mr D Brooks

That the apologies be accepted from Cr Kevin Duffy for the Sister Cities Community Committee meeting on 11 July 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 C Gryllis/Mr G Bloore

That the Minutes of the Meeting of the Sister Cities Community Committee held on 27 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 Sister Cities Community Committee meeting held on 27 July 2023.

MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

11 JULY 2024

3 PRESENTATIONS

3.1 UPDATE ON USHIKU

TRIM REFERENCE: 2024/1085

The meeting heard that annual Ushiku Cup Japanese Speech Contest was held Thursday 30 November 2023 attracting good number of participants. The next event is planned for November 2024.

Restoration work has been completed on 'The Statue of Empathy', a gift of the city of Ushiku in 1994 which has stood at the entrance to the Civic Theatre. The restoration work was undertaken by a professional art conservation firm. The statue was reinstated on its stone plinth on 6 March this year. While the plinth includes an inscription telling the story of the statue in Japanese text, a metal plaque with English text is still to be re-instated. Staff will follow-up on the plaque with museum staff who've been handling this process. The statue is the work of renowned Japanese artist, Kunihiko Isshiki.

There will be a Mayoral welcome for the next student group of exchange students and staff from Ushiku Eishen High School at the Civic Centre. The event is scheduled for 6 August 2024.

There was discussion of a recent spike in Australian tourism visits to Japan due to favourable exchange rates.

RESOLVED

Cr J Hamling/Mr D Brooks

That the report be noted.

3.2 UPDATE ON TIMARU

TRIM REFERENCE: 2024/1086

The meeting heard that two staff members from Timaru District Council spent a week visiting Orange City Council in early October 2023.

Nicole Timney (Manager of Property Services and Client Representative) and Suzy Ratahi (Land Transport Manager) made a number of presentations to staff about their work in Timaru. There were tours of Council facilities and places of interest. Staff were interested to learn about the key differences in the ways the two similarly-sized Councils go about their work in very different ways. Differences in the way the two Councils deal with assets management and contract management were two of many topics to prompt good discussions. There was discussion that the visit pointed to the value of a return visit being considered at some point in the future.

RESOLVED

Mr C Gryllis/Mr G Bloore

1. That the report be noted.
2. That following the success of the recent exchange visit by staff from Timaru District Council, Council be requested to consider allocating funding for a return visit in the 2025/26 budget.
3. That planning for a return visit include consideration of opening up the visit to the wider Orange community.

MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

11 JULY 2024

3.3 UPDATE ON MT HAGEN

TRIM REFERENCE: 2024/1087

The meeting heard that Council had written to the High Commissioner for PNG following the earthquake in March to express our concern. The meeting heard that the Orange Rotary Club has also offered funds to PNG to support earthquake victims.

It was reported that, following a resolution of Council, the High Commissioner has also been invited to visit Orange at a convenient time, but that there'd been no response to date.

Against the backdrop of changes in global alliances, there was discussion about the importance of supporting ways of strengthening relations between Australia and PNG.

RECOMMENDATION

Mr G Bloore/Mr D Brooks

That the report be noted.

3.4 UPDATE ON ORANGE, CALIFORNIA

TRIM REFERENCE: 2024/1088

There was no recent activity to report on links with Orange California.

RECOMMENDATION

Mr G Bloore/Mr D Brooks

That the report be noted.

4 GENERAL REPORTS

4.1 REQUEST FOR NEW 'FRIENDSHIP CITY' IN UKRAINE

TRIM REFERENCE: 2024/1091

In response to a report from the Sister City Community Committee, the 3 October 2023 meeting of Council adopted a motion: *'That staff continue to explore establishing Friendship City links with a city in Ukraine, with a particular focus on Dnipro, decline the approach from Melitopol and produce a report to Council.'*

Since then it has become clear that the local new Ukrainian community in the Orange district has more connections with the region of Zaporizhzhia, than Dnipro.

During this investigation Council has made contact with a Ukrainian man who has been living in Australia and is now working as an engineer in WA. He has assisted with exploring links between his former hometown and an Australian city. He has offered voluntarily to assist this process of exploring links for Orange. Email and telephone contact continues.

RECOMMENDATION

Mr D Brooks/Mr C Gryllis

That a report on progress to date on the proposal to establish a Friendship City link with a city in Ukraine be provided to Council.

MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

11 JULY 2024

4.2 ACTION LIST

TRIM REFERENCE: 2024/1093

The meeting discussed a recent visit by Cr Jeff Whitton to India and whether there was potential for closer links in future.

The Mayor told the meeting about a recent visit to Orange by the mayor of the Devadaha, Nepal. The meeting discussed the growing size of the Nepali community in Orange and asked for a follow-up letter to be sent to explore ongoing contact.

The Mayor noted it was the last meeting of the Sister Cities Community Committee for the current Council term, and thanked members for their enthusiasm and involvement.

RECOMMENDATION

Cr J Hamling/Mr C Gryllis

That the Action List for the Sister Cities Community Committee be updated with the following actions:

1. That staff follow-up on plans to re-install an English translation plaque on the recently restored 'State of Empathy' at the Byng St theatre entrance.
2. That following the success of the recent exchange visit by staff from Timaru District Council, Council be requested to consider allocating funding for a return visit in the 2025/26 budget.
3. That planning for a return visit include consideration of opening up the visit to the wider Orange community.
4. That a report on progress to date on the proposal to establish a Friendship City link with a city in Ukraine be provided to Council.
5. That staff make follow-up contact with Cr Whitton to see if his recent trip to India has any 'Sister City' implications.
6. That staff respond to the recent visit to Orange by the mayor of Devadaha, Nepal by writing a letter exploring closer links.

THE MEETING CLOSED AT 10.42AM.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3 GENERAL REPORTS

3.1 SISTER CITIES COMMUNITY COMMITTEE - CODE OF CONDUCT

RECORD NUMBER: 2025/690

AUTHOR: Allan Reeder, Communications Lead

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 Sister Cities 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.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.2 SISTER CITIES COMMUNITY COMMITTEE - CHARTER

RECORD NUMBER: 2025/704

AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

Orange City Council has developed and adopted the Charter for the Sister Cities 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 Sister Cities Community Committee be adopted.

SUPPORTING INFORMATION

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 Sister Cities Community Committee Charter 2024 - DRAFT, D24/120116

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 1 Sister Cities Community Committee Charter 2024 - DRAFT



COMMUNITY COMMITTEE CHARTER

SISTER CITIES

D24/120116

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 through recommendation, on policy relating to the promotion of relationships with Council's four Sister Cities of:

- Orange, California
- Timaru, New Zealand
- Mt Hagen, Papua New Guinea
- Ushiku, Japan

Council also has a Co-operation Agreement based on an education program, tourism and cultural activities with the city of Valparaiso, Chile and will continue to work with the community to establish a friendship city in Ukraine.

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

Regional & Economic Development 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 Sister Cities Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time by resolution of Council.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 1 Sister Cities Community Committee Charter 2024 - DRAFT



D24/120116

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

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

Six Monthly, 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, from the Committee Clerk or the Council's Governance team.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.3 SISTER CITIES COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES

RECORD NUMBER: 2025/703

AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

Following the review of the Committee Charter, the Sister Cities 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 Sister Cities 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.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.4 UPDATE ON USHIKU, JAPAN

RECORD NUMBER: 2025/694

AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

This report provides an update on Council's Sister City relationship with Ushiku, Japan.

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 update report on Sister City Ushiku, Japan 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

Since the last Sister Cities meeting, Orange City Council has hosted welcomes for two exchange visits by Japanese students.

In August 2024 a group of students from Ushiku Eishen High School was welcomed at a Mayoral function.

In January 2025 a group of students from Toyo High School, in Ushiku was hoisted by Mayor Tony Mileto.

The annual Ushiku Japanese Speaking Cup was held on Wednesday 27th November in the Council Chambers involving good numbers of students from local high schools.

Following the September 2024 NSW Local Government elections, a letter of congratulations was received from Ushiku Mayor Kazutoshi Numata.

SISTER CITIES COMMUNITY COMMITTEE**29 APRIL 2025**

3.5 UPDATE ON TIMARU, NEW ZEALAND

RECORD NUMBER: 2025/695

AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

This report provides an update on Council's Sister City relationship with Timaru, New Zealand.

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 update report on Sister City Timaru, New Zealand 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

There has been some recent informal contact with staff from Timaru Council who visited Orange, exploring shared 'working in Council' concerns.

This points to the value of relationships developed during a face-to-face visit, and the worth of arranging a reciprocal visit by staff from Orange to Timaru.

The intention is to organise a reciprocal visit from Orange to Timaru this year.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.6 UPDATE ON MOUNT HAGEN, PNG

RECORD NUMBER: 2025/697

AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

This report provides an update on Council's Sister City relationship with Mount Hagen, PNG.

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 committee considers the information and provides direction on continuation of the MOU with Sister City Mount Hagen, PNG.

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

Attached is correspondence received from the Mount Hagen City Authority in relation to continuation of an MOU with Orange City Council.

The correspondence was acknowledged by return email, and saying the request would be considered by the next Sister Cities Community Committee meeting.

The committee is requested to provide direction on this matter.

ATTACHMENTS

- 1 Email - Sister City Mount Hagen - Charles Thomas (redacted), D25/40327

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 1 Email - Sister City Mount Hagen - Charles Thomas (redacted)

From: Charles Thomas
Sent: Sunday, 26 January 2025 10:25 PM
To: Orange City Council
Subject: Council Contact "Sister City - Mount Hagen"

From: Charles Thomas
Subject: Sister City - Mount Hagen

Message Body:
Hello,

I trust this email finds you well.

Firstly, I am Charles Thomas working with the Mount Hagen City Authority in Mount Hagen City, Western Highlands Province of Papua New Guinea. I am reaching out on behalf of the CEO of Mount Hagen City Authority, Mr. Leo Noki and the Lord Mayor of Mount Hagen City Hon. Jacob Michael.

As part of the city authority aim build capacity with the international communities that shares mutual cultural benefits, we would like to show our interest to strengthen our partnership through shared values and believes. We believe an MOU was already signed in the early 1990s -2000s in which we would like to continue our partnership.

We would like to re-sign an MOU based capacity building through health, education, youth empowerment through Labour Mobility Programs, cultural and Tourism and many more.

We hope to discuss more and revive our long partnership of being a Sister City. Thank you and looking forward for your favorable response.

Kind regards,
Charles Thomas
Project Coordinator
Mount Hagen City Authority, WHP, PNG

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SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.7 UPDATE ON CITY OF ORANGE, CALIFORNIA USA

RECORD NUMBER: 2025/698

AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

This report provides an update on Council's Sister City relationship with the City of Orange, California USA.

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 update report on Sister City, City of Orange, California USA 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

There is only one item to report concerning the Sister City link with the City of Orange California, which remains at a low-ebb.

During the January bushfires which devastated the wider Los Angeles area, a letter was sent to the Mayor of Orange City, at the suggestion of Committee member Mr Chris Gryllis.

Also attached for information of the committee is their letter in response.

ATTACHMENTS

- 1 Letter to Sister City - City of Orange California USA - January 2025 (redacted), D25/40351
- 2 Letter from Sister City - City of Orange California USA - January 2025 (redacted), D25/40352

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 1 Letter to Sister City - City of Orange California USA - January 2025 (redacted)



D25/3153

13 January 2025

Mayor Dan Slater
City of Orange
City Council Office
[300 E. Chapman Ave.](#)
[Orange, CA 92866](#)
USA

Via Email: and :

Dear Mayor Slater (Dan)

In the midst of the Australian bushfire season, we were saddened this week to learn of the devastating fires in the Pacific Palisades area of Los Angeles.

Although the fires are some distance away, it's to be expected that the impact of events like this will be felt across your region.

While weather conditions in our region of Australia have been mild and, so far this year we've been spared bushfires in the Orange area, these events come as a reminder of the need to continue to respond to the complex demands of fire-readiness and climate change.

Be assured our thoughts and prayers are with you as the mayor of our Sister City, as your local community responds to these challenges.

Yours sincerely

Cr Tony Mileto
MAYOR OF ORANGE CITY COUNCIL

Cr Steven Peterson
SISTER CITY COMMUNITY COMMITTEE CHAIR

PO Box 35, Orange
NSW 2800 Australia

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NSW 2800 Australia

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www.orange.nsw.gov.au

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 2 Letter from Sister City - City of Orange California USA - January 2025 (redacted)



CITY OF ORANGE

OFFICE OF THE MAYOR

www.cityoforange.org

PHONE: (714) 744-2200 • FAX: (714) 744-5523

January 14, 2025

Mayor Cr Tony Mileto
135 Byng Street, Orange
NSW 2800
Australia

Via Email:

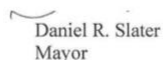
Dear Mayor Mileto:

On behalf of the City of Orange, I sincerely thank you for your kind letter. The catastrophic wildfires have impacted everyone including Orange residents who may have family and friends living in the west Los Angeles or San Gabriel Mountain areas. It is a relief to know the weather conditions in your region are mild, and I pray it will remain so throughout the Australian brushfire season.

Although the Los Angeles fires have been disastrous, residents throughout Southern California are coming together to lend a helpful hand for those who have experienced unimaginable loss. As a City, we have committed resources, including Orange Fire Department personnel, to assist with fire suppression and help bring these fires to an end. Like your community, we will continue to remain vigilant in preparing for, and God willing, preventing a similar disaster from occurring in Orange.

Again, thank you for your kind letter and thinking of our community as Southern California works to rebuild from these devastating wildfires.

Sincerely,


Daniel R. Slater
Mayor

*How are Martin + Judy Slater doing? I was
home hosted by them about 30 years ago.*

ORANGE CIVIC CENTER • 300 E. CHAPMAN AVENUE • ORANGE, CA 92866-1591 • P.O. BOX 449

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.8 UPDATE ON PROPOSED FRIENDSHIP CITY - UKRAINE

RECORD NUMBER: 2025/706

AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

This report provides an update on Council's proposed Friendship City relationship in the Ukraine.

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 update report on the proposed Friendship City in Ukraine be noted, and a report prepared for Council recommending the signing of an MOU.

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 last Sister City Meeting, two online meetings have been held with representatives of Orange City Council and Zaporizhzhia City Council.

The latest was held Wednesday 18 December 2024 to discuss a new Sister City links between Orange and Zaporizhzhia and how that would be expressed through the signing of a Memorandum of Understanding (MOU).

Attending

In Orange:

- **Mayor Tony Mileto**
- **Cr Steve Peterson**
- **Allan Reeder**, Sister City Community Committee Clerk/Communications Lead

In Zaporizhzhia:

- **Ms. Rehina Kharchenko**, Secretary of Zaporizhzhia City Council,
- **Ms. Viktoriia Agientaieva**, Director of the City Development Institute of Zaporizhzhia
- **Mariia Kuznietsova**, City Development Institute of Zaporizhzhia

The meeting began with an informal presentation from the representatives of Zaporizhzhia.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.8 Update on Proposed Friendship City - Ukraine

Key points:

Because of the current conflict in Ukraine, the meeting heard that there are approximately 156,000 displaced people living in Zaporizhzhia.

There was no prediction about when the conflict would end.

In the meantime, the community of Zaporizhzhia would appreciate any support from communities around the world.

The key priority for the local city government was education and providing safe places for children to continue to learn during the conflict. The meeting heard a new school was about to open in an underground location to provide extra safety for students.

The 2nd most important priority was development support. The need was to develop heating and energy security for the local community. This involved creating autonomous networks which were independently structured, so that the loss of a network in one area would not affect the provision of energy to another area.

Participants in Orange wondered if the large extent of the conflict, and when there were much more crucial issues to work on, whether it may not be the right time to begin a new Sister City relationship?

Representatives from Zaporizhzhia responded that their community was open to deeper cooperation despite the conflict and the local business community was continuing to be open for business opportunities.

Participants in Orange asked if the difference in population sizes between Orange (43,000) and Zaporizhzhia (700,000) would be a potential problem.

Representatives from Zaporizhzhia indicated it was the quality of cooperation rather than the population size that was most important. Zaporizhzhia currently has five other Sister Cities, including smaller cities. Currently a sister city relationship with a city in Germany has led to exchange students spending time studying in each city and internships.

There may be opportunities for local school students (primary and high school) to establish links and make contact online.

There was discussion of reaching out to community groups in Orange to see if they wanted to explore further contacts.

The meeting discussed that next steps might involve the drafting of a Memorandum of Understanding (MOU) which could guide future directions.

Draft text of MOU

This text will be circulated for discussion between representatives of Zaporizhzhia and Orange City Councils.

The purpose of this agreement is to explore closer links that may lead to a Sister City relationship.

The two city Councils of Zaporizhzhia, Ukraine and Orange, NSW, Australia agree to begin to explore closer links of cooperation and contact with the aim of promoting awareness and opportunities for cooperation and support.

SISTER CITIES COMMUNITY COMMITTEE**29 APRIL 2025****3.8 Update on Proposed Friendship City - Ukraine**

Recognizing the barriers of language and geographical distance between Australia and Ukraine, nonetheless the two Councils will aim to foster greater awareness and understanding between their two communities.

Recognizing the extreme challenges of military conflict currently being faced by the community of Zaporizhzhia, Orange City Council will look for opportunities to offer support.

This will happen by:

- Involving members of the Ukrainian community now living in the Orange region.
- Promoting opportunities for trade and cooperation between members of local business communities.
- Explore opportunities for local schools to broaden awareness by making direct contact.

These activities are to be organized and managed by 'sister city committees' in each city that will represent their local communities. Reports of progress and of programs developed may be provided to each city government.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.9 PROPOSED NEW SISTER CITY PATNA, INDIA

RECORD NUMBER: 2025/700
AUTHOR: Allan Reeder, Communications Lead

EXECUTIVE SUMMARY

This report provides an update on Council’s proposed Sister City relationship with Patna, India.

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 committee consider and provide direction on the request for the proposed Sister City with Patna, India.

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 has asked the committee to consider beginning a new Sister City Relationship with Patna, a city in the state of Bihar in northern India.

The decision followed a visit to India by Cr Jeff Whitton.

At the 6 August 2024 meeting Council passed the following resolution:

4.4 NOTICE OF MOTION - SISTER CITY - PATNA, BIHAR INDIA	
TRIM REFERENCE: 2024/1358	
MOTION	Cr J Whitton/Cr K Duffy
That the Sister City Community Committee consider commencing a Sister City Relationship with Patna, Bihar India.	
AMENDMENT	Cr T Mileto/Cr M McDonell
That consideration of forming a Sister City Relationship with Patna, Bihar India be deferred for consideration of the new Council in late 2024.	
THE AMENDMENT WAS WITHDRAWN.	
RESOLVED - 24/382	Cr J Whitton/Cr K Duffy
That the Sister City Community Committee consider commencing a Sister City Relationship with Patna, Bihar India.	
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	

SISTER CITIES COMMUNITY COMMITTEE
3.9 Proposed new Sister City Patna, India

29 APRIL 2025

Cr Jeff Whitton provided the following background information to the meeting:

Recently I visited Delhi at the invitation of the Honourable Chirag Paswan, Minister for Food Processing.

The Minister is keen to further strengthen trade relationships with Australia, and especially in regional areas.

The Minister's home state is Bihar, home city Patna, and during our discussions, I mentioned the opportunity of Orange and Patna instigating a relationship through the sister city program.

OVERVIEW

Patna historically known as Pataliputra, is the capital and largest city of the state of Bihar in India. According to the United Nations, as of 2018, Patna had a population of 2.35 million, making it the 19th largest city in India. Covering 250 square kilometres and over 2.5 million people, its urban agglomeration is the 15th largest in India.

The committee is requested to consider the request and provide further direction.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

3.10 SISTER CITIES COMMUNITY COMMITTEE ACTION PLAN

RECORD NUMBER: 2025/705

AUTHOR: Allan Reeder, Communications Lead

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 Sister Cities Community Committee reviews the outgoing Committee's Action Plan.
2. That the Sister Cities 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 Sister Cities Community Committee Action Plan (previous term), D22/43469
- 2 Sister Cities Community Committee Action Plan - 2025, D25/40409

SISTER CITIES COMMUNITY COMMITTEE
3.10 Sister Cities Community Committee Action Plan

29 APRIL 2025

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 1 Sister Cities Community Committee Action Plan (previous term)

D22/43469

Sister Cities Community Committee

Action Plan

Action	Who	Delivery/Operational Plan reference	Cost implications	Resourcing implications	Start	End	Update/Completed
That Council write to the mayor of Ushiku, outlining recent flag-raising ceremony in Orange following the death of former PM Shinzo Abe.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	August 2022		Completed
That email contact be made with staff at each Sister City, offering to send the monthly OCC e-news.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	August 2022	August 2023	Completed
That staff make contact with Timaru Council to refresh plans for their staff visit.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	August 2022	October 2023	Visit completed October 2023.
That staff attempt to establish a new staff contact with Mt Hagen District Council.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	August 2022		Completed. Not successful
That staff contact local sporting organisations to ascertain interest in touring teams to Timaru.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	February 2022		Not begun, pending date of return visit to Timaru.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 1 Sister Cities Community Committee Action Plan (previous term)

That staff write a letter of thanks to Mr Denis Bilodeau at City of Orange California, thanking him for his recent hospitality and seeking his advice on renewing the Sister City program.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	Nov 2022	July 2023	Completed.
That Council be requested consider inviting the High Commissioner of PNG to visit Orange to explore closer links with Mt Hagen and PNG generally	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	July 2023	July 2024	Completed.
That a letter of introduction from the mayor and suitable gifts be provided to Cr Duffy to present to the Mayor of Tipperary during a private visit in August 2023.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	July 2023	August 2023	Completed.
That staff continue to explore establishing Friendship City links with a city in Ukraine, with a particular focus on Zaporizhzhia.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	Nov 2023		Begun. Effort continuing. Report presented. New report to be presented to Council.
That staff follow-up on plans to re-install an English translation plaque on the recently restored 'State of Empathy' at the Byng St theatre entrance.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil			Not begun.

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 1 Sister Cities Community Committee Action Plan (previous term)

That, following the success of the recent exchange visit by staff from Timaru District Council, Council be requested to consider allocating funding for a return visit in the 2025/26 budget. And that planning for a return visit include consideration of opening up the visit to the wider Orange community	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	August 2024		Begun. Reciprocal visit to Timaru to be arranged in 2025.
That staff respond to the recent visit to Orange by the mayor of Devadaha, Nepal by writing a letter exploring closer links.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	July 2024		Not begun. Due to Council August decision.
That staff make follow-up contact with Cr Whitton to see if his recent trip to India has any Sister City implications.	Communications Lead	'4.1 A broad range of creative and cultural facilities, services and programs that meet community needs.'	Nil	Nil	July 2024		See Council August decision.



COMMUNITY COMMITTEE ACTION PLAN

SISTER CITIES

D25/40409

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

SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

Attachment 2 Sister Cities Community Committee Action Plan - 2025



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

SISTER CITIES

D24/120116

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 through recommendation, on policy relating to the promotion of relationships with Council's four Sister Cities of:

- Orange, California
- Timaru, New Zealand
- Mt Hagen, Papua New Guinea
- Ushiku, Japan

Council also has a Co-operation Agreement based on an education program, tourism and cultural activities with the city of Valparaiso, Chile and will continue to work with the community to establish a friendship city in Ukraine.

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

Regional & Economic Development 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 Sister Cities Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time by resolution of Council.



D24/120116

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

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 community members and one Councillor.

Meeting Frequency

Three Monthly, 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, from the Committee Clerk or the Council's Governance team.