



## **REGIONAL & ECONOMIC DEVELOPMENT POLICY COMMITTEE**

# **AGENDA**

**5 AUGUST 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, 5 August 2025**.

David Waddell

**CHIEF EXECUTIVE OFFICER**

For apologies please contact Executive Support on 6393 8391.

## AGENDA

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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 CLIFTON GROVE COMMUNITY COMMITTEE MEETING 5 JUNE 2025**

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RECORD NUMBER: 2025/1479

AUTHOR: Sophie Currenti, Engagement Officer

#### **EXECUTIVE SUMMARY**

The Clifton Grove Community Committee met on 5 June 2025. The recommendations from the Committee are provided to the Regional & Economic Development Policy Committee for adoption.

#### **LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “13.3 Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making”.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **POLICY AND GOVERNANCE IMPLICATIONS**

Nil

#### **RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the Clifton Grove Community Committee at its meeting held on 5 June 2025.**
- 2 That the minutes of the Clifton Grove Community Committee from its meeting held on 5 June 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**

Nil

#### **ATTACHMENTS**

- 1 CGCC 5 June 2025 Minutes
- 2 CGCC 5 June 2025 Agenda, D25/62573 [↓](#)

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# ORANGE CITY COUNCIL

## MINUTES OF THE

## CLIFTON GROVE COMMUNITY COMMITTEE

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

ON 5 JUNE 2025

COMMENCING AT 5:30 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Frances Kinghorne (Chairperson), Cr Steven Peterson, Matthew Chisholm, Rob Nevins, Jim Whittaker, Peter Reid, Shelley Taylor-Paix, Alex Butt, Engagement Lead, Engagement Officer

#### 1.1 Apologies and Leave of Absence

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|  |                                    |
|--|------------------------------------|
| <b>RESOLVED</b>  | <b>Cr S Peterson/Member A Butt</b> |
| That the apologies be accepted from Peter West and the Manager Communications & Engagement for the Clifton Grove Community Committee meeting on 5 June 2025. |                                    |

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

### 2 PREVIOUS MINUTES

|  |                                     |
|--|-------------------------------------|
| <b>RESOLVED</b>  | <b>Cr F Kinghorne/Member P Reid</b> |
| That the Minutes of the Meeting of the Clifton Grove Community Committee held on 27 March 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Clifton Grove Community Committee meeting held on 27 March 2025. |                                     |

### 3 PRESENTATIONS

#### 3.1 CHAIRPERSON PRESENTATION - REGIONAL AND ECONOMIC DEVELOPMENT POLICY COMMITTEE - 6 MAY 2025

TRIM REFERENCE: 2025/1038

Council adopted the charter, quorum and meeting cycle.

##### RECOMMENDATION

**Cr F Kinghorne/Member P Reid**

That the Committee acknowledge the verbal report from the Chairperson on the Regional & Economic Development Policy Committee of 6 May 2025.

### 4 GENERAL REPORTS

#### 4.1 MUD HUT REFRESH

TRIM REFERENCE: 2025/1034

- Committee Support Officer relayed comments sent in from Member West.
- The Committee discussed that paintwork would be quick and easy solution for a refresh.
- The Committee discussed that they would like to consider making modifications that could mean it can be used all year round, discussed enclosing the structure with Perspex windows or louvres.
- The Committee discussed how at times there are people gathering at the Mud Hut late at night and that solar/sensor lights and security cameras may be a good start.
- The Committee decided that they will meet at the Mud Hut on Sunday 15 June at 10am to discuss what they would like to do.

##### RECOMMENDATION

**Member A Butt/Member S Taylor-Paix**

1. That Member Nevins email the Committee Support Officer with notes post community Mud Hut catch up.
2. That the Committee Clerk investigate security camera quotes.
3. That the Committee Clerk investigate sensor light quotes.

#### 4.2 BANJO PATERSON PARK - NO CAMPING SIGNAGE

TRIM REFERENCE: 2025/1035

- The Committee discussed the apparent use of Banjo Paterson Park as a camping area from time to time.
- The Committee agreed that it could potentially be a problem if the area became popular and agreed that the erection of no camping signs should occur.

##### RECOMMENDATION

**Member M Chisholm/Member P Reid**

1. That the Committee Clerk investigate the legalities surrounding the use of this area.
2. That the Committee Clerk check if and when Council lock the gates.
3. That the Committee Clerk action the erection of No Camping sign(s).

#### **4.3 COMMITTEE SUPPORT OFFICER - UPDATE ON OUTSTANDING MATTERS**

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TRIM REFERENCE: 2025/1036

The Committee Support Officer raised the following matters:

- Creek Crossing - one of the creek crossings had been fixed.
- Council do still agist land. Some of the bridle tracks already are via a signed agreement for exclusive use only.
- Road maintenance - the Committee stated that Coolabah is in a good state since recent works but highlighted that the crews do not do the side streets off of it. Specifically, they mentioned issues with Old Regret Road, Jumbuck Place and the end of Don Peters Place.
- Situation with putting a MLAK lock on the Mud Hut toilet - it would not work unless we changed the existing system, as it is currently only able for use if it were hired out. The Committee moved to not investigate this any further now and that it may fall under the refresh action item.

##### **RECOMMENDATION**

**Member A Butt/Member P Reid**

That the Committee Clerk contacts Councils Road Crew in relation to maintenance of the roads mentioned.

#### **4.4 ISSUE OF ONGOING BURNOUTS DISTURBANCE**

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TRIM REFERENCE: 2025/1037

- The Committee discussed the issue of ongoing burnout disturbance in the grassed area at the intersection of Banjo Paterson Way and Ophir Road.
- The Committee discussed that it always seems to be an issue post a period of rainfall.
- The Committee would like to investigate options for the area to be fenced in some way, like a standard Council recreational fence.

##### **RECOMMENDATION**

**Member S Taylor-Paix/Member M Chisholm**

That the Committee Clerk investigate fencing options with Councils Manager Works.

#### **4.5 CLIFTON GROVE COMMUNITY COMMITTEE ACTION PLAN - JUNE 2025**

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TRIM REFERENCE: 2025/1042

- The Committee discussed the Banjo Paterson Way pull-in bay project. The Engagement Lead explained why the lines had been done the way they have been and that Council crews will soon hatch the outer most two portions so as to keep vehicles from those bays.
- The Committee discussed that Member Whittaker had produced a document containing images of car movements at the intersection.
- The Committee agreed that once landscaping, new signs, bins etc. have been placed, the area will significantly improve and the car parking spaces will look more like car parking spaces.
- The Committee Support Officer stated that the three trees at the entrance of the bridal path identified at the last meeting are being looked at by the Manager City Presentation for either removal or pruning.
- The Committee raised three other trees on The Billabong which need to be pruned.
- The Committee Support officer relayed words from Councils Natural Resources

Coordinator in relation to weed spraying outlined below:

- *St John's Wort Beetle: We have done multiple releases throughout the Clifton Grove Reserves and Bridal Paths. The Beetle works well in core infestation area's that are inaccessible and provides a low level of suppression of the plant by defoliation during years of high burden, As the Orange LGA is relatively free of the plant and we have a high value Agricultural land and enterprise and high land value in general we do pursue the weed through legislative means for recalcitrant landholders, we have a good level of compliance.*
- *Paterson's Curse: We find that Patterson Curse is generally a pioneer weed that booms the season after an extended dry period the biological control is incredibly effective in the Orange LGA, during normal seasons and growing conditions we normally only find Pattersons Curse to be problematic in Poorly managed pastures "overgrazing", horse paddocks or disturbed sites new sub-divisions. Very Rarely we must intervene.*
- *We had some very good control throughout the Clifton Grove public areas and recreational reserves post-Christmas and are looking forward to Spring to see how some of the controls works went and how some of the Residents went with fulfilling their "General Biosecurity Duty".*
- The Committee discussed that they would like to further investigate ways that Council can get on top of weed control i.e. allocate more resources or have a community working bee.
- The Committee noted that reasoning behind the request for larger gate at the Bridal Path entrance on Coolabah Drive is to allow for emergency services vehicles.
- The Committee discussed the recent accident at the intersection of Banjo Paterson Way and Ophir Road during heavy fog. The Committee asked for 'cats eye' reflector stickers on the road edge. The Committee moved to add 'Intersection Lighting' as an action item and asked for grant funding opportunities to be investigated.
- The Committee discussed the feral animal issue currently present throughout Clifton Grove. The Committee discussed whether there would be more weight in a letter coming from residents or Council.
- The Committee discussed the state of the reserve and were questioning whether there were any controlled burns planned.

**RECOMMENDATION**

**Cr S Peterson/Member R Nevins**

1. That the Clifton Grove Community Committee Action Plan be updated with items discussed.
2. That the Committee Clerk circulate Member Whittaker's document.
3. That the Committee Clerk provide Member Whittaker with an A3 print out of the Clifton Grove masterplan.
4. That the Committee Clerk present the landscaping plan for pull-in area to next meeting.
5. That the Committee Clerk seek guidance from LLS in relation to feral animal issues and whether a letter should come from Council or residents.
6. That the Committee Clerk contact RFS regarding controlled burns.

**THE MEETING CLOSED AT 6:52PM.**



## **CLIFTON GROVE COMMUNITY COMMITTEE**

# **AGENDA**

**5 JUNE 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **CLIFTON GROVE COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE** on **Thursday, 5 June 2025** commencing at **5:30 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Ellie Bryce on 6393 8028.

CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

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## AGENDA

### EVACUATION PROCEDURE

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

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

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

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CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

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## 1 INTRODUCTION

### MEMBERS

Cr Frances Kinghorne (Chairperson), Cr Steven Peterson, Matthew Chisholm, Rob Nevins, Jim Whittaker, Peter Reid, Peter West, Chris Doucas, Shelley Taylor-Paix, Alex Butt, Director Corporate and Community Services, Manager Communications and Engagement, Engagement Lead, Engagement Officer

#### 1.1 APOLOGIES AND LEAVE OF ABSENCE

#### 1.2 ACKNOWLEDGEMENT OF COUNTRY

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

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

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

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

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

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

### RECOMMENDATION

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

## 2 PREVIOUS MINUTES

### RECOMMENDATION

That the Minutes of the Meeting of the Clifton Grove Community Committee held on 27 March 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Clifton Grove Community Committee meeting held on 27 March 2025.

### ATTACHMENTS

- 1 Minutes of the Meeting of the Clifton Grove Community Committee held on 27 March 2025

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## ORANGE CITY COUNCIL

MINUTES OF THE  
**CLIFTON GROVE COMMUNITY COMMITTEE**  
HELD IN COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE  
ON 27 MARCH 2025  
COMMENCING AT 5:30 PM

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### 1 INTRODUCTION

#### ATTENDANCE

Cr Frances Kinghorne (Chairperson), Cr Steven Peterson, Rob Nevins, Jim Whittaker, Peter Reid, Peter West, Shelley Taylor-Paix, Alex Butt, Manager Communications and Engagement, Engagement Lead, Engagement Officer

#### 1.1 Apologies and Leave of Absence

##### RESOLVED

**Cr F Kinghorne/Member R Nevins**

That the apologies be accepted from Chris Doucas and Matthew Chisholm for the Clifton Grove Community Committee meeting on 27 March 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 R Nevins/Member P Reid**

That the Minutes of the Meeting of the Clifton Grove Community Committee held on 18 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 Clifton Grove Community Committee meeting held on 18 July 2024.

MINUTES OF CLIFTON GROVE COMMUNITY COMMITTEE

27 MARCH 2025

**3 GENERAL REPORTS**

**3.1 CLIFTON GROVE COMMUNITY COMMITTEE - CODE OF CONDUCT**

TRIM REFERENCE: 2025/458

**RECOMMENDATION**

**Member A Butt/Member S Taylor-Paix**

That the Clifton Grove 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 CLIFTON GROVE COMMUNITY COMMITTEE - CHARTER**

TRIM REFERENCE: 2025/461

The Clifton Grove Community Committee agreed on the Quorum being three members, the Chair and appropriate OCC staff members.

The committee also agreed that meetings shall be held quarterly on Thursdays at 5:30pm.

**RECOMMENDATION**

**Member P Reid/Member P West**

That the Charter for the Clifton Grove Community Committee be adopted with the following:

- Quorum - 3 Members plus the Chairperson
- Quarterly Meeting cycle

**3.3 CLIFTON GROVE COMMUNITY COMMITTEE – 2025 MEETING DATES & TIMES**

TRIM REFERENCE: 2025/464

As per agreement of the charter, the committee agreed that meetings will be held quarterly on Thursdays at 5:30pm. 2025 meeting dates are to be March (current), June, September and December (early considering Christmas break). Discussed that it is acceptable if meeting invites are sent a month before/beginning of the month.

**RECOMMENDATION**

**Member A Butt/Member S Taylor-Paix**

That the Clifton Grove Community Committee set meeting dates for June, September and December for a Thursday at 5.30pm.

**3.4 CLIFTON GROVE COMMUNITY OPEN DAY – RAW DATA**

TRIM REFERENCE: 2025/453

- The committee discussed the prevalence of blackberries and also raised concerns of St John's wort weed
- The committee decided that they would take the open day raw data to review and come back to the next meeting to set priorities. Clerk to distribute via email.
- The committee discussed the role of the master plan versus the action plan.

MINUTES OF CLIFTON GROVE COMMUNITY COMMITTEE

27 MARCH 2025

**RECOMMENDATION**

**Cr F Kinghorne/Member J Whittaker**

1. That members of the Clifton Grove Community Committee review and note the data that came from the 2024 Community Open Day.
2. That the Committee Clerk follows up on creek the crossing fix up noting mention of a potential offer from RFS to fix spot in the past.
3. That the Committee Clerk follows up on creek crossing under a willow tree (near dam/Brumbys Run in reserve) that committee members say may need a pipe for drainage.
4. That the Committee Clerk post on the Clifton Grove community Facebook Page, the raw data from the Community Open Day held in 2024 and post an update following the meeting.
5. That the Committee Clerk sends the Clifton Grove Master Plan to all members via email to review.

**3.5 REMOVAL OF TREES NEAR ROADWAY**

TRIM REFERENCE: 2025/440

- Committee discussed the three trees (a wattle, apple and a native) that are located at the entrance of the bridle path on Coolabah Drive. It was reported that the trees create awkward access for a large vehicle to enter as it does not work with the existing culvert as it narrows the access. They stated that they need removing and in conjunction with the bridle paths overgrown vegetation it creates a significant fire hazard and safety hazard.
- During the discussion of the trees, a few other trees along the curve of The Billabong were brought to the attention of the committee.

**RECOMMENDATION**

**Member A Butt/Member R Nevins**

1. That the Committee Clerk seek information on the possibility of tree removal at the entrance of the bridle path on Coolabah Drive with Council crews, as well as the upgrade of the current gate to a slightly larger one (4m).
2. That the Committee Clerk seek information on the trees along the curve of The Billabong and whether the obstruction hazard warrants their removal with Council crews.

**3.6 BLACKBERRY CONTROL CONCERNS**

TRIM REFERENCE: 2025/439

- Reserve is particularly problematic according to committee members.
- Committee interested in knowing if drones can be used again to spray problem areas.
- Alex Butt shared information on insect used to combat weeds. Committee Clerk to share with Council crews for comment. Peter West will also assist with gathering information on this.

MINUTES OF CLIFTON GROVE COMMUNITY COMMITTEE

27 MARCH 2025

**RECOMMENDATION**

**Member R Nevins/Member S Taylor-Paix**

1. That the Clerk to investigate Natural Resources team capacity to increase weed spraying out at Clifton Grove.
2. That the Committee Clerk obtains information on whether Council issues control warning notices to residents and if so, provide information to the committee on how many are issued.
3. That the Committee Clerk provide a map of Clifton Grove for Members to provide details of problem weed areas.

**3.7 CLIFTON GROVE COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/465

- Seek information on Agistments on Council property
- Provide Mud Hut user info to Peter West and include as a discussion item for next meeting.
- Seek information on when roads in Clifton Grove are set to be resurfaced and report back to next meeting. To confirm if testing has been done out in Clifton Grove recently.
- Review the condition of the welcome sign log.
- Seek information on the pull-in area line marking. Further work may be needed. Committee agreed that at a minimum the first 3 spaces should be hatched out.
- Seek information on whether signage can be installed on Ophir Road, to warn drivers of how sharp bend onto Banjo Paterson Way is.
- Finalise plan for pull-in area and list materials. Up-light new welcome sign. Bring back to committee for review before proceeding. Noted that planting will not take place until after winter, based on advice from Councils Manager City Presentation.
- Welcome sign design adopted.
- Seek information on MLAK key on toilet at Mud Hut, as suggested by Cr Peterson.

**RECOMMENDATION**

**Member A Butt/Member J Whittaker**

1. That the Clifton Grove Community Committee notes the outgoing Committee's Action Plan.
2. That the Clifton Grove Community Committee add the items discussed to the New Action Plan.

**THE MEETING CLOSED AT 6:57 PM.**

**CLIFTON GROVE COMMUNITY COMMITTEE**

**5 JUNE 2025**

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**3 PRESENTATIONS**

**3.1 CHAIRPERSON PRESENTATION - REGIONAL AND ECONOMIC DEVELOPMENT POLICY  
COMMITTEE - 6 MAY 2025**

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The Chairperson, Cr Kinghorne will provide an update to the Committee on the Regional and Economic Development Policy Committee of 6 May 2025 when the last Community Committee minutes were presented to Council for adoption.

CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

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**4 GENERAL REPORTS**

**4.1 MUD HUT REFRESH**

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RECORD NUMBER: 2025/1034

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

A Clifton Grove Community Committee Member wishes to discuss support for upgrading/refreshing the Mud Hut and its facilities.

**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 discuss the proposal and suggest any relevant upgrade ideas, if the idea is supported.

**SUPPORTING INFORMATION**

Nil

CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

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**4.2 BANJO PATERSON PARK - NO CAMPING SIGNAGE**

RECORD NUMBER: 2025/1035

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

A Clifton Grove Community Committee Member wishes to discuss the illegal use of Banjo Paterson Park as an overnight camping ground.

**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 discuss the matter and resolve an action if applicable.

**SUPPORTING INFORMATION**

Nil

CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

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**4.3 COMMITTEE SUPPORT OFFICER - UPDATE ON OUTSTANDING MATTERS**

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RECORD NUMBER: 2025/1036

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

The Committee Support Officer will provide a verbal update on the following items raised at the previous committee meeting:

- Creek crossings
- Agistment
- Road maintenance
- Mud Hut toilet lock

**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 identify any ongoing actions to Council staff.**

**SUPPORTING INFORMATION**

Nil



CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

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**4.4 ISSUE OF ONGOING BURNOUTS DISTURBANCE**

RECORD NUMBER: 2025/1037

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

A Clifton Grove Community Committee Member wishes to discuss the area being disturbed by ongoing burnouts at the entrance of Clifton Grove.

**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 discuss the ongoing issue and raise possible solutions for Council staff to investigate.**

**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**

Nil

CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

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**4.5 CLIFTON GROVE COMMUNITY COMMITTEE ACTION PLAN - JUNE 2025**

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RECORD NUMBER: 2025/1042

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

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

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

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

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

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

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

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Clifton Grove Community Committee consider and discuss items to be included on the Action Plan.**

**SUPPORTING INFORMATION**

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

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

**ATTACHMENTS**

- 1 Clifton Grove Community Committee Action Plan - June 2025, D25/60445

## CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

Attachment 1 Clifton Grove Community Committee Action Plan - June 2025



## COMMUNITY COMMITTEE ACTION PLAN

## CLIFTON GROVE

D25/31838

| ACTION OR PROJECT   | COMMUNITY STRATEGIC PLAN REFERENCE | TASKS   | RESPONSIBILITY OF | COST IMPLICATIONS | START DATE       | END DATE         | COMMENTS/PROGRESS   | UPDATED  |
|---|------------------------------------|---|-------------------|-------------------|------------------|------------------|---|----------|
|   |                                    |   |                   |                   |                  |                  |   | \$72,847 |
| Install Banjo Paterson Way visitor area/pull-in bay and new entrance sign |                                    |   | OCC               | To be determined  | To be determined | To be determined | Scaled road complete<br>Line marking (hashing to be completed)<br>Entrance sign approved by committee – expecting quote<br>Clifton grove map/notice board to be relocated, landscaping to be scheduled after winter | 10/4     |
| Bridle Paths  |                                    | Revegetation  | OCC               | To be determined  | To be determined | To be determined | On hold   |          |
| Tree removal  |                                    | Investigate removal of trees on The Billabong and at the Bridle Path entrance | OCC               | To be determined  | To be determined | To be determined | Committee Clerk investigated and continuing to liaise with Councils Manager City Presentation   |          |
| Maintenance   |                                    | Weed spraying/weed control  | OCC               | To be determined  | To be determined | To be determined | Committee Clerk to give update from Councils Natural Resources Coordinator.   |          |

## CLIFTON GROVE COMMUNITY COMMITTEE

5 JUNE 2025

Attachment 1 Clifton Grove Community Committee Action Plan - June 2025

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D24/111441

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

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

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

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

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

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

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

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

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

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

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

**2.2 MINUTES OF THE SPRING HILL COMMUNITY COMMITTEE MEETING 10 JUNE 2025**

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RECORD NUMBER: 2025/1476

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

The Spring Hill Community Committee met on 10 June 2025. The recommendations from the Committee are provided to the Regional & Economic Development Policy Committee for adoption.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “13.3 Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making”.

**FINANCIAL IMPLICATIONS**

Works can be undertaken in relation to 4.3(2) from allocated Spring Hill Community Committee budget.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the Spring Hill Community Committee at its meeting held on 10 June 2025.**
- 2 That Council determine recommendations 4.3.2 from the minutes of the Spring Hill Community Committee meeting of 10 June 2025:**  
***4.3.2 That Council approve the allocation of \$3,000 from the Spring Hill budget for Spring Hill Cemetery - gravel & fencing update works.***
- 3 That Council approve the remainder of the minutes of the Spring Hill Community Committee from its meeting held on 10 June 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**

Nil.

**ATTACHMENTS**

- 1 SHCC 10 June 2025 Minutes
- 2 SHCC 10 June 2025 Agenda, D25/62594 [↓](#)

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# ORANGE CITY COUNCIL

## MINUTES OF THE SPRING HILL COMMUNITY COMMITTEE

HELD IN SPRING HILL COMMUNITY HALL, SPRING HILL

ON 10 JUNE 2025

COMMENCING AT 5:30 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Marea Ruddy (Chairperson), Cr Tony Mileto (Mayor), Narelle Hooper, Colleen Hansen, Kel Winnell, Catherine Garnon (arrived at 5:56pm), Tracey Huysmans, Manager Communications and Engagement, Engagement Officer

#### 1.1 Apologies and Leave of Absence

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##### RESOLVED

**Cr T Mileto/Member N Hooper**

That the apologies be accepted from Cr Melanie McDonell and Terri Newman for the Spring Hill Community Committee meeting on 10 June 2025.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

---

Nil.

### 2 PREVIOUS MINUTES

##### RESOLVED

**Member T Huysmans/Member C Hansen**

That the Minutes of the Meeting of the Spring Hill Community Committee held on 8 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Spring Hill Community Committee meeting held on 8 April 2025.

### 3 PRESENTATIONS

#### 3.1 CHAIRPERSON PRESENTATION - REGIONAL AND ECONOMIC DEVELOPMENT POLICY COMMITTEE - 6 MAY 2025

TRIM REFERENCE: 2025/1040

Council adopted the charter, quorum and meeting cycle.

##### RECOMMENDATION

Cr M Ruddy/Member N Hooper

That the Committee acknowledge the verbal report from Chairperson, Cr Ruddy on the Regional and Economic Development Policy Committee of 6 May 2025.

### 4 GENERAL REPORTS

#### 4.1 DISABLED CAR PARKING SIGNAGE AT SPRING HILL PUBLIC SCHOOL

TRIM REFERENCE: 2025/1093

- Member Huysmans discussed the current situation at the SHPS where there is currently no disabled car parking nor appropriate wheelchair access (due to existing kerb and guttering) available to safely accessing the school grounds from Seaton Street.
- Discussed that internal ramps would be a matter for the school and not for Council.

##### RECOMMENDATION

Member T Newman/Member C Hansen

1. That Member Huysmans send the Committee Support Officer photos of suggested locations for changed access.
2. That the Committee Clerk investigate the erection of disabled car parking signage and layback options for the kerb.

#### 4.2 COMMITTEE SUPPORT OFFICER - UPDATE ON OUTSTANDING MATTERS

TRIM REFERENCE: 2025/1094

The Committee Support Officer raised the following matters:

- relayed the following in relation to the mowing of the pump station; *The contract is for a monthly mow in all areas except the playground area which is fortnightly. The recreation ground (inside the circle fence) only gets mown on a fortnightly basis when there was cricket on and the surrounds on a monthly cycle (so no cricket no mow). Barnes were in Spring Hill on 7/5 so would be there most likely this week.*
- in relation to the usage of the old RFS Shed, the committee discussed the proposal to change its use to an *information and education facility (meaning a building or place used for providing information or education to visitors, and the exhibition or display of items, and includes an art gallery, museum, library, visitor information centre and the like)* and wish to proceed with the lodging of a development application to do so. The Committee Clerk will seek more information from the committee on the proposal over the next few months.
- in relation to the bus stops, the Committee discussed the initial conversations of moving the existing bus stop that sits outside the Spring Hill Hall (heading east on Seaton St) to outside the RFS shed is not going ahead. The Committee stated that they would like to see this stop move further east along Seaton St.
- The committee discussed the successful grant that Council has received to move the

existing bus stop on Seaton St (outside café heading west) to outside the school. Member Huysmans stated that the school were not made privy to the proposed bus stop outside the school. The committee stated that they would like to leave that bus stop where it is.

**RECOMMENDATION****Member N Hooper/Member C Hansen**

1. That the Committee Clerk begin the development application process for a change of use of the RFS shed.
2. That the Committee Clerk investigate the option for the Seaton St (eastern direction) bus stop to move further east.
3. That the Committee Clerk investigate the option for the Seaton St (western direction) bus stop near the shop stay in the current location.
4. That the Committee Clerk speak with Spring Hill Public School in relation to the bus stop moving outside the school.
5. That the Committee Clerk liaise with relevant Council staff/Traffic Committee to find a resolution for both bus stops.

**4.3 SPRING HILL COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/1100

- Spring Hill Cemetery - Member Winnell discussed having redone the gravel and how the fencing needs to be redone. The committee approved \$3,000 for these works to be completed.
- The Committee Support Officer stated that a letter had gone to the Traffic Committee to investigate the proposal of 40km/hr.
- The Committee Support Officer stated that a quote was imminent for lighting solutions in Alf Read Park and this would be sent over emails for approval.
- Despite no current action, the Committee would like to leave the gym equipment in the recreation ground item.
- The Committee would like to proceed with getting a quote for establishing a playground at the recreation ground and the Committee Clerk will organise a quotation.
- The Committee moved to put the installation of flag poles at the recreation ground on hold for now.
- The Committee Support Officer relayed that the relevant crews were undertaking maintenance of Temperance Hall. Councils Heritage Advisor also made comment on the proposed painting works and the Committee Support Officer stated that a quote was imminent for the painting works of Temperance Hall and this would be sent via email for approval. The Committee Clerk will investigate available heritage grants that could be utilised for these works.
- The Committee Support Officer discussed that the Iron Duke Rest Stop works are currently on pause whilst the licence for the lease of the area from UGL is renewed. Application can be lodged for the proposed picnic table etc. once this has been renewed.
- The Committee Support officer stated that two quotes are still imminent for fencing options at Iron Duke Rest Stop, one to extend timber and one for post and chain. These shall both also be sent via email for discussion.
- The Committee agreed that the item of maintenance (drainage – Worboys St. dip) can be removed from the action plan as it has previously been resolved.
- The Committee discussed the installation of a walking trail and decided that they would like to proceed with getting a quote for a walking trail around the recreation ground. Originally this was proposed to be crushed granite, but the Committee would like to also



investigate cost of a crushed gravel base layer.

- The Committee discussed recent conversations of an early childcare. It was decided that we would discuss the matter with Spring Hill Public School and see if they have any plans or know of any plans and then proceed from there.
- The Committee chose to add an action items for the RFS shed and disabled parking.
- The Committee discussed recent dog attacks in Spring Hill and would like to investigate matters further. The Committee Clerk will be provided with specific property addresses to liaise with Council Rangers. The Clerk also stated that Council can share the legalities surrounding sensible dog care.

**RECOMMENDATION**

**Member C Hansen/Member T Newman**

1. That the Spring Hill Community Committee Action plan be updated with items discussed.
2. That Council approve the allocation of \$3,000 from the Spring Hill budget for Spring Hill Cemetery - gravel & fencing update works.
3. That the Committee Clerk continue working on ongoing action items and share quotes with committee where applicable.
4. That Member Huysmans contact the Committee Clerk with specific property addresses of dog related matters.

**THE MEETING CLOSED AT 6:31PM.**



## **SPRING HILL COMMUNITY COMMITTEE**

# **AGENDA**

**10 JUNE 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **SPRING HILL COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **SPRING HILL COMMUNITY HALL, SPRING HILL** on **Tuesday, 10 June 2025** commencing at **5:30 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Ellie Bryce on 6393 8028.

AGENDA

EVACUATION PROCEDURE

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

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

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

|     |  |    |
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| 1   | INTRODUCTION.....  | 3  |
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| 1.2 | Acknowledgement of Country.....  | 3  |
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**SPRING HILL COMMUNITY COMMITTEE**

**10 JUNE 2025**

---

**1 INTRODUCTION**

**MEMBERS**

Cr Marea Ruddy (Chairperson), Cr Tony Mileto (Mayor), Cr Melanie McDonell, Terri Newman, Narelle Hooper, Colleen Hansen, Kel Winnell, Catherine Garnon, Tracey Huysmans, Manager Communications and Engagement, Engagement Lead, Engagement Officer

**1.1 APOLOGIES AND LEAVE OF ABSENCE**

**1.2 ACKNOWLEDGEMENT OF COUNTRY**

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

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

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

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

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

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

**RECOMMENDATION**

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

**SPRING HILL COMMUNITY COMMITTEE****10 JUNE 2025**

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**2 PREVIOUS MINUTES****RECOMMENDATION**

That the Minutes of the Meeting of the Spring Hill Community Committee held on 8 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Spring Hill Community Committee meeting held on 8 April 2025.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Spring Hill Community Committee held on 8 April 2025

---

## ORANGE CITY COUNCIL

### MINUTES OF THE SPRING HILL COMMUNITY COMMITTEE

HELD IN SPRING HILL COMMUNITY HALL, SPRING HILL

ON 8 APRIL 2025

COMMENCING AT 5:30 PM

---

## 1 INTRODUCTION

### ATTENDANCE

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Cr Marea Ruddy (Chairperson), Cr Tony Mileto (Mayor), Cr Melanie McDonell, Terri Newman, Narelle Hooper, Colleen Hansen, Tracey Huysmans, Manager Communications and Engagement, Engagement Lead, Engagement Officer.

#### 1.1 Apologies and Leave of Absence

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##### RESOLVED

**Cr M Ruddy/Member T Newman**

That the apologies be accepted from Catherine Garnon for the Spring Hill Community Committee meeting on 8 April 2025.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

---

Nil.

## 2 PREVIOUS MINUTES

##### RESOLVED

**Member C Hansen/Member T Newman**

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

MINUTES OF SPRING HILL COMMUNITY COMMITTEE

8 APRIL 2025

**3 GENERAL REPORTS**

**3.1 SPRING HILL COMMUNITY COMMITTEE - CODE OF CONDUCT**

TRIM REFERENCE: 2025/460

**RECOMMENDATION**

**Member C Hansen/Member T Newman**

That the Spring Hill Community Committee acknowledges 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 SPRING HILL COMMUNITY COMMITTEE - CHARTER**

TRIM REFERENCE: 2025/463

The Spring Hill Community Committee agreed on the quorum being three members, the Chair (one Councillor) and one OCC staff member.

The Committee agreed that meetings shall be held quarterly.

**RECOMMENDATION**

**Member T Newman/Member C Hansen**

That the Charter for the Spring Hill Community Committee be adopted with the following:

- Quorum - 3 Members plus the Chairperson
- Quarterly Meeting cycle

**3.3 SPRING HILL COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

TRIM REFERENCE: 2025/467

The committee agreed that meetings will be held quarterly on Tuesdays at 5:30pm at the Spring Hill Community Hall. The 2025 meeting dates are to be April (current), June, September and December (early considering Christmas break). Committee Clerk to circulate meeting dates in the coming weeks).

**RECOMMENDATION**

**Member C Hansen/Member T Newman**

That the Spring Hill Community Committee set meeting dates, times and locations for the remainder of 2025.

**3.4 COMMITTEE MEMBER DISCUSSION ITEMS**

TRIM REFERENCE: 2025/576

The committee discussed the following items and added to the action plan where appropriate:

- Footpaths/walking trails/opportunities to develop nature walk tracks
- EV fast charging station for spring hill
- Improved heritage trail markings signage – to be covered under (signage/wayfinding)
- Early childcare

MINUTES OF SPRING HILL COMMUNITY COMMITTEE

8 APRIL 2025

**RECOMMENDATION**

**Cr M Ruddy/Member C Hansen**

That the committee discussed the items and decided on a course of action for each and referred to action plan.

**3.5 SPRING HILL COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/470

- Committee discussed the existing safety item of speed control – The Committee Clerk will put a proposition to the traffic committee asking for 40kmh speed limit enforcements in SH.
- Committee discussed the existing safety item of lighting. Committee Clerk to liaise with OCC Staff as to whether additional lighting can be installed (streets and in Alf Read Park) and costs involved. Sensor, solar powered lights preferred.
- Committee discussed the exciting news of the imminent new playground in Alf Read Park. Clerk is to update Committee on timelines once known.
- Committee discussed the maintenance required to the Temperance Hall - Committee Clerk to get two quotes for works (one for woodwork works and one including changing the colour of the archways. Committee Clerk to liaise with Councils Heritage Officer (also look at heritage grants). In addition, the Clerk will get crews to look at the current mouldy leak within the hall.
- Committee discussed plans of Iron Duke Rest Stop – resolved to proceed with the UGL application as per the plan drawn in the meeting (including 2x including shelters, landscaping, signage, flag poles (banners), additional fencing). Committee clerk to update committee on plan and prices as per detailed in the Action Plan.
- Committee discussed the Worboys St dip and moved to not get the street upgraded with kerb and gutter and to leave as is (keep village feel). Committee Clerk to pass this onto OCC Works Manager.
- Committee discussed adding the item of walking trails to the action plan being the installation of a walking trail around town and the recreational ground. It was discussed as both an amenity issue and a safety issue. The committee agreed it would be ideal to get a complete plan drawn up where the trail would go as well as prices involved. The Committee Clerk is to circulate the Active Travel Strategy as this plan could fall under that strategy and allow for members to make comments/submissions.
- Committee discussed the adding of another item being the installation of an EV charging station. Committee Clerk to liaise with OCC Sustainability Officer to investigate the feasibility and process involved.
- Committee also discussed adding another item being an early childcare centre in Spring Hill. Committee Clerk to investigate the latest on an early childcare centre/putting feeler out to broader community.



**MINUTES OF SPRING HILL COMMUNITY COMMITTEE**

**8 APRIL 2025**

**RECOMMENDATION**

1. Acknowledge that the Spring Hill Community Committee reviewed the outgoing Committee's Action Plan.
2. That the Spring Hill Community Committee updated the New Action Plan.
3. That the Spring Hill Community Committee support a reduction in the speed limit in the village to 40km/h and refer the matter the City Of Orange Traffic Committee for consideration.

**THE MEETING CLOSED AT 6:52PM.**

**SPRING HILL COMMUNITY COMMITTEE**

**10 JUNE 2025**

---

**3 PRESENTATIONS**

**3.1 CHAIRPERSON PRESENTATION - REGIONAL AND ECONOMIC DEVELOPMENT POLICY  
COMMITTEE - 6 MAY 2025**

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The Chairperson, Cr Ruddy will provide an update to the Committee on the Regional and Economic Development Policy Committee of 6 May 2025 when the last Community Committee minutes were presented to Council for adoption.

SPRING HILL COMMUNITY COMMITTEE

10 JUNE 2025

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**4 GENERAL REPORTS**

**4.1 DISABLED CAR PARKING SIGNAGE AT SPRING HILL PUBLIC SCHOOL**

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RECORD NUMBER: 2025/1093

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

A Spring Hill Community Committee Member wishes to discuss the proposal of new disabled car parking signage at Spring Hill Public School.

**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 discuss the matter and resolve an action if applicable.

**SUPPORTING INFORMATION**

Nil

**SPRING HILL COMMUNITY COMMITTEE**

**10 JUNE 2025**

---

**4.2 COMMITTEE SUPPORT OFFICER - UPDATE ON OUTSTANDING MATTERS**

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RECORD NUMBER: 2025/1094

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

The Community Committee Support Officer will provide a verbal update on the following items raised at the previous committee meeting:

- Mowing of pump station
- Bus stop
- Usage of the old RFS shed

**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 identify any ongoing actions to Council staff.**

**SUPPORTING INFORMATION**

Nil

**SPRING HILL COMMUNITY COMMITTEE**

**10 JUNE 2025**

---

**4.3 SPRING HILL COMMUNITY COMMITTEE ACTION PLAN**

RECORD NUMBER: 2025/1100

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

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

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

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

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

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

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

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Spring Hill Community Committee consider and discuss items to be included on the Action Plan.**

**SUPPORTING INFORMATION**

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

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

**ATTACHMENTS**

1 SHCC Action Plan - June 2025, D25/62403

## SPRING HILL COMMUNITY COMMITTEE

10 JUNE 2025

Attachment 1 SHCC Action Plan - June 2025



## COMMUNITY COMMITTEE ACTION PLAN

## SPRING HILL

D25/38171

| ACTION OR PROJECT                     | COMMUNITY STRATEGIC PLAN REFERENCE | TASKS  | RESPONSIBILITY OF  | COST IMPLICATIONS | START DATE       | END DATE         | COMMENTS/PROGRESS  | UPDATED  |
|---------------------------------------|------------------------------------|--|--------------------|-------------------|------------------|------------------|--|----------|
|                                       |                                    |  |                    |                   |                  |                  |  | \$57,874 |
| Spring Hill Cemetery                  |                                    | Gravel around graves   | OCC                | To be determined  | To be determined | To be determined | Member Winnell will address committee at meeting.  | 3/6      |
| Safety – control speeding             |                                    | To reduce entire town speed limit to 40km/h                                    | OCC/Traffic/TfNS W | To be determined  | To be determined | To be determined | Committee Clerk sent letter to traffic committee.  | 3/6      |
| Safety – footpaths                    |                                    | Installation of footpath connecting Bella's Café to Grove St (along Seaton St) | OCC                | To be determined  | To be determined | To be determined | OCC Staff are putting in a budget bid to do these works in the next FY (25/26).  | 3/6      |
| Safety – lighting                     |                                    | Installation of additional street lighting and lighting in Alf Read Park       | OCC                | To be determined  | To be determined | To be determined | Committee Clerk investigating with OCC staff.  | 3/6      |
| Recreational facilities – playgrounds |                                    | Playground upgrade at Alf Read Park  | OCC                | To be determined  | To be determined | To be determined | Finalised. Work expected to commence in August and completed by end of September (subject to contractor availability and weather). | 3/6      |
| Recreational facilities – rec ground  |                                    | Installation of gym equipment at SH Rec Ground                                 | OCC                | To be determined  | To be determined | To be determined | Committee Clerk to clarify Committees interests. Committee to give update on grant they applied for.                               | 3/6      |

## SPRING HILL COMMUNITY COMMITTEE

10 JUNE 2025

Attachment 1 SHCC Action Plan - June 2025



D25/38171

|                                      |  |   |         |                  |                  |                  |   |     |
|--------------------------------------|--|---|---------|------------------|------------------|------------------|---|-----|
| Recreational facilities – rec ground |  | Installation of play equipment at SH Rec Ground                                     |         |                  |                  |                  | Committee Clerk to provide verbal update on whether Alf Read Park Playground is salvageable for Rec Ground. | 3/6 |
| Recreational facilities – rec ground |  | Installation of 2x new flagpoles at SH Rec Ground                                   | OCC     | To be determined | To be determined | To be determined | Approximate cost of flagpoles/flags is \$2k (excl. labour) – approx. \$2.5k.                                | 3/6 |
| Temperance Hall – maintenance        |  | Painting of Temperance Hall details   | OCC     | To be determined | To be determined | To be determined | Committee Clerk to provide verbal update.   | 3/6 |
|                                      |  | Check the leak within Temperance Hall   | OCC     | To be determined | To be determined | To be determined | OCC Crews have the leak listed as a priority in scheduled work.   | 3/6 |
| Iron Duke Rest Stop                  |  | Installation of picnic table/shelters   | OCC/UGL | To be determined | To be determined | To be determined | Committee Clerk continues to liaise with UGL.   | 3/6 |
|                                      |  | Installation of signage (history sign board/general info)                           | OCC/UGL | To be determined | To be determined | To be determined | Iron Duke Rest Stop sign is finalised. The Heritage Trail sign is still in design phase.                    | 3/6 |
|                                      |  | Installation of local fallen banners  | OCC/UGL | To be determined | To be determined | To be determined | Committee Clerk continuing to liaise with OCC Staff.  | 3/6 |
|                                      |  | Installation of further fencing (to stop inappropriate parking but maintain access) | OCC/UGL | To be determined | To be determined | To be determined | Committee Clerk has two quotes incoming.  | 3/6 |
| Alf Read Park                        |  | Maintenance – to reposition the flagpoles   | OCC     | To be determined | To be determined | To be determined | Committee Clerk lodged CRM with relevant OCC Staff.   | 3/6 |

## SPRING HILL COMMUNITY COMMITTEE

10 JUNE 2025

Attachment 1 SHCC Action Plan - June 2025



D25/38171

|                     |  |  |     |                  |                  |                  |  |     |
|---------------------|--|--|-----|------------------|------------------|------------------|--|-----|
|                     |  | Maintenance – new rollers on old flagpole  | OCC | To be determined | To be determined | To be determined | Aiming to schedule when moving flagpole.   | 3/6 |
| Maintenance         |  | Drainage – Worboys St dip  | OCC | To be determined | To be determined | To be determined | Committee Clerk to seek clarification from Committee. Raised by previous Member O'Born.      | 3/6 |
| Walking Trails      |  | Installation of a walking trail (being a crushed gravel trail) around town and rec ground – to be conducted section by section | OCC | To be determined | To be determined | To be determined | Link to Active Travel Strategy provided to Committee. Walking Trail mud map to be discussed. | 3/6 |
| EV Charging Station |  | Installation of an EV Charging Station in SH   | OCC | To be determined | To be determined | To be determined | Committee Clerk to provide verbal update.  | 3/6 |
| Early Childcare     |  | Investigate the opportunities for an early childcare centre in SH.   | OCC | To be determined | To be determined | To be determined | Needing clarification from Committee members.  | 3/6 |

**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.



SPRING HILL COMMUNITY COMMITTEE

10 JUNE 2025

Attachment 1 SHCC Action Plan - June 2025

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D25/38171

**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.



**2.3 MINUTES OF THE LUCKNOW COMMUNITY COMMITTEE MEETING 16 JUNE 2025**

---

RECORD NUMBER: 2025/1481

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

The Lucknow Community Committee met on 16 June 2025. The recommendations from the Committee are provided to the Regional & Economic Development Policy Committee for adoption.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “13.3 Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making”.

**FINANCIAL IMPLICATIONS**

If \$25,000 is taken from the footpath program to the Lithgow Community Committee fund this would reduce the capacity of the footpath program in this financial year.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the Lucknow Community Committee at its meeting held on 16 June 2025.**
- 2 That Council determine recommendation 4.2.1 from the minutes of the Lucknow Community Committee meeting of 16 June 2025, for the value of \$25,000**  
***4.2.1 That Council determines refunding/reallocating 50% of the Lucknow Community Committee’s contribution back to the Committee from the Lucknow footpath project.***
- 3 That the Lucknow Community Committee commit up to \$5,000 of their allocated community fund toward a campaign to boost Lucknow visitation, including social media, radio and newspaper advertising.**
- 4 That the remainder of the minutes of the Lucknow Community Committee from its meeting held on 16 June 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 Lucknow Community Committee contributed to a new footpath (now completed) which they propose should have been funded by Council.

The original estimate of the total value of the footpath works was up to \$160,000. The construction of the footpath was approved by Council in the meeting of 6 September 2022, including that the funding come from a split between the normal Council footpath program and the Lucknow Community Committee Fund with each contributing \$80,000.

**2.3 Minutes of the Lucknow Community Committee Meeting 16 June 2025**

---

The final cost of the footpath was approximately \$100,000 and the Lucknow Community Committee contributing their 50% of \$50,000.

In the meeting of the Lucknow Community Committee of 16 June 2025, it was recommended that Council be asked to retrospectively allocate a further \$25,000 to the Lucknow Community Committee changing the funding for the \$100,000 footpath to be \$75,000 from the General Fund (Footpath Program) and \$25,000 from the Lucknow Community Committee. This represents a 'refund' of 50% of the originally agreed contribution from the Lucknow Community Committee.

**ATTACHMENTS**

- 1 LCC 16 June 2025 Minutes
- 2 LCC 16 June 2025 Agenda, D25/83463 [↓](#)

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# ORANGE CITY COUNCIL

## MINUTES OF THE LUCKNOW COMMUNITY COMMITTEE

HELD IN LUCKNOW COMMUNITY HALL, LUCKNOW

ON 16 JUNE 2025

COMMENCING AT 5:30 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr Tammy Greenhalgh (Deputy Mayor/Acting Chairperson), Angelique Mitchell, Barbara Bloomfield, Bruce Heinrich, Edward Mackinney, Kerry Condon, Laga Van Beek, Michael Everett, Engagement Lead, Engagement Officer

#### 1.1 Apologies and Leave of Absence

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##### RESOLVED

**Cr T Greenhalgh/Member L Van Beek**

That the apologies be accepted from Cr Melanie McDonell (Chairperson), Brett Beasley, Anne Beasley, Laurence Mockler and Manager Communications and Engagement for the Lucknow Community Committee meeting on 16 June 2025.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

### 2 PREVIOUS MINUTES

##### RESOLVED

**Member M Everett/Member B Bloomfield**

That the Minutes of the Meeting of the Lucknow Community Committee held on 3 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Lucknow Community Committee meeting held on 3 April 2025.

### 3 PRESENTATIONS

#### 3.1 CHAIRPERSON PRESENTATION - REGIONAL AND ECONOMIC DEVELOPMENT POLICY COMMITTEE - 6 MAY 2025

TRIM REFERENCE: 2025/1039

##### RECOMMENDATION

Cr T Greenhalgh/Member M Everett

That the acknowledge the verbal report by the Acting Chairperson, Cr Greenhalgh on the Regional and Economic Development Policy Committee of 6 May 2025.

### 4 GENERAL REPORTS

#### 4.1 COMMITTEE SUPPORT OFFICER - UPDATE ON OUTSTANDING MATTERS

TRIM REFERENCE: 2025/1142

The Committee Support Officer updated the committee on the following:

- blackberry growth issue along the creek. Councils Natural Resources Coordinator had the area sprayed the week starting 28 April.
- pruning of the shrub near the community hall as well as pruning of the crepe myrtles around the welcome sign and relayed that Councils Manager City Presentation stated that these would be completed next time, they had crews in Lucknow which should have been completed already.
- pothole repairs have been completed alongside the highway.
- how sending the meeting minutes works. Explained that the Chairperson acts as the proofer of the minutes prior to going to Council then once they have been approved at the Council Policy Committee Meeting Committee, the Committee Support Officer will share these with members (roughly a month after the meeting).

##### RECOMMENDATION

Cr T Greenhalgh/Member A Mitchell

1. That the Committee Clerk liaise with Councils Manager City Presentation regarding pruning of Lucknow sign.
2. That the Committee Clerk liaise with Councils Works Manager regarding pothole repairs.

#### 4.2 LUCKNOW COMMUNITY COMMITTEE ACTION PLAN

TRIM REFERENCE: 2025/1174

- Member Everett moved that half of the funds that were contributed by the Committee to the recently constructed footpath along the Mitchell Highway, be refunded back to the Committee, as he is of the opinion that the Committee should not have had to pay for the footpath. The Committee contributed \$50,000 therefore 50% of the contribution the committee is requesting be refunded, is \$25,000. The committee along with the Acting Chairperson Cr Greenhalgh supported this position to raise the request of a 50% refund at the next Regional & Economic Development Policy Committee meeting. The Committee noted that they were happy to have the refunded money reallocated into a marketing campaign to drive Lucknow tourism, if the money cannot be put directly back into the Committee's fund.
- Member Henrich raised the need to continue to the new footpath that runs along the Mitchell Highway, up around the corner of the Pub, a certain way up Phoenix Mine Road towards Chapel Hill Lane. Cr Greenhalgh recommended looking into the demographic

- statistics of Lucknow to further create a case.
- The Committee Support Officer will investigate whether recent traffic counters that were installed on Highway were done by Council or TfNSW and provide the data to the committee if available. The Committee Clerk will gather demographic statistics of Lucknow to support future case study for footpath funding.
  - The Committee discussed the letter that was sent to TfNSW regarding a safe pedestrian refuge and suggested the location be between the boot barn and Larder & Home, at the end of the driveways. On the topic of the highway, and the proposal to beautify the village, Council's Engagement Lead suggested inviting Richard Drooger from TfNSW to come and speak to the committee regarding plans. Committee were in support of this visit.
  - The Committee moved to remove the action plan item of "additional parking to be installed creating access to business".
  - Member Everett asked if Council could assist with car parking signage (time limits) as it has become apparent that people are parking in the Larder & Home car park and Skinshop car park for extended periods of time.
  - The Committee moved to remove the action plan item of "elevated walking platform between Wentworth Mine and Larder & Home".
  - Regarding the action item of a toilet block, the Committee discussed the investigation of Council assisting with the existing toilet block on Larder & Home being privately owned land.
  - The Committee discussed the poor quality of the existing streetlight on the corner of the Mitchell Highway and Phoenix Mine Road.
  - Council's Engagement Lead discussed the action item of the sign on the viewing platform near the mine, stating that it was yet to be renewed and would follow up with relevant Council Crews to ensure this happened as soon as possible.
  - The committee moved to not action the *No Stopping* sign on the highway.
  - Discussion around Council staff working on getting 'no stopping/parking' sign installed on Phoenix Mine Road, near Mitchell Highway intersection.
  - The Committee discussed the action item of Australia Post parcel collection boxes. The Committee Support Officer stated that a case had been lodged with Australia Post but it requires escalation. Cr Greenhalgh will raise it with the local member.
  - The committee discussed the current situation with the pub being up for sale and are eager to investigate ways in which Council can assist in invigorating not only the pub but the village. They wish to initially seek whether the footpath refund can occur and if not then decided to still put \$5,000 towards a campaign to boost Lucknow (both weekdays and weekends). This is to be spent on social media, radio and some newspaper advertising. Committee Support Officer to work with Member Everett, Member Mitchell, the publicans and other local businesses on this campaign.
  - Member Everett sought assistance on getting Council bins within Lucknow, specially near his sit as his business is the one to take all visitor waste.

**RECOMMENDATION**

**Member M Everett/Member B Bloomfield**

1. That Council determines refunding/reallocating 50% of the Lucknow Community Committee's contribution back to the Committee from the Lucknow footpath project.
2. That the Lucknow Community Committee Action Plan be updated with items discussed.

**THE MEETING CLOSED AT 6:53PM.**



## **LUCKNOW COMMUNITY COMMITTEE**

# **AGENDA**

**16 JUNE 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **LUCKNOW COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **LUCKNOW COMMUNITY HALL, LUCKNOW** on **Monday, 16 June 2025** commencing at **5:30 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Ellie Bryce on 6393 8028.



LUCKNOW COMMUNITY COMMITTEE

16 JUNE 2025

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**AGENDA**

**EVACUATION PROCEDURE**

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

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

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

|          |  |           |
|----------|--|-----------|
| <b>1</b> | <b>INTRODUCTION.....</b>   | <b>3</b>  |
| 1.1      | Apologies and Leave of Absence .....   | 3         |
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| <b>2</b> | <b>PREVIOUS MINUTES .....</b>  | <b>4</b>  |
| 2.1      | Minutes of the Meeting of the Lucknow Community Committee held on 03 April 2025.....   | 5         |
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| 3.1      | Chairperson Presentation - Regional and Economic Development Policy Committee - 6 May 2025 .....                               | 9         |
| <b>4</b> | <b>GENERAL REPORTS.....</b>  | <b>10</b> |
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LUCKNOW COMMUNITY COMMITTEE

16 JUNE 2025

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## **1 INTRODUCTION**

### **MEMBERS**

Cr Melanie McDonell (Chairperson), Cr Tammy Greenhalgh (Deputy Mayor), Angelique Mitchell, Barbara Bloomfield, Bruce Heinrich, Edward Mackinney, Brett Beasley, Anne Beasley, Kerry Condon, Laurence Mockler, Laga Van Beek, Michael Everett, Manager Communications and Engagement, Engagement Lead, Engagement Officer

### **1.1 APOLOGIES AND LEAVE OF ABSENCE**

### **1.2 ACKNOWLEDGEMENT OF COUNTRY**

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

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

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

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

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

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

### **RECOMMENDATION**

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

**LUCKNOW COMMUNITY COMMITTEE**

**16 JUNE 2025**

---

**2 PREVIOUS MINUTES**

**RECOMMENDATION**

That the Minutes of the Meeting of the Lucknow Community Committee held on 3 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Lucknow Community Committee meeting held on 3 April 2025.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Lucknow Community Committee held on 3 April 2025

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## ORANGE CITY COUNCIL

### MINUTES OF THE LUCKNOW COMMUNITY COMMITTEE

HELD IN LUCKNOW COMMUNITY HALL, LUCKNOW

ON 3 APRIL 2025

COMMENCING AT 5:30 PM

---

## 1 INTRODUCTION

### ATTENDANCE

Cr Melanie McDonell (Chairperson), Barbara Bloomfield, Edward Mackinney, Brett Beasley, Laurence Mockler, Laga Van Beek, Bruce Heinrich, Manager Communications and Engagement, Engagement Lead, Engagement Officer

#### 1.1 Apologies and Leave of Absence

---

##### RESOLVED

**Member B Bloomfield/Member E Mackinney**

That the apologies be accepted from Cr Tammy Greenhalgh, Anne Beasley and Michael Everett, for the Lucknow Community Committee meeting on 3 April 2025.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

## 2 PREVIOUS MINUTES

##### RESOLVED

**Member B Bloomfield/Member E Mackinney**

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

MINUTES OF LUCKNOW COMMUNITY COMMITTEE

3 APRIL 2025

**3 GENERAL REPORTS**

**3.1 LUCKNOW COMMUNITY COMMITTEE - CODE OF CONDUCT**

TRIM REFERENCE: 2025/459

**RECOMMENDATION**

**Member B Heinrich/Member B Bloomfield**

That the Lucknow Community Committee acknowledges 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 LUCKNOW COMMUNITY COMMITTEE - CHARTER**

TRIM REFERENCE: 2025/462

The Lucknow Community Committee agreed on the quorum being three members, the Chair (one Councillor) and one OCC staff member.

The Chair noted that the "Membership" needs to be updated to state two councillors and not three.

The Committee agreed that meetings shall be held quarterly. The Committee also discussed 'other' things, like incidental general business matters and how they will be dealt with.

One Committee member asked about the term of Committee – to confirm that it is aligned with the term of Council and not yearly.

**RECOMMENDATION**

**Member B Beasley/Member L Mockler**

That the Charter for the Lucknow Community Committee be adopted with the following:

- Membership: changed to two not three Councillors
- Quorum - 3 members plus the Chairperson
- Quarterly Meeting cycle

**3.3 LUCKNOW COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

TRIM REFERENCE: 2025/466

As per agreement of the charter, the committee agreed that meetings will be held quarterly on Thursdays at 5:30pm. 2025 meeting dates are to be March (current), June, September and December (early considering Christmas break). Committee Clerk to advise of exact dates in the coming few weeks.

**RECOMMENDATION**

**Member B Bloomfield/Member E Mackinney**

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

MINUTES OF LUCKNOW COMMUNITY COMMITTEE

3 APRIL 2025

**3.4 BLACKBERRY GROWTH**

TRIM REFERENCE: 2025/515

The Committee discussed the blackberries currently growing on Council land adjoining Fredrick Valley Creek, behind Larder & Home. The Committee recommends prioritising the area to spray in the next 3-4 weeks to OCC weed crews.

A committee member also raised concerns regarding a large bush that was overgrown outside the community hall that is blocking a pathway and asked if it could also be dealt with, especially before the upcoming federal election given that's where voting occurs.

Plantings around entrance signs also need pruning.

**RECOMMENDATION**

**Member B Bloomfield/Member B Beasley**

That the Committee Clerk follows up on both matters with appropriate Council Crews to clarify if weed spraying and bush pruning can occur.

**3.5 LUCKNOW COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/469

- The Committee Clerk to circulate the urban street tree strategy to committee members.
- The Committee clerk to share the objectives of the committee for landscaping with parks and gardens crew to get an aerial landscaping plan/design to bring back to committee i.e. soften the edges, create a village feel (noting that business exposure is to remain).
- The Committee agreed to get an agenda item to the parks/trees/waterway committee to gather their opinions on the above. Committee agreed that while asbestos may make it difficult to do some things, there will almost always be a way to make things happen (i.e. planting trees in raised garden beds instead of digging poles to plant).
- The Committee discussed the current pothole outside the skin shop. Clerk to raise this with the relevant Council Road crew.
- The Committee discussed the entrance sign and asked for it to be tidied up/pruned. Clerk to raise this with the relevant Council crew.
- The Committee discussed the opportunity for a pedestrian refuge where Council staff updated on TfNSW's standpoint. The Committee recommended that Council make a formal submission to TfNSW to investigate and recommend the feasibility of a safe refuge crossing across Mitchell Highway.
- The Committee discussed the flashing speed signs as told by TfNSW is not a possible option due to cost. As a result of conversations with TfNSW, Council staff shared with the committee that Lucknow has been flagged as an ideal location to trial new/different signage/road markings. The Committee agreed that they would like a letter of support be sent to TfNSW from the Chair Cr McDonnell welcoming the opportunity to have Lucknow as a pilot for the new signage/road markings.
- The Committee discussed the pathway that was created on the northern side of the highway. Committee Clerk to raise this with the relevant Council crew for repairs/maintenance.
- The Committee Clerk to clarify why draft minutes cannot be shared with committee members before going to Council for adoption, with Governance Manager.
- The Committee discussed the 'no stopping' signs item and the clerk is to get the

**MINUTES OF LUCKNOW COMMUNITY COMMITTEE**

**3 APRIL 2025**

Lucknow Skinshop's opinion on the no stopping area and to put to Traffic Committee with recommendation from committee to install.

- To clarify the other no stopping area near Darcy's Oldwares with Member Bloomfield.

**RECOMMENDATION**

**Member L Mockler/Member B Bloomfield**

1. That the Lucknow Community Committee reviews the outgoing Committee's Action Plan.
2. That the Lucknow Community Committee items discussed be included on the New Action Plan as required.
3. That Council make a formal submission to TfNSW to investigate and recommend the feasibility of a safe refuge crossing across Mitchell Highway.
4. That a letter of support be sent to TfNSW from the Chairperson Cr McDonell welcoming the opportunity to have Lucknow as a pilot for the new signage/road markings.

**THE MEETING CLOSED AT 6:55 PM.**

**LUCKNOW COMMUNITY COMMITTEE**

**16 JUNE 2025**

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**3 PRESENTATIONS**

**3.1 CHAIRPERSON PRESENTATION - REGIONAL AND ECONOMIC DEVELOPMENT POLICY  
COMMITTEE - 6 MAY 2025**

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The Chairperson, Cr McDonell will provide an update to the Committee on the Regional and Economic Development Policy Committee of 6 May 2025 when the last Community Committee minutes were presented to Council for adoption.



LUCKNOW COMMUNITY COMMITTEE

16 JUNE 2025

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**4 GENERAL REPORTS**

**4.1 COMMITTEE SUPPORT OFFICER - UPDATE ON OUTSTANDING MATTERS**

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RECORD NUMBER: 2025/1142

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

The Committee Support Officer will provide a verbal update on the following items raised at the previous committee meeting:

- Blackberry growth
- Plant growth maintenance of the Lucknow sign
- Pothole repairs
- Shrub trimming near footpath at Community Hall
- Draft meeting minutes being sent to Committee members before going to 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**

Nil

**RECOMMENDATION**

**That the committee identify any ongoing actions to Council staff.**

**SUPPORTING INFORMATION**

Nil

**LUCKNOW COMMUNITY COMMITTEE**

**16 JUNE 2025**

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**4.2 LUCKNOW COMMUNITY COMMITTEE ACTION PLAN**

RECORD NUMBER: 2025/1174

AUTHOR: Sophie Currenti, Engagement Officer

**EXECUTIVE SUMMARY**

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

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

This report provides the opportunity for the Committee to review the Action Plan.

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

**LINK TO DELIVERY/OPERATIONAL PLAN**

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

**FINANCIAL IMPLICATIONS**

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

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

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Lucknow Community Committee consider and discuss items on the Action Plan.**

**SUPPORTING INFORMATION**

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

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

**ATTACHMENTS**

- 1 Lucknow Community Committee Action Plan - June 2025, D25/64457

## LUCKNOW COMMUNITY COMMITTEE

16 JUNE 2025

Attachment 1 Lucknow Community Committee Action Plan - June 2025



## COMMUNITY COMMITTEE ACTION PLAN

## LUCKNOW

D25/33553

| ACTION OR PROJECT  | COMMUNITY STRATEGIC PLAN REFERENCE   | TASKS | RESPONSIBILITY OF | COST IMPLICATIONS | START DATE       | END DATE         | COMMENTS/PROGRESS  | UPDATED              |
|--|--|-------|-------------------|-------------------|------------------|------------------|--|----------------------|
| Village/Highway beautification                                     | 10.3 Preserve the unique way of life of our surrounding villages                           |       | OCC               | To be determined  | To be determined | To be determined | Circulated Urban Street Tree Strategy to committee members. Objectives of beautification works have been provided to Parks, Trees and Waterways Committee. | \$35k approx.<br>6/6 |
| Improve connectivity between businesses                            | 9.3 Deliver an appropriate level of pedestrian and cyclist amenity that is fit for purpose |       | OCC/TfNSW         | To be determined  | To be determined | To be determined | Letter sent to TfNSW to investigate safe pedestrian refuge across highway – they have come back seeking more information on location.                      | 6/6                  |
| Additional Parking to be installed creating access to business     | 9.3 Deliver an appropriate level of pedestrian and cyclist amenity that is fit for purpose |       | OCC               | To be determined  | To be determined | To be determined | On hold.   | 6/6                  |
| Elevated walking platform between Wentworth Mine and Larder & Home | 10.2 Preserve our diverse social and cultural heritage                                     |       | OCC               | To be determined  | To be determined | To be determined | Initial concept plan drafted. Council staff to notify Committee if grant funding becomes available.  | 6/6                  |

## LUCKNOW COMMUNITY COMMITTEE

16 JUNE 2025

Attachment 1 Lucknow Community Committee Action Plan - June 2025



D24/111441

|  |  |  |     |                  |                  |                  |   |     |
|--|--|--|-----|------------------|------------------|------------------|---|-----|
| Cycle link between Lucknow and Orange  | 9.3 Deliver an appropriate level of pedestrian and cyclist amenity that is fit for purpose                         |  | OCC | To be determined | To be determined | To be determined | Committee Clerk sent the Active Transport Strategy engagement to committee with online workshop invite to make comment.                             | 6/6 |
| EV Charging Station  | 7.2 Ensure best practice use of renewable energy options for Council and community projects                        |  | OCC | To be determined | To be determined | To be determined | Application lodged by OCC's Sustainability Officer on behalf of landowner - 26 weeks from submission, so early September we should have an outcome. | 6/6 |
| Installation of kerb and guttering   | 8.1 Identify and deliver essential water, waste and sewer infrastructure to service the community into the future. |  | OCC | To be determined | To be determined | To be determined | Matter has been referred to TNSW where they stated that this is not scheduled for anytime in the near future.                                       | 6/6 |
| Toilet block   | 10.2 Preserve our diverse social and cultural heritage   |  | OCC | To be determined | To be determined | To be determined | Ongoing investigations – Committee Clerk to give update.  | 6/6 |
| Footpath (crushed granite between Mine & business car park on north side of highway) | 9.3 Deliver an appropriate level of pedestrian and cyclist amenity that is fit for purpose                         |  | OCC | To be determined | To be determined | To be determined | Pathway installed. Swale drains installed. Maintenance and full repair work to be carried out in new financial year.                                | 6/6 |
| <b>GENERAL REQUESTS</b>  |  |  |     |                  |                  |                  |   |     |
| Renewal/cleaning of sign on viewing platform near mine                               | 10.3 Preserve the unique way of life of our surrounding  |  | OCC | To be determined | To be determined | To be determined | Committee Clerk to give verbal update.  | 6/6 |

## LUCKNOW COMMUNITY COMMITTEE

16 JUNE 2025

Attachment 1 Lucknow Community Committee Action Plan - June 2025



D24/111441

|   |  |  |          |  |  |  |   |     |
|---|--|--|----------|--|--|--|---|-----|
| Pedestrian Safety ('Slow down when in town' signs)                | 10.3 Preserve the unique way of life of our surrounding                                    |  | OCC/TNSW |  |  |  | Letter has been sent to TNSW welcoming the opportunity to have Lucknow as a pilot for the new signage/road markings if funding becomes available. | 6/6 |
| 'No Stopping' signs on Highway and Phoenix Mine Road              | 9.3 Deliver an appropriate level of pedestrian and cyclist amenity that is fit for purpose |  | OCC/TNSW |  |  |  | Committee Clerk to provide verbal update and discuss matter with members present.   | 6/6 |
| Maintenance around Reform Mine                                    | 10.3 Preserve the unique way of life of our surrounding                                    |  | OCC      |  |  |  | Committee Clerk to provide verbal update.   | 6/6 |
| Australia Post parcel collection post box                         |  |  | OCC      |  |  |  | Committee Clerk to provide verbal update.   | 6/6 |
| Dry rot in the bus stop site on northern side of Mitchell Highway |  |  | OCC      |  |  |  | OCC Crews have this flagged for repairs.  | 6/6 |
| Extra footpath up to Phoenix Mine Road                            | 9.3 Deliver an appropriate level of pedestrian and cyclist amenity that is fit for purpose |  | OCC      |  |  |  | Committee Clerk to provide verbal update.   | 6/6 |

## LUCKNOW COMMUNITY COMMITTEE

16 JUNE 2025

Attachment 1 Lucknow Community Committee Action Plan - June 2025

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D24/111441**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

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

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

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

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

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

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

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

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

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

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

**2.4 MINUTES OF THE SISTER CITIES COMMUNITY COMMITTEE 1 JULY 2025**

---

RECORD NUMBER: 2025/1513

AUTHOR: Ellie Bryce, Engagement Lead

**EXECUTIVE SUMMARY**

The Sister Cities Community Committee met on 1 July 2025. The recommendations from the Committee are provided to the Regional & Economic Development Policy Committee for adoption.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “13.3 Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making”.

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the Sister Cities Community Committee at its meeting held on 1 July 2025.**
- 2 That the minutes of the Sister Cities Community Committee from its meeting held on 1 July 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**

Nil.

**ATTACHMENTS**

- 1 SCCC 1 July 2025 Minutes
- 2 SCCC 1 July 2025 Agenda, D25/83822 [↓](#)

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# ORANGE CITY COUNCIL

## MINUTES OF THE

## SISTER CITIES COMMUNITY COMMITTEE

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

ON 1 JULY 2025

COMMENCING AT 5:00 PM

---

### 1 INTRODUCTION

#### ATTENDANCE

---

Cr Steven Peterson (Chairperson), Chris Gryllis (OAM), Douglas Brooks, Charlotte Maguire, Graham Bloore, Belinda Grieve, Manager Communications & Engagement, Engagement Lead

#### 1.1 Apologies and Leave of Absence

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|   |                                      |
|---|--------------------------------------|
| <b>RESOLVED</b>   | <b>Member D Brooks/Cr S Peterson</b> |
| That the apologies be accepted from Cr Jeff Whitton for the Sister Cities Community Committee meeting on 1 July 2025. |                                      |

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

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

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Nil.

### 2 PREVIOUS MINUTES

|  |                                       |
|--|---------------------------------------|
| <b>RESOLVED</b>  | <b>Cr S Peterson/Member C Gryllis</b> |
| That the Minutes of the Meeting of the Sister Cities Community Committee held on 29 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Sister Cities Community Committee meeting held on 29 April 2025. |                                       |



### 3 PRESENTATIONS

#### 3.1 CHAIRPERSON PRESENTATION - REGIONAL AND ECONOMIC DEVELOPMENT POLICY COMMITTEE - 6 MAY 2025

---

TRIM REFERENCE: 2025/1355

##### RECOMMENDATION

**Cr S Peterson/Member D Brooks**

That the Committee noted the update from the Chairperson on the REDPC of 6 May 2025.

### 4 GENERAL REPORTS

#### 4.1 PROPOSED NEW SISTER CITY PANTA, INDIA - PRESENTATION FROM CR JEFF WHITTON

---

TRIM REFERENCE: 2025/1351

Committee noted that they would like a clear understanding from Cr Whitton at the next committee meeting to ensure they understand the alignment between Orange and Panta.

##### RECOMMENDATION

**Cr S Peterson/Member G Bloore**

That this report be deferred to the next Sister Cities Community Committee meeting being held on Tuesday 7 October 2025 given Cr Jeff Whitton was an apology for this meeting.

#### 4.2 VERBAL UPDATE FROM COMMITTEE CLERK ON OUTSTANDING MATTERS

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TRIM REFERENCE: 2025/1352

Update given by Committee Clerk. Committee Support Officer to liaise with newly appointed responsible members for each Sister City link, as listed below.

##### RECOMMENDATION

**Member C Gryllis/Member D Brooks**

That the Committee have one member responsible for an individual Sister City link, to ensure they can help and assist Council staff:

- Mount Hagen, PNG – Member Gryllis, OAM
- Timaru, New Zealand – Member Maguire
- Ushiku, Japan - Member Brooks
- City of Orange, California – Member Grieve

**4.3 SISTER CITIES COMMUNITY COMMITTEE ACTION PLAN - JULY 2025**

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TRIM REFERENCE: 2025/1356

That an extra item be added to the action plan – investigate costings associated with developing a new City Plan for Mount Hagen before seeking funding to do so. Clerk to investigate and bring findings back to next Committee meeting for further discussion.

Committee Admin Support Officer to circulate old City Plan for Mount Hagen to Committee members.

**RECOMMENDATION**

**Member C Gryllis/Member G Bloore**

That the Action plan has been updated to reflect Committees discussions.

**THE MEETING CLOSED AT 5:32PM.**



## **SISTER CITIES COMMUNITY COMMITTEE**

# **AGENDA**

**1 JULY 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, 1 July 2025** commencing at **5:00 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Allan Reeder on 6393 8217.

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**

**1 JULY 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, Engagement Officer

**1.1 APOLOGIES AND LEAVE OF ABSENCE**

**1.2 ACKNOWLEDGEMENT OF COUNTRY**

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

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

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

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

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

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

**RECOMMENDATION**

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

**2 PREVIOUS MINUTES**

**RECOMMENDATION**

That the Minutes of the Meeting of the Sister Cities Community Committee held on 29 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Sister Cities Community Committee meeting held on 29 April 2025.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Sister Cities Community Committee held on 29 April 2025

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## 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.

MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

**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.

MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

**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 27<sup>th</sup> 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.



MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

**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 50<sup>th</sup> 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

MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

- **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.

MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

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.

MINUTES OF SISTER CITIES COMMUNITY COMMITTEE

29 APRIL 2025

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**

**1 JULY 2025**

---

**3 PRESENTATIONS**

**3.1 CHAIRPERSON PRESENTATION - REGIONAL AND ECONOMIC DEVELOPMENT POLICY  
COMMITTEE - 6 MAY 2025**

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The Chairperson, Cr Peterson will provide an update to the Committee on the Regional and Economic Development Policy Committee of 6 May 2025 when the last Community Committee minutes were presented to Council for adoption.

SISTER CITIES COMMUNITY COMMITTEE

1 JULY 2025

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**4 GENERAL REPORTS**

**4.1 PROPOSED NEW SISTER CITY PANTA, INDIA - PRESENTATION FROM CR JEFF WHITTON**

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RECORD NUMBER: 2025/1351

AUTHOR: Ellie Bryce, Engagement Lead

**EXECUTIVE SUMMARY**

Cr Jeff Whitton has been asked to speak to Sister Cities Committee members and provide further information about the proposal for a Sister City link with Patna, India.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “13.3 Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making”.

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That members hear proposal from Cr Whitton and decide on whether the proposed Sister City link is supported or not.**

**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**

Nil.

**SISTER CITIES COMMUNITY COMMITTEE**

**1 JULY 2025**

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**4.2 VERBAL UPDATE FROM COMMITTEE CLERK ON OUTSTANDING MATTERS**

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RECORD NUMBER: 2025/1352

AUTHOR: Ellie Bryce, Engagement Lead

**EXECUTIVE SUMMARY**

Committee Clerk and Admin Support Officer to give verbal update on outstanding/resolved matters to members.

- Letters to Ushiku, Timaru, Mount Hagen and Orange (California) with accompanying email
- Continuation of current or consequent new MOU with Mount Hagan
- PNG Consul-General invitation
- Draft MOU sent to staff of proposed Friendship City Ukraine

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “13.3 Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making”.

**FINANCIAL IMPLICATIONS**

Nil.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil.

**RECOMMENDATION**

**That members decide if any further actions are required after hearing update from Council staff.**

**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**

Nil.

**SISTER CITIES COMMUNITY COMMITTEE**

**1 JULY 2025**

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**4.3 SISTER CITIES COMMUNITY COMMITTEE ACTION PLAN - JULY 2025**

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RECORD NUMBER: 2025/1356

AUTHOR: Ellie Bryce, Engagement 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.

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 "13.3 Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

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

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

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Sister Cities Community Committee consider and discuss items included on the Action Plan.**

**SUPPORTING INFORMATION**

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

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

**ATTACHMENTS**

- 1 Sister Cities Community Committee Action Plan - July 2025, D25/40409



## SISTER CITIES COMMUNITY COMMITTEE

1 JULY 2025

Attachment 1 Sister Cities Community Committee Action Plan - July 2025



## 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 |
|--|------------------------------------|-------|-------------------|-------------------|------------|----------|--|---------|
| That staff contact local sporting organisations to ascertain interest in touring teams to Timaru.  |                                    |       | Committee Clerk   | Nil               | Feb 2022   |          | Not begun, pending date of return visit to Timaru.                                 |         |
| That staff continue to explore establishing Friendship City links with a city in Ukraine, with a particular focus on Zaporizhzhia.   |                                    |       | Committee Clerk   | 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.   |                                    |       | Committee Clerk   | Nil               |            |          | Not begun.   |         |
| 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 |                                    |       | Committee Clerk   | Nil               | Aug 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.   |                                    |       | Committee Clerk   | 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.   |                                    |       | Committee Clerk   | Nil               | July 2024  |          | See Council August decision.   |         |

## SISTER CITIES COMMUNITY COMMITTEE

1 JULY 2025

Attachment 1 Sister Cities Community Committee Action Plan - July 2025

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D25/40409**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.