

# SISTER CITIES COMMUNITY COMMITTEE

2017/2282

F167

## PURPOSE

To advise Council and make recommendations in relation to the promotion of relationships with Council's four Sister Cities of Orange (California), Timaru (New Zealand), Mt Hagan (Papua New Guinea) and Ushiku (Japan) through personal exchanges of information and support of cultural and academic visitations. Council also has a Co-operation Agreement based on an education program, tourism and cultural activities, with the City of Valparaiso, Chile.

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

## REPORTS TO

Employment and Economic Development Policy Committee

## TERM

The Sister Cities Community Committee shall dissolve at the General Election of Orange City Council. Council may dissolve the Committee at any time.

## MEMBERSHIP

Two Councillors (one of whom shall be Chairperson, as elected by Council)  
Six community representatives  
General Manager (or nominee)  
Communications Officer (non-voting Committee Clerk)  
Council staff as required (non-voting)

## QUORUM

Majority of community members and at least one Councillor.

## MEETING FREQUENCY

As required with specific dates and times to be determined by Committee.

## VOTING

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

## REPORTS AND RECORDING

Matters to be considered by the Committee must be included in the agenda for the meeting, and must be provided in writing to the Committee Clerk at least 10 days before the meeting. Formal minutes of meetings of the Committee will be produced in accordance with Council's Code of Meeting Practice. The Committee may make recommendations to Council, via the Employment and Economic Development Policy Committee. Council may adopt, amend or decline any recommendation.

# **SISTER CITIES COMMUNITY COMMITTEE CHARTER**

## **VACANCIES**

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

## **COMMITTEE CLERK**

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

## **RELEVANT POLICIES/DOCUMENTS**

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

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