



# AUSTRALIA DAY COMMUNITY COMMITTEE

2017/2257

F173

## PURPOSE

To advise Council and make recommendations in relation to the coordination and arrangement of Australia Day commemorative activities.

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

Sport and Recreation Policy Committee

## TERM

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

## MEMBERSHIP

Two Councillors  
Up to eight community representatives  
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 meeting dates and times to be determined by the Committee.

## VOTING

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

## 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 Sport and Recreation Policy Committee. Council may adopt, amend or decline any recommendation.

## VACANCIES

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

# **AUSTRALIA DAY COMMUNITY COMMITTEE CHARTER**

## **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.