

Minutes



Status of Women Advisory Group

Date: Tuesday 10 January 2023

Time: 4pm-5:30pm

Location: Microsoft Teams

Chairperson: Melanie Smith, Director of Community & Recreation Services

Coordinator: Belinda McRobie, Section Manager Community Development

Attendance

Members:

Danielle Habib

Sally Jope

Monique Tovo

Sharon Walsh

Heather Irvine-Rundle

Vicky Parry

Kylie Smith

Belinda Field

Victoria Collins arrived 4:30pm

Margot

Staff:

Melanie Smith, Director, Community and Recreation Services

Belinda McRobie, Section Manager Community Development

Holly Moltzen, Community Development Worker

Rachel Gibson, Team Leader Civic Support

Status:

Present

Present

Resigned

27/9/2022

Present

Apology

No response

Apology

Apology

Present

Present

Present

Present

Present

Present

1 Introduction

The chairperson welcomed the group and completed an Acknowledgement of Country.

Apologies received and members absent without apology were noted.

The chairperson called for any disclosures of interest. No disclosures were received

2 Previous business

The group confirmed the minutes from the previous meeting as noted below, which were distributed to members via email and uploaded to Council's website:

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The group confirmed the minutes from the previous meeting as noted below, which were distributed to members via email and uploaded to Council's website:

- [SOWG minutes 12 September 2022](#)

The action log was reviewed with updates recorded (see page 5).

3 Project updates/information for discussion (standing item)

Sally asked about the IWD forum with about 20 people. She stated that they were trying to create a report to send to the people who came to the IWD.

Sharon stated that she has written a report from the Safety group that she facilitates with Vicky Parry. She stated that the report has not been asked for and made available yet. Danielle stated there was a minute taker from the individual groups and each group was to write up a report.

Margot stated they ended up with a huge document and it have everything from each breakout group. Margot stated it is embarrassing when people are being told they will get feedback and they do not.

Updates provided by Belinda McRobie. Items covered and information provided:

- First nations accord was adopted by Council 12 December which included Terms of Reference for the Aboriginal advisory group. First key actions were to establish the Aboriginal Advisory group and come back to Council with who the reps are by May.
- MoU renewed with Darkinjung.
- Awarding of EOI 22 November 2022 council adopted the update on Affordable housing strategy the main action was entering into a partnership with Pacific link housing to develop the site at Ashton Ave the Entrance. Melanie stated that this is cutting edge for Council to do provide affordable housing. This shows that Council active and proactive in the affordable housing space. Administrators minute where he has asked for an investigation into more available land sites for women experiencing domestic violence.

Sharon has been doing some work with domestic violence and tranche 3. She stated that it is good to hear, and she is proud that Central Coast Council is so involved.

Monthly Community support grant program up to \$5000 closes end of January. January goes to March council meeting.

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4 International Women's Day – plans for 2023

Mel asking for the history behind what we have done.

Sally said she wants Council to take a leadership role. She asked for it not to be up to the Sowag group but Council taking a leadership role and acknowledging IWD and why it is important. Mel has said be good to partner with department of health, Police and DV units. Partner with all the big groups such as Newcastle Uni/research. We need to start for 2024 now if we are going to partner with the big groups. Council has scope to provide marketing and promote.

Mel stated that she wanted to check with the Sowag group about potentially inviting some of the member organisations who have women at the cutting edge of leadership into this Sowag group.

Festival of women met with Council late 2022. Sally asked for support with graphic design of calendar and marketing support. Council Coms team is now engaged and putting things together for March. Also, assistance with paying for the promotion on the Festival of Women.

Festival of Women- IWD combined committee established by women in rotary. Started as an Expo at Newcastle Uni and then Erina Fair, Tuggerah shopping centre, 2 at The Entrance community centre. Promoted as a Calendar called the Festival of Women. This group meets throughout the year and share information.

Mel suggested the groups merge and Sally feels they are different enough to have 2 groups to have 2 separate groups. Mel asked how do we support other women's organizations as a platform for advocacy?

Sharon suggested after IWD 2023 work on actions and follow through. Sharon wants to advocate for all women not just working women.

The pitch is that council needs to come out and be vocal to support women in society. Promote the grass roots organizations.

Action:

Mel suggested to revisit the Terms of Reference and make the group a grounded platform that other women's organisation can tap into advisory group. Sally suggested that the Terms of reference mentions gender quality.

Mel would like to meet with other advocacy women's group.

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5 Roundtable updates from members

Victoria stated we need to be the Hub that all the spokes feed into.

Victoria would like more communication with Sowag.

Mel stated that Council needs to come out and be quite vocal in supporting grassroots organizations to promote the role of women in society. Further from that how do we become a peak body and at a higher lever and strong lobbying and advocacy voice.

The group stated they are happy to hear the language that Mel is using as to what the Sowag committee should represent.

6 General business

Meeting Dates

Sally will not be available for IWD 8 March 2023.

15 March 2023 and would like it in person. Mel suggested alternate in person and face to face

Quarterly meetings

15 March 2023

15 June

21 September

Action:

Draft changes to the Terms of Reference and send out with track changes by out mid-February

Next meeting:	Wednesday 15 March 2023
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	TBC – Online or in person at Wyong Council building
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Meeting closed at 5:18PM

Minutes approved by the Coordinator and Chairperson on XX/XX/2023

Action log

Status of Women Advisory Group



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
97	31/03/2021	Advisory Group Support Officer to share updates about pre-election info sessions and opportunities for women with members as available.	Advisory Group Support Officer	<p>Sessions will be held closer to elections as part of usual business.</p> <p>7/9/21: Item still pending and will be revisited after the Public Inquiry and Referendum</p> <p>7/06/2022- Background on this matter provided, Action update is that this matter is Ongoing, and also on hold, as LG election to be held in September 2024.</p> <p>10/1/2023 – still on hold</p>	On hold
102	7/9/2021	Staff to check with engagement team about members being included in alert notices for documents on public exhibition via YourVoiceOurCoast.	Meeting Support Officer	<p>8/10: Emailed Comms with contact list</p> <p>7/6/2022 – Follow up regarding alert notices for public exhibition via YourVoiceOurCoast(?). Additional alert mechanisms(?). Check new members are included.</p> <p>17/1/2023 send out process on who to register to get the alerts.</p>	Ongoing

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Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
103	7/9/2021	Project updates and documents on exhibition to be standing item on future agendas.	Unit Manager Community and Culture/ Meeting Support Officer	<p>Update provided on 7 December 2021 meeting</p> <p>7/6/2022 - Draft First Nations Accord and Draft Acknowledgement of Country – remains on exhibition. Report to August 2022 on outcomes of exhibition and recommendation/s.</p> <p>July Council meeting – seeking endorsement for exhibition and public comment – Council’s flag and street banner policies.</p> <p>CRS finalising public art policy (internal document/policy) – how art is managed internally, procurement, decommission etc.</p> <p>Public forum and workshop and Regional Gallery. Looking to establish a panel of artists.</p> <p>Separate series and workshop/s regarding public policies will occur.</p>	Ongoing

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				<p>Grant funding – Community Development Grants and Place Activation Grants, monthly.</p> <p>Overview of documents and policies current under public exhibition via YVOC engagement website.</p> <p>Action: query regarding 'Let's Talk Woy Woy' and whether the session will be recorded/made publicly available.</p> <p>Feedback regarding timing of sessions – different hours of the day etc. – community engagement and reach.</p> <p>10/1/2023 – Belinda and Melanie to continue to give ongoing updates to information that they feel is pertinent to the group.</p>	
104	7/06/2022	Options to be explored in relation to discuss the work of Australian Psychological Society, and potential to invite to discuss and have attendees if possible.	Heather Irvine-Rundle	<p>12/09/2022 – To be discussed further at next meeting.</p> <p>10/1/2023 – Heather an apology at the meeting holding over to next meeting</p>	Ongoing

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105	12/09/2023	Mel Smith, Director Community and Recreation Services and Krystie Bryant, Acting Director Corporate Services to be invited to the next meeting to discuss options regarding potential interest at a Director/Management level to support the women's leadership concepts and leadership development programs in the organisation, respectively.	Unit Manager Community and Culture	10/1/2023 Krystie keen to attend to discuss opportunity, gender recruitment etc. In the upcoming meeting	
106	10/1/2023	Send the group out a link to access the Council meeting agenda.	Belinda McRobie		
107	10/1/2023	Revisit the Terms of reference to make the advisory group a more grounded peak body as a voice for women.	Melanie Smith		