



# **STATUS OF WOMEN ADVISORY GROUP**

**15 June 2023**



# COMMUNITY STRATEGIC PLAN 2018-2028

**ONE – CENTRAL COAST IS THE COMMUNITY STRATEGIC PLAN (CSP) FOR THE CENTRAL COAST LOCAL GOVERNMENT AREA**

**ONE – CENTRAL COAST DEFINES THE COMMUNITY'S VISION AND IS OUR ROADMAP FOR THE FUTURE**

**ONE – CENTRAL COAST BRINGS TOGETHER EXTENSIVE COMMUNITY FEEDBACK TO SET KEY DIRECTIONS AND PRIORITIES**

One - Central Coast will shape and inform Council's business activities, future plans, services and expenditure. Where actions are the responsibility of other organisations, sectors and groups to deliver, Council will work with key partners to advocate on behalf of our community.

Ultimately, every one of us who live on the Central Coast has an opportunity and responsibility to create a sustainable future from which we can all benefit. Working together we can make a difference.

## RESPONSIBLE

**WE'RE A RESPONSIBLE COUNCIL AND COMMUNITY, COMMITTED TO BUILDING STRONG RELATIONSHIPS AND DELIVERING A GREAT CUSTOMER EXPERIENCE IN ALL OUR INTERACTIONS.**

We value transparent and meaningful communication and use community feedback to drive strategic decision making and expenditure, particularly around the delivery of essential infrastructure projects that increase the safety, liveability and sustainability of our region. We're taking a strategic approach to ensure our planning and development processes are sustainable and accessible and are designed to preserve the unique character of the coast.

 **Good governance and great partnerships**

**G2** Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making

There are 5 themes, 12 focus areas and 48 objectives

### COMMUNITY STRATEGIC PLAN 2018-2028 FRAMEWORK

All council reports contained within the Business Paper are now aligned to the Community Strategic Plan. Each report will contain a cross reference to a Theme, Focus Area and Objective within the framework of the Plan.

The infographic details the following structure:

- THEME: BELONGING**
  - Focus Area: OUR COMMUNITY (C1-C4)
  - Focus Area: COMMUNITY CONNECTION AND LOCAL IDENTITY (D1-D4)
- THEME: SMART**
  - Focus Area: A GROWING AND COMPETITIVE REGION (C1-C4)
  - Focus Area: A PLACE OF OPPORTUNITY FOR PEOPLE (D1-D4)
- THEME: GREEN**
  - Focus Area: ENVIRONMENTAL WELL-BEING FOR THE FUTURE (C1-C4)
  - Focus Area: INCREASED RAIN WATER RESILIENCE (D1-D4)
- THEME: RESPONSIBLE**
  - Focus Area: GOOD GOVERNANCE AND GREAT PARTNERSHIPS (C1-C4)
  - Focus Area: BELONGING THROUGH INFRASTRUCTURE (D1-D4)
  - Focus Area: SAFE AND WELL DEVELOPED (E1-E4)
- THEME: LIVEABLE**
  - Focus Area: RELIABLE PUBLIC TRANSPORT AND CONNECTIONS (C1-C4)
  - Focus Area: SAFE AND WELL DEVELOPED (D1-D4)
  - Focus Area: HEALTHY LIFESTYLES (E1-E4)



# Meeting Notice

**The Status of Women Advisory Group  
of Central Coast Council  
will be held in the Council Committee Room,  
2 Hely Street, Wyong  
on Thursday 15 June 2023 at 4.00pm,  
for the transaction of the business listed below:**

## **1 Procedural Items**

- 1.1 Introduction: Welcome, Acknowledgement of Country, Apologies, Disclosure of Interest.....4
- 1.2 Previous business: Confirmation of minutes, review action log ..... 5

## **2 Reports**

- 2.1 Safer Cities Update .....16
- 2.2 Female Participation in the Central Coast Council Workforce .....17
- 2.3 International Women’s Day 2023 and 2024 .....18
- 2.4 Council Project Updates/Information for Discussion.....19
- 2.5 Update from Members .....20
- 2.6 General business.....21
- 2.7 Next Meeting date.....22

Melanie Smith  
**Chairperson**

**1.1 INTRODUCTION: WELCOME, ACKNOWLEDGEMENT OF COUNTRY,  
APOLOGIES, DISCLOSURE OF INTEREST**

Chairperson

**Welcome, Acknowledgement of Country, Receipt of Apologies**

*We acknowledge the Traditional Custodians of the land on which we live, work and play.*

*We pay our respects to Elders, past, present and emerging and recognise their continued connection to these lands and waterways.*



*We acknowledge our shared responsibility to care for and protect our place and people.*

## 1.2 PREVIOUS BUSINESS: CONFIRMATION OF MINUTES, REVIEW ACTION LOG

Melanie Smith  
**Chairperson**

15 March Meeting Minutes for Approval

### **Attachments**

1   Status of Women Advisory Group - 15 March Meeting minutes D15690294



Central Coast Council

## Status of Women Advisory Group

Held Remotely - Online  
15 March 2023 @4PM

# MINUTES

### Attendance

#### Members

Margot Castles  
Belinda Field  
Sharon Walsh  
Sally Jope  
Danielle Habib  
Vickie Parry  
Heather Irvine- Rundle  
Victoria Collins  
Kylie Smith

#### Status

Present  
Absent  
Present had system issue  
Apology  
Present  
Absent  
Present left at 5pm  
Tentative not present  
Present

#### Staff

Belinda McRobie – Section Manager – Community Development Present  
Melanie Smith – Director – Community and Recreation Services Apology  
Beth Burgess – Unit Manager – Community and Recreation Services Present  
Rachel Gibson – Team Leader Civic Support Present  
Holly Moltzen – Community Development Worker Present

**Minutes of the Status of Women Advisory Group of Council 15 March 2023 contd**

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The Chairperson, Beth Burgess, declared the meeting open at 4:05PM

**PROCEDURAL ITEMS**

**1.1 Introduction: Welcome, Acknowledgement of Country, Apologies,  
Disclosure of Interest**

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The chairperson welcomed the group and provided 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.

**1.2 Previous business: Confirmation of minutes, review action log**

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

[10 January 2023 SOWAG meeting minutes](#)

The Action log was reviewed and updates recorded (see page 5)

**Minutes of the Status of Women Advisory Group of Council 15 March 2023 contd**

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**REPORTS**

**2.1 Safer Cities; Her way**

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Beth Burgess present the Safer Cities to the group via the following attachment:



Safer Cities Her Way  
CCC PCG Presentatior

Additional items of note discussed during the presentation:

- There will be night walks working with the police and looking at doing a 4pm walk and repeating that after dark. Along with an experience lab people in a room with visual and sound for the late hours for safety.

Question: Will there be local and non-local participants in the experience labs.

Response: Yes there will be women both familiar or not familiar taking place in this experience lab?

Question: Margot Castles wondering whether there is opportunity for SOWAG to be involved in the focus groups.

Response: Potentially but mostly focused on individual feedback so anyone can be involved.

**2.2 Updated Terms of Reference**

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Belinda McRobie shared her screen to review the Terms of reference. The group reviewed the changes to the Terms of reference.

Rachel Gibson (Civic Support) to have Edward Hock review Terms of reference and determine whether the changes require a resolution of Council prior to next meeting.



**Minutes of the Status of Women Advisory Group of Council 15 March 2023 contd**

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**2.3 General business and project updates**

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**1. International Women's Day 2023 – update of activities**

Holly Moltzen (Community Development worker CCC) worked with Sally Jope to design/print/advertise the Festival of Women Calendar that included 13 events. This was advertised in 2 editions of Council news and socials. Shared the events from the Calendar via social media platforms.

**Action Item:**

Holly will follow up with Sally to review IWD Calendar 2023

Danielle Habib talked about an event that had no one register for so it was cancelled.

Question: How do we make sure people attend?

Response: The group discussed that maybe there are too many events on the Calendar. Women in Art event looked like it was a good event and looked impressive. None of the members present attended any of the events.

**Council project updates/ information for discussion**

**Updates from Belinda McRobie**

- Aboriginal advisory group. EOI open for 2 weeks and had 15 applicants. The successful applicants will be announced soon.
- January Community support grant will be considered by Council 28 March OM. January applicants to the March OM
- Affordable housing report- at the February council meeting, Council resolved to sell Ashton Ave land to Pacific Link Housing for \$1.
- Council Annual grants program open 1 June and closes 30 June 2023. There are 2 grants programs, Community Development and Community Events and Place Activation open for applications up to \$20,000.00.  
[Community grants and sponsorship](#)
- The Access and Inclusion reference group meeting held today 15 March 2023. This was the first meeting of the newly appointed group who worked through priorities of the next year. There are 12 members.

**Minutes of the Status of Women Advisory Group of Council 15 March 2023 contd**

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**Upcoming community events**

- Flavours by the sea 25 March in Terrigal
- Let's talk Gosford 30 March

**Update from members**

- Danielle Habib- Briefed the committee on DV crime prevention. Huge increase in sexual assault reporting in last 2 years. There is 1/3 historical assault and 2/3 current assaults reported. There has been a big push to promote reporting which has attributed to more assaults being reported, however there are still 50% only being reported.

**Update from Margot Castles**

- State election taking up her time for Labour member for The Entrance. Previously working with WeCare Connect but now volunteering 1 day a week. WeCare now have a base now in Hunter.

**Update from Kylie Smith**

- Kylie Smith has been focusing on her charity Rising Resilient Australia Incorporated working on taking her charity to the next level and writing programs and curriculum.

Next meeting


June 14 @ 4pm-5:30pm

Onsite meeting Committee room

**The Meeting** concluded at 5:23pm.

## 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 15/03/2023 – still on hold until 2024</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 <a href="#">YourVoiceOurCoast</a> .	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 <a href="#">YourVoiceOurCoast(?)</a>. Additional alert mechanisms(?). Check new members are included.</p> <p>17/1/2023 send out process on who to register to get the alerts. 15/3/23 Link to YVOC 'on exhibition'</p>	Completed

Minutes of the Status of Women Advisory Group of Council 15 March 2023 contd

Action log					
Status of Women Advisory Group					
Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				documents provided to group	
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	Update provided on 7 December 2021 meeting  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.  July Council meeting – seeking endorsement for exhibition and public comment – Council’s flag and street banner policies.  CRS finalising public art policy (internal document/policy) – how art is managed internally, procurement, decommission etc. Public forum and workshop and Regional Gallery. Looking to establish a panel of	Ongoing




Minutes of the Status of Women Advisory Group of Council 15 March 2023 contd

Action log					
Status of Women Advisory Group					
Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				<p>artists. Separate series and workshop/s regarding public policies will occur.</p> <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. <b>Action: query regarding 'Let's Talk Woy Woy' and whether the session will be recorded/made publicly available.</b></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> <p>15/3/2023 – March 30 Let's Talk Gosford</p>	



Minutes of the Status of Women Advisory Group of Council 15 March 2023 contd

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: left;"> <h2>Action log</h2> <p>Status of Women Advisory Group</p> </div> <div style="text-align: right;">  </div> </div>					
Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				at Parkside building in Kibble Park	
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> <p>15/03/2023 – Heather sent an email Thursday 16/03/2023 4:37 PM to all committee members that provided details around the provision of psychological services and Interventions to the Central Coast Committee.</p> <p>The email requests for committee members to share their experiences of people they work with being unable to access psychological therapies with Emma McBride or Gordon Reid.</p>	Ongoing

Minutes of the Status of Women Advisory Group of Council 15 March 2023 contd

Action log					
Status of Women Advisory Group					
Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
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.  15/03/2023 Invite Krystie Bryant to the June SOWAG meeting.	
106	10/1/2023	Send the group out a link to access the Council meeting agenda.	Rachel Gibson	Link sent to the committee 27/03/2023 @ 4:46pm.	Completed
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	Terms of reference were reviewed 15/3/2023 meeting and will be shared with Edward Hock to determine if they need to go before Council to be resolved.	Ongoing but will be completed prior to June SOWAG meeting

## **2.1 SAFER CITIES UPDATE**

Presentation by Anna Baer – Engagement Officer – Central Coast Council



## **2.2 FEMALE PARTICIPATION IN THE CENTRAL COAST COUNCIL WORKFORCE**

Marissa Racomelara, Director Corporate Services - Central Coast Council

### **2.3 INTERNATIONAL WOMEN'S DAY 2023 AND 2024**

Melanie Smith – Director Community and Recreation Services – Central Coast Council

Belinda McRobie – Unit Manager Community and Culture – Central Coast Council

Holly Moltzen – Community Development Officer – Central Coast Council

## **2.4 COUNCIL PROJECT UPDATES/INFORMATION FOR DISCUSSION**

Belinda McRobie – Unit Manager Community and Culture – Central Coast Council

**2.5 UPDATE FROM MEMBERS**

## **2.6 GENERAL BUSINESS**

**2.7 NEXT MEETING DATE**