



Central Coast Council

Status of Women Advisory Group

Held on
Microsoft Teams

15 June 2023

MINUTES

Attendance

Members

Margot Castles

Belinda Field

Sharon Walsh

Sally Jope

Danielle Habib

Heather Irvine-Rundle

Victoria Collins

Kylie Smith

Vickie Parry

Status

Absent

Absent

Present

Apology

Absent

Present

Present

Apology

Present

Staff

Melanie Smith – Director – Community and Recreation Services

Marissa Racomelara – Director – Corporate Services

Belinda McRobie – Section Manager – Community Development

Holly Moltzen – Community Development Worker

Anna Baer - Engagement Officer

Rachel Gibson – Team Leader - Civic Support

Angela Russell – Civic Support Officer

Status

Present

Present

Present

Present

Present

Present

Present

PROCEDURAL ITEMS

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

The Chairperson, Melanie Smith, declared the meeting open at 4:04pm.

The Chair read an Acknowledgement of Country statement.

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

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:

[Status of Women Advisory Group Minutes – 15 March 2023](#)

Moved: Sharon Walsh

Seconded: Heather Irvine-Rundle

The Action log was reviewed and items can be marked as complete.

REPORTS

2.1 Safer Cities Update

Presentation provided by Anna Baer.

Query – Will the members of SOWAG get a copy of your report when it's finalised?

Answer – It will be public and Anna will come back and present with the findings.

2.2 Female Participation in the Central Coast Council Workforce

Verbal presentation provided by Central Coast Council, Director Corporate Services, Marissa Racomelara.

Query – Request for figures or information about Indigenous women who are being mentored or coming through the system into leadership positions at Council.

Answer – Not at this stage. Council are looking at what data we collect. We are looking at improving our baseline data.

Query – Regarding Terms of Reference. Clarification was sort as to the role of SOWAG members. Is it to promote initiatives in other organisations and the broader community or is it to just receive the information presented.

Answer – The ToR refer to members promoting initiatives throughout the broader community and expand the presence of SOWAG to be influencers in promoting the Status of Women in the broader community.

Query – How do the initiatives/programs/projects get shared at present?

Answer – At present minutes of meetings are listed on Council's Website. Dissemination of information is a topic that needs further exploration at SOWAG meetings.

2.3 International Women's Day 2023 and 2024

Presentation provided by Belinda McRobie.

2.4 Council Project Updates/Information for Discussion

Verbal presentation provided by Belinda McRobie.

Council's 2 Major Grant programs are now open – **close on 30th of June:**

- Community Event and Place Activation Grant; and
- Community Development Grant.
- Monthly Community Support Grant Program (CSP)

Links to the grant programs: <https://www.centralcoast.nsw.gov.au/residents/support-programs/grants>

- Flag raising ceremony for NAIDOC week is the 3rd of July at 9:30am outside Council Chambers in Wyong. There will be performances, speeches and morning tea.

2.5 Update from Members

Victoria Collins – Working with a Young Indigenous Women to bring on the board of the executive team of an NSW Agency. Facilitated bringing her to the Coast into a Leadership position from WA.

Vickie Parry – Voice Referendum 2023 – Educate the community around the Referendum and what it means for the Aboriginal community. There will be a forum on the 10th of July 2023 at Erina. There will be some guest speakers and a constitutional lawyer who will talk about what the voice means. It's about starting the conversation.

Sharon Walsh – Central Coast Domestic Violence Committee are working on a grant to host another walk against domestic violence later this year on the main road of Gosford. We're also working on another 'Reclaim the Night' event possibly in the Entrance.

Heather Irvine-Rundle – Psychological Services – Primary Health Network has a head to health programme which is a free service accessible to all and appointments are needed. This could help the issue of the mental health sessions being reduced from 20 to 10 by the Government.

2.6 General business

Nil

2.7 Next Meeting date

Next Meeting Date: 27th of September at 4:00pm in person.

The Meeting concluded at 5.28PM.

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 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</p>	Completed

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

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				<p>are included.</p> <p>17/1/2023 send out process on who to register to get the alerts.</p> <p>15/3/23 Link to YVOC 'on exhibition' documents provided to group</p>	
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>	Ongoing

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				<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> <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>	

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

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				<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 at Parkside building in Kibble Park</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> <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</p>	Ongoing

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

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				people they work with being unable to access psychological therapies with Emma McBride or Gordon Reid.	
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. Central Coast Council Director Corporate Services, Marissa Racomelara attended and provided information.	Completed
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.	Completed

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

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
108	15/6/2023	Vickie Parry to provide a flyer for the forum on the 10 th of July 2023 at Erina regarding the Voice Referendum 2023	Vickie Parry		Ongoing
109	15/6/2023	Anna to provide further resources with the Safer Cities flyer for the committee members to distribute	Melanie Smith		Ongoing
110	15/6/2023	Send the committee members the flyer on Council's NAIDOC Week Celebrations, the Voice Referendum 2023 and Safer Cities.	Angela Russell		Ongoing