

## Attachment 1: Access and Equity Advisory Committee 2016-18

### Short Listed Applicants

Applicant	Community or Organisational Representative	Affiliations (Past or Present)	Comments
Aaron Jones	NEAMI National	Member on the Whitehorse Council Disability Advisory Committee	<ul style="list-style-type: none"> <li>• Manager NEAMI National Blackburn Office which services Manningham.</li> <li>• Advocate for people experiencing a mental illness</li> <li>• Qualifications in community development and community sector Management</li> </ul>
Amanda Marshall	Kevin Heinze GROW	<p>Australian Association for Cognitive Behavioural Therapy</p> <p>Nursery and Garden Industry Victoria</p> <p>ACU, La Trobe University, Deakin Uni, Monash Uni, Burney Uni</p>	<ul style="list-style-type: none"> <li>• General Manager of Kevin Heinze GROW – Wetherby Road Doncaster</li> <li>• Extensive experience in disability case management, horticultural therapy, education and training and volunteer management</li> </ul>
Anna Di Pietrantonio	Community Representative	Disability Professionals Australia	<ul style="list-style-type: none"> <li>• Manningham Resident and advocate for People with Disability and CALD</li> <li>• Bachelor of Applied Science in Disability and worked in sector for 15 years.</li> <li>• Professional and personal experience in disability and ensuring people with disabilities and their carers have</li> </ul>

Applicant	Community or Organisational Representative	Affiliations (Past or Present)	Comments
			a voice.
Audrey Kelly	Community Representative	WIRE Women's Information	<ul style="list-style-type: none"> <li>• Manningham Resident and advocate for GLBTI and gender equity</li> <li>• Team Leader WIRE Women's Information and volunteer with Doncare</li> <li>• Ex board member on GLBTI organisation in Mauritius involved in advocacy, researching and advocating for equal rights.</li> </ul>
Carla Reardon	Victoria Police		<ul style="list-style-type: none"> <li>• Doncaster Police Station – Crime Prevention Officer</li> <li>• Bridging the gap between Vic Police and Community and tailoring projects for community benefit.</li> </ul>
Dilnaz Billimoria	Community Representative	Manningham Interfaith Network Whitehorse Interfaith Network Boroondara Interfaith Network Victorian Refugee and Migrant Women's Network Volunteer Migrant Settlement Committee	<ul style="list-style-type: none"> <li>• Active volunteer in Manningham and Whitehorse with all faith and cultures</li> <li>• Experience as diversity champion within financial services industry</li> </ul>

Applicant	Community or Organisational Representative	Affiliations (Past or Present)	Comments
Emmie Lidis	Community Representative	Representative on Manningham Council's Lord Mayor's Charitable Trust Fund	<ul style="list-style-type: none"> <li>• Manningham Resident</li> <li>• Experience in Local Government and Disability Sector and equity for people from CALD background</li> </ul>
Eva Salvo Antonio	Community Representative	Manningham Inclusive Community Housing	<ul style="list-style-type: none"> <li>• Manningham Resident</li> <li>• Parent of a child with intellectual disability</li> <li>• Employed in Aged Care and qualifications in disability</li> </ul>
Fiona Tuomy	Community Representative	Rawcus Theatre Board Member Australian Writers Guide Member Writers Victoria Member	<ul style="list-style-type: none"> <li>• Manningham Resident</li> <li>• Person with a Disability and primary carer of brother with a mental illness</li> <li>• Writer and filmmaker and graduate of Australian Film Television and Radio Schools with 20 years experience in leadership and educational roles in arts, literacy and disability sectors</li> <li>• Mentor in Residence on Write-ability – Writers program for people with Disability.</li> </ul>
Georgina Earls	Whitehorse Manningham Libraries		<ul style="list-style-type: none"> <li>• Advocated for improving access and equity within Manningham Libraries</li> <li>• Implemented new initiatives for people from diverse</li> </ul>

Applicant	Community or Organisational Representative	Affiliations (Past or Present)	Comments
			backgrounds
Janice O'Connor	Onemda	Live Well in Bulleen Steering Committee  NDS Victoria	<ul style="list-style-type: none"> <li>• Disability Services Manager</li> <li>• Tertiary Qualifications in Social Welfare and experience working in Disability Sector for over 10 years</li> </ul>
Jenny Carson	Pines Library	Council's Aged and Disability Services  Partnerships with organisations including Centrelink, Doncare, Department of Human Services, EACH, Care Connect, Eastern Community Legal Services	<ul style="list-style-type: none"> <li>• VET co-ordinator for Pines Learning</li> <li>• Expertise facilitating all abilities programs and creating accessible opportunities for people who are from diverse and disadvantaged backgrounds</li> </ul>
Mei Yu	Chinese Health Foundation of Australia	Manningham Mental Health Working Group and Manningham Community Services Forum Representative	<ul style="list-style-type: none"> <li>• Manager of Chinese Health Foundation advocating and delivering services to people from Chinese community</li> <li>• Social Worker from CALD Background</li> <li>• Advocate for social inclusion and mental wellbeing</li> </ul>
Michelle Thompson	Family Access Network	QUEST – Queer Alliance in the East  City of Whitehorse Youth Plan Development	<ul style="list-style-type: none"> <li>• Employed to advocate and support GLBTI in Youth Housing Services</li> <li>• Team Leader for Family Access Network with</li> </ul>

Applicant	Community or Organisational Representative	Affiliations (Past or Present)	Comments
			<p>experience in Counselling and case management</p> <ul style="list-style-type: none"> <li>• Advocate for people from GLBTI background</li> </ul>
Mike Zafiroopoulos AM	Community Representative	<p>Chair of Channel 31</p> <p>Former Chair and Current Director of Fronditha Care</p> <p>Board Member and Chair of Australians for Peace</p> <p>Member of the Multicultural Business Ministerial Council</p>	<ul style="list-style-type: none"> <li>• Manningham Resident and advocate for people from CALD Background and social inclusion</li> <li>• Extensive experience in NGO with diversity organisations</li> <li>• Former Director of Immigration and Ethnic Affairs</li> <li>• Former General Manager of SBS</li> <li>• Served as Councilor and Mayor of City of Fitzroy , member of Ministerial Local government Advisory Committee</li> </ul>
Piysdasa Godellewatte	Community Representative	President Manningham Banyule Buddhist Association Inc	<ul style="list-style-type: none"> <li>• Manningham Resident and Sinhalese Background</li> <li>• Ex Committee member of Manningham Interfaith Network,</li> <li>• Extensive experience as Chairperson or in leadership roles in Sri Lanka in St John's Ambulance, Mediation Board, Ministry of Planning and Finance</li> </ul>
Saarah Ozeer	Bounce Youth Refugee Mentoring	Affiliations with organisations including AMES, Refugee Council of	<ul style="list-style-type: none"> <li>• Human Rights Advocate</li> </ul>

Applicant	Community or Organisational Representative	Affiliations (Past or Present)	Comments
	Program	Australia, Community Council of Ethnic Issues, Lions Club and Local Governments form Dandenong, Hume and Darebin	<ul style="list-style-type: none"> <li>• Mentor for people from CALD , refugee and new migrant communities and GLBTI Communities</li> </ul>
Rev Shenouda Boutros	Coptic Orthodox Church	Manningham Interfaith Network  The Coptic Senior Club of Manningham	<ul style="list-style-type: none"> <li>• Strong advocate for migrants from Egypt and Sudan and people from CALD Backgrounds</li> <li>• Involved in the delivery of community activities that bring people together such as World Prayer Day with over 350 people from Manningham attending</li> </ul>
Sue Rosenhain	Women's Health East	Representative on Manningham's Municipal Public Health and Wellbeing Steering Committee, Manningham Community Services Forum and working in partnership on the delivery of Council's Gender Equity Program	<ul style="list-style-type: none"> <li>• Advocate for Gender Equity and application of gender lens on policy and practice</li> <li>• Responsible for the Eastern Region Gender Equity Plan " Together for Equality and Respect"</li> </ul>
Varvara Ioannou	Community Representative	Current Member of Access and Equity Committee  Founder and Chairperson of Food for Thought Network  Greek Community of Melbourne	<ul style="list-style-type: none"> <li>• Life long experience and commitment to diversity in both a professional and personal capacity</li> <li>• Involved in key events for Manningham such as International Women's Day</li> <li>• Lecturer and Consultant in Diversity and Inclusion</li> </ul>



## **Attachment 2:**

### **Manningham City Council**

#### **OPEN SPACE AND STREETScape ADVISORY COMMITTEE**

#### **TERMS OF REFERENCE**

**April 2016**

### **1. Purpose of the Committee**

The purpose of the Advisory Committee is to provide advice on the design and development of Manningham's public open spaces and streetscapes, and to oversee the implementation of the current Public Open Space Strategy and the current Streetscape Character Study. This includes providing advice to Council in relation to strategic open space and streetscape issues.

The objectives of the Committee are:

- To promote a wide range of good quality and accessible open space areas.
- To provide high quality management and maintenance of open space.
- To support the use and development of Ruffey Lake Park in accordance with the Ruffey Lake Park Management Plan 2005.
- To provide an integrated streetscape character through the enhancement of Manningham's residential areas and strengthening its sense of identity.
- To provide tree planting, a range of co-ordinated streetscape elements including planting, street furniture and lighting to collectively influence and establish an identifiable character for the municipality and its individual areas.

### **2. Role of the Committee**

The Open Space and Streetscape Advisory Committee does not have the authority to make decisions on behalf of Council.

The role of the Committee includes:

- To provide advice to Council on quality public open space outcomes in line with the objectives of the Public Open Space Strategy 2014.
- To provide advice to Council on the purchase and sale of open space.
- To provide advice to Council on urban design issues and on streetscape enhancement proposals.

- To provide advice to Council on the implementation of streetscape enhancement proposals in line with the Streetscape Character Study 2009.
- To support the implementation of the Ruffey Lake Park Management Plan and review and advise on specific development proposals within Ruffey Lake Park.

The following matters will be referred to the Advisory Committee *for advice*:

- All strategies affecting public open space and streetscapes.
- Management Plans for major reserves.
- Development proposals within Ruffey Lake Park and implementation of the current Ruffey Lake Park Management Plan.
- Management and structure plans for the upgrading of activity centres.
- Signage and Street Furniture Guidelines.
- Banners.
- Proposed land purchases and disposals.
- Landscape plans for main roads.
- Tree removal proposals which are problematic.

The following matters will be referred *for information only*:

- Streetscape works that have been approved by other Steering Committees, established as part of a Government grant and which comprises Councillors and external stakeholders.
- Works being carried out by State Government agencies that will impact on the public realm.
- Public art works that are being developed by another Council Committee.

The following matters will *not be referred* to the Committee:

- Development plans for Neighbourhood Parks and playspaces in other parks and reserves.
- Open space and streetscape works that are being carried out in accordance with approved Council strategies or management plans.
- Works within any other parks or reserves where a Committee comprising Councillors and residents has been established.
- Open space maintenance issues and upgrade works being carried out in accordance with management and development plans.
- Works on private property adjoining public open spaces and streets.

### **3. Membership**

#### Councillors

- Three Councillors (one from each Ward) as appointed by Council



## Council officers

- Director Planning and Environment
- Director Assets and Engineering
- Council officers will provide administrative support to the Advisory Committee.
- The Committee will be assisted by other Council officers and the officers who attend will vary depending on the issues under discussion.
- Council officers at Advisory Committee meetings do not have voting rights.

## Community Representatives

- Membership of the Committee includes a maximum of eight community representatives and:
  - one community representative shall be a professional person with suitable qualifications in relation to open space planning; and
  - two community representatives shall have a proven knowledge of Ruffey Lake Park and its strategic planning, use and management issues.
- Membership of the Committee is voluntary and unpaid.
- The length of term on the Advisory Committee for community representatives will generally be three years.
- Nominations for community representative positions on the Advisory Committee will be advertised in the *Manningham Leader*. People will be given at least two weeks to submit a nomination from the date of the newspaper advertisement. Copies of the Terms of Reference for the Advisory Committee will be made available to potential nominees.
- Nominations received for the community representative positions will be assessed by a sub-committee comprising Councillors and Council officers. The sub-committee will make a recommendation to Council on the membership of the Advisory Committee which will then be determined by Council.
- The selection criteria for community representative positions on the Advisory Committee are:
  - A Manningham resident.
  - A demonstrated interest in open space and/or streetscape issues.
  - Personal, professional and community networks.
  - An understanding and involvement in strategic level decision making.
  - Experience of working on committees.
  - Professional knowledge/qualification in relation to open space planning (minimum one community representative).
  - Proven knowledge, understanding or interest in Ruffey Lake Park (minimum two community representatives).
- An Advisory Group member will forfeit their membership if they are absent from 3 consecutive meetings without leave.

## Specialist Representatives

The Advisory Committee may from time to time co-opt additional representatives to provide expertise to support the role of the Committee.

## Chairperson

- One of the three Councillor representatives will be appointed by Council to the position of Chair of the Committee for a period of twelve months.
- In the absence of the appointed Chair, the meeting will be chaired by a nominated substitute.

## **4. Meetings**

Meetings of the Advisory Committee are not open to the general public.

The Open Space and Streetscape Advisory Committee will meet quarterly or more frequently as required. Additional sub-Committee meetings will be organised as required.

With the exception of community representatives, members may nominate a proxy to attend an Open Space and Streetscape Advisory Committee meeting on their behalf.

The quorum for an Advisory Committee meeting is:

- One Councillor
- Three community representatives
- One Council officer.

## **5. Transparency and accountability**

Where Council has sought the opinion of the Advisory Group in relation to a specific issue the majority opinion of the Advisory Committee will be reported to Council in the relevant Council report.

The Advisory Committee, by a majority opinion, may refer a specific issue to Councillors attention via the relevant Director.

The Record of Assembly of each Open Space and Streetscape Advisory Committee meeting will be reported to Council.



**MANNINGHAM ARTS ADVISORY COMMITTEE**  
**Terms of Reference**

**March 2016**

**1. PURPOSE OF THE COMMITTEE**

The Manningham Arts Advisory Committee is established as a community advisory committee of Manningham City Council to provide strategic advice on arts and cultural development in the City of Manningham. It also assists in promoting greater awareness and understanding of arts and culture in Manningham.

**2. OBJECTIVES OF THE COMMITTEE**

The Committee provides a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in arts and cultural planning and development.

The key objectives of the Committee are to:

- Assist Council in the development of arts and cultural policy and action planning and implementation, and in particular, support Council in promoting and implementing the *Manningham Cultural Strategy* (2013-2017);
- Provide strategic advice, advocacy and recommendations to Council on arts and cultural issues;
- Promote access to a diversity of local arts and cultural activities within the City;
- Provide strategic advice on other relevant Council policies and strategies;
- Assist Council to promote and celebrate the arts and culture of Manningham and to build connections between arts and cultural groups and individuals within the Manningham community;
- Provide advice to Council on issues related to the City of Manningham Art Collection through the Art Collection Management Sub-Committee as a sub-committee of the Arts Advisory Committee.

**3. COMMITTEE MEMBERSHIP**

The membership of the Manningham Arts Advisory Committee comprises representatives from Manningham-based arts / community organisations, local artists and cultural industries.

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Membership of the Committee is honorary and as follows:

- One (1) Manningham City Councillor appointed by Council;
- Up to four (4) external members representing a variety of creative disciplines;
- Up to two (2) external cultural industry professionals working within the municipality;
- Executive Officer Cultural Services; and
- Cultural Planning and Development Officer.

### 4. COMMITTEE QUORUM

The quorum for the Committee comprises a minimum of five people and includes:

- (a) The Councillor representative or Executive Officer Cultural Services or a representative of the Executive Officer Cultural Services; and
- (b) A minimum of four external members / cultural industry representatives.

### 5. CO-OPTED MEMBERS

The Committee may invite suitable skilled persons to join the Arts Advisory Committee in an advisory capacity, for a specific purpose and for a specified period of time. Co-opted members are not entitled to vote.

Cultural Services staff may attend meetings at the discretion of the Executive Officer Cultural Services or at the request of the Arts Advisory Committee.

### 6. TERM OF MEMBERSHIP

External members will be appointed by Council. The terms of appointment shall be for a period of three (3) years. If a vacancy occurs mid-term it will be at the discretion of Council to publicly advertise for a replacement or to appoint a person to serve the remainder of the term. External members are eligible for reappointment. The external membership positions will be publically advertised.

The Councillor representative will be appointed at the Annual Meeting of Council. The Councillor representative is eligible for reappointment at the discretion of Council. Any vacancy that occurs mid-term will be referred to Council for the appointment of a representative until the next Annual Meeting.

Where possible, membership will have a balance of continuing and new members.

### 7. MEMBER RESPONSIBILITIES

For the Committee to be effective its membership will consist of a reasonable representation from across art forms and interests relevant to the Manningham community. Although no one individual could be expected to possess every attribute listed below, the Manningham Arts Advisory Committee requires individuals who together fit the general profile of the following attributes:

### **Attachment 3**

- a) Have an appreciation of the Manningham community, and the range of social, economic and cultural issues that impact upon the community;
- b) Have a background, experience or demonstrated interest in the arts or community cultural development;
- c) Keep informed of current developments, issues and concerns in the arts and / or community cultural development sector;
- d) Be conversant with relevant Council plans and policies, particularly those related to arts and cultural development;
- (e) Be aware of the activities and interests of the arts and cultural organisations and groups in the municipality; and
- (f) Prepare for and actively participate in regular committee meetings.

#### **8. REPORTING PROCEDURES**

This committee is an advisory committee established by Council. Where necessary, reports and recommendations made by such a committee must seek Council approval at scheduled Council meetings before being fully endorsed and acted upon.

#### **9. MANAGEMENT OF THE COMMITTEE**

##### **(a) Chairperson**

The chairperson shall be appointed by Council and shall be the Councillor representative. In the absence of the Chairperson, the Committee will appoint an acting chairperson for the period of the chairperson's absence.

##### **(b) Meetings**

Meetings shall be arranged at regular intervals as determined by the Committee and Cultural Services.

##### **(c) Committee Support**

The Committee will be resourced by a member of the Cultural Services Unit (non Committee member), responsible for the preparation of meeting agendas, minutes, reports and other administrative functions. Meeting minutes will be circulated to members in accordance with the time agreed by the Committee. The minutes will be submitted to the next meeting of the Committee for confirmation/amendment as appropriate.

#### **10. CONFLICT OF INTEREST**

##### **(a) Definition**

A Committee member is considered to have a conflict of interest if the member:

- i) has a direct or indirect pecuniary interest in the matter; or

### **Attachment 3**

- ii) is of the opinion that their interest in the matter may conflict with their proper performance of duties in respect to the matter.

#### **(b) Disclosure**

If a member has a conflict of interest with a matter that is to be, or is likely to be, discussed at a Committee meeting, the member must:

- i) disclose the nature of the conflict of interest immediately before the discussion, or
- ii) if not intending to be present at the meeting, disclose the nature of the conflict of interest to the Executive Officer Cultural Services before the meeting is held.

The declaration and nature of the conflict of interest must be recorded in the minutes of the meeting.

### **11. SUNSET**

The Committee is on-going but can be reviewed as and when the Council thinks fit.

### **12. CONDUCT**

The rules of conduct of the Committee are listed below:

- a) The procedure of Committee meetings will be informal. If the need arises for a formal meeting to be conducted the procedure will be according to the Council policy: Council / Committee Meetings: Sub-committees – operation and Local Law No. 1 Meeting Procedures;
- b) Committee members cannot nominate a proxy;
- c) Arts Advisory Committee meetings are not open to the general public;
- d) Any media enquiries will be dealt with by the chairperson in conjunction with the Executive Officer Cultural Services and Council's Communications & Marketing Unit.

**Open Space and Streetscape Advisory Committee 2016 nominations**

**Attachment 4**

	<b>Name</b>	<b>Suburb</b>	<b>Comments</b>
1	Tina Garg	Bulleen	Tina has young children and is interested in both children's playspaces and the environment. Recently returned from London and has experienced different uses of public spaces. Lives in Bulleen which is not currently represented by a resident committee member. Nomination supported by OSSAC Councillors.
2	Jason Slaviero	Templestowe	Secretary of Templestowe Village Traders Association. Interest in usage of public spaces and their changing community expectations. Interest in small business, strip shopping centres, arts and environment.
3	Rohini Padey	Doncaster East	Nature lover and frequent user of Ruffey Lake Park. Interest is environment and food like to see some community gardens and communal play spaces. Interest in residents being more involved is development of their own streetscapes. There are already three ex Ruffey Lake Park Advisory Committee members on OSSAC two of which live in close proximity to Rohini therefore this part of Manningham is already well represented on OSSAC.
4	Maverick Knight	Warrandyte	Student studying conservation and land management. Interested in spaces for all ages, play spaces and community health and connectedness across all groups. Maverick represents an age demographic and local area that is not currently well represented by the current OSSAC membership. Nomination supported by OSSAC Councillors.
5	Marjan Hajjari	Templestowe	Experienced urban designer with extensive local government knowledge. Interest in creating healthy and vibrant communities. Having young children has enhanced understanding of Manningham's open spaces, especially in regards to the needs of families and multicultural communities. There are two existing resident members on OSSAC who live in close proximity to Marjan therefore this part of Manningham is already well represented on OSSAC.

