



**Randwick City  
Council**  
a sense of community

**COMMUNITY SERVICES COMMITTEE**  
**BUSINESS PAPER**

**TUESDAY 8 SEPTEMBER 2015**

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## COMMUNITY SERVICES COMMITTEE

Notice is hereby given that a Community Services Committee of the Council of the City of Randwick will be held in the Council Chamber, First Floor, 90 Avoca Street, Randwick on Tuesday, 8 September 2015 at 6:00pm

Committee Members: The Mayor T Seng, Andrews, Belleli, Bowen, D'Souza, Garcia, Matson (Deputy Chairperson), Moore, Nash, Neilson, Roberts, Shurey (Chairperson), Smith, Stavrinou & Stevenson

Quorum: Eight (8) members

NOTE: At the Extraordinary Meeting held on 28 September 2004, the Council resolved that the Community Services Committee be constituted as a committee with full delegation to determine matters on the agenda.

### Apologies/Granting of Leave of Absences

### Confirmation of the Minutes

Community Services Committee - 14 July 2015

### Declarations of Pecuniary and Non-Pecuniary Interests

### Address of Committee by Members of the Public

*Privacy warning;*

*In respect to Privacy & Personal Information Protection Act, members of the public are advised that the proceedings of this meeting will be recorded for the purposes of clause 69 of Council's Code of Meeting Practice.*

### Urgent Business

### Community Services Reports

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### Library Reports

Nil

### Notice of Rescission Motions

Nil

.....  
Ray Brownlee  
**GENERAL MANAGER**



## Community Services Report No. C10/15



**Subject:** Advisory Committee Minutes  
**Folder No:** F2006/00216  
**Author:** Gary Ella, Coordinator Community Programs & Partnerships

### Introduction

At the 10 March 2009 Community Services Committee Meeting, it was resolved that the minutes of the Advisory Committees are to be presented to the Community Services Committee. This report brings together, for Council's acceptance, the minutes of the previous meetings adopted by the respective Advisory Committees.

### Issues

As scheduled, the Advisory Committees (listed below) have met and the minutes of the meetings, which reflect discussions and outcomes, are attached.

The minutes will also be available on Council's website after each meeting. This report includes minutes from:

- The Youth Advisory Committee – June 2015 (endorsed August 2015).
- The Aboriginal Advisory Committee – June 2015

The minutes for the Aboriginal Advisory Committee were not endorsed at its August 2015 meeting due to lack of quorum. The minutes will be put to the Committee at its October meeting for endorsement.

### Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome: An informed and Engaged Community.

Direction: Effective communication methods and technology are used to share information and provide services.

### Financial impact statement

There is no direct financial impact for this matter.

### Conclusion

The minutes of these Advisory Committee Meetings are now in order and are submitted to Council for acknowledgement and acceptance.

### Recommendation

That the Council acknowledges and accepts the minutes of the Youth Advisory Committee – June 2015, and the minutes of the Aboriginal Advisory Committee – June 2015.

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**Attachment/s:**

1. Randwick City Council Aboriginal Advisory Committee Meeting Minutes held on 5 June 2015.
2. Randwick City Council Youth Advisory Committee Meeting Minutes held on 15 June 2015.

**C10/15**

**Minutes**  
**Randwick City Council Aboriginal Advisory Committee**  
**Meeting 5 June 2015**  
**Yarra Bay House, La Perouse**

**C10/15**

**Present:**

Cr Noel D'Souza – Randwick City Council  
Cr Murray Matson - Randwick City Council  
Sharron Smith – Randwick City Council  
Adrian Hansen – Aboriginal Affairs NSW  
Michael Ingrey - La Perouse Youth Haven  
Peter Cooley – First Hand Solutions  
Robyn Murphy – ADHC  
Peter McKenzie  
Susan Bryant – Community member

**Apologies:**

Carrine Liddell – La Perouse LALC  
Dean Kelly – National Parks & Wildlife Service  
Melodie Gibson – Australia Council for the Arts  
Cr Tony Bowen - Randwick City Council  
Cr Scott Nash – Randwick City Council

**Confirmation of Minutes:** Minutes from the meeting held on 6 February and discussion notes from 1 May meeting were accepted.

**1. Fit for the Future (update)**

Cr Matson and D'Souza provided update:

- Council has prepared comprehensive reports on merger options which have widely discussed with LGA residents.
- High percentage of Residents would prefer RCC to be a stand-alone council
- Submission prepared by IPART
- Council report will be submitted on 30 June 2015
- Amalgamation with Waverley Council is most favourable option if amalgamations proceed.

**2. Reconciliation Action Plan (RAP)**

Work on Council's RAP continues but will not be finalised until the Fit for the Future recommendations have been considered by State and Local Governments and implemented.

**3. NAIDOC Week Activities**

Council is currently putting together a Calendar of Events for NAIDOC Week. The 2015 NAIDOC Theme is 'We all Stand on Sacred Ground: Learn, Respect and Celebrate'.

**4. Stolen Generations Memorial**

Council's Coordinator of Community Development has sought LALC permission to address the next members meeting and invite member to discuss the concept over a morning tea. Yvonne Simms and Barbara Keeley have drafted a list of people should be invited to attend.

## 5. Community Drug Forum

Discussion was held around hosting local Drug information sessions and a major ICE Summit for local community in Eastern Sydney. Council provided information on the Community Drug Action Team (CDAT) and updated committee on previous CDAT Meeting (3 June) where it was resolved to hold 3 small meetings in the LGA and a larger (ICE Summit). The AAC have agreed to support this project.

**Meeting Closed: 12:00 noon**

Next Meeting: 14 August 2015

**C10/15**



## Minutes

### Randwick City Council Youth Advisory Committee Meeting held on 15 June, 2015 at 6:00pm

#### Present

|                    |                          |
|--------------------|--------------------------|
| Anne Wang (Chair)  | Community Representative |
| Ashley Brekenridge | Community Representative |
| Andrea Gomes       | Youth Off the Streets    |
| Sam Sbisa          | Randwick City Council    |
| Tania Krasinski    | Randwick City Council    |

#### Apologies

|                  |                          |
|------------------|--------------------------|
| Cr Kiel Smith    | Randwick City Council    |
| Cr Pat Garcia    | Randwick City Council    |
| Georgia Heighway | Community Representative |
| Luke Colombo     | Community Representative |
| Adry Awan        | Community Representative |
| Alia Huberman    | Community Representative |
| Eric Brown       | Youth Off the Streets    |

#### Previous Minutes

Minutes confirmed: Sam Sbisa  
Seconded: Ashley Brekenridge

#### Matters arising

Anne briefly described a mentoring program currently with Mosman Council where the Councillors are matched with and mentor a young person. The viability of running such a program in Randwick Council was discussed. Sam informed the committee that there have been previous mentoring programs with Council and would investigate details and report back at the next meeting. Committee agreed a mentoring program is not viable in the short term and will be revisited at a later date.

#### Events / Projects Update

See Refugee Week, social media section.

#### Youth Advisory Committee Social Media

Between meetings, the committee have been planning social media promotion for Refugee Week activities (Sunday 14 June to Saturday 20 June 2015). Ashley reported that two posts per day had been uploaded and programed to promote various activities for Refugee Week in and around Randwick City Council area.

**Action:** Ashley to debrief on output and outcomes regarding the Refugee posts at the next meeting.

Anne reported that the Multicultural Advisory Committee has been 'liking' and 'sharing posts' from the Randwick Youth Facebook page.

#### Next meeting – Webinar on Social Media Marketing

Topics and questions requested for inclusion in the Social Media Marketing Webinar booked for the meeting will include the following:

- a basic grasp of social media
- difference between social media platforms
- effective posts including tone and relevance for our target audience
- best social media platform for target audience (see above)
- how to build a following from start-up (Committee's current position)
- best practice for interaction
- effective and interactive events and news driven posts
- measures and evaluation

It was agreed that a call to action / promotion of the Facebook page, Randwick City Youth is needed. The Committee requested that members contact their networks and ask for 'likes' and 'shares'.

### **Advisory / Advocacy Opportunities**

N/A

### **Youth Issues**

N/A

### **General Business**

#### **Volunteer Morning Tea**

The Youth Advisory Committee were invited to the Mayor's Volunteer Morning Tea held Saturday 13 June. Anne reported that it was a pleasant surprise to have a member of the Youth Advisory Committee, Adry Awan as guest speaker.

Adry's speech was about his experience in volunteering with CanTeen and the Sony Foundation. Adry mentioned that volunteering is not always easy and acknowledged challenges of volunteering, where volunteers often put in a lot of work and do not always get the desired outcome. Although, Adry stated, 'perseverance pays off'.

Anne and Adry met members of the Multicultural Advisory Committee at the event. Photos were taken and uploaded to both Facebook pages. It was an excellent opportunity to share social media strategies.

#### **New Membership**

It was requested that, due to the number of members withdrawing from the Committee, that a membership drive commence.

**Action:** An expression of interest will be forwarded to schools and youth networks when the next school term commences.

### **Correspondence**

N/A

### **Meeting closed at 7:30pm**

## Community Services Report No. C11/15



**Subject:** Older Persons Advisory Committee  
and Access Advisory Committee

**Folder No:** F2006/00216

**Author:** Teresa Mok, Manager Community Planning & Development

### Introduction

The Council at its Community Services Committee meeting of 10 March 2015 endorsed the meeting minutes of the Older Persons Advisory Committee and the meeting minutes of the Access Advisory Committee. The minutes of Council's Advisory Committee meetings are regularly presented to the Council for its acceptance.

The members of the Advisory Committees at their respective meetings made the decision to retire (to be effective from March 2015) as they have reached the end of their membership tenure. Consequently, the members of the Access Advisory and Older Persons Advisory Committees disbanded in March 2015 on completion of planned events and activities, and are not due to meet until recruitment processes for new term members are completed. At their respective meetings, both Advisory Committees suggested that the quorum numbers be lowered, and the frequency of the Older Persons Advisory Committee meetings be reduced from monthly meetings to once every two months.

The purpose of this report is two-folds, to brief the Council on the status of the recruitment process for new committee members, and to seek the Council's endorsement to the recommended changes to the Advisory Committees' Terms of References.

### Issues

The Council's Older Persons Advisory Committee and the Access Advisory Committee made the decision to disband their respective committees, having reached the end of their membership tenure, effective from end of March 2015. Further, the committees sought the Council's endorsement for the recruitment processes of new term members to commence. Below is a summary of the two Advisory Committees' decisions:

#### Access Advisory Committee

The Council's Access Advisory Committee, which has reached the end of its tenure, agreed to be dissolved after March 2015 to commence recruitment process for new term members. Further, the committees resolved to seek Council's endorsement to proceed with the recruitment process and raised the issue of changing the frequency of meetings from once a month to every two months, and reducing the meeting quorum from five to four members with voting rights.

#### Older Persons Advisory Committee

Similarly, the Council's Older Persons Advisory Committee agreed to be dissolved in March 2015 upon completion of Seniors Week activities in order to make way for recruitment process for new term members. It proposed that the meeting quorum be reduced from eight to four members with voting rights, and sought Council's endorsement to proceed with the recruitment process for new term members.

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Any changes to meeting procedures and proceedings can only be carried out via the respective Advisory Committee's Terms of Reference, which in turn require the Council's endorsement.

The Access Advisory Committee's suggestion of meeting once every two months instead of once a month is a reasonable suggestion as it will bring it in line with the other community services related Advisory Committees. It would also better accommodate the needs of community representatives, including those working in the aged care and disability services sectors experiencing difficulties attending monthly meetings.

The Access Advisory Committee's suggestion that the meeting quorum be dropped from five to four members with voting rights does not seem to be realistic. Its Terms of Reference currently provides for membership to "...consist of no less than 6 community representatives and 2 Councilors". It is not advisable to further reduce the quorum of five down to four persons with voting rights. Other strategies can be put in place by council staff in discussions with the Committee Chairs to improve participants' access to scheduled meetings.

The Older Person's Advisory's proposal to reduce the meeting quorum from eight to four members is not advisable for similar stated reasons. The Terms of Reference states that the committee membership "... shall consist of no more than 12 and no less than 6 community representatives and 2 Councillors. A more feasible option, should Council decides to support a reduction, is to reduce the quorum to 5 persons with voting rights, echoing the same quorum as the Access Advisory Committee. Further, reducing the meeting frequency from monthly to once every two months will encourage meeting attendance and representation from support service providers.

### **Impact of ageing and disability sector reforms**

The recruitment process for new term members for both advisory committees have been delayed due to changes that are currently being rolled out by the Commonwealth (for aged care services) and State (for disability services) Governments. These reforms require all funded service providers and their staff to make significant changes to its service procedures, and to secure relevant certifications. As such, the majority of the Access Advisory and Older Persons Advisory committee members from local disability and aged care services, who are also key advocates for this population grouping, have informed council staff that they are unable to provide representation during 2015. This is because funded service providers are required to comply with new funding conditions by June 2016.

### **Suggested changes to the Terms of References**

| <b>Terms of Reference</b>               | <b>Supported quorum</b>                        | <b>Supported meeting frequency</b> |
|---|--|------------------------------------|
| <b>Access Advisory Committee</b>        | 5 persons with voting rights (status quo)      | Once every two months              |
| <b>Older Persons Advisory Committee</b> | 5 persons with voting rights (from 8 persons). | Once every two months              |

### **Relationship to City Plan**

The relationship with the City Plan is as follows:

Outcome 2: A vibrant and diverse community.

Direction 2a.2: Support the different groups in the community to improve access to services and recreational activities.

### **Financial impact statement**

There is no direct financial impact for this matter.

### **Conclusion**

The proposed changes to the advisory committees' Terms of Reference as detailed in this report will encourage representation from the ageing and disability service organisations and community representatives. Following discussions with community service providers and the Chair of both committees, recruitment process will then commence and new members appointed before the end of this calendar year.

### **Recommendation**

That:

- a) Council endorse the proposed changes to the Access Advisory Committee and Older Persons Advisory Committee's Terms of Reference to reflect the suggested changes as outlined in the table of this report
- b) Council staff commence recruitment processes for new term committee members which will operate under their respective amended Terms of Reference.
- c) Council staff to develop strategies, in consultation with Committee Chairs of the Access Advisory and Older Person's Advisory Committees, to improve members' access to meetings.

### **Attachment/s:**

Nil

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