

MINUTES OF STATUS OF WOMEN'S ADVISORY COMMITTEE HELD ON WEDNESDAY 27 NOVEMBER 2024

- Present: Chairperson – Mayor Christine Kay
Deputy Chairperson - Councillor Indu Balachandran
Councillor Barbara Ward
Arti Kumria
Michele Bell
Susan Parker
Jessica Stone-Herbert
Unis Goh
Jebby Philips
Peta-Jane Maynard
Madeleine Steel
Adrienne Bennett
Karthika Sivarajan
- Rowenna Allabush - Online
- Staff Present: Director Community, Janice Bevan
Director Development and Regulation, Michael Miocic
Manager Community Development, Danny Houseas
Manager Governance and Corporate Strategy, Christopher M Jones
Policy and Administration Officer, Kim Harris
Policy and Administration Office, Nicky Hammond
- Apologies: Angela Budai
Samantha Bing
Anjali Sharma
General Manager, David Marshall
Coordinator Youth Services, Lily Giles

The Meeting commenced at 1:05 PM

DECLARATIONS OF INTEREST

There were no Declarations of Interest from the participants

MATTERS ARISING FROM PREVIOUS MEETING

No matters arising

NOTING OF MINUTES

Minutes of the Status of Women's Advisory Committee Meeting

File:

Meeting held 27 November 2024

Minutes numbered 1

RECOMMENDATION:

As this was the inaugural meeting of the Status of Women's Advisory Committee, there were no previous minutes to review.

Open and Welcome

Facilitated by Mayor Christine Kay

- Acknowledgement of First Nations people
- Apologies
- Opening remarks including importance of the committee, and relevant activities including 16 Days of Activism, Prevention of Violence Against Women Action Plan and International Women's Day.
- All attendees then provided a self-introduction, sharing their experience and involvement in women's issues, professional backgrounds, reasons for applying for the committee, and their expectations for the Status of Women's Committee.

The Committee Recommends:

That the above points be received and noted.

Governance

Facilitated by Christopher Jones, Manager of Governance and Corporate Strategy, who provided a high-level overview of the roles and responsibilities of Advisory Committees:

- Committees and reference groups play a key role in engaging with in the community on various issues.
- Councillors are appointed as Chairperson and Deputy Chairperson every two years, while community members are selected through an EOI process every four years, with the option for reappointment or withdrawal at any time.
- The Chairperson is responsible for ensuring meeting efficiency, encouraging member participation, and maintaining adherence to procedures.
- Members will receive at least three days' notice of meetings. Minutes will be taken by Council staff and circulated for review.
- The quorum for meetings is five, and members must inform the committee if they are unable to attend.
- The Advisory Committee serves solely in an advisory capacity, with no decision-making authority, however it can provide recommendations for Council consideration.
- All members are bound by the Council's Code of Conduct, which emphasises appropriate behaviour, confidentiality, and transparency in managing conflicts of interest.

- Conflicts of interest must be declared and recorded, with the affected member withdrawing from discussions on the matter.
- For any governance issues or matters related to the Code of Conduct, members can seek guidance from the Advisory Committee facilitators or Christopher Jones, Manager of Governance and Corporate Strategy,

Links to the Code of Conduct and Council Advisory and Reference Committee Guidelines were provided to the committee.

The Committee Recommends:

That the above points be received and noted.

16 Days of Activism

Facilitated by Kim Harris

- The 16 Days of Activism Against Gender-Based Violence is an annual international campaign that runs from 25 November 25 until 10 December 10. The aim is to raise awareness and encourage actions that prevent and eliminate all forms of violence against women and girls.
- Ku-ring-gai Council has initiated several actions including a “say No to Gender Based Violence” email signature for staff to use, and a “Ku-ring-gai Says No to Gender Based Violence banner outside Council Chambers.
- A Prevention of Violence Against Women Action Plan 2024/2025 has been developed and endorse by Council, and a Domestic and family Violence Webpage has been created.
- Council has also established a grant program providing funding for Domestic and Family Violence Prevention and celebrated White Ribbon Day.
- Journalist and author Jess Hill talked to an audience of over 200 people about her book *See What You Made Me Do* at the Gordon library
- Council supported the Walk the Talk local event at Waitara PCYC.

The Committee Recommends:

That the above points be received and noted.

Prevention of Violence Against Women Action Plan

Facilitated by Nicky Hammond

- In August 2024, Council endorsed a 2024/25 Prevention of Violence Against Women Action Plan. The Action Plan outlines Council’s intentions to address domestic and family violence in the local area over the next 12 months.
- The Action Plan, aligned with state priorities, is structured into the following four key focus areas based on the four domains of the *National Plan to End Violence against Women and Children 2022-2032*:
 - Primary prevention
 - Early intervention
 - Sector development and support
 - Resilience and Empowerment
- To inform the development of the Action Plan, a working group was formed including Ku-ring-gai Council staff and representatives from Catholic Care, Cass, Department of

Communities and Justice, Hornsby Ku-ring-gai Multicultural Network, Hornsby Ku-ring-gai Women's Shelter, Ku-ring-gai Neighbourhood Centre, Ku-ring-gai Rotary, KYDS, Lifeline, NSW Police Force, Relationships Australia, SSI, Women's Shed including several representatives from the Hornsby Ku-ring-gai DV Network.

- Actions already completed or in process include the delivery of a DV Aware workshop in partnership with Lifeline, the development of an internal communications strategy, resources and training development, the establishment of the Status of Women's Advisory Committee, the Nextgen Forum, joining the Hornsby Ku-ring-gai DV Network, Domestic and Family Violence Grant, Community engagement and promoting local events.
- Council plans to deliver internal training and increase awareness for staff, deliver targeted information sessions and information material to the community, build partnerships, provide education opportunities, host the annual International Women's Day 2025 event, deliver the 2025 Community Grants, acknowledge Remembrance Day, undertake further research, develop a 2025 – 2028 Action Plan and invite members of the Status of Women's Advisory Committee to participate by attending events, participate in working groups and providing advice to Council.

The Committee Recommends:

That the above points be received and noted.

CARRIED UNANIMOUSLY

GENERAL BUSINESS

NextGen Forum

Facilitated by Nicky Hammond

- On the Friday 22 November 2024 approximately 80 students from 4 local high schools were invited to participate in our NextGen Forum. The Forum focused on healthy, respectful relationships.
- The event was organised in partnership with ElephantEd, a NSW Department of Education-endorsed youth-led organisation, and supported by youth mental health organisations KYDS and Headspace.
- Students from Lindfield Learning Village, Knox Grammar, Pymble Ladies College, and Killara High, ranging from Years 7 to 10, took part in the Forum.
- The final activity - a Take It Back Activity, was an opportunity for students to develop a strategy about healthy relationships, that they could take back to their school community. More specifically to develop an action or initiative to educate, inspire, or facilitate positive change.
- The feedback from students, teachers and the organisations who participated has been very positive. It was a meaningful and fun day for those involved.

The Committee Recommends:

That the above points be received and noted.

IWD Program March 2025

Facilitated by Mayor Christine Kay

File: #

- The IWD 2025 theme is 'March Forward' As we reflect on this theme we acknowledge the triumphs of women who have come before us and come together to light the way for those who will follow in our footsteps.
- Council is seeking input from Committee members to organise and deliver next year's program
- Suggestions and recommendations from Committee members are welcome for speakers and discussion topics
- Some possible discussion points include:
 - Empowering Women, Empowering Communities
 - Equity for All: Women Leading Change
 - Breaking Barriers, Building Futures
 - Celebrating Women's Achievements, Driving Gender Equity
 - Inspiring Generations: Women, Leadership, and Legacy

The Committee Recommends:

That the above points be received and noted.

Resignation of Rhonda Smyth and Reserves List

File: #

- Rhonda Smyth has resigned from the Committee as she has moved overseas. She extends her best wishes to the Committee for its future work.
- As outlined in the Council Advisory and Reference Committee Guidelines, vacancies on the Committee can be filled by reserves in the order recommended by the assessment panel.
- Leanne Fry next in order on the reserve list as recommended by the panel.
- It is recommended that Leanne Fry be invited to join the Status of Women's Advisory Committee

The Committee Recommends:

That the Council acknowledges the resignation of Rhonda Smyth and endorses Leanne Fry as her replacement.

CARRIED UNANIMOUSLY

Future Meeting dates and times in 2025

File: #

The following meeting dates:

- Tuesday, 11 February 2025, at 10:00 AM
- Tuesday, 6 May 2025, at 6:00 PM
- Tuesday, 5 August 2025, at 10:00 AM
- Tuesday, 4 November 2025, at 6:00 PM

The Committee Recommends:

That the above dates be received and noted

Business Arising

File: #

- Jebby Philips requested that Council staff provide information on local demographics, including details such as where women reside, their countries of origin, languages spoken, qualifications, and income levels. Additionally, information was sought on how many people accessed and viewed the Strategic Plan. The Committee was advised that this information is available on Council's website under the **Demographic Profile** and **ID Atlas** at <https://profile.id.com.au/ku-ring-gai>.
- Unis Goh requested that agendas for the February meeting be sent in advance to allow members sufficient time to prepare for the meeting. Agendas will be provided as an attachment to the meeting invite approximately 1 week prior to the meeting.
- Unis Goh also highlighted the **Draft NSW Homelessness Strategy 2025–2035** for distribution to members. Members are encouraged to make submissions to the NSW Government by the closing date, 14 February 2025.

The Meeting closed at 2:27 pm