

Darebin Intercultural Centre

Advisory Committee

Terms of Reference

April 2013



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1. Mission Statement:

To provide Darebin City Council with advise, support and ideas relating to the operations, future and sustainability of the Darebin Intercultural Centre.

2. Statement of purpose:

- Promote the Centre's vision, mission and objectives to the wider Darebin community and beyond
- Provide advice and ideas on activities and programs
- Receive quarterly reports on the Centre's performance, achievements and challenges
- Advocate for a sustainable Darebin Intercultural Centre
- Explore avenues to increase the Centre's financial capacity

It is not the purpose of the Darebin Intercultural Centre Advisory Committee (DICAC) to become involved in day to day operational issues relating to the management of the Intercultural Centre.

3. Membership

- Councillor representative (Chair)
- Centre Coordinator
- Manager Community Planning, Partnerships and Performance
- One representative from Darebin Ethnic Communities Council
- Four representatives from the Friends of the Darebin Intercultural Centre
- Two representatives from user groups of the Centre

4. Term and Method of Nomination

- Calls for nominations from the groups nominated will be sent out allowing two weeks for response. The membership composition is flexible to allow additional participation should there be an interest beyond the subscribed numbers.
- The Committee membership is appointed for two years

5. Support

The Committee is supported by the Darebin Intercultural Centre Coordinator

6. Meeting times

- Meetings will be held four times a year

7. Pecuniary Interests

DICAC members must disclose any pecuniary interests to ensure there is no conflict of interest.