

# CHILD FRIENDLY CITY ADVISORY COMMITTEE

## Terms of Reference

December 2013

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## **Introduction**

The Child Friendly Cities Initiative (CFCI) was launched in 1996 to act on the resolution passed during the second UN Conference on Human Settlements (Habitat II) to make cities liveable places for all; in UNICEF terms, for "children first." The Conference declared that the well-being of children is the ultimate indicator of a healthy habitat, a democratic society and of good governance.

Child Friendly Cities is an initiative promoted by UNICEF which aims to realise the Convention on the Rights of the Child at the local level. UNICEF describes a Child Friendly City as a local system of good governance committed to fulfilling children's rights. The UN Convention on the Rights of the Child (CRC) has assisted in identifying and framing the plans, goals and objectives.

A Child Friendly City is actively engaged in fulfilling the right of every young citizen to:

- Influence decisions about their city
- Express their opinion on the city they want
- Participate in family, community and social life
- Receive basic services such as health care and education
- Drink safe water and have access to proper sanitation
- Be protected from exploitation, violence and abuse
- Walk safely in the streets on their own
- Meet friends and play
- Have green spaces for plants and animals
- Live in an unpolluted environment
- Participate in cultural and social events
- Be an equal citizen of their city with access to every service, regardless of ethnic origin, religion, income, gender or disability.
- It is a city where the voices, needs, priorities and rights of children are an integral part of public policies, programmes and decisions. It is, as a result, a city that is fit for all. 'UNICEF, 2010'

In the development of a Child Friendly City framework it is important to build on the good work already undertaken by Darebin where current policies and practices already demonstrate the principles of a Child Friendly City. It is also important to examine the development and implementation of a Child Friendly City framework at other Councils.

The Advisory Committee will comprise of representatives of Council, Council Officers from across key departments of Council and community members. The Advisory Committee will provide advice on a whole of Council approach to a Child Friendly City framework at Darebin.

Critical to the framework delivering an outcome that the community embraces will be community consultation. The consultation process for the strategy will be undertaken in accordance with Council's Community Engagement Framework, with the establishment of a Darebin Child Friendly City Advisory Committee that includes Councillor and community representation as a key component.

## **Purpose**

### **Mission Statement**

To provide advice on the development of a Child Friendly City framework and an action plan for the implementation of the framework.

## **Objectives of the Darebin Child Friendly City Advisory Committee**

The Darebin Child Friendly City Advisory Committee will inform and support the development of the Child Friendly Cities framework. This will be achieved through the following:

- Inform and assist Council in understanding issues, policies and drivers that impact on the lives of children in the City of Darebin.
- Provide advice and input on processes during the development of a Child Friendly City framework and an action plan for the implementation of the framework.
- Provide strategic thinking for effective planning.
- Ensure alignment with relevant Council policy including but not limited to: the Darebin Social Inclusion Agenda; the Darebin *Community Health and Wellbeing Plan 2009- 2013 and the Equity and Inclusion Policy 2012-2015*.
- Advise Council on the delivery of actions that arise from the framework.

## **Role and Responsibilities of the Darebin Libraries Strategy Reference Group**

The Advisory Group will inform Council planning, policy and decision making. The Darebin Child Friendly City Advisory Committee and services are the responsibility of the Manager Family and Children. Recommendations for Council decision will be presented by the Manager Family and Children and the Director Community Development.

The reference group has no formal Council delegated authority.

Responsibilities of the Committee are to:

- Provide effective and timely advice
- Promote consultation and representation of community views on the direction, planning and development of the Darebin Child Friendly City Advisory Committee.
- Provide an additional avenue for dissemination of information relating to the development of the strategy
- Propose and participate in relevant working parties, forums and workshops in relation to the planning and development of the Darebin Child Friendly City framework.

In support of the Advisory Committee, the Manager Family and Children will:

- Prepare, source and distribute papers and background information required by Advisory Committee members prior to any meeting at which they will be discussed.
- Provide professional advice and expertise to Advisory Committee members.
- Prepare and distribute agendas and papers to Advisory Committee members and Councillors
- Provide draft minutes promptly after each meeting.
- Brief the reference group as issues arise.
- Disseminate the minutes and recommendations arising from the work of the Advisory Committee.

## **Recruitment and Membership**

Members will be recruited through an Expression of Interest (EOI) process with communication of the EOI to include advertisement in the local press, Council website, notices in the libraries and notification to Council's Advisory Committees.

Advisory Committee Membership will be open to all those who have an interest and commitment to understanding the factors that influence and affect the quality of life for children in Darebin. Membership will be open to those who live, work or study within the City of Darebin.

The Advisory Committee will consist of:

- Councillor/s (number to be determined by Council). A Councillor will chair the Advisory Committee.
- Director Community Development
- Nominated officers from Council departments of: City Development, Creative Culture, City Works, Leisure and Public Realm, Parks and Vegetation, Corporate Governance, Libraries, Learning and Youth, Environment and Natural Resources, and Family and Children
- Up to ten (10) community members whose appointment will be made based on their responses to the selection criteria. Community representation will be approved by Council.

The criteria for selection to the Reference Group will include:

- Interest in and experience and understanding of services and issues in relation to children and their families;
- A commitment to making a positive and constructive contribution to the objectives of the Advisory Committee;
- A commitment to consider and value a wide cross section of community views;
- Availability for regular meetings, which will be set on a bi-monthly basis.

Council will seek to ensure a balance in terms of gender, age, socio-economic and cultural background.

Community representatives will be appointed for the duration of the planning and development stages of the Child Friendly City framework.

### **Meetings**

Meetings will be chaired by a nominated Councillor/s, or in their absence, a senior Darebin City Council officer, or as determined by the group. The Manager Family and Children will be the convenor and will report to the Advisory Committee as required. The Manager Family and Children will attend all meetings of the group or in his/her absence a nominee or delegate. The Advisory Committee will meet bi monthly and the meetings will be of one to two hours duration.

### **Resourcing**

Darebin Child Friendly City Advisory Committee expenses will be covered and administered from the resources of the Family and Children department.

Any support required to enable participation in the Darebin Child Friendly City Advisory Committee will be provided by Council. This includes reimbursement of cost for travel, attendant care, respite care, language interpreters (including Auslan) and other reasonable costs.

### **Financial and Conflict of Interest**

The Local Government Act requires 'conflicts of interest' to be disclosed by Councillors attending an 'Assembly of Councillors', and requires the Chief Executive Officer to ensure that a written record is kept of each Assembly of Councillors. The Darebin Child Friendly City Advisory

Committee is an Advisory Group to Council involving Councillors. This 'Assembly of Councillors' will be recorded and presented to Council.

Darebin Child Friendly City Advisory Committee contact details:  
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