

APPENDIX A

DRAFT



Darebin Education Committee

TERMS OF REFERENCE 2014-2016

Darebin Education Committee

TERMS OF REFERENCE

1. Introduction and background

On 4 July 2011, Council passed a resolution expressing concern over a spate of public school closures in Darebin and sought a report regarding the impact of such closures on the community. Following an initial report, Council launched a Public Education Inquiry which took place throughout 2012/2013 culminating in a comprehensive report and a set of recommendations. The issuing of the report ushered a new era for Council and new relationship with schools. This prompted the review and update of the terms of reference for the initial committee that was set up in 2011 and which was called Darebin Public Education Advocacy Committee.

2. Purpose and objectives of Darebin's Education Committee (DEC)

The establishment of DEC supports Darebin City Council's goals as articulated in its plan for 2013-2017.

GOAL 1: Vibrant and Innovative Economy

Strategy 1.2: Training and Skills

- Support residents to obtain education, training and work experience so they can participate in the workforce or start their own new, local businesses.

Strategy 1.7: Marketing and Research

- Build a City of Darebin brand which promotes us as a liveable city that is accessible to and inclusive of people of all abilities, cultures and backgrounds and that is full of great social, art, cultural and educational experiences.

GOAL 2: Healthy and Connected Community

Strategy 2.11: Local Employment, education and training

- Support local education, training, employment and economic development programs to enable all residents to participate fully in employment and all aspects of community life.

Strategy 2.12: Community participation and lifelong learning

- Promote and support initiatives that encourage community education and lifelong and life-wide learning.

GOAL 3: Sustainable and Resilient Neighbourhoods

Strategy 3.10: Environment Education

- Develop, implement and support public engagement and education programs which promote awareness, behaviour change and leadership around environmental issues.

GOAL 6: Open and Accountable Democracy

Strategy 6.4 Advocacy

- Identify issues of concern to our community and advocate for strategic solutions.

Objectives;

The objectives of Darebin's Education Committee are to:

- Oversee and add value to the implementation of the Darebin's Education Inquiry Report Recommendations
- Assist in building and strengthening relations between Darebin Council and Darebin-based schools
- Advocate to relevant authorities on the educational needs of Darebin's children and young people
- Keep abreast of innovation and best practice in education and advocate for improvements in the quality and diversity of education available to children and young people in the municipality
- Act as a forum for information exchange and exploration of new ideas in education
- Play an active role in informing and organising an annual signature event by Council on Education
- Support and promote community partnerships and the sharing of good practices in education and schooling

3. Membership:

Membership will comprise of:

- Nominated Councillor/s to co-chair the Committee
- Manager Community Planning and Customer Service
- Council Officer from Business Development Unit
- Manager Libraries and Youth Services
- Manager Family and Children Services
- Aboriginal Affairs Officer
- Up to 12 representatives of schools in Darebin including principals, deputy principals, coordinators and school council members
- Representative/s of the Inner Local Learning and Education Network (INLLEN)
- Two Community representatives with interest in education

4. Committee's Membership

The Committee will endeavour to have inclusive representation of primary, secondary, Government, Catholic and Independent schools.

Letters of invitations are sent to school principals seeking nomination to the Committee.

Community representatives with interest in education will be recruited to the Committee via a process of expression of interest.

5. Term of the Committee

Appointments to the Committee will be for a period of two years. The Committee and its terms of reference will be reviewed in October 2016.

6. Meetings and procedures

- Meetings will be held bi-monthly
- Mondays before Council Meetings 4:00pm - 5:45pm
- Appointed Councillors will co-Chair the Committee. If none of the Councillors are present, the meeting will select a Chair
- Executive support to the Committee including provision of meeting agendas and minutes will be provided by Community Renewal Officer within the Department of Community Planning and Customer Service
- Committee agendas and minutes will be forwarded to the Committee members by email no later than seven days before a scheduled meeting
- Records of agendas and minutes will be maintained in accordance with Public Records Act requirements

7. Reporting to Council

The Committee will conduct its role as per these terms of reference and Council's Guidelines for Committees.

The Committee does not make decisions but rather provides advice and recommendations as per the terms of reference

The Committee will report to Council on actions and outcomes achieved on annual basis.