

CAC/CRG Name	Purpose of Committee/Reference Group	Frequency of Meetings	Officer's Recommendation	Rationale
Active and Healthy Ageing Advisory Board	Representing the interest of older adults in Darebin; advising on how Council policies and programs impact on the health and wellbeing of older residents.	4+ meetings per year	Officers recommend that this Board continues. To support the efforts of the Board, the following is recommended: Review of Terms of Reference, meeting frequency, representativeness of members and Board deliverables by June 2020. The Board is to be renamed the Active and Healthy Ageing Advisory Committee to align with other advisory group naming conventions. It is important to note that should any current members resign/retire from the committee or a change in membership occurs, that the member(s) will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	There is significant work ahead in implementing the 98 recommendations of the Age Friendly Darebin review recommendations. Input from the Active and Healthy Ageing Advisory Committee will be important, along with input from the wider community through other consultation methods. The renaming of the Committee would align with the names of other community advisory committees.
Aboriginal Advisory Committee	Provide advice, direction, and representation on behalf of the Darebin Aboriginal and Torres Strait Islander community and organisations. Strategic input into projects + initiatives and monitors delivery Aboriginal & Torres Strait Islander Action Plan and Employment Strategy.	4+ meetings per meetings	Officers recommend that this Committee continues. To support the efforts of the Committee, the following is recommended: Review of Terms of Reference, meeting frequency, representativeness of members and Committee deliverables by June 2020. It is important to note that should any current members resign/retire from the committee or a change in membership occurs, that the member(s) will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	This Committee has ongoing work and it would be difficult for Council to effectively implement policies and programs without this Committee's advice.
Arts Ambassadors Advisory Committee	Advise Council on any matters related to the arts.	4+ meetings per year	Officers recommend that this Committee is transitioned to project-based model of engagement using a register of interested local artists and cultural leaders of diverse backgrounds and art forms, along with stakeholder and public workshops/ forums. This will ensure a smooth transition, continuity of knowledge and expertise, and demonstrates an appreciation of the value of the contribution of the group members and provides an opportunity to continue to participate in the future. Council officers and Committee members have discussed this approach, with members supporting this direction.	Meetings focused on specific projects and programs would continue to occur, with artists/cultural leaders drawn from the register and invited to attend. Existing Arts Ambassadors would be invited to be part of the register. This Committee will be formally wound up at a celebration at the final meeting in 2019.
Climate Emergency Darebin Advisory Committee			Officers recommend that this Committee continues.	Officers are conducting a separate review with recommendations to be presented at the December 2019 Council Meeting.

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Community Awards Advisory Committee	Assesses nominations for Community Awards and recommends award winners.	As required	Officers recommend that this Committee continues. To support the efforts of the Committee, the following is recommended: Refresh of Terms of Reference, meeting frequency, representativeness of members and Committee deliverables by June 2020. It is important to note that should any current members resign/retire from the Committee or a change in membership occurs, that the member(s) would be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	The annual community awards require a judging process to identify winners.
Darebin Bicycle Advisory Committee	To provide advice on improving cycling in Darebin.	Bi-monthly	<p>Officers recommend that due to the tasks and activities being completed in line with the Terms of Reference, that the committee is wound up. As there is an ongoing need for advice and feedback from bike riders in the community, a change is proposed with a transition to a different engagement model which is more effective and can achieve a better use of the skills and time of bike riders and contributors in the community.</p> <p>The new engagement model would include:</p> <ul style="list-style-type: none"> - A register of interested and expert bike riders, which officers would seek advice from for placemaking, transport and strategic projects. - Public workshops, forums and networking opportunities. <p>This Committee membership would not be reviewed - members would be invited to join the register of interested parties.</p>	This committee provided advice on the delivery of the Darebin Cycling Strategy 2013-2018. Its work is completed in line with its Terms of Reference.

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Darebin Domestic Animal Management Reference Group	Group was formed to provide community feedback into the development of the Darebin Domestic Animal Management Plan 2017-2021.	Quarterly	<p>Officers recommend that the Reference Group continues as it has a role to play as part of implementation of the Darebin Animal Management Plan. Review feedback included suggestions to broaden engagement with wider volunteering and stakeholder networks involved in animal management.</p> <p>In response to the review, the following is proposed:</p> <ul style="list-style-type: none"> - Review the Terms of Reference, deliverables, day to day operations and meeting schedule - include two stakeholder and community networking events where a wide range of volunteers and interested members of the community are invited to participate - include two formal meetings of the Reference Group at the appropriate times to seek advice to inform strategy development and program design. - Seek feedback from the community in general on issues - Seek to recruit more volunteers to support not for profit organisations working in animal management. 	The group was formed to provide input into the Domestic Animal Management Plan 2017-2021, which has been completed. Further, the outcome stated in the Terms of Reference to reduce Euthanasia rates to 50% for cats has been achieved. There is an opportunity to expand membership of this group to encourage broader representation, for example, non-pet owners and dog owners.
Darebin Environmental Reference Group	To provide generalist advice on environmental issues and projects to Council	Bi-monthly	<p>Officers recommend that this Group is wound up as it is superseded by the Darebin Nature Trust and Climate Emergency Advisory Committee. Council must continue to leverage and utilise the skills of Committee members and engage with the wider community in two main ways:</p> <ul style="list-style-type: none"> - Through broad community networking events that also help foster collaboration and build community volunteering - By inviting members of the ERG to join the register so that we can maintain our relationship with members, continue to seek their advice and feedback on relevant matters. 	Since this Environmental Reference Group was established, Council has significantly increased its community engagement and channels to tap into community expertise on environmental topics, including the establishment of the Darebin Nature Trust and Climate Emergency Darebin. This means that there is now some overlap between the skills, interests and topics that are covered in the Environmental Reference Group. This Reference Group has been superseded by the Darebin Nature Trust and the Climate Emergency Advisory Committee.
Darebin Libraries Strategy Implementation Committee	Provide advice on implementation of Libraries Strategy 2014-19	3-4 times per year	Officers recommend that the Committee is transitioned and wound up once the new Library and Lifelong Learning Strategy is adopted by Council (expected to be by early 2020). To support the efforts of the Committee, it is important to note that the members will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	This group was set up with a specific task (overseeing the implementation of the Darebin Libraries Strategy 2014-2019) and the group has since provided input into the development of the new Library and Lifelong Learning Strategy. The Strategy should be complete in early 2020, and the group's work will be completed.

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Darebin Nature Trust			Officers recommend that this Committee continues.	Officers are conducting a separate review with recommendations to be presented at the December 2019 Council Meeting.
Disability Advisory Committee	Provides advice on issues relating to access and inclusion for people with disabilities and carers living, working, studying or visiting Darebin.	6 times a year	Officers recommend that this Committee continues. To support the efforts of the Committee, the following is recommended: Refresh of Terms of Reference, meeting frequency, representativeness of members and Committee deliverables by June 2020. It is important to note that should any current members resign/retire from the committee or a change in membership occurs, that the member(s) will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	Engaging with people with disabilities is an imperative of Council. The lived experience and advice from members are invaluable in the implementation of projects and the Disability Access and Inclusion Plan.
Donath and Dole Reserve Masterplan Community Reference Group	To provide input into the Donath and Dole Masterplan	Varies according to the needs of the project.	Officers recommend that no change is made to the way the Group is currently running and work of this Group will end in accordance with its Terms of Reference. After the Group's work has come to an end, members will be invited to join a register of interested parties to assist Council with other project-based community engagements which support the objectives and deliverables of the Council Plan. (The Group's Terms of Reference designate a 2-year period of involvement from members from March 2018).	Council acknowledges the passion and commitment of these members and once the group's work is complete, Council will ask members to consider how they would like to remain involved in the project and/or ongoing engagement opportunities with Council, for example regular updates or assistance with establishing a 'Friends Of' group, or joining the register of interested parties.
Education Advisory Committee	Oversee and advise on implementation of recommendations from the 2014 Darebin Education Inquiry.	4+ times per year	Officers recommend that this Committee continues. To support the efforts of the Committee, the following is recommended: Refresh of Terms of Reference, meeting frequency, representativeness of members and Committee deliverables by June 2020. It is important to note that should any current members resign/retire from the committee or a change in membership occurs, that the member(s) will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan. It is also recommended the group be renamed to Darebin Education Network from January 2020.	This Committee is made up of school principals and INLLEN representatives (rather than of community members appointed by Council). Its work is important and the group should continue to meet but as a collaborative network sharing information, and providing advice to staff and to Council, rather than as a formal Council advisory committee. The purpose of the committee would need to be updated.

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Edwardes Lake Park Masterplan	To provide community input into the vision and design brief for the Masterplan for Edwardes Lake Park	No longer meeting	Officers recommend that no change is made to the way the Group is currently running and work of this Group will end in accordance with its Terms of Reference. After the Group's work has come to an end, members will be invited to join a register of interested parties to assist Council with other project-based community engagements which support the objectives and deliverables of the Council Plan. (This Reference Group was established to provide advice and feedback on the masterplan for the site. Members were in place for two years from 2016 in line with the group's Terms of Reference).	Council acknowledges the passion and commitment of these members and once the group's work is complete, Council will ask members to consider how they would like to remain involved in the project and/or ongoing engagement opportunities with Council, for example regular updates or assistance with establishing a 'Friends Of' group, or joining the register of interested parties.
Fairfield Village Community Reference Group	To provide community input into the vision and design brief for the Streetscape Improvements Plan for Fairfield	No longer meeting	Officers recommend that no change is made to the way the Group is currently running and work of this Group will end in accordance with its Terms of Reference. After the Group's work has come to an end, members will be invited to join a register of interested parties to assist Council with other project-based community engagements which support the objectives and deliverables of the Council Plan. (The Group was established to provide community feedback, ideas and advice on the development of improvements to Fairfield Village and members were in place for two years until February 2019).	Local improvements to the streetscape have since been implemented and more are planned. The CRG's input also fed into the Planning Scheme Amendment to define and protect the neighbourhood character of Fairfield Village. Officers will follow up with former CRG members in the near future to provide updates to the improvements work and offer to set up a register for interested parties to receive regular updates on Council work in Fairfield Village.
Former Ruthven Primary School Community Reference Group	To provide community input into the vision and design brief for the Masterplan for Ruthven Park	Varies according to stages of the project.	Officers recommend that no change is made to the way the Group is currently running and work of this Group will end in accordance with its Terms of Reference. After the Group's work has come to an end, members will be invited to join a register of interested parties to assist Council with other project-based community engagements which support the objectives and deliverables of the Council Plan. (This Reference Group was established in early 2018 with a nominated period of membership of two years to help shape the key directions, projects and actions of the masterplan).	The Group's work is on track and it has successfully completed its input into the Draft Masterplan which is currently being consulted on with the broader community. Council acknowledges the passion and commitment of these members and once the group's work is complete, Council will ask members to consider how they would like to remain involved in the project and/or ongoing engagement opportunities with Council, for example regular updates or assistance with establishing a 'Friends Of' group, or joining the register of interested parties.

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Interfaith Council	Promote activities that foster interfaith dialogue and collaboration relevant to the interfaith community.	4 times per year	Officers recommend that the Council continues. To support the efforts of the Council, the following is recommended: Refresh of Terms of Reference, meeting frequency, representativeness of members and Council deliverables by June 2020. It is important to note that should any current members resign/retire from the committee or a change in membership occurs, that the member(s) will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	Currently the council consists of 12 representatives from faith organisations. This provides valuable input and information sharing.
Lifelong Learning Strategy Reference Group	Advise on Lifelong Learning Strategy	Ad hoc	Officers recommend that the Group is transitioned once the new Library and Lifelong Learning Strategy is adopted by Council (expected to be by early 2020) in accordance with its Terms of Reference. To support the efforts of the Group, it is important to note that the members will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	The Reference Group has made a significant contribution to the Library and Lifelong Learning Strategy. A celebration of the efforts will occur at the completion of the Strategy.
Mayer Park Project Control Group	To provide community input into the vision and design brief for the Masterplan for Mayer Park	Monthly	Officers recommend that no change is made to the way the Group is currently running and work of this Group will end in accordance with its Terms of Reference. After the Group's work has come to an end, members will be invited to join a register of interested parties to assist Council with other project-based community engagements which support the objectives and deliverables of the Council Plan. (This Reference Group was established to help Council develop plans for the site, and is due to sunset once the Masterplan is complete, projected to be in early 2020).	Council acknowledges the passion and commitment of these members and once the group's work is complete, Council will ask members to consider how they would like to remain involved in the project, for example regular updates or assistance with establishing a 'Friends Of' group or activities such as tree planting days, or joining the register of interested parties.
Northern Pipe Trail Masterplan Community Reference Group	To provide community input into the vision and design brief for the Improvements Plan for northern section of the trail and advocate for improvements to the southern sections.	Varies according to the needs of the project.	Officers recommend that no change is made to the way the Group is currently running and work of this Group will end in accordance with its Terms of Reference. After the Group's work has come to an end, members will be invited to join a register of interested parties to assist Council with other project-based community engagements which support the objectives and deliverables of the Council Plan. (This Reference Group was established to help Council develop plans for the site, and is due to sunset in early 2020).	Council acknowledges the passion and commitment of these members and once the group's work is complete, Council will ask members to consider how they would like to remain involved in the project, for example regular updates or assistance with establishing a 'Friends Of' group or activities such as tree planting days.

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Northland Urban Renewal Precinct Steering Committee	To provide a range of professional planning advice for NURP	No longer meeting	<p>Officers recommend that this Committee is wound up. Group members were mostly professionals with a few local residents who were active during a different stage of the project. The Group has not been active for some time and a new approach to governance and community engagement is recommended for the next stage. This could include:</p> <ul style="list-style-type: none"> - Interagency relationships managed through project governance arrangements such as working groups. - Community engagement as a targeted program. This is particularly important given that NURP does not currently have a large residential population, so seeking feedback from a community that doesn't yet live there needs to be deliberate and it's important to reach the surrounding community. Community engagement activities would be designed specifically to gather broad community views at an appropriate level to the project stages. 	<p>There is a need for community engagement as well as stakeholder engagement on this project and there are some unique challenges associated with engaging with the future community and wider community. An opportunity exists to reach a broader range of community with a targeted approach to engagement; this would be the preferred option.</p>
Pender's Park Project Control Group	To provide community input into the vision and design brief for the Masterplan for Pender's Park.	No longer meeting	<p>Officers recommend that no change is made to the way the Group is currently running and work of this Group will end in accordance with its Terms of Reference. After the Group's work has come to an end, members will be invited to join a register of interested parties to assist Council with other project-based community engagements which support the objectives and deliverables of the Council Plan. (This Reference Group was established to help Council develop a masterplan for the site which is being considered for adoption on 6 November 2019).</p>	<p>The group has committed considerable time, energy and input to developing the Masterplan and sharing it with the broader community. Council acknowledges the passion and commitment of these members. Officers will invite the CRG members to consider how they would like to remain involved in the project, for example through regular updates, assistance with establishing a 'Friends Of' group or activities such as tree planting days, or joining the register of interest.</p>
Sexuality, Sex and Gender Diversity Advisory Committee	Advise on needs, issues and aspirations of the lesbian, gay, bisexual, transgender, gender diverse and intersex people.	4 times per year	<p>Officers recommend that the Committee continues. To support the efforts of the Committee, the following is recommended: Refresh of Terms of Reference, meeting frequency, representativeness of members and Committee deliverables by June 2020. It is important to note that should any current members resign/retire from the committee or a change in membership occurs, that the member(s) will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.</p>	<p>Implementation of Council's Towards Equality framework and work promoting equality for LGBTIQ+ people will continue to require community feedback. This is one important way of gathering input.</p>

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Welcoming Cities Community Reference Group	Facilitate and monitor Council's progress towards achieving the principles and criteria in the Welcoming Cities Standard. Advise on issues about sense of welcome and belonging.	Quarterly	Officers recommend that the Group is transitioned and wound up in accordance with its Terms of Reference and completion of its task (expected to be late 2020). To support the efforts of the Group, it is important to note that the members will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	The group was set up with a specific task (advising on Council's process of gaining accreditation with the Welcoming Cities group) and this task will be complete in 2020.
Women's Advisory Committee	Advise on issues and barriers to equality and provide a gender lens on issues, policies and programs. Promoting gender equity and elimination of violence against women.	4 times per year	Officers recommend that the Committee continues. To support the efforts of the Committee, the following is recommended: Refresh of Terms of Reference, meeting frequency, representativeness of members and Committee deliverables by June 2020. It is important to note that should any current members resign/retire from the committee or a change in membership occurs, that the member(s) will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	Implementation of Council's Towards Equality framework and Gender Equity and Eliminating Violence Against Women work continues to require community feedback and this is one important way of gathering input.
Youth Citizens Jury	Gives young people a voice on issues and a platform to contribute to Council's decision making process	Monthly	Officers recommend that the Jury continues. To support the efforts of the Jury, the following is recommended: Refresh of Terms of Reference, meeting frequency, representativeness of members and Jury deliverables by June 2020. It is important to note that should any current members resign/retire from the Jury or a change in membership occurs, that the member(s) will be invited to join Council's register to continue their relationship with Council and contribute to either specific projects and/or key tasks/activities supporting the deliverables and objectives of the Council Plan.	The group is pivotal to implementation of the Youth Strategy.