



Ordinary Council Meeting 24/08/21

Item 12.5 refers

Attachment 10

**Terms of Reference – Standing
Committee (Community Vision)
– Clean Copy**

Creating opportunities



TERMS OF REFERENCE
STANDING COMMITTEE (COMMUNITY VISION)

LAST UPDATED: (add updated date)

Purpose

To examine, consider and make recommendations to Council on matters of strategic importance and relevance to the City of Belmont that relate to Community Development, Community Placemaking, Community Safety Crime Prevention and Economic Development.

The Committee is a formally appointed Committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer (CEO) has legislative responsibility and does not have any delegated power from Council. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference, in order to facilitate informed decision making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

Objective

The primary objective of the Standing Committee (Community Vision) is to act as a catalyst for social and economic change that is driven by the community and designed to foster resilience and sustainability.

Through the Committee, Council's Economic and Community Development, Community Placemaking, and Community Safety Crime Prevention Departments work with the State Government, community organisations and businesses to identify opportunities to assist the community to develop services and structures to produce long term, sustainable improvements to enhance the quality of life of its community, taking into account the following areas;

- Community Development
- Community Placemaking
- Library and Museum
- Youth Services
- Early Years
- Community Safety Crime Prevention
- Seniors
- Disability Access and Inclusion
- Aboriginal Strategies
- Cultural and Linguistic Diversity (CALD) Strategies
- Affordable Housing Services
- Community Capacity Building Services; and
- Economic Development.

Duties and Responsibilities

The duties and responsibilities of the Committee members will be to –

1. Review and recommend relevant strategies and plans to Council for consideration;
2. Maintain awareness of current and emerging social and economic issues relevant to the City of Belmont and the implications for the community's quality of life;
3. Consider attendance at relevant seminars and conferences, consistent with Council policy;
4. Support and promote Council social and economic policies to the community and where relevant their application in Council decision-making;
5. Support and promote the objectives and actions of relevant Council-endorsed strategies and plans;
6. Promote and encourage involvement of the community in the City's programs relating to the areas outlined in the objective of this term of reference;
7. Consider and give particular attention to social and economic implications of Council decision-making, as presented in the agenda reports.

Membership

1. The membership of the Committee shall comprise the Mayor (Ex Officio) and a Councillor from each of the three wards. The Councillors being determined by nomination and, if necessary, a ballot conducted at the Special Council Meeting following the local government ordinary election;
2. If a vacancy on the Committee occurs for whatever reason then Council shall appoint a replacement in accordance with the same arrangements as for the original appointment set out in 1 above.

Staff Attendees

The following staff will attend Committee meetings to provide technical support and advice:

- Chief Executive Officer;
- Director Development and Communities;
- Manager Economic and Community Development, as required;
- Manager Community Placemaking, as required;
- Manager Safer Communities, as required; and
- Additional staff where relevant to the agenda, with Director approval.

Other Attendees

Relevant persons may be invited to attend and address or advise the Committee, within the ambit of its scope and where necessary with the approval of the Director Development and Communities and the Presiding Member.

Meetings

The Committee shall have flexibility in relation to when it needs to meet. It is the responsibility of the Presiding Member to call the meetings of the Committee.