



## MINUTES

### PREVENTING FAMILY VIOLENCE ADVISORY COMMITTEE

held on 18 February 2020 at 10.30am at Melton Civic Centre, Civic Room 2

**Present:** Cr Sophie Ramsey, Councillor  
Matthew Wilson, Manager Community Planning  
Christine Levy, Coordinator Family Services  
Sarah Grace, Health Promotion Officer  
Ken Anderson, Sergeant, Victoria Police  
Sophie Mast, Manager Primary Prevention, Women's Health West  
Genia Sawczyn, Senior Advisor Population Health and Community Wellbeing,  
Brimbank Melton, Department of Health and Human Services  
Lian Tu, Settlement Social Worker, MiCare

**Chairperson:** Cr Sophie Ramsey, Councillor

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#### 1. Welcome

Chairperson welcomed all attendees to the meeting and proceeded with Acknowledgment of Country. *'Melton City Council acknowledges the Traditional Owners of this land, the people of the Kulin Nations, and pays respects to their Elders, past, present and emerging.'*

#### 2. Apologies

Cr Lara Carli, Mayor  
Cr Kathy Majdlik, Councillor  
Cr Bob Turner, Councillor  
Cr Goran Kesic, Councillor  
Cr Yvonne Sebire, Councillor  
Cr Steven Abboushi, Councillor  
Cr Ken Hardy, Councillor  
Cr Michelle Mendes, Councillor  
Zorka Dunstan, Local Area Commander, Victoria Police  
Jayde McBurnie, Team Leader Health Promotion and Planning

#### 3. Declaration of interests and/or conflict of interests

Nil.

#### 4. Confirmation of minutes of previous meeting

**Noted**

Minutes from 31 October 2019 meeting were tabled as notes due to quorum not being met.

**5. Business Arising**

Cr Ramsey requested detail on the meeting notes from the October meeting, which included discussion around proposed updates to the Terms of Reference, following up with Committee members and setting 2020 dates.

**6. General Business**

**6.1 Terms of Reference and Membership Update**

Updates to the Terms of Reference were tabled by S Grace at the 31 October 2019 meeting, where quorum was not achieved. Proposed updates were circulated to members for feedback via email, with proposed changes to be presented to Policy Review Panel on 24 February 2020 for endorsement. Sections reviewed included membership appointment, quorum, meeting frequency and member reports.

Cr Ramsey raised the potential of the Committee to increase advocacy role where appropriate.

**Action**

S Grace to circulate adopted Terms of Reference to members.

**6.2 16 Days of Activism 2019**

S Grace provided an overview of the 16 Days of Activism 2019 campaign in the City of Melton, thanking the Committee for their involvement in planning and implementation. The campaign message was included on steps at Melton Amphitheatre, Caroline Springs Library, and also distributed on reusable coffee cups. Other initiatives included conversation starters in fortune cookies, videos promoting gender equity initiatives, staff events and social marketing.

**Action**

S Grace to disseminate 16 Days of Activism videos.

**6.3 Equality & Respect 2030 Action Plan 2020-2022**

S Grace tabled a discussion about the development of the next action plan for the Strategy, with the intention to present to the Committee by June 2020.

**Action**

S Grace to include an activity in the 12 May 2020 meeting, to workshop possible actions for the *Equality & Respect 2030 Action Plan 2020-2022*.

**6.4 Preventing Family Violence Symposium 22 April 2020**

S Grace presented an overview of the symposium for the western region and provided the Committee an opportunity to contribute ideas regarding content and design. G Sawczyn suggested a presentation about a community based project that had been discussed at a Neighbourhood House Conference. G Sawczyn asked if the symposium would be open to businesses and other community sectors, such as peak sporting bodies. S Grace noted that invitations would be open to all sectors that have a role to play in the prevention of violence against women.

**Action**

G Sawczyn to provide details on community initiative and community sector contacts.  
S Grace to send symposium save the date notification to Committee.



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### 7. Other Business

#### 7.1 Member Reports

S Mast reported that the Preventing Violence Together partnership has been evaluated and a recommendations report is pending. S Mast shared that the 16 Days of Activism campaign was successfully implemented and Melton City Council's commitment was noted.

K Anderson reported on current family violence response reports in City of Melton.

C Levy reported on an early intervention program being delivered for families experiencing adolescent violence.

### 8. Next Meeting

The next meeting is to be held on 12 May 2020 commencing at 10.30am at the Melton Civic Centre, Civic Room 1.

### 9. Close of Business

The meeting closed at 12.12pm.