



### Terms of Reference

<b>Terms of Reference</b>	
1. Name	<b>Elsternwick Cultural Precinct Advisory Committee (ECPAC)</b>
2. Classification	Advisory Committee
3. Background	<p>On 4 July 2017 Council resolved that 'Officers prepare a report to establish and fund a permanent memorial structure in the Caulfield-Elsternwick area for victims and survivors of the Holocaust'. An Advisory Committee consisting of Councillors and community members was established. The Advisory Committee has since concluded that any memorial or artwork commemorating the survivors should be part of the Elsternwick Cultural Precinct.</p> <p>The Elsternwick Cultural Precinct is one of the key projects proposed in the Elsternwick Structure Plan. The realisation of this precinct will create a heart for the local community and a physical identity for the broader Jewish community. The precinct will provide a new experienced based destination and anchor for the commercial area, making the Elsternwick centre more resilient into the future.</p>
4. Function and Role	<p>To provide advice to Council in relation to the design of the Elsternwick Cultural Precinct including the development of a streetscape design for Selwyn Street which incorporates a 'Memorial Structure for Holocaust Survivors'.</p> <p>This Committee will ensure an integrated and collaborative approach to the design which takes into consideration the potential future activation of the Precinct.</p>
5. Term of Committee	Until completion of the Design Development Phase for Selwyn Street.
6. Membership and Term of Membership	<p>The project working group will comprise of:</p> <ul style="list-style-type: none"> <li>• a minimum of three (3) Councillors</li> <li>• key stakeholders in the Selwyn Street Cultural Precinct by invitation. This may include: <ul style="list-style-type: none"> <li>○ Jewish Holocaust Centre</li> <li>○ Kadimah Jewish Cultural Centre and National Library</li> <li>○ Jewish Museum of Australia</li> <li>○ Sholem Aleichem College</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Classic Cinema</li> <li>○ The Community Security Group Victoria</li> <li>○ Representatives from the arts sector</li> <li>○ A representative of 19 Selwyn Street</li> <li>○ Elsternwick Traders Association</li> <li>○ Woolworths</li> <li>○ Other community stakeholders as required</li> </ul> <p>The ECPAC is an overarching committee, from which working groups may also be formed. Working groups will report to ECPAC. They will operate to address specific issues or decisions including:</p> <ul style="list-style-type: none"> <li>● Memorial Structure for Holocaust Survivors</li> <li>● Others as determined by the Committee</li> </ul>
7. Chairperson and Term of Chairperson	All meetings will be chaired by a Glen Eira Councillor appointed by the Committee annually.
8. Voting Rights	All Councillors. Chairperson has casting vote.
9. Quorum	Two (2) Councillors
10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the <i>Local Government Act 2020</i> apply to all members.
11. Role of Council Staff Attendee(s)	<p>Officers to attend in an advisory capacity to provide advice and assistance to members</p> <p>Executive Officers to the Committee Council Officers who may also attend meetings include,</p> <ul style="list-style-type: none"> <li>▪ Director Planning, Place &amp; Sustainability</li> <li>▪ Manager City Futures</li> <li>▪ Coordinator City Economy &amp; Placemaking</li> <li>▪ Project Management Officer</li> </ul>
12. Meeting Frequency	Meetings are held as required
13. Reporting Requirements	Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council meeting for consideration.
14. Other Relevant Details	Council may cease a committee or update the Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Coordinator City Economy and Place Making

16.	Date of Council Approval of Terms of Reference	22 November 2022
17.	Date of Next Review of Terms of Reference	November 2023