

MINUTES

Meeting opened at 5:17pm

1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS STATEMENT

Meeting opened at 5:17pm

The Chairperson, Matthew Bui, will open the meeting by reading the following Acknowledgement of Traditional Owners Statement.

“On behalf of Council, I recognise the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willum Clan and Taungurung People as the Traditional Owners of lands within the City of Whittlesea. I would also like to acknowledge Elders past, present and emerging.

2. Present

Members	In Attendance	Apology received	No Attendance
Councillor Deb Gunn - Councillor	X		
Ray Rosales - Community Representative		X	
Matthew Bui - Community Representative	X		
Mahendra Sukhdeo - Community Representative		X	
Judith Clements - Community Representative	X		
Kaynat Virk - Community Representative	X		
Norma Medwar - Community Representative	X		
Ben Coleman - Community Representative	X		
Administrative Support	In Attendance	Apology received	No Attendance
Janine Morgan - Executive Manager Public Affairs	X		
Sarah Moloney – City of Whittlesea (Administrative Support)	X		

3. Apologies

Ray Rosales

Mahendra Sukhdeo

4. Declarations of Conflicts of Interest

The Chairperson asked those in attendance the following question: "Does any attendee have a conflict of interest in any matter on the agenda today?"

NIL Conflict of interest

5. Welcome to Councillor Gunn

Community Awards Committee

Meeting Date: Wednesday, 5 February 2025

Time: 5:15-5:45pm In-Person or Online via MS Teams



City of
Whittlesea

6. Welcome to new members

New members who are invited for a term of 1 year, they are the most recent award recipients:

1. Judith Clements
2. Kaynat Virk
3. Norma Medwar
4. Ben Coleman

7. Introductions

Each member of the Committee introduced themselves and how they've come to be a member of the committee.

8. Terms of Reference

Endorsement of the Draft Terms of Reference.

These will now progress to Council for consideration.

Discussion points:

- Where are the Community Expressions advertised.
- Conflict of interest process

Terms of Reference reviewed by the committee and Endorsed 5:30pm

9. Election of the chairperson

Judith Clements nomination to Matthew Bui

Nomination seconded by Ben Coleman

Matt accepted the nomination and been elected as chairperson for 2025.

Note a round of applause

Norma Medwar joined the meeting 5:33pm

10. Update from council on current awards

1. Information on the Award categories
2. Update on entries received to date
3. Update on award presentation timing
4. Information on current engagement plan

Presented by:

Janine Morgan – Executive Manager Public Affairs

Sarah Moloney – Civic Events Officer

11. Questions in relation to Award categories and criteria

- Question regarding supporting documents
- Question regarding the criteria for award recipients.

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ACTION:

Sarah Moloney to share criteria for awards and terms and conditions and website link

12. General Business

NIL

13. Next Meeting Tuesday, 11 March at 5:15pm – To be held following the close of the Award nomination period to determine Award recipients.

Meeting close 5:46pm