



AGENDA

FOR INTERCULTURAL STRATEGY AND PARTNERSHIPS SUB COMMITTEE MEETING TO BE HELD ON

**13 JUNE 2023 AT THE CONCLUSION OF THE ASSET MANAGEMENT SUB
COMMITTEE**

**IN THE LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY
HUB, 34 CHURCH STREET, SALISBURY**

MEMBERS

Cr J Chewparsad (Chair)
Mayor G Aldridge (ex officio)
Deputy Mayor, Cr C Buchanan
Cr S McKell
Cr S Ouk (Deputy Chair)
Cr S Reardon

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Infrastructure, Mr J Devine
General Manager Community Development, Mrs A Pokoney Cramey
General Manager City Development, Ms M English
Manager Governance, Mr R Deco

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Intercultural Strategy and Partnerships Sub Committee Meeting held on 13 February 2023.

REPORTS

ISPS1 Intercultural Alliances and Intercultural Training 5

MOTIONS ON NOTICE

There are no Motions on Notice

QUESTIONS ON NOTICE

There are no Questions on Notice

OTHER BUSINESS

(Motions without Notice, Questions Without Notice, CEO Updates)

CLOSE



**MINUTES OF INTERCULTURAL STRATEGY AND PARTNERSHIPS SUB
COMMITTEE MEETING**

**HELD IN THE WITTBER & DR RUBY DAVY ROOMS,
SALISBURY COMMUNITY HUB, 34 CHURCH STREET, SALISBURY ON
13 FEBRUARY 2023**

MEMBERS PRESENT

Cr J Chewparsad (Chair)
Mayor G Aldridge (ex officio)
Cr C Buchanan
Cr S McKell
Cr S Ouk (Deputy Chair)

OBSERVERS

Cr B Brug
Cr L Brug
Cr A Graham
Cr P Jensen

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager City Infrastructure, Mr J Devine
General Manager Community Development, Mrs A Pokoney Cramey
Acting General Manager City Development, Mr C Zafiropoulos
Manager Governance, Mr R Deco

The meeting commenced at 6.55pm.

The Chairman welcomed the members, staff and the public to the meeting.

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr S Ouk

Seconded Mayor G Aldridge

The Minutes of the Intercultural Strategy and Partnerships Sub Committee Meeting held on 09 August 2021, be taken as read and confirmed.

CARRIED
Unanimously

REPORTS

ISPS1 Intercultural Strategic Plan

Moved Cr C Buchanan

Seconded Cr S Ouk

That Council:

1. Notes the report.
2. Requests the Intercultural Strategy and Partnership Subcommittee conduct a review of community alliance and the strategic alliance model and that staff bring back a further report by June identifying opportunities for further collaboration between the role of this subcommittee and role of the alliances.

CARRIED
Unanimously

OTHER BUSINESS

Nil.

CLOSE

The meeting closed at 7.05pm.

CHAIRMAN.....

DATE.....

ITEM	ISPS1 INTERCULTURAL STRATEGY AND PARTNERSHIPS SUB COMMITTEE
DATE	13 June 2023
HEADING	Intercultural Alliances and Intercultural Training
AUTHOR	Myfanwy Mogford, Diversity & Inclusion Project Officer, Community Development
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected 1.4 We are proud of our strengths, achievements and cultural diversity
SUMMARY	In response to Resolution Number 0174/2023, staff have reviewed the Salisbury Intercultural Community Alliance (SICA) and Salisbury Intercultural Strategic Alliance (SISA) with a view to maximise their collaboration and potential and investigated cultural awareness training for Elected Members.

RECOMMENDATION

That Council:

1. Approves to maximise collaboration between Salisbury Intercultural Community Alliance and Salisbury Intercultural Strategic Alliance staff and members to review Terms of References for Salisbury Intercultural Strategic Alliance and Salisbury Intercultural Community Alliance.
2. Notes that Salisbury Intercultural Community Alliance members will be invited to attend every second Salisbury Intercultural Strategic Alliance meeting, that both groups will be invited to attend to observe the Intercultural Strategy and Partnerships Sub Committee meetings and that regular reporting lines will be established for both of the Alliances through to the Intercultural Strategy and Partnerships Sub Committee.
3. Notes a review of membership for Salisbury Intercultural Community Alliance and Salisbury Intercultural Strategic Alliance will be undertaken and an invitation to other providers active in the City of Salisbury will be provided.
4. Notes that Elected Members are able to attend 1x 2-hour Cultural Intelligence (CQ) Training by Multicultural Communities South Australia and 1x 2-hour training by the Adelaide Holocaust Museum.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. SICA Terms of Reference
2. SISA Terms of Reference

1. BACKGROUND

Following recommendations of the Council meeting held on Monday 13 February 2023, the Sub Committee resolved (Resolution Number 0174/2023) that Council:

- 1.1.1 *Notes the report.*
- 1.1.2 *Requests the Intercultural Strategy and Partnership Sub Committee conducts a review of the community alliance and the strategic alliance model and that staff bring back a further report by June identifying opportunities for further collaboration between the role of this Sub Committee and the role of the alliances.*
- 1.1.3 *Request staff bring back a report to the Intercultural Strategy and Partnerships Sub Committee on relevant training policies and intercultural strategy training for Elected Members on cultural awareness and anti-Semitism.*

2. CITY PLAN CRITICAL ACTION

- 2.1 Deliver Council's Intercultural Strategic Plan to build connections and increase collaboration among community groups and service providers.

3. CONSULTATION / COMMUNICATION

- 3.1 External
 - 3.1.1 Salisbury Intercultural Strategic Alliance
 - 3.1.2 Multicultural Communities Council of SA
 - 3.1.3 Australian Refugees Association
 - 3.1.4 AMES
 - 3.1.5 Adelaide Holocaust Museum

4. REPORT

- 4.1 The City of Salisbury has two intercultural Alliances: the Salisbury Intercultural Community Alliance (SICA) and the Salisbury Intercultural Strategic Alliance (SISA). The role of the Alliances is to assist Council in the implementation of its Intercultural Strategic Plan from a community and sector perspective, respectively. Each Alliance provides a formal platform for Council Administration, the community and sector organisations to meet and discuss intercultural issues. The Alliances were established in 2019 following the adoption of the Intercultural Strategic Plan 2017-2027. The Terms of Reference for SICA and SISA are attached.

Salisbury Intercultural Community Alliance (SICA)

- 4.2 SICA was established under Direction 4 of the Intercultural Strategic Plan: 'Develop an Intercultural Community Alliance'. Members of SICA are City of Salisbury Volunteers and are informally considered as community leaders in their cultural communities.

- 4.3 The purpose of SICA is to provide coordination, effective communication and guidance to the City of Salisbury's intercultural issues and for the implementation of the Intercultural Strategic Plan. Part of their goal as outlined in the Terms of Reference involves promoting the Intercultural Strategic Plan, enabling ongoing communication, participation and engagement, advocate for partnerships, influence decisions and help maximise Council's internal capacity. SICA meet 4-6 times a year as agreed upon by the group in person at the Salisbury Community Hub.
- 4.4 SICA currently has 15 members from 12 different countries. Recent agenda items that the group have discussed include: Voice to Parliament, review of the Intercultural Strategic Plan, SONDER Mental Health services, Covid Vaccinations with SA Health, NAWMA Waste Management Education.

Salisbury Intercultural Strategic Alliance (SISA)

- 4.5 SISA was established soon after SICA, recognising there was an opportunity to strengthen and formalise Council's relationship with settlement sector and create a platform for high level discussions relating to intercultural priorities. SISA Terms of Reference commit SISA to: providing high level strategic advice and advocacy for intercultural communities, encourage and support community feedback, ensure Council is an advocate for community identified needs and to be coordinated, collaborative and strategic in its approach. The goal of SISA is to provide expert strategic advice to inform Council decisions, advise on interculturalism, contribute to the development of strategies and maximise City of Salisbury's intercultural capacity.
- 4.6 Members of SISA are a combination of senior management of settlement sector organisations, government agencies, Council Elected Members, staff and SICA representatives. Currently, membership includes representation by AMES, Multicultural Affairs, Department of Premier and Cabinet, Australian Refugee Association, African Women's Federation, Multicultural Communities Council SA, Australian Migrant Resource Centre, two representatives from SICA, Council staff and Elected Member representatives.
- 4.7 Recent topics of discussion for SISA include housing affordability, the implementation of the Council of Europe Intercultural Cities Feedback Report, development of the Advocacy Paper which covers priority issues facing culturally diverse communities, successfully advocating for the inclusion of 'interculturalism' in the Multicultural Bill 2021 and general information sharing and discussion of community needs by sector organisations.

Meeting Times

- 4.8 SICA meet on Monday evenings at 5:30pm-7:30pm at the Salisbury Community Hub approximately 4-6 times per year. Most SICA members work or study full time during business hours, so Monday evenings allows as many members as possible to attend.
- 4.9 SISA meet on Tuesdays at 10am-12noon as members attend during business hours as they are representing the organisations they work for.

Potential collaboration between SICA & SISA

- 4.10 Currently, SICA and SISA operate parallel to each other as per their Terms of Reference. Two representatives from SICA are included as members of SISA to create a link between the two alliances, whilst allowing SISA to remain predominantly sector based and enabling SICA to remain as community based.
- 4.11 Staff propose that to maximise collaboration between SICA and SISA that every second SISA meeting is open for SICA members to attend and for SISA and SICA members to be invited to attend Intercultural Strategy and Partnerships Sub Committee meetings.
- 4.12 Staff also propose to maximise opportunities of the alliances and have a regular line of reporting between alliances and Council via the Intercultural Strategy and Partnerships Sub-Committee. Staff will review membership of SISA in consultation with SISA members to consider inviting other settlement sector organisations such as Host International.

Cultural Awareness Training

- 4.13 The Intercultural Strategic Plan contains the Direction 13: Improve training and awareness of Council staff of the needs of diverse community groups. The implementation plan lists the actions 13.1: Increase staff's knowledge of emerging needs and issues in relation to diverse communities through centralised provision of information and training and 14.3: Provide readily accessible training on unconscious bias.
- 4.14 'Inclusion Starts With I' was delivered to staff during 2020/2021 as a centralised diversity and inclusion training for all staff. This covered cultural, age, disability and gender diversity and inclusion material. Staff have also had the opportunity to attend unconscious bias training led by Professor Mohamad Abdulla in 2019 and 2021. Other training and education opportunities have been made available to staff such as staff talks during Refugee Week, communication to staff via CEO Updates and tailored training and conferences for relevant staff as needed.
- 4.15 Staff have consulted with SISA members who recommend intercultural awareness training by the following providers for Elected Members: Multicultural Communities Council of South Australia and the Adelaide Holocaust Museum.

Multicultural Communities Council of South Australia: Cultural Intelligence**Training**

- 4.16 Staff advise the '2 Hour CQ Workshop' is available for Elected Members. This training can be tailored for Elected Members and 'help individuals develop cultural intelligence, understand how their and other cultures interact and how to work fairly and effectively in all situations characterised by cultural diversity'.
- 2 Hour workshop is \$1480+GST and provided on site at the Salisbury Community Hub.

Adelaide Holocaust Museum: Professional Training

4.17 This training will use the historical framework of the Holocaust to understand how to effectively challenge prejudice and discrimination. The training will be customised for the City of Salisbury Elected Members and provided on-site for 2 hours.

- Training is priced at \$75 per person.

5. CONCLUSION / PROPOSAL

- 5.1 The collaboration potential between SICA and SISA has been investigated by the Administration and it is recommended that SICA be invited to every second SISA meeting. It is proposed that SICA and SISA members be invited to participate in Intercultural Strategy and Partnership Sub Committee Meetings moving forward.
- 5.2 The Administration has investigated cultural awareness training and Elected Members are advised they may undertake 1x 2-hour Cultural Intelligence Training by Multicultural Communities South Australia and 1x 2-hour training by the Adelaide Holocaust Museum.

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Last updated December 2020



1 Role and Purpose of Salisbury's Intercultural Community Alliance

- 1.1** The purpose of the Salisbury Intercultural Community Alliance is to provide coordination, effective communication and guidance to the City of Salisbury's intercultural issues and for the implementation of the Intercultural Strategic Plan 2017-2027.
- 1.2** The City of Salisbury believes that the development of the Salisbury's Intercultural Community Alliance demonstrates a commitment to ensure that 'the voices' of our population are integrated into key aspects of decision making, provide strategic leadership in the development and regular review of policies and strategies that are inclusive, empowering and build the capacity for the City of Salisbury's community.

2 Vision

- 2.1** "Salisbury – a progressive, sustainable and connected community" (Salisbury City Plan – 2035)

3 Roles and Responsibilities

- 3.1** The Salisbury Intercultural Community Alliance will:
 - Be coordinated, collaborative and strategic in its approach to developing and reviewing policies and strategies.
 - Seek community views on intercultural issues in the City of Salisbury, including through the networks with which they are associated with.
 - Ensure the Council is an advocate for community identified issues and needs, particularly relating to culturally and linguistically diverse people.
 - Assist in identifying ways to involve other community member input.
 - Encourage and support new ways to gather community feedback.
 - Provide information to other community members.

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3.2 Role of Members

- Seek community views on intercultural issues in the City of Salisbury, including through the networks with which they are associated.
- Be respectful of individual views.

3.3 Conduct of Members

- The Salisbury Intercultural Community Alliance members will adhere to the City of Salisbury Code of Conduct.
- The Salisbury Intercultural Community Alliance members and staff observe confidentiality in matters related to other agencies, individuals and identified organisational views.

4 Goals and Strategies

4.1 The Alliance Goals are to

- Promote the Salisbury Intercultural Strategic Plan 2017-2027.
- Enable ongoing community communication, participation and engagement on the Intercultural Strategic Implementation Plan.
- Advocate for partnerships with government and non-government sector.
- Influence decisions regarding recognition, celebration, events, services and programs.
- Help maximise Council's internal capacity.

4.2 These will be achieved through

- Sharing information with Salisbury Intercultural Community Alliance members as well as across all relevant community and social groups within the community.
- Providing continual review and feedback on the Salisbury Intercultural Strategic Implementation Plan.
- Proactively seeking to identify opportunities for partnerships.
- Participating in Broader City of Salisbury community engagement opportunities.
- Inviting input by guest speakers including Council staff.
- Giving advice to the City of Salisbury or other organisations.

5 Status of the Salisbury Intercultural Community Alliance

- 5.1** The Alliance is a resource for Council's implementation of its Intercultural Strategic Plan.
- 5.2** The Alliance as a whole may make recommendations for Council management or Elected Members to consider.
- 5.3** The Alliance can discuss matters within the Terms of Reference which are not directly relevant to Council.

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- 5.4** These Terms of Reference will be reviewed at the third meeting of the year. Any changes will be distributed to the membership at least four weeks before the next meeting and the Terms of Reference will be agreed on at that meeting.

6 Meeting Details

- 6.1** The meeting dates and frequency will be agreed on the first meeting of the first year of operation.
- 6.2** In the event of a dispute or grievance arising within the Alliance, every effort will be made to resolve the grievance by negotiation in a professional, timely and confidential manner and may include the review of memberships.

7 Membership & Participation

- 7.1** Participation is open to any individual who meets the requirements outlined in the Expression of Interest and acts within the Terms of Reference.
- Members are expected to attend all meetings where reasonably possible and membership may be reviewed at any time.
- 7.2** To qualify for membership members should represent diverse cultural backgrounds (including ethnicity, religion, culture, ability etc.) and be of a wide variety of ages.
- 7.3** Members are expected to attend all meetings where reasonably possible.
- 7.4** Memberships will be reviewed every 6 months with careful consideration of the contributions of each member for continued membership.

8 Responsibilities of All Members

- 8.1 Council staff, individual and organisational members will:**
- Lead and participate the operation of the Salisbury Intercultural Community Alliance within the terms of reference.
 - Facilitate open communication and management of meetings, minutes, members and relevant information.
 - Adhere and lead the Alliance to the Council values and strategic objectives outlined in the City of Salisbury City Plan, Intercultural Strategic Plan and Implementation Plan.

9 Chairman and Deputy Chairman

- 9.1** The Chair will be a Council staff member with a Deputy Chair chosen in a meeting of the network for an initial term of 18 months.

10 Minutes

- 10.1** Council staff will be responsible for preparation of agendas which will be distributed within no less than 7 business days of meeting.

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- 10.2** Members can add relevant items to the agenda up to 10 business days prior to the meeting. Items can be submitted later but will be discussed if time permits.
- 10.3** Minutes will be taken at meetings and a draft version distributed by Council staff within 10 working days of a network meeting; the next network meeting will amend or confirm the draft minutes.



Intercultural Strategic Plan Intercultural Strategic Alliance

- Terms of Reference –

April 2019

Review Date:

2nd to last meeting of 2019

1 Role and Purpose of Intercultural Strategic Alliance

- 1.1** The Intercultural Strategic Alliance will provide specialised strategic advice to City of Salisbury on intercultural issues including strategies, policies and advocacy of the Intercultural Strategic Plan 2017-2027.
- 1.2** The Intercultural Strategic Alliance membership will have a mixed composition of community, City of Salisbury Elected Members, City of Salisbury staff including the General Manager Community Development, Manager Community, Health and Wellbeing government and industry experts.

2 Vision

- 2.1** "Salisbury – A flourishing City with opportunity for all" (Salisbury City Plan – 2030)

3 Roles and Responsibilities

- 3.1** The Intercultural Strategic Alliance will:
 - Be coordinated, collaborative and strategic in its approach to developing and reviewing policies and strategies.
 - Ensure the Council is an advocate for community identified issues and needs.
 - Provide high level strategic advice advocating for intercultural communities
 - Encourage and support new ways to gather community feedback

4 Goals and Strategies

4.1 The Alliance Goals are to

- Provide expert strategic advice to inform Council decisions through an intercultural lens
- Advise on intercultural strategies, policies, government and industry trends and priorities , including the implementation of the Intercultural Strategic Plan
- Contribute in the development to intercultural strategies and policies
- Maximise City of Salisbury's capacity in regards to the intercultural issues

4.2 These will be achieved through

- Membership being of a mixed composition including City of Salisbury Elected Members, City of Salisbury staff, government and industry experts.
- Providing continual review of decisions relating to the Intercultural Strategic Plan and providing opportunities to make and implement recommendations
- Proactively seeking opportunities to develop partnerships and build relationships
- Providing advice to City of Salisbury in regards to the intercultural issues, government and industry trends and priorities

5 Status of the Intercultural Strategic Alliance

- 5.1** The Alliance is a resource for Council's implementation of its Intercultural Strategic Plan and development of relevant strategies, policies and identifying strategic priorities.
- 5.2** The Alliance as a whole may make recommendations for Council management or Elected Members and the Council to consider.
- 5.4** These Terms of Reference will be reviewed at the third meeting of the year. Any changes will be distributed to the membership at least four weeks before the next meeting and the Terms of Reference will be agreed on at that meeting.

6 Meeting Details

- 6.1** The Alliance will meet quarterly at Council.
- 6.2** The dates for a calendar year will be set at the last meeting of the preceding year.

- 6.3 In the event of a dispute or grievance arising within the Alliance, every effort will be made to resolve the grievance by negotiation in a professional, timely and confidential manner.

7 Members

- 7.1 The Intercultural Strategic Alliance will consist of the following membership composition:
- A maximum of two (2) Elected Members
 - A maximum of three (3) representatives from service providers or government
 - A maximum of three (3) members of SICA
 - Two members (2) of staff (General Manager Community Development and Manager Community Health and Wellbeing).

8 Responsibilities of All Members

- 8.1 **Council will**
- Receive and address comments and recommendations to intercultural matters provided by the Alliance
- 8.2 **Council staff, individual and organisational members will**
- Lead and participate in the operation of the Alliance
 - Ensure transparent communication internally, with Council and with SICA
 - Adhere to Council values and strategic objectives outlined in the City of Salisbury City Plan, Intercultural Strategic Plan and Implementation Plan

9 Chairman and Deputy Chairman

- 8.1 The Chair will be an Elected Member with a Deputy Chair chosen by a meeting of the network.

10 Minutes

- 10.1 Council staff will be responsible for the preparation of agendas which will be distributed within no less than 7 business days of meeting.
- 10.2 Members can add relevant items to the agenda up to 10 business days prior to the meeting. Items can be submitted later, but will be discussed only if time permits.
- 10.3 Minutes will be taken at meetings and a draft version distributed by Council staff within 10 working days of a network meeting; the next network meeting will amend or confirm the draft minutes.