

7.2.1 ADVISORY COMMITTEES - APPOINTMENT OF NEW MEMBERS

Responsible Manager:	Fee Harrison, Manager Community Strengthening
Responsible Director:	Russell Hopkins, Director Community Services

RECOMMENDATION

That Council

1. Endorses the appointment of the following seven (7) people to the Disability Advisory Committee for a two-year term:
 - a) Rebecca Farrell
 - b) Fairley Wijesinghe
 - c) Malcolm Ian Fraser
 - d) Philip Ryan
 - e) Samantha Snowden-Finch
 - f) Carly grace
 - g) Emily Raymond
2. Endorses a two-year extension for the following six (6) existing Disability Advisory Committee members:
 - a) Revathy Sembuganathan
 - b) Christine Wilson
 - c) Catherine Maguire
 - d) Wanda Egerton
 - e) Iain Cunningham
 - f) Miriana Gazivoda (OC CONNECTIONS)
3. Endorses the appointment of the following ten (10) people to the Environmental Advisory Committee for a two-year term:
 - a) Lee Whitfield
 - b) Genevieve Fryer
 - c) Joanne Yu
 - d) Jungang Fu
 - e) Scott Musgrave-Takeda
 - f) Venkata Kalva
 - g) Dr. Rajmohan Ramanathapillai
 - h) Edna Louzado
 - i) Ann Maria Baby

- j) **Ryan Beurle**
- 4. **Endorses a two-year extension for the following five (5) existing Environmental Advisory Committee members:**
 - a) **Yen Phei Lok**
 - b) **Natasha Abrahams**
 - c) **John Gerard (Jack) Krohn**
 - d) **Mark Nan Tie**
 - e) **Peter Mathieson**
- 5. **Endorses the appointment of the following seven (7) people to the Gender Equity Advisory Committee for a two-year term:**
 - a) **Naarah Haime**
 - b) **Michelle Lazarus**
 - c) **Angela Nguyen**
 - d) **Tamra Keating**
 - e) **Avantiika Singh**
 - f) **Anita Stocky**
 - g) **Joanne Yu**
- 6. **Endorses a two-year extension for the following five (5) existing Gender Equity Advisory Committee members:**
 - a) **Florine Baerlocher**
 - b) **Jayde de Bondt (Monash University)**
 - c) **Hui Jun (HJ) Heng**
 - d) **Katie McKee (Women’s Health East)**
 - e) **Revathy Sembuganathan**
- 7. **Endorses the appointment of the following six (6) people to the LGBTIQ+ Advisory Committee for a two-year term:**
 - a) **Wayne Oliver Wright**
 - b) **Mark Bowness**
 - c) **Jamie Belle Heal**
 - d) **Eliana McGann**
 - e) **Ayan Dasvarma**
 - f) **Leigh Yang**
- 8. **Endorses a two-year extension for the following four (4) existing LGBTIQ+ Advisory Committee members:**
 - a) **Naiwen (Nevin) Xu**

- b) **Persephone Wentworth**
 - c) **Jesse Laughlin Jones**
 - d) **Christina Dilipkumar**
9. **Endorses the appointment of the following six (6) people to the Multicultural Advisory Committee for a two-year term:**
- a) **Hussen Mahamed**
 - b) **Samar Geid**
 - c) **Victor Wang**
 - d) **Quynh Nguyen**
 - e) **Professor Mohit Sidana**
 - f) **Shamilla Thiruganasevum**
10. **Acknowledges the following outgoing members for their time and valuable contributions:**
- a) **Heather Miller, Peter Hocking, Tess Marotta, Linda Teng and Helen Houghton from the Disability Advisory Committee.**
 - b) **CC Hua, Jo Prendergast, Amit Agrawal, Euan Rowland, Philip Liberatore, Ratnakar Vallabhaneni and Lee Tan from the Environmental Advisory Committee.**
 - c) **Poornima Balasubramanian, Rebecca Hately, Emily Pham and Erica Zhou from the Gender Equity Advisory Committee.**
 - d) **Brett Hayhoe, John Tzimas, Gregory Storer, Tess Marotta and Christine Minto from the LGBTIQ+ Advisory Committee.**
 - e) **Oksana King and Mohamed Mohideen from the Multicultural Advisory Committee.**
11. **Endorses the updated Terms of Reference attached for the Disability Advisory Committee, Environmental Advisory Committee, Gender Equity Advisory Committee, LGBTIQ+ Advisory Committee and Multicultural Advisory Committee.**

INTRODUCTION

The purpose of this report is to recommend the appointment of new members and the re-appointment of existing members to Monash's Disability Advisory Committee, Environmental Advisory Committee, Gender Equity Advisory Committee, LGBTIQ+ Advisory Committee and Multicultural Advisory Committee. This report also acknowledges outgoing members for the valuable contributions and the revised Terms of Reference (TOR) for the five advisory committees.

COUNCIL PLAN STRATEGIC OBJECTIVES

Inclusive Services

Community development and advocacy to support the Monash community.
Fostering an equitable, just and inclusive Monash.

Good Governance

Effectively communicate and engage with the community.

BACKGROUND

Council convenes and supports a range of Advisory Committees which provide expertise and advice. They share information on issues related to their particular areas of interest as required by their TOR. This report relates to membership, and their TOR, of five of Council's Advisory Committees:

- The Disability Advisory Committee, which aims to provide Council advice on issues relating to the needs of people with a disability, their carers and families and on the implementation of Council's Health and Wellbeing Plan 2021-2025.
- The Environmental Advisory Committee, which aims to advise and collaborate with Monash City Council on environmental and sustainability related issues to enhance the collective impact of Council.
- The Gender Equity Advisory Committee, which aims to provide Council with advice on improving gender equity within the Monash community, to actively encourage women's full and equal participation in community life; and assists with the implementation of Council's Gender Equity Framework and Council's Health and Wellbeing Plan.
- The LGBTIQ+ Advisory Committee, which aims to provide Council with advice on strengthening the representation and inclusion of people who identify as LGBTIQ+ within the Monash community and to contribute to the implementation of Council's LGBTIQ+ Action Plan.
- The Multicultural Advisory Committee, which aims to provide Council with advice on multicultural issues and on the implementation of Council's 'Health and Wellbeing Plan 2021-2025'.

The contribution of time, experience and expertise by many community members through their membership of these Committees and forums is valuable in ensuring that Council hears directly from representative stakeholders in relation to a range of issues.

DISCUSSION

Representatives on the Advisory Committees serve a term of two years, with the possibility of an additional two-year term extension. Given that a number of current members are due to finish their terms across the five committees, there are currently vacancies for new members.

In order to recruit for these new members, community members were invited to express their interest in joining each of the committees in January and February 2025. This was followed up with group interviews in February 2025 which were held with relevant Councillors and Council officers as panel members, to select new members when considered against the criteria for the relevant Advisory Committees.

Many applications were received for all five of the Advisory Committees. All recommended members meet the criteria of the respective terms of reference and have been appointed from a broad and talented set of applicants.

Council would also like to acknowledge outgoing members for their significant contributions to these five Advisory Committees.

In early 2025, Council officers reviewed the Terms of References and conducted a Gender Impact Assessment as part of this review. Attached to this report are the updated terms of reference for the Disability Advisory Committee, Environmental Advisory Committee, Gender Equity Advisory Committee, LGBTIQ+ Advisory Committee and Multicultural Advisory Committee. A summary of the main changes are as follows:

- 12.** Alignment of the Environmental Advisory Committee Terms of Reference with the Terms of Reference of Council's other advisory committees, including terms of appointment.
- 13.** Appointment of a sub-chairperson to the Environmental Advisory Committee.
- 14.** Updates to all Terms of Reference to include provision for consistent advice relating to reimbursement of expenses.
- 15.** Updates to all Terms of Reference to include information about Accessibility and to encourage members of all abilities to take part in Advisory Committees
- 16.** Updates to all Terms of Reference to confirm that all positions on the Committees are voluntary and that Monash City Council employees are ineligible to sit on the Committees

FINANCIAL IMPLICATIONS

There are no financial implications to this report. Any associated costs with the recruitment process were met in existing budgets.

POLICY IMPLICATIONS

There are no policy implications to this report.

CONSULTATION

Community consultation was not required.

SOCIAL IMPLICATIONS

Engagement with the community on matters of importance to them is a key responsibility of Local Government and Advisory Committees are one way of establishing formal mechanisms to share information and seek input and advice from the community.

HUMAN RIGHTS CONSIDERATIONS

The operation of Council's Advisory Committees ensures that many community members have the opportunity to engage with Council on matters of importance to them, consistent with the Charter of Human Rights and Responsibilities Act 2006 in relation to the right to take part in public life.

GENDER IMPACT ASSESSMENT

A Gender Impact Assessment (GIA) has been completed as part of this work because this program is considered to have a direct and significant impact on the Monash community.

The GIA found that there may be a range of barriers to participation on Advisory Committees for people of all genders, and the Terms of Reference may be updated to be more inclusive and remove some of these barriers. The GIA noted that women are more likely to spend more time caring and doing unpaid work; be the heads of single parent households; have lower English proficiency; be living with a disability; and feel less safe at night (when meetings are held). As a result of the GIA, the following changes were made:

- The Reimbursement section was updated to allow for all carers (not just carers of children) as well as for transport options that can be arranged in advance if required.
- The language used in the Terms of Reference was reviewed and simplified where possible.
- A new section around Accessibility was added to those Terms of Reference which did not previously include it, noting options for online and in person attendance. Participation of people with a disability is also encouraged for all committees through the Terms of Reference.

CONCLUSION

This report recommends that new members are appointed, and some existing members re-appointed, to the Disability Advisory Committee, Environmental Advisory Committee, Gender Equity Advisory Committee, LGBTIQ+ Advisory Committee and Multicultural Advisory Committee. It also acknowledges outgoing members for their contributions and recommends Council to endorse the updated Terms of Reference for each Advisory Committee.

ATTACHMENT LIST

1. Monash Disability Advisory Committee Terms of Reference 2025 [7.2.1.1 - 3 pages]
2. Monash Environmental Advisory Committee Terms of Reference 2025 [7.2.1.2 - 4 pages]
3. Monash Gender Equity Advisory Committee Terms of Reference 2025 [7.2.1.3 - 3 pages]
4. Monash LGBTIQ A+ Advisory Committee Terms of Reference [7.2.1.4 - 4 pages]
5. Monash Multicultural Advisory Committee Terms of Reference 2025 [7.2.1.5 - 4 pages]



Disability Advisory Committee

Terms Of Reference

Updated March 2025

Scope

The aim of the Disability Advisory Committee (DAC) is to provide Council advice on issues relating to the needs of people with a disability, their carers and families and on the implementation of Council's *Health and Wellbeing Plan 2021-2025*.

Objectives

- Provide advice to Council on issues and barriers that affect people with disabilities and their carers,
- Advocate on behalf of people with a disability,
- Consider and provide advice to Council on key Government initiatives, programs and reviews,
- Contribute to the promotion of Council and community collaborations that support and promote the inclusion of people with disabilities,
- Provide advice to Council with its communication, engagement and consultation with people with disabilities.

Membership

The DAC membership will consist of:

- Up to three Councillors,
- Fourteen community representatives including:
 - Up to twelve community members living, working and/or studying in Monash,
 - Up to four community organisations, agencies and service providers who have a focus on provision of services to people with a disability in the City of Monash.

All Disability Advisory Committee positions are voluntary positions. Monash City Council employees are ineligible to sit on the Committee.



From time to time, the Disability Advisory Committee may establish working groups, and may invite additional members, including Council officers, if it is considered that additional skills and experience would benefit a specific project or add value to the general performance of the Committee.

Selection process

The selection committee will include the Councillor representatives that sit on the Disability Advisory Committee and relevant Council officers. The selection committee will assess the nominations against the selection criteria and recommend appointments to Council.

Requirements for members (Selection Criteria)

Members will be eligible for selection if they are:

- Living with a disability,
- A carer or a family member of a person living with a disability,
- An interest and involvement in local and/or broader community partnerships, advocacy, networks or activities,
- Are a professional with a focus of service provision and program and policy development for people with a disability, their carers and families,
- Experience and/or understanding of the role of an advisory committee.

Council will aim to ensure that members of the Committee will reflect the full range of issues relating to access and inclusion of people with a disability, their families and carers and of the diversity of the Monash community including ethnicity, age, gender, disability and geographic area across Monash.

Terms of Appointment

- Appointments will be for a two-year term
- DAC members completing a two-year term may re-apply for a further two year term
- Council will appoint a Councillor to Chair the meetings, and the Councillors who will sit on the Committee
- The membership of the Committee will be reviewed as part of the on-going review and implementation of Council's *Monash Health & Wellbeing Plan 2021 – 2025*,
- The operations of the Committee will be evaluated annually to ensure it continues to be effective and relevant.
- No community member may serve more than two terms

Meeting Frequency and Duration

- The DAC will meet every two months for a maximum duration of two hours.



- It is expected that each member attend a minimum of 60% of all meetings.
- Additional meetings may be called as required.

Role of Councillor/s

- To act as Chairperson of the DAC,
- To be the link between Council and the DAC,
- To table issues and concerns to Council on behalf of the DAC.

Executive Support

- The Community Strengthening Department from Monash City Council will provide executive support to the DAC.

Accountability

- DAC members have an active role to provide feedback and advice to Council on issues relating to people with a disability,
- DAC members participate in discussions at bi-monthly meetings.

Evaluation and Review

The DAC Terms of Reference and membership will be reviewed and evaluated on an annual basis.

Reimbursement of expenses

Advisory Committee members may be eligible for reimbursement of transport and/or childcare/carer costs incurred while participating in meetings and related activities, subject to review and approval. Travel arrangements can also be organised in advance upon request. Members should contact the relevant Council officers for further assistance.

Accessibility

We encourage members of all abilities. The in-person meeting venue is accessible with lift access and Changing Places facility. Other arrangements such as online attendance is possible and members are encouraged to contact Officers to advise of access requirements needed to participate.

ENVIRONMENTAL ADVISORY COMMITTEE (EAC) TERMS OF REFERENCE



Updated March 2025

Scope

The purpose of the Environmental Advisory Committee (EAC) is to advise and collaborate with Monash City Council on environmental sustainability related issues to enhance the collective impact of Council and the Monash community.

Governance

The Terms of Reference for the Environmental Advisory Committee aligns and should be read in context with the Advisory Committee Governance Rules, Policy for Advisory Committees and the Conflict of Interest for Advisory Committee Members

<https://www.monash.vic.gov.au/About-Us/Council/Committees>

Objectives

The objectives of the Environmental Advisory Committee are to:

- Provide formal input and advice to Council on issues of environmental sustainability,
- Provide a forum for information sharing between Council and community,
- Advise on projects and discuss topics which may contribute towards a zero carbon, zero waste and climate-resilient community, and healthy and biodiverse environment, in line with the *Environmental Sustainability Strategy 2016-26* and related strategies, including Council's *Climate Resilience Plan*,
- Monitor and review environmental sustainability issues in Monash and assist in collection of information to determine the impact of programs and initiatives,
- Facilitate formal networks and communication between Council and selected stakeholders,
- Advocate to Council for the benefit of the Monash environment, and
- Bring up issues of community concern to assist Council in determining of priority activities to be undertaken and annual objectives.

Membership

The EAC membership will consist of:

- Up to 3 Councillors appointed annually by Council including:
 - A chairperson,
 - A sub-chairperson.
- Up to 15 community representatives living, working and/or studying in Monash.

All Environmental Advisory Committee positions are voluntary positions.

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Monash City Council employees are ineligible to sit on the Committee.

From time to time, the Environmental Advisory Committee may establish working groups, and may co-opt additional members, including Council officers, if it is considered that additional skills and experience would benefit a specific project or add value to the general performance of the Committee.

Selection Process

The selection committee will include the Councillor representatives that sit on EAC and relevant Council officers. The selection committee will assess the nominations against the selection criteria and recommend appointments to Council.

Casual vacancies may be filled by co-opting suitable candidates from the most recent selection process or through a public expression of interest process. Staff in consultation with the Chairperson will prepare a recommendation for Council approval to appoint the casual vacancy candidate(s) to the committee for the remainder of current term.

Requirements for Members (criteria)

- A strong interest or knowledge in environmental sustainability is desirable,
- Knowledge and understanding of issues relevant to environmental sustainability,
- An interest and involvement in local and/or broader community partnerships, advocacy, networks or activities,
- The ability to contribute to the strategic development of initiatives at a local government level,
- Direct links to local community populations and/or organisations,
- Experience and/or understanding of the role of an advisory committee.

Council will aim to ensure that members of the Committee reflect the diversity of the Monash community including ethnicity, age, gender, disability, and different geographical areas across Monash.

Terms of Appointment

- Appointments will be for a two-year term,
- Council will appoint a Councillor to chair the meetings, a sub-chair, and any other Councillors who will sit on the committee,
- Members completing a two-year term may re-apply for a further two-year term but serve no more than two consecutive terms,
- The membership of the Committee will be reviewed as part of the on-going review and implementation of the *Environmental Sustainability Strategy 2016-2026* and *Climate Resilience Plan*,
- The operations of the Committee will be evaluated annually to ensure it continues to be effective and relevant.

Meeting Frequency and Duration

- The EAC will meet every two months for a maximum duration of two hours,

- It is expected that each member attends a minimum of 60% of all meetings,
- Additional meetings may be called as required.

Role of Councillors

- To act as Chairperson of the EAC,
- To act as the Sub-chairperson of EAC,
- To be the link between Council and the EAC,
- To table issues and concerns to Council on behalf of the EAC.

Executive Support

The Sustainable Monash Department from Monash City Council will provide executive support to EAC.

Accountability

- EAC members have an active role to provide feedback and advice to Council on issues relating to environmental sustainability within the municipality,
- EAC members participate in discussions at bi-monthly meetings.

Conduct and Interest Provisions

In performing the role of Advisory Committee member, a person must:

- Impartially exercise his or her responsibilities in the interests of the local community,
- Not improperly seek to confer an advantage or disadvantage on any person,
- Act with integrity and treat all persons with respect, having regard to the opinions, beliefs, rights and responsibilities of other persons,
- Not make improper use of information acquired because of their position or release information that the member knows, or should reasonably know, is confidential in nature.

Evaluation and Review

The EAC Terms of Reference and membership will be reviewed and evaluated on an annual basis.

Reimbursement of Expenses

Advisory Committee members may be eligible for reimbursement of transport and/or childcare/carer costs incurred while participating in meetings and related activities, subject to review and approval. Travel arrangements can also be organised in advance upon request. Members should contact the relevant Council officers for further assistance.

Accessibility

We encourage members of all abilities. The in-person meeting venue is accessible with lift access and Changing places facility. Other arrangements such as online attendance is

possible, and members are encouraged to contact Officers to advise of access requirements needed to participate.

Other

A short communique may be provided to EAC members to promote activities they are involved in and to share with their community. Community members should defer any media enquiries to Council's Communications Manager and should take care not to respond to the media as a committee representative.

Review Date

Directorate:	City Services
Responsible Officer:	Sustainability Coordinator
Review Date:	August 2027





Gender Equity Advisory Committee (GEAC)

Terms of Reference

Updated March 2025

Scope:

The aim of the Gender Equity Advisory Committee is to provide Council with advice on improving gender equity within the Monash community to actively encourage women's full and equal participation in community life, and the implementation of Council's Gender Equity Strategy.

Objectives:

- Advocate for gender equity within the Monash community and beyond
- Provide feedback and advice to Council on the gender equity implications of its policies, plans and services
- Consider funding and other opportunities as they may arise
- Provide advice to Council on gender equity issues
- Contribute to the promotion of Council and community collaborations that support and promote gender equity and the prevention of violence against women.

Membership

The GEAC membership will consist of:

- Up to three Councillors
- Fourteen community representatives including:
 - Up to twelve community members living, working or studying in Monash
 - Up to four community organisations, agencies and service providers who have a focus on gender equity and/or women's health and wellbeing.

All GEAC positions are voluntary positions. Monash City Council employees are ineligible to sit on the Committee.

From time to time, GEAC may establish working groups, and may co-opt additional members, including Council officers, if it is considered that additional skills and experience would benefit a specific project or add value to the general performance of the Committee.

Selection process

The Selection Committee will include the Portfolio Councillor/s. The Selection Committee will assess the nominations against the selection criteria and recommend appointments to Council.

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Requirements for Members (Criteria)

Advisory Committee members will be able to demonstrate some of the following:

- Knowledge and understanding of the needs and issues relevant to gender equity
- An interest and involvement in local and/or broader community partnerships, advocacy, networks or activities
- The ability to contribute to the strategic development of gender equity initiatives at local government level
- Direct links to local community populations and/or organisations.
- Experience and/or understanding of the role of an advisory committee

Council will aim to ensure that members of the Committee reflect the diversity of the Monash community including ethnicity, age, gender, disability, and different geographical areas across Monash.

A high level of representation from women will be encouraged. Council will aim to ensure that members of the Committee reflect a balance between individuals and organisations and the community and business sectors.

Terms of Appointment

- Appointments will be for a two year term
- Council will appoint a Councillor to chair the meetings, and the Councillors who will sit on the Committee
- GEAC members completing a two year term may re-apply for one further two year term but serve no more than two consecutive terms
- The membership of the Committee will be reviewed as part of the on-going review and implementation of the Gender Equity Framework and Health and Wellbeing Plan
- The operations of the Committee will be evaluated annually to ensure it continues to be effective and relevant.

Meeting Frequency and Duration

- The GEAC will meet every two months for a duration of two hours
- It is expected that each member attends a minimum of 60% of all meetings
- Additional meetings can be called as required, and the GEAC may establish Working Groups/Parties to address specific issues as they arise.

Role of Councillors

- To act as Chairperson of the GEAC
- To be the link between Council and the GEAC
- To table issues and concerns to Council on behalf of the GEAC

Executive Support

The Community Strengthening Department from Monash City Council will provide executive support to GEAC.



Accountability

- GEAC members have an active role to provide feedback and advice to Council on issues relating to gender equity within the municipality
- GEAC members participate in discussions at meetings every two months

Evaluation and Review

GEAC Terms of Reference and membership will be reviewed and evaluated on an annual basis.

Reimbursement of Expenses

GEAC community representatives may be eligible for reimbursement for transport and/or childcare/carer costs they have incurred in participating in meetings and related activities, subject to review and approval. Travel arrangements can also be organised in advance upon request. Members should contact the relevant Council officers for further assistance.

Accessibility

We encourage members of all abilities. The in-person venue is accessible with lift access and Changing Places facilities. Other arrangements such as online attendance is possible, and members are encouraged to contact Council officers to advise of access requirements needed to participate.



LGBTIQ+ Advisory Committee

Terms Of Reference

Updated March 2025

Scope

The aim of the LGBTIQ+ Advisory Committee is to provide Council with advice on strengthening the representation and inclusion of people who identify as lesbian, gay, bisexual, trans and gender diverse, intersex, queer/questioning and asexual (LGBTIQ+) within the Monash community and to contribute to the development and implementation of Council's LGBTIQ+ Action Plan.

Objectives

- Advocate for equality and inclusion for the LGBTIQ+ communities in Monash
- Provide feedback and advice to Council on the impact of its policies, plans and services on the LGBTIQ+ communities
- Assists and provides advice to Council on the implementation of the LGBTIQ+ Action Plan
- Consider funding and other opportunities as they arise
- Support Council to engage and consult with local LGBTIQ+ groups and communities
- Provide advice to Council on issues and barriers that affect people who identify as LGBTIQ+
- Contribute to the promotion of Council and community collaborations that support and promote the inclusion of people who identify as LGBTIQ+.

Membership

The LGBTIQ+ Advisory Committee will consist of:

- Up to three Councillors
- 14 community representatives including:
 - o Up to 12 community members living, working and/or studying in Monash representing the diversity of the Monash LGBTIQ+ communities and allies
 - o Up to four community organisations, agencies and service providers who have a focus on providing services to the Monash LGBTIQ+ communities.

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All LGBTIQ+ Advisory Committee positions are voluntary. Monash City Council employees are ineligible to sit on the Committee.

From time to time, the LGBTIQ+ Advisory Committee may establish working groups and invite additional members, including Council officers, if it is considered that additional skills and experience would benefit a specific project or add value to the general performance of the Committee.

Selection Process

The selection committee will include the Councillor representatives that sit on the LGBTIQ+ Advisory Committee and relevant Council officers. The selection committee will assess the nominations against the selection criteria and recommend appointments to Council.

Requirements for Members (Criteria)

Advisory Committee members will be able to demonstrate some of the following:

- Knowledge and understanding of the needs and issues relevant to the inclusion of the Monash LGBTIQ+ communities
- An interest and involvement in local and/or broader community partnerships, advocacy, networks or activities
- An interest and understanding of Local Government services and programs from an LGBTIQ+ perspective
- The ability to contribute to the strategic development of LGBTIQ+ inclusion at local government level
- Direct links to local community populations and/or organisations
- Experience and/or understanding of the role of an advisory committee.

Council will aim to ensure that the members of the Committee reflect the diversity of identities and experiences within the LGBTIQ+ communities, as well as in ethnicity, age, gender, disability and different geographical areas across Monash.

Terms of Appointment

- Appointments will be for a two-year term
- Council will appoint a Councillor to chair the meetings, and the Councillors who will sit on the Committee



- Members completing a two-year term may re-apply for a further two-year term but serve no more than two terms
- The membership of the Committee will be reviewed as part of the on-going review and implementation of the LGBTIQ+ Action Plan
- The operations of the Committee will be evaluated annually to ensure it continues to be effective and relevant

Meeting Frequency and Duration

- The LGBTIQ+ Advisory Committee will meet every two months for a maximum duration of two hours
- It is expected that each member attend a minimum of 60% of all meetings.

Additional meetings can be called as required, and the LGBTIQ+ Advisory Committee may establish Working Groups to address specific issues as they arise.

Role of Councillors

- To act as Chairperson of the LGBTIQ+ Advisory Committee
- To be the link between Council and the LGBTIQ+ Advisory Committee
- To table issues and concerns to Council on behalf of the LGBTIQ+ Advisory Committee.

Executive Support

The Community Strengthening Department from Monash City Council will provide executive support to the LGBTIQ+ Advisory Committee.

Accountability

- LGBTIQ+ Advisory Committee members have an active role to provide feedback and advice to Council on improving the representation and inclusion of the LGBTIQ+ communities
- LGBTIQ+ Advisory Committee members participate in discussions at meetings.

Evaluation and Review

The LGBTIQ+ Advisory Committee Terms of Reference and membership will be reviewed and evaluated on an annual basis.



Reimbursement of Expenses

LGBTIQ+ Advisory Committee members may be eligible for reimbursement of transport and/or childcare/carer costs incurred while participating in meetings and related activities, subject to review and approval. Travel arrangements can also be organised in advance upon request. Members should contact the relevant Council officers for further assistance.

Accessibility

We encourage members of all abilities. The in-person meeting venue is accessible with lift access and changing places facility. Other arrangements such as online attendance is possible, and members are encouraged to contact Officers to advise of access requirements needed to participate.



Multicultural Advisory Committee (MAC)

Terms Of Reference

Updated March 2025

Scope:

The aim of MAC is to provide Council advice on multicultural issues and on the implementation of Council's Health and Wellbeing Plan 2021-2025.

Objectives:

- Provide feedback and advice to Council on its policies, plans and services that impact CALD communities,
- Consider and provide advice on key Government initiatives, programs and reviews,
- Advocate on behalf of CALD communities,
- Consider funding and other opportunities as they may arise,
- Assist Council to promote the benefits of cultural diversity within the Monash municipality and beyond,
- Provide advice to Council with its communication, engagement and consultation with CALD communities.

Membership

The MAC membership will consist of:

- Up to three Councillors,
- Fourteen community representatives including:
 - Up to twelve community members living, working, and/or studying in Monash,
 - Up to four community organisations, agencies and service providers who have a focus on provision of services to CALD communities in Monash.

All MAC positions are voluntary positions.

From time to time, the Multicultural Advisory Committee may establish working groups, and may invite additional members, including Council officers, if it is considered that additional skills

● 293 Springvale Road (PO Box 1) Glen Waverley VIC 3150 **Web** www.monash.vic.gov.au **Email** mail@monash.vic.gov.au
● T (03) 9518 3555 **National Relay Service** (for the hearing and speech impaired) 1800 555 660
● **Interpreter Services** 普通话 4713 5001 廣東話 4713 5002 Việt Ngữ 4713 5003 Ελληνικά 4713 5004 हिंदी 4713 5005
Other languages 4713 5000 Italiano 4713 5008 한국어 4713 5010 සිංහල 4713 5020 தமிழ் 4713 5021



and experience would benefit a specific project or add value to the general performance of the Committee.

Selection process

The selection committee will include the Councillor representatives that sit on the Multicultural Advisory Committee and relevant Council officers. The selection committee will assess the nominations against the selection criteria and recommend appointments to Council.

Requirements for members (criteria)

Advisory Committee members will be able to demonstrate:

- Knowledge and understanding of the needs and issues affecting CALD communities,
- An interest and involvement in local and/or broader multicultural community affairs, advocacy and networks,
- An interest and understanding of Local Government services and programs from a multicultural community perspective,
- The ability to contribute to the strategic development of multicultural policy at local government level,
- Direct links to local ethnic community populations and/or organisations
- Experience and/or understanding of the role of an advisory committee.

Council will aim to ensure that members of the Committee reflect the diversity of the Monash community including ethnicity, age, gender, disability, and different geographical areas across Monash.

Terms of Appointment

- Appointments will be for a two year term,
- Council will appoint a Councillor to Chair the meetings, and the Councillors who will sit on the Committee,
- Members completing a two year term may re-apply for a further two year term but serve no more than two consecutive terms,



- The membership of the Committee will be reviewed as part of the on-going review and implementation of Council's Health and Wellbeing Plan 2021 – 2025,
- The operations of the Committee will be evaluated annually to ensure it continues to be effective and relevant.

Meeting Frequency and Duration

- The MAC will meet every two months for a maximum duration of two hours,
- It is expected that each member attend a minimum of 60% of all meetings,
- Additional meetings may be called as required.

Role of Councillors

- To act as Chairperson of the MAC,
- To be the link between Council and the MAC,
- To table issues and concerns to Council on behalf of the MAC.

Executive Support

The Community Strengthening Department from Monash City Council will provide executive support to MAC.

Accountability

- MAC members have an active role to provide feedback and advice to Council on issues relating to cultural diversity within the municipality,
- MAC members participate in discussions at bi-monthly meetings.

Evaluation and Review

The MAC Terms of Reference and membership will be reviewed and evaluated on an annual basis.



Reimbursement of expenses

Advisory Committee members may be eligible for reimbursement of transport and/or childcare/carer costs incurred while participating in meetings and related activities, subject to review and approval. Travel arrangements can also be organised in advance upon request. Members should contact the relevant Council officers for further assistance.

Accessibility

We encourage members of all abilities. The in-person meeting venue is accessible with lift access and Changing places facility. Other arrangements such as online attendance is possible, and members are encouraged to contact Officers to advise of access requirements needed to participate.