

LGBTIQA+ ADVISORY COMMITTEE

TERMS OF REFERENCE

Name: LGBTIQA+ Advisory Committee

Scope: The aim of the LGBTIQA+ 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 (LGBTIQA+) within the Monash community and to contribute to the development and implementation of Council's LGBTIQA+ Action Plan.

Objectives:

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

Membership

The LGBTIQA+ Advisory Committee will consist of:

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

All LGBTIQA+ Advisory Committee positions are voluntary positions.

From time to time, the LGBTIQA+ 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 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
- 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 and different geographical areas across Monash.

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
- LGBTIQ+ Advisory Committee members completing a two-year term may re-apply for a further two-year term.
- No community member may serve 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.
- Council will determine the Councillors who will sit on the Committee.

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/Parties 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 the 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 will be reimbursed for any transport and/or childcare costs they have incurred in participating in meetings and related activities as deemed appropriate.

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.