



<b>Type</b>	Advisory Committee
<b>Purpose:</b>	To provide advice and feedback to Council on matters that affect LGBTIQA+ residents, businesses, and community members who live, work and visit the City
<b>Objectives</b>	<p>The Committee provides advice to Council:</p> <ul style="list-style-type: none"> <li>• on the development and implementation of the City of Port Phillip LGBTIQA+ Action Plan.</li> <li>• on policies, plans and services that impact the LGBTIQA+ communities.</li> <li>• on matters affecting the needs, interests and well-being of the LGBTIQA+ communities, including advocacy to other levels of government</li> <li>• on matters that affect LGBTIQA+ residents, businesses, creative organisations and community groups who live, work and visit the City</li> <li>• in relation to effective communication, engagement and consultation with LGBTIQA+ communities.</li> <li>• on any other matters referred to the Committee by Council</li> </ul>
<b>Membership</b>	<p>The Committee is be made up of one Councillor and up to eleven community members. The composition of the Committee will be as follows:</p> <ul style="list-style-type: none"> <li>• Up to two Councillors appointed by the Council to act as a conduit to the current Council.</li> <li>• One nominee of the Pride Centre.</li> <li>• One LGBTIQA+ person from creative sector/industries</li> <li>• One LGBTIQA+ person who operates a business in the City</li> <li>• Two representatives from community organisations that represent, work with or support Port Phillip's LGBTIQA+ communities.</li> <li>• Up to six other members from the LGBTIQA+ community.</li> </ul>
<b>Committee Office Bearer Roles</b>	<p>The Committee will nominate a Chair and Deputy Chair from among its members. The Chairperson will serve a one-year term, with the appointment renewable for an additional consecutive term.</p> <p>The Chair will chair committee meetings. In the Chairs absence, the Deputy Chair or Councillor Representative will chair the meetings. The Councillor Representative, Chair or Deputy Chair are the authorised spokespersons for the committee.</p>



<b>Selection Criteria</b>	<p>Nominees must work, study, or reside in the Port Phillip and they are selected on the basis of their:</p> <ul style="list-style-type: none"><li>• identification as LGBTIQA+</li><li>• capacity to consult with the LGBTIQA+ community and represent a wide range of views</li><li>• understanding of the needs of the LGBTIQA+ community.</li><li>• capacity to analyse information and provide advice on issues affecting the LGBTIQA+ community</li></ul> <p>As far as practicable, the composition of the community members will reflect the diversity of the LGBTIQA+ community including:</p> <ul style="list-style-type: none"><li>• Aboriginal and Torres Strait Islander people</li><li>• people from Culturally and Linguistically Diverse (CALD) backgrounds</li><li>• people with a disability</li><li>• people from variety of life stages</li><li>• people from different locations across the municipality</li></ul>
<b>Meeting Frequency</b>	<p>It is anticipated that the Advisory Committee will meet monthly for the first six months of its inception and then bi-monthly.</p> <p>The quorum for a meeting will be half the number of members.</p>
<b>Committee operation</b>	<p>The committee will hold an annual planning session to review achievements and prioritise a work plan for the coming year. An Annual report will be presented to Council.</p> <p>The committee may set up working groups / portfolio groups as required, as ad hoc sub-committees.</p> <p>The committee may nominate members to participate in sub-committees established by it or other Council Advisory Committees, to achieve intersectionality.</p> <p>If a member believes they have a conflict of interest in a matter before the Advisory Committee, then that member must declare their interest and not partake in any discussion or decision on the matter.</p> <p>City of Port Phillip staff nominated by management will support the Advisory Committee. Other Port Phillip staff (for example, a nominated member of Council's Pride Employee Network) will attend the meetings to assist the Committee as required.</p>