

LGBTIQA+ Advisory Committee

Terms Of Reference

Updated March 2025

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



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

LGBTIQA+ 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.