

Terms of Reference

Inclusive Bayswater Advisory Group

Purpose

The purpose of the Inclusive Bayswater Advisory Group is to provide Council with advice and guidance on fostering a welcoming, equitable and accessible community for all residents. The Group will support initiatives that promote equality and equal opportunity for people with a disability, people from culturally and linguistically diverse backgrounds, people who identify as LGBTQIA+, youth and older people.

By engaging with key community stakeholders, the Group will help identify and address barriers that may prevent equitable participation in the City's services, facilities and programs. It will contribute perspectives across a broad range of demographics to ensure that policies, initiatives and infrastructure reflect the diverse needs and experiences of the community.

Through its work, the Inclusive Bayswater Advisory Group will strengthen the City's commitment to inclusivity, social wellbeing and active participation, helping to shape a city that is accessible, connected and welcoming to all.

Membership

Two Elected Members as appointed by Council.

Up to eight community representatives, who reside in the City of Bayswater, or represent a service provider or organisation within the City of Bayswater and meet one or more of the following criteria:

- Live with a disability or are a parent, carer, advocate of a person with a disability, or be able to contribute expertise or advice on disability.
- Identify as LGBTQIA+; or be able to contribute expertise or advice on matters relating to LGBTQIA+.
- Identify as being from a culturally and linguistically diverse background or be able to contribute expertise or advice on matters relating to culturally and linguistically diverse backgrounds.
- Brings valuable lived experience as either a young person (aged 15–25) or an older community member (aged 55 and over), offering insights into the opportunities and challenges that these age groups face in accessing services, facilities and community life.

Community Members will be appointed and paid in accordance with the *Independent Committee Member Policy*.

All Councillors are appointed as Deputies.

Members must abide by the *City of Bayswater Code of Conduct for Council Members, Committee Members and Candidates*.

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Chairperson

The Advisory Group members are to elect a Chairperson and Deputy Chairperson at the first meeting, both of whom must be an Elected Member of Council.

The Chairperson will preside at all meetings. In the absence of the Chairperson, the Deputy Chairperson will assume the Chair, and in their absence, a person is to be elected by the Advisory Group present to assume the Chair.

The Chairperson is responsible for the proper conduct of the Advisory Group.

Delegated Authority

This Group performs an advisory function and does not have any delegated authority.

Meetings

The Group shall meet three times per year or as required, at the City of Bayswater Civic Centre.

Administration

Notification of the meeting will be provided at least a fortnight prior to the meeting date.

An agenda shall be provided to members one week before the meeting. Minutes of the meeting will be provided to all members, and all City Councillors, within 14 calendar days following the meeting date.

Liaison Officer

Director Community Services