

Georges River Council Multicultural Reference Group Terms of Reference

Background

On 12 May 2016 Hurstville City and Kogarah City Councils were amalgamated to form a new entity – Georges River Council. Hurstville Multicultural Advisory Committee no longer has authority to meet/function and was dissolved. The establishment of a new Multicultural Reference Group was considered and recommended by Council's Community Development and Services Advisory Committee on 13 February 2017, and adopted by Council on 6 March 2017 (CCL029-17).

Objectives

The objectives of the Multicultural Reference Group are to:

- Provide Council with advice on the needs and priorities of local multicultural communities;
- Support the implementation of Council's multicultural policies, programs and services.
- Assist Council with communication, consultation and engagement with multicultural communities through a two way information exchange.
- Celebrate the benefits of cultural diversity in the Georges River Council Local Government Area through strengthening partnerships and collaboration among the range of groups/services.

Reference Group Role

Members of the Multicultural Reference Group will:

- Provide specialist knowledge and expertise to the Reference Group in discussion of appropriate strategies to improve service provision by Council to residents from culturally and linguistically diverse backgrounds.
- Represent the views of, and report back to, represented groups/organisations and to provide information back to the wider multicultural communities.
- Attend meetings and carry out specified tasks as required.

Membership Criteria

- Whilst community representatives do not necessarily have to be residents of Georges River Council area, they must have established links with the multicultural communities in Georges River Council area that they represent.
- Individual community representatives represent the views and issues of their own community, and not their own personal or political interests.

Membership

Membership of the Multicultural Reference Group will include, but is not limited to, community members, representatives from local service delivery agencies that focus on multicultural communities, and Council staff. The Multicultural Reference Group shall comprise a maximum of 14 members.

Membership shall comprise:

- Community representatives of the major local multicultural and emerging communities, with a maximum of two from the same cultural/language group
- Community agency representatives engaged with local multicultural communities
- The St George Local Area Command Multicultural Liaison Officer
- Council's Coordinator Community Development (as Executive Officer)
- Council's Multicultural and Indigenous Development Officer

Period of Membership

Members of the Multicultural Reference Group will be appointed for a period of two years.

Chairperson

Members of the Reference will elect the Chairperson and Deputy Chairperson for a period of one year. In the absence of the Chairperson or Deputy Chairperson, the Reference Group will elect a standing Chairperson.

Frequency of Meetings and Procedures

- Meetings will be held on a quarterly basis.
- The agenda and meeting documents will be circulated to the Reference Group members at least one week prior to the meeting.
- Council officers will provide secretariat to the meeting, including minute taking.
- The recommendations of each meeting will be submitted to the Community Development and Services Advisory Committee and to Council.

Quorum

As the membership of the Reference Group operates in an advisory capacity only no quorum is required. The Chairperson, however, will use their discretion to determine if any item should be deferred to a future meeting if it is considered that there are insufficient members present to fully consider the item.

Code of Conduct

Each Reference Group member shall be provided with the Model Code of Conduct for Local Councils in NSW at the first meeting.