



SENIORS ADVISORY COMMITTEE TERMS OF REFERENCE

1. Role

To provide Council with specialist advice on the needs and priorities of seniors including to:

- provide advice on local government policies and initiatives affecting seniors.
- identify issues and opportunities to enhance the quality of life for older residents.
- promote inclusivity, accessibility, and engagement of seniors in community life.
- support the development of programs and services tailored to seniors' needs.

2. Committee Operation

A Council staff representative will be responsible for taking and distributing minutes, coordinating the agenda, inviting relevant Council officers to attend in relation to agenda items, arranging the meeting venues and refreshments and coordinating any assistance required by members to participate.

Minutes will be reported to Council.

Membership of the Committee will be made by expression of interest via public advertisement. Expressions of interest can be received by the Committee at any time through the year.

3. Membership of the Committee

- Will consist of up to 14 community members including up to 10 community members who are seniors who live in the LGA and four representatives from local agencies that provide specialist services to seniors within the LGA.
- The membership of the Committee includes one Councillor delegate and one alternate.
- Community membership of the Committee will be reviewed at the start of each calendar year.

4. Meetings and Minutes

Meetings will be held quarterly or as required to comment or present on Council strategies and plans.

Minutes are presented to Council for endorsement only. Any matters that require a Council decision will initiate a Council meeting report being prepared for Council consideration.

5. Secretariat Support

The Coordinator Community or their delegate will provide secretariat support to the Committee.

6. Quorum

The quorum for a meeting will be 50% of committee membership +1.

7. Delegations

This Committee does not have any decision-making, financial or delegated powers. No member has the authority to represent Council without the approval of Council.

The Committee is bound by all Council Policies as members of the Committee are considered volunteers of Council.