

Community Panel



Information Pack

Description and Responsibilities

The Community Panel (CP) was established by the LCR Pride Foundation in 2019, as an independent advisory and scrutiny body made up of members of the Liverpool City Region's LGBT+ community and allies.

The panel is an integral part of the LCR Pride Foundation's commitment to openness and transparency, while also advising on different issues affecting the community, project proposals and community engagement.

Responsibilities include but are not limited to:

- Working with the LCR Pride Foundation to advise on questions of inclusivity and diversity
- Making sure all sections of the LGBT+ community are able to participate fully in all LCR Pride Foundation events, campaigns and associated activities, not limited to Pride in Liverpool
- Scrutinising the LCR Pride Foundation's operational plans (as well as their outcomes) to provide transparency and feedback to the LCR Pride Foundation Board of Directors
- Give guidance to the LCR Pride Foundation where the interests of different sections of the community are in conflict or under-represented
- Give guidance on the development of any policies or procedures which could have an impact on inclusion or engagement
- Give guidance and input in the development of the LCR Pride Foundation's approach to succession planning
- Advise the LCR Pride Foundation on the distribution of grants to community groups where there is a surplus
- Publish an annual report reviewing the year's events and activities
- Be a champion for the work of the LCR Pride Foundation, its events and campaigns within their selected demographic

The CP is independent and has no decision-making powers. It exists only to advise and scrutinise the activities of the LCR Pride Foundation and offer guidance where possible

Community Panel Positions

The Community Panel is made up of members of the Liverpool City Region's LGBT+ community and allies who have been endorsed by their community group or organisation(s).

The Panel is made up of the following positions:

Chair

(An LCR Pride Foundation Director - there to facilitate)

Arts & Culture Representative

BAME Representative

Bisexuality Representative

Disability & Access Representative

Education Representative

Faith & Beliefs Representative

Families Representative

Halton Representative

Health Representative

Hospitality Sector Representative

Knowsley Representative

LGBT+ Pub Venue Representative

LGBT+ Club Venue Representative

Liverpool Representative

Older Persons Representative (50+)

Political/Campaigning Representative

Professional Groups Representative

Sefton Representative

Sports Representative

Student Representative

St Helen's Representative

Trans Representative

Under 16's Representative

Young Person's Representative (16-25)

Wirral Representative

Women's Representative

Secretary (elected within the group)

Other (opportunity to submit)

Commitment

The community panel meets on the third Saturday of each month.

Meetings are held in accessible locations across the Liverpool City Region and are usually take place from 10:00 - 13:00.

We also ask that members of the panel also spend time between the monthly meetings engaging with the community that they represent. While we don't prescribe how much time this is and the total time commitment will vary during the year, members should expect to spend no more than 10 hours a month fulfilling their roles.

*at this time, the LCR Pride Foundation is unable to pay for expenses for the CP, however we are working hard to secure funding to allow us to provide panel members with this.

Individual tasks and responsibilities:

- Attending monthly CP meetings
- Supporting and contributing to the responsibilities of the CP as listed above
- Community engagement - reaching out to members of your representative community to capture feedback and update on any developments
- Attending meetings, socials, receptions, AGMs of organisations within your community groups where possible
- Where appropriate and within the foundation's social media policy, promoting activities of the CP and the LCR Pride Foundation on social media
- Adhering to LCR Pride Foundation code of conduct and maintaining high standards of professionalism
- Maintaining discretion when dealing with confidential papers and issues. We will ask all members of the panel to agree to a non-disclosure agreement
- Refraining from commenting on particular issues in a public forum of which the CP is discussing or has had brought to its attention

Key Relationships

We are committed to maintaining a collaborative and productive relationship with:

- Fellow members of the CP
- LCR Pride Foundation - its Board of Directors, volunteers and contractors
- LGBT+ groups and allies in your area of representation who share in our aims and values

Evaluation

To ensure that our Community Panel is functioning and making a positive impact to the foundation, we are committed to evaluating the work that our members carry out.

There will be a full annual evaluation of the panel, its achievements and learnings. While this can happen at any time, it is expected to occur at the time when changes to representative seats take place.

Members of the panel are expected to update and feedback on their representative area at each of the monthly panel meetings or send a written update in advance if they are unable to attend.

About You

As a representative, you will be integral in ensuring your group is actively connected, represented and engaged with the wider LCR Pride Foundation community.

Essential: (these are must-haves)

- Self-identify as a member of your representative group
- Be able to commit to regularly attending CP meetings and contribute to fulfilling the Panel's responsibilities (we ask that you do not miss more than two consecutive meetings)
- Be involved with an existing LGBT+ organisation or representative group which is related to area of representation
- Be a team player who can work in a group setting but can also show initiative and take the lead in reaching out to groups in your area of representation
- Be able to communicate with a diverse group of people from different backgrounds and circumstances (English does not need to be your first language)
- Demonstrate an ability to navigate sensitive issues around discrimination and be aware of diversity issues
- Be able to clearly report on findings and results from your consultation in a format that is accessible to the CP

Desirable: (these are nice to have, but not essential):

- Previous experience as part of a trustee, organisational board, advisory/scrutiny body or similar
- Previous experience in community engagement or consultation
- An established network of contacts across a broad range of LGBT+ groups
- Experience in Social Media/PR/Communications
- Have attended or planned to attend Pride (or other related LGBT+ events) in the past 12 months

The Application Process

Step 1: Application

- You can apply to join the Community Advisory Panel by filling the online application form. Select the position you would like to apply for from the drop-down list of current vacancies
- As part of your application, you will need to provide an endorsement from a community group or organisation that works with people from the area you wish to represent. This must detail why they agree that you would be a great candidate. You need to be an actively involved member of this organisation and be able to demonstrate this
- Endorsement emails should be sent to info@lcrpride.co.uk and be clearly labelled with your name and the position you are applying for

Step 2: Selection

- The CP will review and vote on all completed applications at the next meeting
- Everyone who has applied will be informed of the outcome of their application as soon as possible

Step 3: Induction

- The Chair of the CP will arrange a 30-minute induction call with successful applicants and introduce them to the role, provide guidance and answer any questions
- New members of the CP will begin their terms as representatives for the community at the next scheduled meeting