**Expression of Interest**

**Business Advisory Panel**

I, express an interest in becoming a member of the City of Whittlesea’s Business Advisory Panel.

I would like the opportunity to support Council to deliver on its Goal of a Strong Local Economy, as set out in Whittlesea 2040.

Having read through the Panel’s Terms of Reference I can confirm I am:

* A local business owner, operator or manager located in the City of Whittlesea
* Willing to commit a minimum of 10 hours per annum (up to five meetings) and additional hours when required per annum for post meeting related activities
* Willing to attend key business-related functions and events
* Willing to act as an ambassador for the Panel and Council’s business-related activities
* Willing to participate in and provide input to stakeholder engagement activities to support the strategic activities of Council where relevant to the Strong Local Economy goal.

I have:

* Demonstrated business experience
* An understanding of the key issues facing businesses in the City of Whittlesea and the northern region
* An understanding of the challenges and issues experienced by businesses within their industry
* Established networks and/or affiliations with peak industry associations
* The ability to work collaboratively with other businesses, government and key stakeholders

Please demonstrate your knowledge of local business, which would be viewed as an asset to the Panel:

*(150 word max)*

Please list any affiliations and memberships you may hold with professional bodies and other business organisations:

Please list your current employed role(s) and provide an overview of your responsibilities and how this would benefit your application to the Panel:

**All members are expected to:**

* Operate with integrity, objectivity, accountability, honesty and openness
* Declare any potential conflict of interest
* Dedicate appropriate time and effort to the functions of the panel
* Prepare for and actively participate in meetings
* Exercise independent judgement
* Maintain effective working relationships with each other
* Refrain from making any public comments or statements about the Business Advisory Panel on behalf of Council unless approved by the Executive Manager Public Affairs.

All members are also bound by Council’s Code of Conduct and the Terms of Reference for the Business Panel.

**Applicants Details:**

Name:

Signature:

Date:

Address:

Phone Number:

Email:

Please return to:

Sarah Rowe, Manager Economic Development – City of Whittlesea

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By 18 March 2024