

## DIVERSITY AND INCLUSION COMMITTEE CHARTER

<b>Report to</b>	National Board
<b>Managed by</b>	Sara-Jane Evans, Head of Membership and Commercial Services
<b>Charter Date</b>	Approved by National Board July 2021
<b>Purpose of committee</b>	To provide leadership to the property industry in increasing diversity and inclusion.
<b>Procedures</b>	<ul style="list-style-type: none"> <li>• The Committee will adhere to Property Council's Constitution, Bylaws and Operational Guidelines regarding: <ul style="list-style-type: none"> <li>○ Committee composition and operation procedure.</li> <li>○ Committee election, voting and appointment.</li> <li>○ Procedure for removal of committee members.</li> <li>○ Duties of the Chairperson.</li> <li>○ Process for establishment of a subcommittee.</li> <li>○ Committee member Code of Conduct.</li> </ul> </li> <li>• The Committee must adhere to the following procedures: <ul style="list-style-type: none"> <li>○ Meet at least four times per year.</li> <li>○ A quorum of at least five members is required for all meetings.</li> </ul> </li> <li>• Members of the Committee are expected to attend some national and local Property Council events. Events created and led by this committee must be supported by committee members.</li> </ul>
<b>Role and responsibilities</b>	<ul style="list-style-type: none"> <li>• Create awareness of the issues around diversity and inclusion and the importance of addressing them.</li> <li>• Measure and report on diversity and inclusion in the industry, progress towards improving it and successes.</li> <li>• Implement a range of initiatives to increase diversity and inclusion in Property Council, its members, and the wider industry.</li> <li>• Provide support and resources to the membership to aid them in their diversity and inclusion journey.</li> <li>• Highlight Property Council's diversity and inclusion priorities to better demonstrate member benefits.</li> <li>• Build the perception of Property Council as dynamic, diverse, and future-focused.</li> <li>• Engage with members to ensure Property Council is representing them adequately and bringing them the content they want.</li> <li>• Promote Property Council's diversity and inclusion journey and be a positive advocate diversity and inclusion for the industry.</li> <li>• Support leadership and positive growth in the people that will help shape our industry's diversity and inclusion future.</li> <li>• Promote Property Council's 40:40:20 pledge and work towards upholding diversity and inclusion for this committee.</li> </ul>