

Northern Territory Disability Advisory Committee

Terms of Reference

Purpose

The Northern Territory Disability Advisory Committee provides independent advice to the Minister for Disability on issues of importance to people with disability in the Northern Territory.

The Committee raises awareness of the rights of people with disability, and the role of government and the community in meeting obligations under the United Nations Convention on the Rights of People with Disability. This includes progressing outcomes of Australia's Disability Strategy and the Northern Territory Disability Strategy, and providing advice on the experience of Northern Territory participants in the National Disability Insurance Scheme (NDIS).

Background

The Committee was established by the Minister for Disability on 3 December 2019, International Day of People with Disability. The Committee is a non-statutory advisory body.

Role

The key role of the Disability Advisory Committee is to have oversight and to monitor the implementation of the Northern Territory Disability Strategy 2022-2032 and its Action Plans.

The Committee provides strategic advice to progress actions on the outcomes of Northern Territory Disability Strategy. The outcomes are:

- **Outcome 1: Rights and choices** - People with disability have rights and choices which are protected and respected
- **Outcome 2: Inclusion** - People with disability are included and can engage, participate and contribute to community life
- **Outcome 3: Accessibility** - People with disability can access the places, information and services they need
- **Outcome 4: Employment and education** - People with disability have the skills and opportunities to participate in the economy and be financially secure
- **Outcome 5: Health** - People with disability's health and wellbeing is supported.

Membership

The Disability Advisory Committee's membership includes at least 12 community members who are appointed for their lived experience and expertise on issues impacting people living with disability.

Members represent people with lived experience of disability and carers. The Committee includes people living in or with strong connections to remote and urban communities, Aboriginal people, people from multicultural communities, and people of diverse age and gender.

Members may have experience across Northern Territory government services such as justice, health and education. Members may have experience with employment and training, and with the National Disability Insurance Scheme (NDIS). Members may also have expertise in governance and advocacy, human rights, social inclusion, empowering people, and building on people's strengths and knowledge.

Additional ex-officio members may be professionals from disability organisations, schools, academia, tourism and the business sector that can influence equity of participation of people with disability.

These will be invited by the Minister and include:

- 3 representatives of non-government organisations (NGOs) who represent people with disability;
- 2 schools, represented by a principal of their delegate.

The Office of Disability in the Department of People, Sport and Culture has an observer role in meetings and provides Secretariat support, organising and documenting meetings and ensuring accessibility.

Appointment of members

Members are selected following a public expression of interest process. The Minister may also invite people to join. Members are appointed with a letter of appointment from the Minister.

Membership is for two years with the option for re-appointment for up to four years in total.

The chair and vice chair are appointed by the Minister from the community members.

Meetings

Meetings are held three times each year. Meetings are facilitated by the Chair. If the Chair is absent, the Vice Chair will facilitate meetings.

The Office of Disability will develop the agenda in consultation with the Chair. The Office of Disability will send the meeting agenda and papers to members two weeks before meetings. These will be in accessible formats as needed by members, such as in Easy Read.

The Committee may invite guest presenters to speak at meetings.

Members may have a support person as needed to assist them to participate in meetings.

The Office of Disability will facilitate specific supports and adjustments that are needed by members to take part in meetings. This will include communications in accessible formats as required by members such as Auslan, Easy Read and live captions.

Decision making

At least half of the Committee members and the Chair need to be at the meeting to make a recommendation.

Decisions of the Committee are made by consensus when possible. If consensus cannot be reached, decisions will be made by a majority vote of those members present. The advice provided to the Minister will include the diverse range of opinions of members.

Proxies

If a member is unable to attend a meeting, they may nominate a proxy to speak on their behalf. Members need to ask the Chair, through the Secretariat.

Responsibilities of members

Members are required to:

- Prepare for meetings by reading papers that are sent, and actively participate in meetings.
- Declare any actual or perceived conflict of interest with issues that are being considered by the Committee.
- Tell the Office of Disability if they are unable to attend a meeting. This will be noted in the minutes.

Payments

Paid participation recognises the valuable, specialised contributions made by people who have a lived experience of disability or who are a family member and carer of someone with disability.

Committee members are paid for their time attending meetings. For each day of work (4 hours or more), the Chair is paid \$304, and members are paid \$228.

Payments are in line with the Statutory Bodies Classification Structure Determination (Class C3 Advisory Bodies) under the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements Act) 2006*.

Northern Territory public sector (NTPS) employees are not entitled to payments for their time spent on boards while they are receiving their usual NTPS salary, unless they are on unpaid leave.

Contact details for the Committee

Office of Disability

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