## Terms of Reference

## The Minister’s Disability Consultative Group

### Background

The role of the Tasmanian Government is to:

* work collaboratively with governments, businesses, and other sectors of the community to ensure that Tasmanians with disability are supported to connect and engage with the community.
* Create and grow partnerships with all the diverse aspects of our communities will enhance the inclusiveness and accessibility for Tasmanians with disability.

### Purpose and Function

The Consultative Group provides an opportunity for the Disability Services Minister, to consult with and be advised by a broad range of stakeholders to support and foster an inclusive and accessible Tasmania. Consultations can include but are not limited to:

* The development and delivery of disability services related policy and programs in Tasmania.
* The experience of people with disability their carers and families in Tasmania.
* Matters being considered by the Disability Reform Council (or its equivalent), as appropriate.
* Outcomes of the Royal Commission into Disability.
* The Australian Disability Strategy.

### Membership

The Consultative Group will consist of members who have lived experience of disability, appointed by the Minister, with the capacity for reasonable adjustments according to the membership matrix.

Representation from diverse disability types, Aboriginal and Torres Strait Islander communities, cultural and linguistic diversity, LGBTQIA+ communities, socio-economic diversity and rural, regional, and remote communities of Tasmania are encouraged to apply through the annual recruitment process.

Experienced members have the opportunity to engage new members as mentors to support their introduction into the Consultative Group.

Membership:

* is voluntary with the expectation that members will attend all meetings.
* will not attract sitting fees.
* requires contribution to a two-way flow of information.
* All reasonable efforts will be made for members to connect to meetings from the place where they live.

### Recruitment

Recruitment of members is conducted through a recruitment process accessing individual merits, membership composition and reasonable adjustments are considered to ensure the Tasmanian communities’ diversity is reflected in the membership.

Membership terms are for 2 years with an option for an extension, upon ministerial approval.

Membership terms are alternated within the 16 members to ensure retention of knowledge and skillsets are shared with new members. This means there will always be cycle of experience and new members in the Consultative Group. The selection of new members and third year renewal process are subject to ministerial approval.

### Meeting Frequency

The Consultative Group will meet three times a year to meet the objectives of the work plan or as required by the Minister.

Membership will be limited to 16 members at any time to enable effective participation by all members.

Subcommittee meetings can be arranged according to members availability and the requirements to meet the objectives of the annual work plan.

### Administrative Arrangements

 The Department of Premier and Cabinet will provide secretariat support to the Consultative Group. Where possible minutes and meeting papers will be provided in formats that meet the accessibility requirements of each member and adhering to best practice standards.