

Terms of Reference (TOR) Aboriginal, Torres Strait Islander, and South Sea Islander Advisory Committee.

1. Background

Pride Foundation Australia (PFA) is committed to creating meaningful, culturally safe engagement with Aboriginal, Torres Strait Islander, and South Sea Islander communities, particularly those identifying as LGBTIQ+. To support this, PFA is establishing an External Advisory Committee (EAC) to provide guidance, strategic advice, and oversight in the implementation of its Aboriginal, Torres Strait Islander, and South Sea Islander LGBTIQ+ Engagement Strategy.

2. Purpose

The EAC is established to:

- Offer expert advice to ensure the alignment of PFA's strategy with the needs and aspirations of Aboriginal, Torres Strait Islander, and South Sea Islander LGBTIQ+ peoples and communities.
- Oversee the progress and effectiveness of the engagement strategy, ensuring cultural safety and inclusivity.
- Serve as a conduit for community voices, ensuring PFA's initiatives reflect lived experiences and community priorities.
- Provide strategic recommendations to guide best practices in community engagement and funding.

3. Roles and Responsibilities

The EAC will:

1. Review and advise on the planning, implementation, and evaluation of PFA's Aboriginal, Torres Strait Islander, and South Sea Islander LGBTIQ+ engagement activities.
2. Provide feedback on projects, programs, and events to ensure inclusivity.
3. Support PFA in identifying challenges and barriers faced by Aboriginal, Torres Strait Islander, and South Sea Islander LGBTIQ+ communities.
4. Lead development of specific grant rounds and other funding initiatives for Aboriginal, Torres Strait Islander, and South Sea Islander LGBTIQ+ communities.
5. Offer recommendations for improving engagement strategies based on community feedback and evaluations.

6. Monitor the overall impact of PFA's initiatives and suggest necessary adjustments to optimize outcomes.
7. Support fundraising activities for Aboriginal, Torres Strait Islander, and South Sea Islander LGBTIQ+ work including attend fundraising events.

4. Membership

- The EAC will consist of 6-8 members with the relationships, knowledge and or representing Aboriginal, Torres Strait Islander, and South Sea Islander LGBTIQ+ communities. The PFA board will also provide 1-2 members from its membership.
- Members will participate as individuals and not represent any other group with which they are affiliated.
- Membership will include Elders, community leaders, and individuals with lived experience who identify as Aboriginal, Torres Strait Islander, and/or South Sea Islander. Applicants will be asked to provide a reference confirming their identity.
- PFA will prioritise members who identity as LGBTIQ+ and have a demonstrated commitment to advocating for LGBTIQ+ rights and community development. If applicants do not identify as LGBTIQ+ they need to demonstrate their capacity as allies.
- At least one third of members should be living in or strongly connected with rural or remote communities in Australia.
- Members should be from a range of States and Territories.
- Applicants with other expertise will be welcomed including in relevant fields such as health, social justice, and cultural safety.

5. Terms of Appointment

- Members will be appointed for a two-year term, with the possibility of a one-year extension by mutual agreement.
- To maintain continuity while introducing fresh perspectives, terms will be staggered.
- The Chairperson will be appointed for a one-year term, with the option for reappointment.

6. Honorarium Payment

To acknowledge the valuable time, expertise, and contributions of EAC members, PFA will provide the following honorarium payments:

Committee Members:

- \$50 per meeting (quarterly).
- This includes participation in meetings, review of documents, and providing feedback.

Chair of the Committee:

- \$400 per meeting (quarterly).
- The Chair receives an additional honorarium to reflect their increased responsibilities, including preparing agendas, facilitating meetings, and reporting to the PFA Board.

Additional Support:

- PFA will cover travel expenses (if required) and provide resources to ensure members can participate fully, including internet and telecommunication reimbursements if needed.
- Other accessibility needs will be met on a case by case basis.

7. Meetings

- The EAC will meet **quarterly**, with additional meetings scheduled if necessary.
- Meetings may be conducted in person, online, or via teleconference to accommodate members' locations and preferences.
- A quorum will be met with at least **50% of members**, including the Chairperson, in attendance.
- Each member will be expected to attend at least 75% of the meetings.
- Minutes will be recorded and distributed within two weeks after each meeting.

8. Decision-Making Process

- The PFA Board will provide clear guidance on funding principles including ethical issues.
- The EAC will make decisions through a **consensus-based approach**. If consensus cannot be reached, decisions will be made by a simple majority vote.
- Urgent decisions may be made between meetings via email consultation with all members.

9. Confidentiality

- Members are required to maintain confidentiality regarding sensitive information discussed during meetings or shared in related documents.

10. Reporting and Accountability

- The EAC will report to the PFA Board on a quarterly basis, providing updates on progress, feedback, and recommendations.
- An annual report summarizing the EAC's activities, advice, and impact will be submitted to the PFA Board and shared publicly.
- PFA will provide regular updates to the EAC on the implementation of its recommendations.

11. Review of Terms of Reference

- These Terms of Reference will be reviewed annually to ensure they remain current and effective.
- Amendments may be made with the agreement of the EAC and approval from the PFA Board.