SOUTH AUSTRALIAN ABORIGINAL ADVISORY COUNCIL
TERMS OF REFERENCE

Objectives

The role of the Aboriginal Advisory Council is to:

- Provide the Government with advice on existing programs and policies as they affect Aboriginal people.
- Identify and inform the Government of emerging issues that will affect Aboriginal people from both metropolitan and regional perspectives.
- Provide the Government with advice on the development and implementation of future policies and services concerning Aboriginal people.
- Provide advice to Government agencies about appropriate consultation processes with Aboriginal communities.
- Maintain links with other relevant advisory bodies.

Membership

- The Council will consist of up to ten members including the Chair.
- A quorum consists of at least five members.
- The Minister for Aboriginal Affairs and Reconciliation will appoint the members and the Chair after a public call for nominations.
- In appointing members, the Minister will consider nominees with an understanding of Aboriginal culture and with standing within Aboriginal groups, and consider the Council’s gender and age balance.
- Members will be appointed for a two-year term, and may be re-appointed to a maximum of three consecutive terms.
- The terms will be staggered, with five members appointed each year. Initially, the existing members will be reappointed for one year, the existing Chair will be reappointed for two years, and new members will be appointed for two years.
- Resignations are to be notified in writing to the Minister. The Minister will appoint an interim member to any position that becomes vacant until the end of that current term.
- Members will be paid sitting fees in accordance with the Cabinet-approved classification structure.
- Members are to consider issues on behalf of all Aboriginal South Australians, not as an advocate for any particular organisation, interest group or region.

Procedures

- The Council will meet quarterly, with the possibility of additional meetings if required.
- The Executive Director of the Aboriginal Affairs and Reconciliation Division or delegate will attend each meeting.
• The Chair will set meeting agendas. The Council may provide advice on its own initiative or at the request of the Minister.

• The council will provide all agendas and minutes of its meetings to the Minister, and provide quarterly reports to the Minister on its activities. The Council will provide the Minister with an annual written report summarising its activities in each financial year.

• Administrative and project support will be provided to the Council by an Executive Officer and an Administrative Officer.

• The Council is not expected to conduct regular public communications. Where public statements are required, they will be made in consultation with the Chief Executive, Department of the Premier and Cabinet and/or the Office of the Minister, consistent with agreed protocol.

• Members are to maintain the confidentiality of Council material and discussions.

• Members are to declare if they have a conflict of interest and the Council will determine if abstention or absence from discussion are appropriate.

Review

• The Minister may amend these terms of reference at any time.