

National Disability and Carer Advisory Council

Terms of Reference

Co-Chairs	The Assistant Minister for Social Services, Housing and Disability Services (the Assistant Minister) and a disability, carer or industry leader.
Purpose	The National Disability and Carer Advisory Council (NDCAC) will provide advice to the Minister for Families and Social Services (the Minister) and help drive key government reform agendas impacting people with disability and carers.
Membership	<p>The NDCAC will be Co-Chaired by the Assistant Minister, and a respected disability, carer or industry leader.</p> <p>NDCAC is sector-based and includes experts from industry and service sectors, non-government organisations, people with disability and carers.</p> <p>In recognition of the complexity and diversity of the sector, selected members are from a diverse range of backgrounds, including women, Aboriginal and Torres Strait Islanders and people from culturally and linguistically diverse backgrounds.</p> <p>To enable the Government’s regulatory reform agenda to be progressed and to coordinate advice to the Minister and the Assistant Minister, on whole-of-portfolio stakeholder views on regulatory reform, NDCAC will include, as an ex-officio member, a representative from the Department of Social Service’s Regulatory Reform Unit.</p> <p>NDCAC members will be appointed for a term that does not exceed the term of the Council.</p> <p>A full membership list will be kept up-to-date.</p>
Operations	<p>NDCAC will meet twice per year. Further work may be conducted out of session.</p> <p>A NDCAC meeting must operate with a quorum. A quorum requires not less than nine members to be present, excluding ex-officio members.</p> <p>NDCAC will make recommendations on the basis of consensus wherever possible. Where consensus cannot be reached, recommendations will be made on the basis of a majority of members.</p> <p>Where an individual member is unable to attend an NDCAC meeting a proxy/observer will not be accepted to replace the absent member as they have been selected for their specific expertise.</p> <p>The Assistant Minister, in consultation with the Co-Chair, may appoint an NDCAC member to act as Co-Chair in cases where a Co-Chair is unable to attend; or is, for any reason, unable to perform the duties of the office.</p> <p>NDCAC will consider opportunities for regulatory reform consistent with the Government’s regulatory reform agenda as part of its forward work plan. Expert advice on this reform agenda and the Government’s red tape reduction goals will be available to support the Council. These issues may be considered through a standalone agenda item or as part of other agenda items as appropriate.</p> <p>NDCAC may form time-limited working groups on priority issues under the National Disability Strategy 2010-2020 (NDS), such as future directions of supported and open employment services for people with disability, as well as specific issues impacting carers. Working group meetings will be limited to six meetings in total per year. The Chairs of such working groups will be members of NDCAC and will report to NDCAC on the work of the groups. Working group feedback will form part of each meeting agenda as relevant.</p>

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	<p>NDCAC may consult with the wider community through community consultative forums. The forums (no more than two a year) will provide an important mechanism to ensure the voice of individual people with disability, carers and other representative and advocacy organisations are heard.</p> <p>With the agreement of NDCAC, members may meet with relevant groups, sectors, councils to promote the principles of the NDS.</p> <p>Secretariat support will be provided by the Department of Social Services.</p> <p>A GovDex page will be maintained for the development and distribution of meeting papers. It will also include a discussion forum for members to develop submissions, share information or identify/suggest areas of priority work.</p>
<p>Scope of NDCAC responsibility</p>	<p>NDCAC will provide advice on issues of strategic importance in relation to the disability and carer sectors, and will focus on driving the implementation of the overarching National Disability Strategy 2010-2020 (NDS), including the National Disability Insurance Scheme (NDIS) and proposed reforms to disability employment, as well as the Integrated Plan for Carer Support Services. Particular areas of focus will include:</p> <ul style="list-style-type: none"> • options to improve outcomes for people with disability in mainstream systems, including the intersection with the NDIS • options to drive improved outcomes for people with disability across the NDS' six policy areas: <ul style="list-style-type: none"> ○ inclusive and accessible communities; ○ rights protection, justice and legislation; ○ economic security; ○ personal and community support; ○ learning and skills; and ○ health and wellbeing. • services and support for people with disability who are not eligible for NDIS, and their carers • engaging with employers and industry to assist in providing more employment opportunities for people with disability and carers • improving outcomes for Aboriginal and Torres Strait Islander people with disability and carers • housing access and affordability for people with disability • generating philanthropic interest from the non-government sector in relation to disability and carers • opportunities for regulatory reform, including reducing red tape on business, community organisations and individuals • identifying and responding to emerging issues impacting the disability and carer sectors • encouraging innovation and flexibility in disability services to reflect the dynamic and growing needs of the sector • any specific matters on policy and legislation impacting people with disability and carers referred by the Assistant Minister.

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	<p>In delivering its Terms of Reference, NDCAC will consult with the wider community. In addition, members of NDCAC are expected to seek advice from their members and networks in order to contribute to meetings and the work of NDCAC.</p>
Specific actions to progress NDCAC responsibilities in the next 18 months	<p><u>Ongoing work</u></p> <ul style="list-style-type: none">• Provide advice on the NDS and the Integrated Plan for Carer Support Services, identifying implementation issues, including gaps, and solutions.• Provide advice on the implementation of the NDIS, including identifying emerging issues outside the purview of the NDIS, affecting people with disability and carers, as well as industry and service providers. <p><u>Issue-specific work</u></p> <ul style="list-style-type: none">• Provide advice on improving employment outcomes:<ul style="list-style-type: none">– transitioning from education to employment– employing people with disability– carers and support in the workplace.• Provide advice on improving access and affordable housing for people with disability and carers.
Review and reporting	<p>NDCAC will provide advice to the Minister on issues of strategic importance in relation to the disability and carer sectors.</p> <p>The Terms of Reference will be reviewed annually.</p> <p>NDCAC is time-limited to November 2019.</p> <p>A webpage will be developed and maintained on the Department of Social Services website to report on the work of NDCAC where appropriate.</p> <p>Following each meeting, a communiqué will be agreed by the members and made publicly available. The Minister, as the Chair of the Disability Reform Council (DRC), will provide updates to the DRC as relevant.</p> <p>Other reports will be made available as agreed by the Co-Chairs.</p>

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Membership List:

1. Hon Sarah Henderson MP, Assistant Minister for Social Services, Housing and Disability Services
(Co-Chair)
2. Nigel Webb (Co-Chair)
3. Ms Donna Bain
4. Ms Nell Brown
5. Mr Paul Coates
6. Ms Jennifer Cullen
7. Mr Wilhelm Harnisch
8. Ms Christine Kerr
9. Mr Harrison Kirkwood
10. Mr Greg Madson
11. Ms Jessica May
12. Ms Teresa Pilbeam
13. Mr Frank Quinlan
14. Ms Gayle Rankine
15. Ms Sally Sinclair
16. Mr Martin Stokie
17. Mr Steve Vitone