

Senate Community Affairs Committee
ANSWERS TO ESTIMATES QUESTIONS ON NOTICE
SOCIAL SERVICES PORTFOLIO
2015 - 2016 Supplementary Budget Estimates Hearings

Outcome: National Disability Insurance Agency

Question No: NDIA SQ15-000132

Topic: Intellectual Disability Reference Group

Hansard Page: Written

Senator Siewert asked:

What are the terms of reference or other governing guidelines for the Intellectual Disability Reference Group? How does the NDIA and the Intellectual Disability Reference Group ensure that these guidelines are met?

Answer:

- a) The Intellectual Disability Reference Group's (IDRG) purpose and structure is defined by its Terms of Reference.
- b) The IDRГ's Terms of Reference include the following elements:
 - Chairperson – co-chaired between the Independent Advisory Council's (IAC) Principal Member and the National Disability Insurance Agency's (NDIA) General Manager of Operations.
 - Membership – 14 members who include individuals who have an intellectual disability, are a carer or parent, culturally and linguistically diverse (CALD) or Indigenous representative, NDIA representative and IAC representative.
 - Term and Meetings – meetings are held approximately every six to eight weeks, until guidelines are delivered in the December meeting. After December 2015, subsequent meetings may occur via teleconference or in person.
 - Working Methods – the IDRГ will meet as a semi-formal, interactive discussion group that will be facilitated by the co-chairs.
 - Administration – meetings will be organised by the secretariat and presided over by the co-chairs. Agendas, minutes and other tasks will be coordinated by the secretariat.
 - Information Sharing – all information shared with the IDRГ is considered to be in-confidence.
- c) The co-chairs of the IDRГ actively work to ensure its Terms of Reference are met. IDRГ members received the draft Terms of Reference at its first meeting and made some amendments that were accepted.
- d) The IDRГ supports members with an intellectual disability to actively participate in meetings by providing documents in Easy English prior to meetings, providing one on one support prior to meetings to discuss agenda items and supports members with an intellectual disability to bring their support workers with them to meetings if they are required.