

# Disability Royal Commission Working Group - Terms of Reference (Specific)

Controlled Document

## Board Charter Appendix 22

### Disability Royal Commission Working Group – Specific Terms of Reference\*

*\*to be read in conjunction with the Board Committee “General Terms of Reference” located in the Board Charter – “Board Committee Operations” (AQuA 2022).*

#### **Purpose**

The Working Group is formed to provide direction and advice to the Board to respond to the Royal Commission’s terms of reference, findings and recommendations.

#### **Responsibilities**

The Working Group responsibilities include:

1. Monitoring and advising on Activ’s approach to preparation and planning for the Commission’s investigations;
2. Monitoring and advising on key risks and recommended actions as the Commission progresses;
3. Reviewing and advising on submissions to, and responses to requests by, the Commission including ensuring that any Activ personnel who are called to give evidence to the Commission are appropriately advised and prepared;
4. Considering and making recommendations on changes within Activ in response to the Commission’s proceedings and findings, including improvement of:
  - a) Preventative measures in service delivery to ensure customers, employees and families are free from discrimination, exploitation, abuse, harm, neglect and violence;
  - b) Processes to investigate allegations and incidents of breach of rights, discrimination, exploitation, neglect and harm and to provide support and assistance to those affected and ensure that necessary changes to processes and procedures are identified and implemented as a result of the investigation of these allegations and incidents;
  - c) Monitoring and addressing any potential barriers to accessing services Activ provides, including review of policies and practices relating to eligibility criteria, priority of access and waiting lists;
  - d) Other processes such as fair, equal and transparent access to services, records management and protection of personal information; and
  - e) Keeping the Board updated on Activ’s preparation for the Commission and response to its findings.

#### **Specific Membership Requirements**

- *(in addition to General Membership)*
- **EM Lead:** To be advised
- **Invitees:** To be advised