



Charter of the New South Wales Aboriginal Land Council Youth Advisory Committee

1. AUTHORISING SECTION OF THE ALRA

1.1. The New South Wales Aboriginal Land Council (NSWALC) Youth Advisory Committee is an Advisory Committee established pursuant to section 118 of the *Aboriginal Land Rights Act* 1983.

2. PURPOSE AND FUNCTION

2.1. The primary functions of the Youth Advisory Committee are to provide advice and make recommendations to NSWALC on:

1. Policy, programs and services which impact on young Aboriginal people, with focus on Aboriginal Land Rights in NSW and engagement with youth groups across NSW;
2. Current and emerging issues and concerns of importance to young Aboriginal people, to improve awareness of NSWALC of a range of issues which affect young Aboriginal people;
3. Issues impacting on young Aboriginal people specific to local and regional contexts;
4. Opportunities and strategies to increase the participation of young Aboriginal people in the Aboriginal Land Council system; and
5. Discussions and consultations to raise awareness in young Aboriginal people of Land Rights and the Land Council system in NSW.

2.2. In furtherance of the primary functions the Youth Advisory Committee shall:

- Provide a forum for the sharing of ideas and discussions on a wide range of issues, especially those affecting young Aboriginal people in the NSWALC regions and within the State of NSW;
- Be the primary mechanism for the NSWALC to consult with young Aboriginal people on a range of issues;
- Provide a two-way communication forum for young Aboriginal people's perspectives on a range of issues, and as a means of communication from the NSWALC to young Aboriginal people on issues relating to Land Rights and the Land Council system;
- Demonstrate leadership through building cooperative and meaningful partnerships with and between young Aboriginal people, Aboriginal Elders, Aboriginal communities, and the NSWALC;

- Demonstrate leadership through a commitment to personal development, cultural integrity and learning;
- Encourage the active participation of, including employment or election, by young Aboriginal people in the Land Council system; and
- Contribute to the development of the NSWALC strategic initiatives and policies.

3. DEFINITION OF YOUTH

3.1. For the purpose of the Youth Advisory Committee, young people are defined as those aged between 18 – 25 years.

4. SELECTION AND TERM

4.1. The method of filling the Youth Advisory Committee membership positions shall be via an Expression of Interest (EOI) process.

4.2. Youth Advisory Committee members will be appointed by the NSWALC Council based on EOI applications for a term of two (2) years.

4.3. Selection to the Youth Advisory Committee is based on the following considerations:

1. Is a member of a Local Aboriginal Land Council;
2. Is between 18 and 25 years of age;
3. Is able to demonstrate a commitment to actively participate on the Youth Advisory Committee, including travelling and attending Regional and State-wide meetings;
4. Is an advocate for the rights and interests of Aboriginal peoples; and
5. Is able to demonstrate a willingness to learning and personal development.

5. MEMBERSHIP AND COMPOSITION

5.1. All members of the Youth Advisory Committee shall be appointed by the NSWALC Council. Furthermore, a person appointed to the Youth Advisory Committee shall remain a member of the Youth Advisory Committee for the term specified above, but any such appointment can be terminated by the NSWALC at any time.

5.2. The Youth Advisory Committee shall comprise of nine (9) members from each of the nine (9) NSWALC regions. There will also be nine (9) alternative members from each of the nine (9) NSWALC regions to participate in the Youth Advisory Committee in instances where members cannot attend meetings. NSWALC will encourage representation from: one female advocate, one male advocate, one LGBTQI^[1] advocate, one disability advocate and one mental health advocate on the Youth Advisory Committee.

5.3. The NSWALC Chairperson and Chief Executive Officer (CEO) shall participate as ex-officio non-voting members of the Youth Advisory Committee.

6. MEETINGS

6.1. At the first meeting of the Youth Advisory Committee, Committee members:

1. Shall recommend one (1) male and one (1) female Chairpersons of the Youth Advisory Committee, for approval by the NSWALC Council.

^[1] LGBTQI is a commonly accepted acronym for Lesbian, Gay, Bisexual, Transgender, Queer and Intersex.

- 6.2. The Chairpersons approved by the NSWALC Council to these positions shall remain in that position for a period of two (2) years, or until:
 1. The person ceases to be a member of the Youth Advisory Committee; or
 2. The person resigns from that position.
- 6.3. Where the position of Chairpersons becomes vacant the Youth Advisory Committee must recommend a replacement for approval by the NSWALC Council at the next meeting of the Youth Advisory Committee.
- 6.4. If both Chairpersons are absent from the same meeting, the members present must select an interim Chairperson for that meeting from amongst themselves, prior to the commencement of any business.
- 6.5. The procedure for calling of meetings of the Youth Advisory Committee and for the conduct of business at those meetings will be determined by the NSWALC, in consultation with the Youth Advisory Committee, or subject to any determination of the NSWALC, by the Youth Advisory Committee.
- 6.6. The Youth Advisory Committee is to meet at least four (4) times during the calendar year at a place and time to be determined by the NSWALC.
- 6.7. Notice of meetings of the Youth Advisory Committee shall be given not less than 14 days before each meeting.
- 6.8. Unless otherwise directed, the Chairpersons shall provide, no later than 7 days prior to the Youth Advisory Committee meeting, an agenda and any relevant material and papers proposed for consideration
- 6.9. Minutes shall be kept of the meetings proceedings. The Youth Advisory Committee may nominate a member to keep Minutes of the meetings proceedings and/or the NSWALC may appoint a person other than a member of the Youth Advisory Committee to keep minutes of the meetings proceedings.

7. MEETING ATTENDANCE

- 7.1. All members must attend meetings and where unable to do so, must provide an apology prior to the meeting.
- 7.2. Members who miss one (1) Youth Advisory Committee meeting without lodging a formal apology at least three (3) working days prior to the meeting, will be contacted by the appropriate NSWALC staff member to clarify their obligations to the Youth Advisory Committee.
- 7.3. Members who miss two (2) consecutive meetings without an apology will be contacted by a NSWALC staff member at which time they will be advised that their membership status on Youth Advisory Committee is under review. Members who provide two (2) formal apologies in a row will also have their position reviewed.
- 7.4. A report will then be submitted to the NSWALC Council regarding the member's ongoing membership of the Youth Advisory Committee. If the NSWALC Council determines the membership should be revoked, then a casual vacancy is created and a suitable candidate will be recruited to fill this casual vacancy. A letter will be forwarded to the Youth Advisory Committee member, whose membership has been revoked, outlining the decision.

8. RESPONSIBILITIES OF YOUTH ADVISORY COMMITTEE

- 8.1. Each member of the Youth Advisory Committee will be required to:
 1. Attend and participate in meetings of the Youth Advisory Committee, and where necessary NSWALC meetings (may require travel);

2. Provide advice and recommendations to NSWALC as outlined in section 2;
3. Undertake further training and development as provided by the NSWALC;
4. Work cooperatively with the respective NSWALC regional Councillor, and NSWALC staff.

RESPONSIBILITIES OF NSWALC

8.2. The NSWALC will:

1. Assist Youth Advisory Committee members fulfil their roles and responsibilities through the provision of high level support;
2. Assist Youth Advisory Committee members develop their skills and knowledge through the provision of training and mentoring;
3. Work cooperatively with the Youth Advisory Committee at all times; and
4. Provide a safe and respectful environment for open two-way dialogue by and with the Youth Advisory Committee.

9. ALLOWANCES

- 9.1. A Youth Advisory Committee member is to be paid such travel and other allowances as the Minister may from time to time determine, and as approved by the NSWALC, in respect of the Youth Advisory Committee member.

10. CONDUCT OF MEMBERS

- 10.1. The NSWALC requires all members of the Youth Advisory Committee to adhere to a code of conduct in relation to their activities as representatives of the NSWALC.

11. RELATIONSHIP WITH THE COUNCIL

- 11.1. The advice and guidance provided by the Youth Advisory Committee to Council shall reinforce the commitment of NSWALC to adhere to its responsibilities under the *Aboriginal Land Rights Act 1983*, its Corporate Plan, its Community, Land and Business Plan as well as its overarching vision and core values.

- 11.2. Recommendations by the Youth Advisory Committee are not binding on the NSWALC.

- 11.3. The Council may, at its discretion, direct the Youth Advisory Committee, or members thereof, to participate, on behalf of the Council, in a range of forums, to advocate the Council's policies and programs.

12. CONFIDENTIALITY

- 12.1. Unless otherwise required by law, Youth Advisory Committee members are under a duty to keep all NSWALC information, committee discussions, committee papers and deliberations confidential.

13. COMMITTEE REVIEW

13.1. The Youth Advisory Committee shall review this Charter and its performance annually and report to the Council.