

Terms of Reference

<p>Purpose</p>	<p>The Aboriginal and Torres Strait Islander Legal Assistance Forum (ATSILAF) was established as a specialist sub-forum of the Queensland Legal Assistance Forum (QLAF).</p> <p>The purpose of this forum is to inform the QLAF when considering issues and policy related to Aboriginal and Torres Strait Islander people in Queensland.</p>
<p>Membership</p>	<p>The ATSILAF includes representatives from the legal assistance sector and peak bodies that support the legal assistance sector.</p> <p>Members who are nominated to join the ATSILAF should have the authority to represent the views of their organisation in the strategic planning context. Decisions relating to new membership will be based on consensus among ATSILAF members. Members may choose to record dissenting views.</p> <p>Membership is comprised of representatives from:</p> <ul style="list-style-type: none"> • Aboriginal and Torres Strait Islander Legal Service (ATSILS) • Bar Association of Queensland (BAQ) • Community Legal Centres Queensland (CLCQ) • Department of Justice and Attorney General, Legal Assistance Strategy and Funding (DJAG, LASF) • Queensland Indigenous Family Violence Legal Service (QIFVLS) • Aboriginal Family Legal Service Southern Queensland (AFLSSQ) • Legal Aid Queensland (LAQ) • Institute for Urban Indigenous Health (Legal Services) • Queensland Law Society (QLS)
<p>Subgroups</p>	<ul style="list-style-type: none"> • Where the ATSILAF identifies specialist projects or initiatives, subgroups may be formed where members nominate their involvement. • In the event a subgroup is formed, progress updates and actions will be provided to the ATSILAF to consider.
<p>Responsibilities</p>	<ul style="list-style-type: none"> • To lead discussions around systemic change and advocacy between legal assistance service providers working with Aboriginal and Torres Strait Islander people.

	<ul style="list-style-type: none"> • To identify, progress and implement priority initiatives and maintain flexibility to address new initiatives as these are identified. • To share information and resources to facilitate the implementation of agreed priority initiatives. • To advise the QLAF on issues relevant to the provision of legal services to Aboriginal and Torres Strait Islander people. • To uphold the principles of the Closing the Gap National Agreement in a manner consistent with the Priority Reforms.
Roles	<ul style="list-style-type: none"> • The CEO, QIFVLS, is the annual Chair. • The CEO, ATSILS, is the annual Co-Chair. • The secretariat support is provided by Department of Justice and Attorney-General. • The role of Chair will be reviewed by the group at the last meeting of each calendar year.
Meetings	<ul style="list-style-type: none"> • The ATSILAF will meet at least four times a year. • Specialists or experts may be invited to attend. • Members can nominate proxies to attend on their behalf. • At least half of the membership must be present to make decisions on behalf of the group. • Information about meetings, including agendas, will be distributed at least one week in advance.
Reporting and Governance	<ul style="list-style-type: none"> • DJAG will provide updates to the QLAF at least two times per year through the quarterly newsletter. • Decisions will be on the basis on consensus among members. Members may choose to record dissenting views. • A record of each meeting will be kept by way of meeting minutes. The meeting minutes will be distributed to the members for confirmation.