



# Trans and Gender Diverse Community Health Strategy

## Advisory Group

### DRAFT - Terms of Reference

As at: March 26, 2018

#### Purpose

To provide strategic advice on the development of an ACON *Trans and Gender Diverse (TGD) Community Health Strategy* that seeks to better understand, articulate and make recommendations to improve health outcomes of the TGD community in NSW. Recommendations will be made for broader health system reform and the actions required to strengthen inclusion of TGD people within ACON programs and services.

#### Objectives

- To contribute to the development of strategic directions of the Trans and Gender Diverse Community Health Strategy
- To lead consultation processes during the development of the Trans and Gender Diverse Community Health Strategy
- To provide advice and guidance on prioritisation of activities within the Trans and Gender Diverse People's Community Strategy
- To build the capacity and connections of leaders within the TGD community

#### Membership

Membership of the working group will include representation from ACON, TGD community organisations and groups, researchers and the TGD community.

Total membership will be limited to between 10-14 people.

TGD community representation on the Advisory Group will be sought through an Expression of Interest process.

TGD community representatives (not including representatives of professional organisations) on the Advisory Group will be paid an ACON sitting fee to attend Advisory Group meetings and consultation processes.

Learning and development opportunities will be identified and provided by ACON for example – negotiation skills, people and communication skills, business writing etc.

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Authority to Fundraise  
CFN/21473



## Roles and responsibilities

Advisory Group members will:

- provide timely advice on and engagement with the strategic development of the Trans and Gender Diverse Community Health Strategy;
- identify potential partners, experts and community representatives for consultation during the development of the Trans and Gender Diverse Community Health Strategy;
- support community consultation processes by identifying channels, organisations and community members to be included;
- highlight examples of good practice both within ACON and at other organisations, domestically and internationally; and
- Identify key research and provide thought leadership to support the development of the Trans and Gender Diverse Community Health Strategy.

## Chair and secretariat support

ACON will chair, coordinate and provide secretariat support for the Advisory Group.

Another member will act as Chair if the Chair is unable to attend a pre-arranged meeting.

## Meeting procedures

Agendas will be distributed electronically 1 week prior to the meeting date.

Minutes will be distributed electronically within a week after the meeting date.

Quorum: at least 50% Advisory Group members attending.

ACON will host of Advisory Group documents and reports on a shared drive.

## Frequency of meetings

Meetings will be held every 2 months for a maximum duration of 2 hours.

The dates for the meetings will be determined when the Advisory Group is convened.

The Advisory Group will be time-limited, with the work expected to be completed by the end of 2018.

Additional meetings (ie consultation meetings) will be arranged as required.

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