Truth, Healing and Reconciliation Taskforce

Terms of Reference
Terms of Reference

The Premier committed last year to establish a Truth, Healing and Reconciliation Taskforce. This Taskforce will provide for the views of those who have experienced institutional abuse, support services and organisations in advice to Government on implementing the reforms arising from the Royal Commission into Institutional Responses to Child Sexual Abuse.

The Taskforce will report to the Minister for Child Safety, Youth and Women and Minister for the Prevention of Domestic and Family Violence and will be established from September 2018 to December 2022, to coincide with the period of annual reporting as recommended by the Royal Commission.

A small secretariat within the Department of Child Safety, Youth and Women will support the Taskforce in performing its functions.

Functions

The Taskforce will have the following four core functions:
1. Receiving briefings and providing comment on agency annual update reports prior to their tabling.
2. Liaising through lead Ministers with relevant stakeholder groups, and/or with other individuals and groups, where appropriate.
3. Providing advice as requested on the following reforms issues:
   a. Queensland’s participation in the National Redress Scheme, for example on models of restorative justice
   b. Proposals to implement cultural change and raise community awareness of the prevalence and impact of institutional child sexual abuse
   c. Reviews of existing structures related to supporting people who have experienced institutional child abuse.
4. Overseeing a grants fund for reconciliation and healing events and memorials (amount to be determined).

Membership

The Taskforce will comprise nine members being:
- an eminent chair who can guide the members in their responsibilities and raise the public profile of the work of the Taskforce
- four representatives of people who have experienced institutional child sexual abuse, with at least one representing Aboriginal and Torres Strait Islander people and one representing people who have experienced institutional child sexual abuse in an institutional setting other than residential or care
- two representatives of services that support people who have experienced institutional child sexual abuse
- one representative of care providers
- one representative of religious institutions and religious schools.

Meetings

The Taskforce will meet at least four times a year to coincide with annual reporting. Taskforce members will be remunerated in accordance with the Remuneration Procedures for Part-time Chairs and Members of Queensland Government Bodies.
Supporting Guidelines

The following information supports the Terms of Reference of the Truth, Healing and Reconciliation Taskforce (the Taskforce) by providing further details about its operation.

Role of the Taskforce

The Taskforce will provide advice to the Minister for Child Safety, Youth and Women and Minister for the Prevention of Domestic and Family Violence (the Minister) on key issues relating to the implementation of reforms arising from the Royal Commission into Institutional Responses to Child Sexual Abuse, and oversee a grants fund for reconciliation and healing events and memorials.

The Taskforce is vital to ensuring the Queensland Government’s implementation of reforms is informed by the voices of those who have experienced institutional child abuse, the services who support them, and representatives of sectors that provide services to children.

Responsibilities

In performing the four core functions outlined in the Terms of Reference, the Taskforce will:

- provide honest, rigorous and transparent advice to the Minister
- work cooperatively and in a spirit of collaboration with government to help guide implementation of activities and reform initiatives
- engage in best efforts to raise public awareness of the impact of institutional child sexual abuse on people who have experienced it
- report to the Minister each year, supported by the Taskforce secretariat within the Department of Child Safety, Youth and Women, openly and fairly advising on the function of the Taskforce and any areas for potential improvement.

Individual members of the Taskforce will:

- network and consult with survivors, survivor support groups, service providers and other relevant organisations
- contribute the feedback and views from networking and consultation into the deliberations of the Taskforce.

The Queensland Government and its agencies will:

- meaningfully and collaboratively engage with the Taskforce
- brief the Taskforce on progress implementing the recommendations of the Royal Commission
- provide the opportunity for the Taskforce to comment on the Royal Commission annual update reports prior to their tabling in the Queensland Parliament.

The Queensland Government through the Taskforce Secretariat in the Department of Child Safety, Youth and Women will support the Taskforce in its activities by:

- providing timely and accurate information to the Taskforce as requested, including briefings
- providing trauma-informed support to Taskforce members to help ensure the Taskforce is a meaningful and safe space for engagement, particularly for people who experienced institutional child sexual abuse
- managing the responsibilities of the Taskforce as a Government body, including membership
• managing and facilitating stakeholder engagement, including linking with other relevant advisory groups at a local, state and federal level as appropriate
• complying with relevant record-keeping obligations
• organising quarterly meetings, including all logistics
• developing the Taskforce’s annual report to the Minister, on advice from the Taskforce
• developing and administering the small grants program, on advice from the Taskforce.

Membership

Members will be appointed through the Appointment process outlined in The Queensland Cabinet Handbook.

The Taskforce will be led by an eminent Chair who will guide and support Taskforce members in their responsibilities and help raise the public profile of the Taskforce. The Chair will have standing in the context of institutional child sexual abuse, with a reputation that will promote the Taskforce’s credibility with people who experienced institutional child sexual abuse, stakeholders and the public.

Membership of the Taskforce will include:
• four representatives of people who have experienced institutional child sexual abuse including with at least one representing Aboriginal and Torres Strait Islander people and one representing people who have experienced institutional child sexual abuse in an institutional setting other than residential or care
• two representatives of services that support people who have experienced institutional child sexual abuse
• one representative of care providers and
• one representative of religious institutions and religious schools.

Term of Appointment

The Taskforce will be established from September 2018 to December 2022.

In order to increase the opportunity for people who have experienced institutional child sexual abuse, service providers and religious institution representatives to participate on the Taskforce, members of the Taskforce will be appointed in two rounds.

This will also allow for a review of the membership of support services and religious institutions following two years of operation of the Taskforce to ensure its membership targets the Taskforce’s roles and functions.

The rounds are:
1. from August/September 2018 to December 2020 and
2. from January 2021 to December 2022.

Meetings

The Taskforce will meet at least four times a year, and additionally as required.

As the members of the Taskforce will be selected on the basis of their personal experience and expertise relevant to the work of the Taskforce, proxy arrangements will not be established.
Five members of the Taskforce will constitute a quorum for a meeting.

**Budget and remuneration**

The Queensland Government will meet the costs of providing secretariat support to the Taskforce and the reasonable out-of-pocket expenses incurred by members attending meetings, such as travel and accommodation.

The Chair and members will receive sitting fees for attendance at meetings as specified in the *Remuneration Procedures for Part-time Chairs and Members of Queensland Government Bodies*.

**Confidentiality**

All discussions at Taskforce meetings will be treated as confidential by members.

**Dispute resolution**

Where any dispute arises on the majority views of the Taskforce relating to key issues or advice, the alternative views will be noted by the Chair in reporting to the Minister.

**Variation to the Terms of Reference**

The Terms of Reference may be amended by the Minister with approval from the Premier and Minister for Trade.