



FOOTBALL  
NSW

## **Indigenous Advisory Group**

Terms of Reference

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## **1. PURPOSE**

The purpose of the document is to:

- a) establish Football New South Wales Indigenous Advisory Group (FNSWIAG);
- b) set out the functions of the FNSWIAG;
- c) provide for the FNSWIAG membership; and
- d) provide for the operation of the FNSWIAG, including the decision-making process and meeting requirements.

## **2. FUNCTIONS OF THE FOOTBALL NEW SOUTH WALES INDIGENOUS ADVISORY GROUP**

The primary function for FNSWIAG is to provide expertise and advice to Football NSW on the Football NSW Reconciliation Action Plan (RAP) and broader engagement initiatives.

The FNSWIAG will bring a breadth and depth of knowledge, relationships, and information through the following in relation to Indigenous people within Football New South Wales' borders:

- a) recommendations to Football NSW on its RAP and other matters as required;
- b) accountability for targets and outcomes delivered by Football NSW;
- c) providing guidance on future matters, including partnerships;
- d) advise on football pathways and programs designed to drive social outcomes;
- e) sharing insights into current and emerging goals of the Indigenous community across New South Wales Australia;
- f) fostering relationships that build two-way knowledge and meet the aspirations and commitments of the program;
- g) providing advice on best practice in creating a culturally connected and safe space for Indigenous people to work at Football NSW;
- h) providing advice on development of cultural capability at Football NSW; and
- i) providing counsel on issues and incidents of racism.

### **3. MEMBERSHIP**

- 3.1 The FNSWIAG will be made up of 7 (minimum) to 10 external members and two (2) Football NSW representatives, and will be comprised as follows:
- a) two (2) Co-Chairs, being:
    - i. two (2) representatives from the group of external Indigenous community members appointed by Football NSW
  - b) six (6) external Indigenous community members; being:
    - i. two (2) external Indigenous community members living in Urban areas
    - ii. two (2) external Indigenous community members living in Regional areas
    - iii. two (2) external Indigenous community members living in Rural/Remote areas
  - c) two (2) current or retired Indigenous National Team and/or professional football representatives.
  - d) two (2) optional external members jointly appointed by FNSWIAG and Football Australia NIAG
  - e) Football NSW Executive Sponsor- member of Football NSW Executive Committee
  - f) FNSWIAG Secretariat
- 3.2 Members of the FNSWIAG will be appointed to the FNSWIAG for an initial two (2) year term.
- 3.3 Membership of the FNSWIAG is voluntary.

### **4. MEMBER SELECTION CRITERIA**

- 4.1 Members may be required to sign letters of appointment including requirements to be bound by confidentiality and relevant conduct rules
- 4.2 All members of the FNSWIAG will be appointed by Football NSW Board and the appointment of these members will adopt the 40:40:20 gender principle.
- 4.3 All members of the FNSWIAG must have a mix of demonstrated experience, requisite qualifications and industry leading knowledge including, but, is not limited to:
- a) grassroots and community engagement (metro, remote and regional);
  - b) academia;
  - c) media and communications;
  - d) government relations at either the Federal and/or State/Territory levels;
  - e) business;
  - f) education, health, youth services and justice

- g) football coaching, refereeing, managing; and
- h) professional playing experience.

4.4 The Independent FNSWIAG Co-Chairs must:

- a) identify as Aboriginal and/or Torres Strait Islander person;
- b) be gender balanced
- c) have cultural legitimacy and credibility; be an active, respected, and experienced member within the Aboriginal and Torres Strait Islander community;
- d) have strong leadership capabilities with a positive approach to issue resolution;
- e) have excellent communication and interpersonal skills, including the ability to apply meeting protocols and effectively interact with a range of stakeholders; and
- f) have an authentic interest in advancing Football with regards to engagement with Aboriginal and Torres Strait Islander communities.

4.5 The six (6) external Indigenous advisory group members must:

- a) identify as Aboriginal and/or Torres Strait Islander person;
- b) have cultural legitimacy and credibility; be an active, respected, and experienced member within the Aboriginal and Torres Strait Islander community;
- c) be committed to advancing the RAP and Indigenous engagement strategies and activities;
- d) have demonstrated leadership and involvement in the Aboriginal and Torres Strait Islander community; and
- e) have an authentic interest in advancing Football with regards to engagement with Aboriginal and Torres Strait Islander communities.

4.6 The two (2) current or retired National Team and/or professional football representatives must:

- a) identify as Aboriginal and/or Torres Strait Islander person;
- b) have been selected for, or is currently a member of, either a Junior or Senior State/Professional or National Team or has competed, or is currently competing, in a top tier professional league in Australia or overseas; and
- c) be committed to advancing the RAP and Indigenous engagement strategies and activities.

## 5. ROLE OF THE CO-CHAIRS

5.1 The Co-Chairs will:

- a) operate in close collaboration with Football NSW Management and Board in respect of its RAP;
- b) contribute to formulating the direction and leadership for the RAP;
- c) lead the review of the RAP, including ensuring at each meeting that the Football NSW Management reports on progress against targets that are established by FNSWIAG;
- d) in consultation with the Secretariat, finalise the agenda and associated papers for each meeting and send to members at least one (1) week before the meeting date;
- e) determine the way a meeting of the FNSWIAG will be regulated, and the decision of the Co-Chairs on any matter relating to the conduct of a meeting is final;
- f) attend at least one (1) Football NSW Board meeting a year to provide an annual progress report on the operation and composition of the FNSWIAG;
- g) promote and encourage constructive and respectful relations between members of the FNSWIAG; and
- h) always consult with all Members of the FNSWIAG, and accurately represent the views of such Members of the FNSWIAG.

5.2 If requested by Football NSW Management or Board, the Independent FNSWIAG Co-Chair, on behalf of the FNSWIAG, may provide counsel to Football NSW on matters including, but not limited to:

- a) policy, systems, and legislative developments, and interface with government; and
- b) crisis management relating to Indigenous engagement initiatives.

## 6. OPERATION OF THE FNSWIAG

6.1 The secretariat to the FNSWIAG will be led by Football NSW delegated member of staff. The secretariat is responsible for:

- a) scheduling meetings in consultation with the Co-Chairs;
- b) distributing meeting papers; and
- c) collating, and distributing meeting minutes and actions.

6.2 The FNSWIAG will meet at least four (4) times per year.

6.3 Meetings will be conducted either in person or via videoconference, at the discretion and direction of the Co-Chairs and the secretariat.

- 6.4 A quorum will consist of at least six (4) members of the FNSWIAG who are present at the meeting on the scheduled date and time and must always include at least one (1) of the two (2) Co-Chairs.
- 6.5 All meetings will commence with a Welcome to Country or an Acknowledgement of Country.
- 6.6 Members of the FNSWIAG will identify and promptly report to the Co-Chairs (or in the case of a Co-Chair, to Football NSW CEO) any actual or potential conflicts of interest affecting their ability to perform their duties in an impartial manner, including conflicting loyalties which may arise when Members are appointed as representatives of other organisations. Members must disclose to the Co-Chairs (or in the case of a Co-Chair, to Football NSW CEO) any personal or business interests which may give rise to actual or perceived conflicts of interest.
- 6.7 FNSWIAG meetings may be attended by Football NSW staff, including the CEO.
- 6.8 Minutes and/or actions from FNSWIAG meetings will be provided to all FNSWIAG Members within 10 working days of the completion of each meeting.
- 6.9 The FNSWIAG will report to Football NSW Board as required but at least once per year.
- 6.10 The FNSWIAG Co-Chairs will be invited to attend at least one 1 National Indigenous Advisory Group meeting per term (2) years to provide an annual progress update on the RAP and broader engagement activities.

## **7. REVIEW OF TERMS OF REFERENCE**

This document will be reviewed every two (2) years by Football NSW to ensure it remains consistent with its objectives and responsibilities, and relevant standards of corporate governance. Any amendments to this document must be approved by Football Australia.