



Australian  
Human Rights  
Commission

## Commission Meeting

Thursday 22 February 11am–1pm AEST

Hybrid Meeting: [virtual](#) and Level 3 Conference Rooms 7

---

### A G E N D A

#### Business

Section 22

## Section 22

### 4 Policy section (pg.27)

#### Section 22

### 4.3 Traffic light review - project and program status\* (pg.32)

#### Section 22

## Section 22

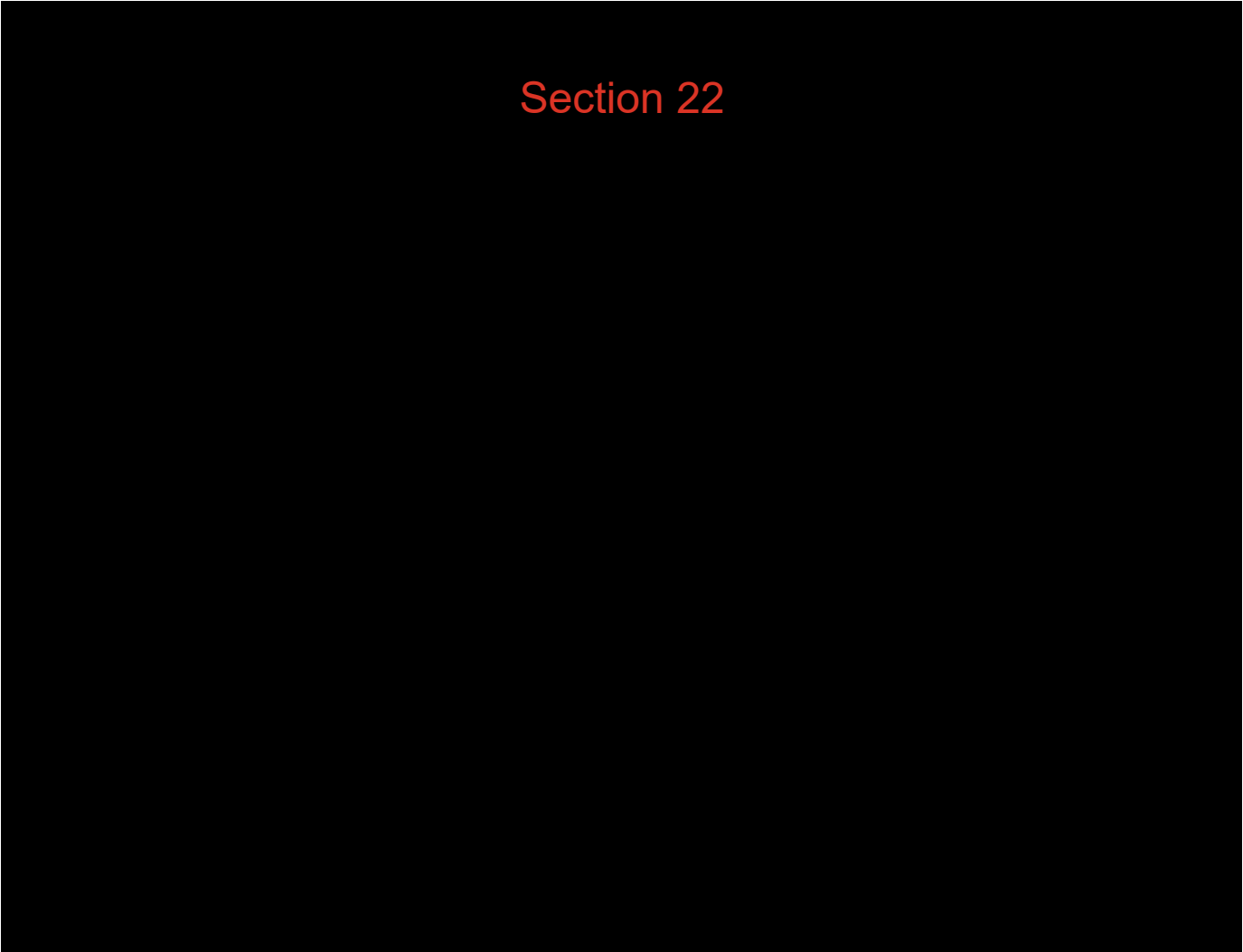
[Traffic Light Report](#)

## Section 22

**Commission Meeting Report**

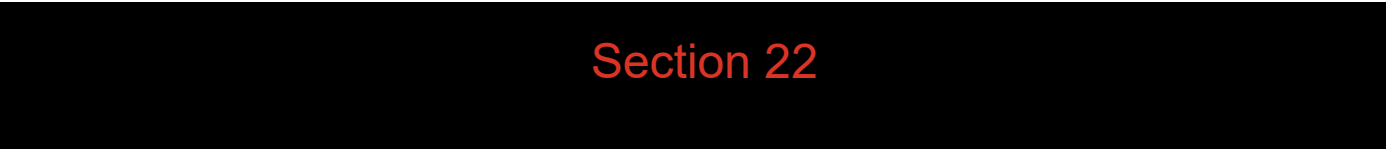
**February 2024**

**Reporting Period 1 October – 31 December 2023**



Section 22

**Section 4: Policy section .....25**



Section 22

*4.3 Traffic light review – project and program status.....32*



Section 22





























































## 4.3 Traffic light review – project and program status

**Attachment:** [2024 Traffic light report - Commission papers October - December.docx](#)

Section 22















































































































## 9.8 Commissioner Anna Cody, Sex Discrimination Commissioner, Snapshot

**Reporting Period:** October to December 2023

During this period [redacted] **Section 22** continued the process of consulting with a range of stakeholders in order to define specific term goals and projects.

In the process of meeting with a range of key gender equality stakeholders as well as LBGQTI+ stakeholders the following projects were identified for priority and resourcing:

1. Mapping of key challenges in the LBGQTI communities and renewing of ongoing relationships. This project will be conducted mostly by **s22** [redacted] with the Commissioner and involve meetings key stakeholders in all States and Territories. This stage involved seeking resourcing for the project from within the Commission.
2. Identifying and understanding threats to the full achievement of the human rights of transgender and gender diverse people The SDT has identified

trans and gender diverse (TGD) human rights as a priority area. Trans and gender diverse people routinely experience abuse, discrimination, and violence, and are significantly more vulnerable to sexual assault and suicidality than the wider public. The Sex Discrimination Team commenced the project on mapping current and emerging 'threats' to TGD human rights, with a project team established in December 2023. The aim of the project is to map current and emerging 'threats' to TGD human rights, i.e. phenomena that are hostile to, endanger, violate, or may violate TGD human rights, and to produce a report that identifies and contextualises these threats and provides direction for government and civil society organisations.

## Section 22




































































































































































### Mapping Threats to Trans and Gender Diverse Human Rights

Description	Timeframe	Budget	External Partners	Key deliverables	Officer Responsible	CET hyperlink
Identify and map current and emerging 'threats' to the human rights of Trans and Gender Diverse people in Australia	December 2023 to June 2024	\$199,845	n/a	Literature review – May 2024  Interim report (submissions)– May 2024  Interim report (interviews) -April 2024  Final report launch – June 2024	[Redacted] s 22  [Redacted] s 22  [Redacted] s 22	N/A
Project update	Recent milestones		Upcoming milestones		Cross Commission Impacts	
[Redacted] s 22 [Redacted] have begun mapping out the planned consultations, Expert advisory committee framework and ToR are being confirmed	<ul style="list-style-type: none"> <li>Funding proposal approved.</li> <li>[Redacted] s22</li> <li>Project outline produced for feedback and review</li> </ul>		Project Plan in development  Expert Advisory Committee to be finalised by early Feb  Ethics Application in development  Callout for CSO submissions in development  Interview tool in development		Section 22	

		Literature review in development Commission working group framework in development	
<b>Traffic light</b>	<b>Traffic light reasons</b>	<b>Actions</b>	<b>Additional</b>
	While the timeline for this project is very tight, <b>Section 22</b> has ensured that there is a clear path to meet deadlines and ensure the project will be delivered on time.	n/a	









COMMISSION MINUTES PUBLISHED ON THE COMMISSION SHAREPOINT ARE NOT TO BE DISCUSSED OR CIRCULATED OUTSIDE THE COMMISSION

---

## Minutes of the Commission Meeting

22 February 2024

---

Minutes of the Commission Meeting of the Australian Human Rights Commission held on 22 February 11am in person and via videoconference.

### Present

- President, Emeritus Professor Rosalind Croucher AM (chair)
- Human Rights Commissioner, Lorraine Finlay
- Sex Discrimination Commissioner, Anna Cody
- Disability Discrimination Commissioner, Rosemary Kayess

### In attendance

- Chief Executive, Leanne Smith
- 

### Apologies

- National Children's Commissioner, Anne Hollonds
- Senior Policy Executive, Human Rights and Strategy, Darren Dick

**The Commission Meeting formally commenced at 11am**











Section 22

**2. Policy section**

**4.3 Traffic light review – project and program status\***

Section 22









## Trans & Gender Diverse Expert Advisory Committee Meeting

<b>DATE &amp; TIME</b>	Friday 22 March 2024 - 3:00PM to 5:00PM (AEDT)
<b>LOCATION</b>	<p>Virtual – Microsoft Teams</p> <p><a href="#">Click here to join the meeting</a></p> <p>Meeting ID: 428 468 222 015 Passcode: PUBTmw</p> <p><a href="#">Download Teams</a>   <a href="#">Join on the web</a></p> <p>Or call in (audio only)</p> <p><a href="#">+61 2 8318 0003,,206583350#</a> Australia, Sydney Phone Conference ID: 206 583 350#</p>
<b>CHAIR</b>	Section 22
<b>MINUTES</b>	Section 22

### MEMBERS

Dr. Natalie Amos  
(she/her)

Research Fellow, Australian Research Centre in Sex, Health and Society (ARCSHS), La Trobe University

s 47F

Section 47F

s 47F

Section 47F

Prof. Ashleigh Lin  
(she/her)

Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

s 47F

Section 47F

s 47F

Section 47F

CLASSIFICATION [SEC=OFFICIAL]

Section 47F

s 47F

Section 47F

s 47F

Section 47F

Dr. Ntina Tzouvala  
(she/her)

Associate Professor and Associate Dean (Higher Degree Research),  
ANU College of Law

Aisya Zaharin  
(she/her)

RhD Researcher, School of Social Science, University of Queensland

### AHRC PRESENTERS

s 22

Section 22

s 22

Section 22

## AGENDA

#	Item	Discussion Lead	Material	Timing Guide
1	Welcome <ul style="list-style-type: none"> <li>Acknowledgement of Country</li> <li>Introduction of Committee Members</li> <li>Purpose of Committee</li> <li>Terms of Reference</li> </ul>	Section 22		20 min
2	Project Overview <ul style="list-style-type: none"> <li>Project Plan</li> <li>Public Reception</li> </ul>		Presentation + Documentation	15 min
3	Questions & Feedback			15 min
4	Break			10 min
5	Review of Internal Documents <ul style="list-style-type: none"> <li>Risk Assessment</li> <li>Vicarious Trauma Plan</li> <li>Literature Review</li> </ul>		Documentation	10 min
6	Questions & Feedback			15 min
7	Draft research instruments <ul style="list-style-type: none"> <li>Survey Tool</li> </ul>		Documentation	15 min

	• Interview Tool		
<b>8</b>	Questions & Feedback	<b>Section 22</b>	10 min
<b>9</b>	Other business & Meeting Close		10 min



## Trans & Gender Diverse Expert Advisory Committee Meeting

<b>DATE &amp; TIME</b>	Friday 22 March 2024 - 3:00PM to 5:00PM (AEDT)
<b>LOCATION</b>	<p>Virtual – Microsoft Teams</p> <p><a href="#">Click here to join the meeting</a></p> <p>Meeting ID: 428 468 222 015 Passcode: PUbTmw</p> <p><a href="#">Download Teams</a>   <a href="#">Join on the web</a></p> <p>Or call in (audio only)</p> <p><a href="#">+61 2 8318 0003,,206583350#</a> Australia, Sydney Phone Conference ID: 206 583 350#</p>
<b>CHAIR</b>	[Redacted]
<b>MINUTES</b>	

### MEMBERS

Dr. Natalie Amos (she/her)	Research Fellow, Australian Research Centre in Sex, Health and Society (ARCSHS), La Trobe University
[Redacted] s 47F	[Redacted] Section 47F
[Redacted] s 47F	[Redacted] Section 47F
Prof. Ashleigh Lin (she/her)	Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia
[Redacted] s 47F	[Redacted] Section 47F
[Redacted] s 47F	[Redacted] Section 47F
[Redacted] s 47F	[Redacted] Section 47F
[Redacted] s 47F	[Redacted] Section 47F

s 47F

Dr. Ntina Tzouvala  
(she/her)

Associate Professor and Associate Dean (Higher Degree Research),  
ANU College of Law

Aisya Zaharin  
(she/her)

PhD Researcher, School of Social Science, University of Queensland

**AHRC PRESENTERS**

Section 22

**Minutes**

#	Item	Discussion Lead	Notes
1	<ul style="list-style-type: none"> <li>Acknowledgement of Country</li> <li>Introductions from project team</li> <li>Introductions from Committee members</li> <li>Purpose and terms of reference</li> </ul>	s 22	<ul style="list-style-type: none"> <li>s 22 provides an overview of the role of the committee and a brief of the project itself</li> </ul>
2	<ul style="list-style-type: none"> <li>Project overview</li> </ul>	s 22	<ul style="list-style-type: none"> <li>Summarises project plan</li> <li>Raising TGD human rights as a priority area and creating an evidence base</li> <li>Napkin plan highlighting key areas</li> <li>Informed by primary data collected through consultations, interviews, and surveys, by expert advisory committee, and by working group</li> <li>Public discourse surrounding the project, including news media and senator mentions of the project</li> <li>Introduces risk assessment</li> </ul>



3	<ul style="list-style-type: none"><li>Questions &amp; Feedback</li></ul>	s 22	<ul style="list-style-type: none"><li>Question (Prof. Ashleigh Lin): Is the membership of this group public? Answer: No.</li><li>Question (Prof. Ashleigh Lin): Working under the assumption that we will get FOI requests? Answer: Yes.</li><li>Feedback (s 47F): highlights the importance of the anonymisation process being optional, Australian research quality framework and ethics process outline that people have the right to have their words credited to them. Opt in anonymisation process. Attribute words/work to those who speak if they choose</li><li>Feedback (s 47F): Using intersectionality to frame compounding disadvantage, not complexity of identity. Risk for Aboriginal and Torres Strait Islander people. Equally recognise the complexity of identity but as distinct from compounding disadvantage.</li><li>Feedback (s 47F): Risk in that we are in the middle of a genocide and many of us are unable to talk about this in our organisations</li></ul>
4	Break		
5	<ul style="list-style-type: none"><li>Review of internal documents</li></ul>	s 22	<ul style="list-style-type: none"><li>s 22 introduced the project team's vicarious trauma plan</li><li>Aim of the plan to emphasis risk to project team and gives some strategies for managing stress.</li><li>Key components involve what it is, awareness of trauma responses, both in professional and personal lives, strategies for managing it, formal and informal, reducing the risk onto the team</li><li>Feedback (s 47F): Further reading and contact support is very white,</li></ul>

			<p>black orgs sometimes problematic but we should raise this so we can fix the problem</p> <ul style="list-style-type: none"> <li>Feedback (s 47F) the use of the terms 'brotherboy' and 'sistergirl' in survey instruments should be reviewed, as the terms are not ubiquitous for all Aboriginal and Torres Strait Islander peoples</li> <li>Feedback (s 22): include a space where people can input the term they use for themselves</li> <li>s 22 confirmed</li> </ul>
6	<ul style="list-style-type: none"> <li>Debrief and meeting close</li> </ul>	s 22	<ul style="list-style-type: none"> <li>Two committee members left the meeting unexpectedly, and there was a short break</li> <li>The chair left the meeting to check on committee members</li> <li>s 22 led a group debrief for the last half hour before the meeting close</li> <li>s 22 postponed their presentation on learnings from the literature review until the next meeting</li> </ul>







































































































































Section 22

Mapping Threats to Trans and Gender Diverse Human Rights						
Description	Timeframe	Budget	External Partners	Key deliverables	Officer Responsible	CET hyperlink
Identify and map current and emerging 'threats' to the human rights of Trans and Gender Diverse people in Australia	December 2023 to June 2024	\$199,845	n/a	Literature review – May 2024  Interim report (submissions)- May 2024  Final report launch – July 2024	§ 22  § 22  § 22	N/A
Project update	Recent milestones		Upcoming milestones		Cross Commission Impacts	
The project team have developed a comprehensive risk assessment plan and vicarious trauma plan in addition to the project plan.  This was required due to anticipation of hostile	<ul style="list-style-type: none"> <li>Project plan completed and approved.</li> <li>Vicarious trauma policy developed and approved</li> <li>Risk assessment developed and approved.</li> <li>Cross-Commission working group framework confirmed, and two meetings held.</li> </ul>		Callout for CSO submissions to close on May 5  Literature review to be presented for feedback  Section 22		Section 22	

engagement when the project became public facing, based on the high level of engagement seen during the public consultation on the Lesbian Action Group's exception request re. the Sex Discrimination Act to allow discrimination against transgender and bisexual women.

The project team and [redacted] s 22 [redacted] have worked closely with the Communications and Media team to develop and circulate talking points on the project and trans topics more generally as engagement on these topics increases.

Submissions continue to come through, and the project team are in the process of converting them. Once Nvivo access has been finalised, they will be uploaded for analysis.


- Advisory committee confirmed, TOR developed and approved, and first meeting was held on March 22 2024.
- Call out for CSO and public consultation was opened online.
- Key Trans Talking Points document developed with Communications team and finalised.
- Interview tool drafted and provided to internal working group for feedback.
- Survey tool drafted and provided to internal working group for feedback.
- Literature analysis and review drafting has begun
- Public submissions are being reviewed by project team and legal team.
- [redacted] Section 22 [redacted]

- [redacted] s22 [redacted]
- [redacted] s22 [redacted]

Interim report on top level themes from public submissions

Upcoming Expert Advisory Meeting, including presentation on interim report on submissions (pending internal approval).

Section 22

Traffic light	Traffic light reasons	Actions	Additional
	<p>Timelines and capacity were impacted by: unexpected delay in USYD ethics approval processes, co-developing responses for</p>	<p><i>Scope of project has been adjusted to accommodate changes to consultation time frames and environmental risk factors.</i></p>	<p>Community survey and interview tools have been developed and are on hold. These can be refined and approved</p>

	<p>media and other inquiries across the Commission, and the simultaneous urgent development and implementation of an in-depth Risk Assessment and Treatment Matrix and Vicarious Trauma policy.</p>	<p><i>Deadline for public submissions has been extended to increase reach and response.</i></p> <p>[REDACTED]</p> <p>s 47E</p> <p>[REDACTED]</p> <p>s 47F</p>	<p>should further funding for work in this area be available.</p>
--	---	---	---











Australian  
Human Rights  
Commission

---

# TGD Project Status Report

---

May 2024

---

**DRAFT** (1.0)

---

---

ABN 47 996 232 602  
GPO Box 5218, Sydney NSW 2001  
General enquiries 1300 369 711  
National Info Service 1300 656 419  
TTY 1800 620 241

Australian Human Rights Commission  
[www.humanrights.gov.au](http://www.humanrights.gov.au)



## Contents

<b>1</b>	<b>Project Overview .....</b>	<b>2</b>
<b>2</b>	<b>Milestones .....</b>	<b>3</b>
2.1	<i>Internal Processes Finalised.....</i>	3
2.2	<i>Ethics Approval Application Drafted .....</i>	3
2.3	<i>Expert Advisory Committee Finalised.....</i>	3
2.4	<i>Internal Working Group Finalised .....</i>	3
2.5	<i>Threshold Assessment for Privacy Impact Statement .....</i>	3
2.6	<i>Public Consultations Completed .....</i>	4
2.7	<i>Literature Review.....</i>	4
2.8	<i>Project Rescope.....</i>	3
<b>3</b>	<b>Next Steps .....</b>	<b>5</b>
3.1	<i>Review Public Submissions .....</i>	5
3.2	<i>Data Analysis .....</i>	6
(a)	<i>Data Familiarisation:.....</i>	6
(b)	<i>Generating Initial Codes:.....</i>	6
(c)	<i>Theme Search:.....</i>	6
(d)	<i>Reviewing Themes:.....</i>	6
<b>4</b>	<b>Outputs.....</b>	<b>7</b>
4.1	<i>Literature Review.....</i>	7
4.2	<i>Interim Report .....</i>	7
<b>5</b>	<b>Key Deliverable: Final Report .....</b>	<b>7</b>
5.1	<i>Dissemination .....</i>	7

## 1 Project Overview

The aim of this research project is to identify, document, and analyse **the current state of human rights realisation** for Trans and Gender Diverse (TGD) people in Australia, **particularly in the domains of** legal rights, healthcare, education, employment, and other service provision.

By gaining a comprehensive understanding of the realisation of human rights for TGD people, this project will provide evidence-based insights that can inform advocacy efforts, policy development, and community support initiatives, thereby extending efforts to improve **the full enjoyment of human rights by trans people.**

## 2 Milestones

### 2.1 Internal Processes Finalised

- [Risk Assessment.docx](#)
- [Vicarious Trauma Plan.docx](#)

### 2.2 Ethics Approval Application Drafted

**Section 22** drafted responses for a Human Ethics Approval application with both USYD and UTAS. This document provides a detailed explanation of the proposed research methodology, data collection and storage, and research dissemination.

- [Ethics approval application](#)

Ethics approval has not been submitted. Further details outlined in section 2.5.

### 2.3 Expert Advisory Committee Finalised

The TGD Advisory Committee was finalised, and a Terms of Reference drafted, approved, and signed by all members.

- [TDG Advisory Group feedback framework](#)
- [Terms of Reference.docx](#)

### 2.4 Internal Working Group Finalised

An internal TGD Working Group was finalised, including AHRC employees from different teams across the Commission.

- [AHRC working group framework.docx](#)

### 2.5 Project Rescope

Work on drafted research tools was put on hold due to concerns that time constraints would impact on outreach.

- [Draft Research Tools.docx](#)

As participant engagement was the key consideration for requiring human ethics approval, this process was also halted, and the application was not submitted.

## 2.6 Threshold Assessment for Privacy Impact Statement

The assessment has been completed and is currently awaiting sign-off from the Privacy Officer.

- [OAIC PIA Threshold Assessment TGD Project s22.docx](#)

Section 22

## 2.8 Public Consultations Completed

Public Submissions closed on May 5th. There are 97 submissions in total, which have been numbered, filed security, and converted to PDF for review by the Legal team. A confidential tracking document has recorded the names, organisations and corresponding filing numbers of all submissions, as well as information on confidentiality.

## 2.9 Literature Review Draft

The first draft of the Literature Review has been complete, along with an annotated bibliography. [REDACTED] had reviewed and left comments.

- [Annotated Bibliography s 22 .docx](#)
- [Literature review structure and notes s 22 .docx](#)

## 3 Next Steps

### 3.1 Confirm Budget

Due by: June 7<sup>th</sup>

Initial budget proposed for the project was \$198,259

Excluding staff, total costs have come to approx.: \$11,202.27

The budget remaining for the TGD project is approx.: \$27,370

It is understood that this budget will no longer be available after June 31<sup>st</sup>, and efforts are being made to identify other sources of funding.

It is estimated that the remaining work will take 22-24 weeks to complete, factoring in onboarding and internal approval processes.

### 3.2 Identify New Candidate

Due by: June 31<sup>st</sup>

Utilising networks including Expert Advisory Committee and Internal Working Group, identify and contact an academic with relevant experience and skills, including:

- Thematic data analysis (Familiarity with qualitative research tool Nvivo would be preferred)
- Subject matter expertise and experience
- Excellent writing skills

### 3.3 Review Public Submissions

A protocol for evaluating submissions against the project scope.

- Finalise and implement process for evaluating submissions against defined criteria outlined on Public Submissions page. 4 weeks, including legal review, internal approvals and advisory feedback
- Review panel to assess submissions based on the established criteria and assign scores or ratings to indicate the quality and suitability of each submission. 4 weeks inc. 2 meetings with advisory committee

- Based on the collective assessment and consensus reached by the review panel, decisions are made regarding the inclusion or exclusion of submissions in the research scope. **2 weeks**

### **3.4 Data Analysis**

Conduct a thematic analysis of data and use grounded theory to generate theory directly from the data. Thematic analysis will be conducted in these steps<sup>1</sup>:

(a) Data Familiarisation:

Become familiar with the data through repeated readings and immersion in the content, including drafted literature review. **1-2 weeks**

(b) Generating Initial Codes:

Systematically code the data assigning labels to segments that represent meaningful concepts or ideas. Categorisation of responses into codes will be done through line-by-line coding using NVivo12. Using qualitative data analysis software, such as NVivo12, will help the team to organise large amounts of qualitative data. **1-2 weeks**

(c) Theme Search:

These codes will represent specific themes, concepts, or patterns within the primary data. While some themes will have been identified in steps 1. and 2., additional searches will allow us to conduct a more comprehensive and rigorous analysis of primary data. The project team will be able to contextualise the responses and identify recurring perspectives within the data. It will also help to derive meaningful insights and conclusions in relation to threats to TGD human rights.

(d) Reviewing Themes:

Refine and define themes by reviewing and comparing them against the coded data. Develop clear definitions for each theme and assign descriptive names. Develop a formalised theory or framework based on insights derived from the data. Circulate theme definitions and framework to Expert Advisory committee for feedback. **1 week to develop + 2 weeks for feedback**

---

<sup>1</sup> [Human Ethics Online Questionnaire Application Form \(TGD Project\)](#) pg. 24

## 4 Outputs

### 4.1 Literature Review

Following theme identification, integrate themes and theory or framework into the existing literature review, refining its focus accordingly. 2 weeks

Circulate to Expert Advisory Committee and AHRC TGD Working Group for feedback. 2-3 weeks

Total: 4-5 weeks

### 4.2 Interim Report

Present findings from data analysis of public submissions in a coherent narrative, illustrating the identified themes. 2 weeks

Circulate interim report to Expert Advisory Committee and AHRC TGD Working Group for feedback. 2 weeks

Feedback will be incorporated into the final report.

Total: 4 weeks

## 5 Key Deliverable: Final Report

Due by: November 29<sup>th</sup>

The results of this research will be developed into a comprehensive report produced by the AHRC. This report will be crafted to highlight key findings, insights, and recommendations derived from the research.

3 weeks plus 4-8 weeks for internal approvals and edits



## TGD Expert Advisory Committee Meeting Minutes

<b>DATE &amp; TIME</b>	Monday 13 May 2024 - 2:00PM to 4:00PM (AEST)
<b>LOCATION</b>	Virtual – Microsoft Teams
<b>CHAIR</b>	[Redacted] Section 22
<b>MINUTES</b>	

### MEMBERS

Dr. Natalie Amos (she/her) Research Fellow, Australian Research Centre in Sex, Health and Society, La Trobe University

[Redacted] s 47F [Redacted] Section 47F

[Redacted] s 47F [Redacted] Section 47F

Prof. Ashleigh Lin (she/her) Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

[Redacted] s 47F [Redacted] Section 47F

[Redacted] s 47F [Redacted] Section 47F

[Redacted] Section 47F

[Redacted] s 47F [Redacted] Section 47F

Aisya Zaharin (she/her) PhD Researcher, School of Social Science, University of Queensland

### AHRC PRESENTERS

[Redacted] s 22 [Redacted] Section 22

CLASSIFICATION [SEC=OFFICIAL]

## Minutes

#	Item	Lead	Notes
1	Welcome and Acknowledgement of Country	s22	<ul style="list-style-type: none"> <li>Section 22</li> <li>Section 22</li> <li>Dr Amos, s 47F Professor Lin, s 47F s 47F A Zaharin in attendance</li> </ul>
2	Project updates <ul style="list-style-type: none"> <li>Rescope</li> <li>Progress</li> <li>Promotion</li> </ul>	s22	<ul style="list-style-type: none"> <li>presented the details and rationale for the project rescope               <ul style="list-style-type: none"> <li>There was consensus among Committee members that the rescope was judicious</li> <li><i>Action item:</i> Committee members requested a short brief on the project rescope</li> </ul> </li> <li>Committee members inquired about the AHRC's commitment to return to the research components of the project and further work in this space</li> <li><i>Action item:</i> Committee members requested a meeting with the Sex Discrimination Commissioner</li> <li>s22 provided a general project update:               <ul style="list-style-type: none"> <li>s22 is progressing the literature review as s22 starts on the submissions before synthesising these into the final report</li> </ul> </li> <li>s22 summarised project promotion activities across April</li> </ul>
3	Public consultation update	s22	<ul style="list-style-type: none"> <li>s22 gave a brief overview of the consultation response.</li> <li>Committee members inquired about general details, such as organisations known to them.</li> <li>s22 raised discussion around the publication of submissions for EAC feedback. Committee members suggested:               <ul style="list-style-type: none"> <li>Redacting harmful content</li> <li>De-identifying all submissions</li> <li><i>Action item:</i> Liasing with e-Safety</li> </ul> </li> </ul>

- 4 Literature review update s 22
- s 22 provided a general update on the literature review:
    - s 22 has a rough draft which will be ready for circulation to the EAC in the coming weeks
  - s 22 raised two issues of best-practice nomenclature around how best to refer to TGD people and other individuals and groups
    - There was strong consensus in favour of using *trans* as an umbrella term throughout the report with a clear and comprehensive definition at the outset
    - Committee members deferred on the second question until the first draft of the report noting that context will be key
  - Committee members thought that it would be strategic to note the danger of legal and political reprisal for the project in the final report

## Items

#	Item	Notes
1	To action <span style="background-color: black; color: red; padding: 2px;">s 22</span>	<ul style="list-style-type: none"><li>• Circulate written brief on the project rescope to Committee members</li><li>• Arrange meeting between Committee and Sex Discrimination Commissioner</li><li>• Liaise with e-Safety regarding publication of submissions</li></ul>
2	To consider (SOGII Team)	<ul style="list-style-type: none"><li>• Redacting deidentifying protocols</li><li>• Best practice nomenclature for the ideology of individuals and groups</li><li>• Noting the risk of reprisal/critique following publication of the final report.</li></ul>



## Trans & Gender Diverse Expert Advisory Committee Meeting

<b>DATE &amp; TIME</b>	Tuesday 28 <sup>th</sup> May 2024 - 3:30PM to 4:30PM (AEST)
<b>LOCATION</b>	Virtual - Microsoft Teams <a href="#">Meeting Link</a> Meeting ID: 445 258 990 093 Passcode: j8BfRA
<b>CHAIR</b>	Dr. Anna Cody, Sex Discrimination Commissioner, Australian Human Rights Commission (AHRC)
<b>MINUTES</b>	Section 22

### Members

Dr. Natalie Amos (she/her)

Research Fellow, Australian Research Centre in Sex, Health and Society (ARCSHS), La Trobe University

s 47F

Section 47F

s 47F

Section 47F

Prof. Ashleigh Lin (she/her)

Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

s 47F

section 47F

s 47F

Section 47F

Section 47F

s 47F

Section 47F

Aisya Zaharin (she/her)

PhD Researcher, School of Social Science, University of Queensland

CLASSIFICATION [SEC=OFFICIAL]

### Attendance

- Prof. Ashleigh Lin (she/her)
- Section 47F
- section 47F

### Apologies

s 22

## AGENDA

#	Item	Discussion Lead	Timing Guide
1	Welcome <ul style="list-style-type: none"> <li>• Acknowledgement of Country</li> <li>• Introduction of Commissioner Cody                             <ul style="list-style-type: none"> <li>○ Short introduction round</li> </ul> </li> </ul>	s 22	5 min
2	Project Update <ul style="list-style-type: none"> <li>• Expert Advisory membership update                             <ul style="list-style-type: none"> <li>○ Dr Ntina Tzouvala has resigned due to time limitations – suggestions for</li> </ul> </li> <li>• Section 22                             <ul style="list-style-type: none"> <li>○ Committee reflections, learnings</li> </ul> </li> </ul>	Anna/s 22	10 min
3	Questions & Feedback	s 22	15 min
4	Next Steps <ul style="list-style-type: none"> <li>• Project status and timeline</li> <li>• Staffing requirements for project completion</li> <li>• Leads or suggestions for suitable researcher</li> </ul>	s 22	10 min
5	Discussion Question <ul style="list-style-type: none"> <li>• What would help the committee to work effectively and support the project?</li> </ul>	s 22	15 min
6	Other business & Meeting Close <ul style="list-style-type: none"> <li>• Meeting with other committee members on Thursday</li> </ul>	s 22	5 min



## TGD Expert Advisory Committee Meeting Minutes

<b>DATE &amp; TIME</b>	Tuesday 28 <sup>th</sup> May 2024 – 3:30 to 4:30PM (AEST)
<b>LOCATION</b>	Virtual – Microsoft Teams
<b>CHAIR</b>	Anna Cody, Sex Discrimination Commissioner
<b>MINUTES</b>	<b>Section 22</b>

### MEMBERS

Dr. Natalie Amos (she/her) Research Fellow, Australian Research Centre in Sex, Health and Society, La Trobe University

**s 47F** **Section 47F**

**s 47F** **Section 47F**

Prof. Ashleigh Lin (she/her) Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

**s 47F** **Section 47F**

**s 47F** **Section 47F**

**Section 47F**

**s 47F** **Section 47F**

Aisya Zaharin (she/her) PhD Researcher, School of Social Science, University of Queensland

CLASSIFICATION [SEC=OFFICIAL]

## Minutes

#	Item	Lead	Notes
1	Welcome and Acknowledgement of Country	s 22	<ul style="list-style-type: none"> <li>Anna acknowledged the elders of the Gadigal people of the Eora nation.</li> <li>Professor Lin, s 47F s 47F were in attendance.</li> <li>Introductions were made. Anna thanked the advisory for their generosity in sharing their expertise and their time.</li> </ul>
2	Project Update <ul style="list-style-type: none"> <li>Expert Advisory membership update</li> <li>Section 22</li> <li>Committee reflections, learnings</li> </ul>	Anna s 22	<ul style="list-style-type: none"> <li>Dr. Ntina Tzouvala resigned due to time limitations.</li> <li>Section 22 was noted, and their significant contributions were acknowledged.</li> <li>Commitment to the project and ongoing work was reaffirmed by all present.</li> <li>The impact of social media on the engagement and well-being of those working in the TGD space was discussed, highlighting the unique challenges faced in this area.</li> </ul>
3	Questions and Feedback	Anna	<ul style="list-style-type: none"> <li>Clarification on Commission's management structure was requested and provided.</li> <li>How to best support peers and the SD Commissioner in LGBTIQ+ projects was raised and discussed.</li> <li>Challenges in inclusive primary data collection for LGBTIQ+ people was noted,</li> <li>Clarification on decision to rescope the TGD project was requested and provided.</li> </ul>
4	Next Steps <ul style="list-style-type: none"> <li>Project status and timeline</li> <li>Staffing requirements for project completion</li> <li>Leads or suggestions for suitable researcher</li> </ul>	Anna s 22	<ul style="list-style-type: none"> <li>The final project report timeline was raised, aiming for release by year-end.</li> <li>Outline of outstanding work was provided: Literature Review and Analysis of Public Consultations.</li> <li>Existing protocols and frameworks for publishing submissions were discussed, including the National Research Framework tool.</li> </ul>

CLASSIFICATION [SEC=OFFICIAL]

- Committee discussed skills and experience needed to complete the outstanding project work and began to identify potential candidates.
- Committee members agreed to review documents as provided.



## TGD Expert Advisory Committee Meeting Action Items

<b>DATE &amp; TIME</b>	Tuesday 28 and Thursday 30 May AEST
<b>LOCATION</b>	Virtual – Microsoft Teams
<b>CHAIR</b>	Anna Cody, Sex Discrimination Commissioner
<b>MINUTES</b>	<b>Section 22</b>

### MEMBERS

Dr. Natalie Amos (she/her)      Research Fellow, Australian Research Centre in Sex, Health and Society, La Trobe University

**s 47F**      **Section 47F**

**s 47F**      **Section 47F**

Prof. Ashleigh Lin (she/her)      Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

**s 47F**      **Section 47F**

**s 47F**      **Section 47F**

**Section 47F**

**s 47F**      **Section 47F**

Aisya Zaharin (she/her)      PhD Researcher, School of Social Science, University of Queensland

CLASSIFICATION [SEC=OFFICIAL]

## Items

#	Item	Notes
1	To action	<ul style="list-style-type: none"> <li>• s 22 to circulate annotated bibliography and overview of the methodology to the committee.</li> <li>• s 22 to send a brief on the project rescope to the committee and circulate it.</li> <li>• <b>Committee members</b> to support in identifying potential candidates to complete the outstanding project work.</li> <li>• <b>Committee members</b> to send research and ethics frameworks that may inform publication protocols.</li> </ul>
2	To consider	<ul style="list-style-type: none"> <li>• How can the Commission and SD Commissioner support the s 22 and reduce risk of burn out?</li> <li>• What frameworks would support the Committee to provide feedback?</li> <li>• How can the Committee review submissions as analysis begins?</li> <li>• How can the Committee best support peers working on the project, and support the SD Commissioner?</li> <li>• How to best acknowledge limitations of available population data in the report and use of narrative framework</li> </ul>



## Trans & Gender Diverse Expert Advisory Committee Meeting

<b>DATE &amp; TIME</b>	Thursday 30 <sup>th</sup> May 2024 - 2:30PM to 3:30PM (AEST)
<b>LOCATION</b>	Virtual - Microsoft Teams <a href="#">Meeting Link</a> Meeting ID: 445 258 990 093 Passcode: j8BfRA
<b>CHAIR</b>	Dr. Anna Cody, Sex Discrimination Commissioner, Australian Human Rights Commission (AHRC)
<b>MINUTES</b>	Section 22

### Members

Dr. Natalie Amos  
(she/her)

Research Fellow, Australian Research Centre in Sex, Health and Society (ARCSHS), La Trobe University

s 47F

Section 47F

s 47F

Section 47F

Prof. Ashleigh Lin  
(she/her)

Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

s 47F

Section 47F

s 47F

Section 47F

Section 47F

s 47F

Section 47F

Aisya Zaharin  
(she/her)

PhD Researcher, School of Social Science, University of Queensland

CLASSIFICATION [SEC=OFFICIAL]

### Attendance

- Dr. Natalie Amos (she/her)
- Section 47F
- Aisya Zaharin (she/her)

### Apologies

Section 47F

## AGENDA

#	Item	Discussion Lead	Timing Guide
1	Welcome <ul style="list-style-type: none"> <li>• Acknowledgement of Country</li> <li>• Introduction of Commissioner Cody                             <ul style="list-style-type: none"> <li>○ Short introduction round</li> </ul> </li> </ul>	s22	5 min
2	Project Update <ul style="list-style-type: none"> <li>• Expert Advisory membership update                             <ul style="list-style-type: none"> <li>○ Dr Ntina Tzouvala has resigned due to time limitations – suggestions for</li> </ul> </li> <li>• Section 22                             <ul style="list-style-type: none"> <li>○ Committee reflections, learnings</li> </ul> </li> </ul>	Anna s22	10 min
3	Questions & Feedback	s22	15 min
4	Next Steps <ul style="list-style-type: none"> <li>• Project status and timeline</li> <li>• Staffing requirements for project completion</li> <li>• Leads or suggestions for suitable</li> </ul>		10 min
5	Discussion Question <ul style="list-style-type: none"> <li>• What would help the committee to work effectively and support the project?</li> </ul>	s22	15 min
6	Other business & Meeting Close <ul style="list-style-type: none"> <li>• Meeting with other committee members on Thursday</li> </ul>	s22	5 min



## TGD Expert Advisory Committee Meeting Minutes

<b>DATE &amp; TIME</b>	Thursday 30 May 2:30 to 3:30 pm AEST
<b>LOCATION</b>	Virtual – Microsoft Teams
<b>CHAIR</b>	Anna Cody, Sex Discrimination Commissioner
<b>MINUTES</b>	<b>Section 22</b>

### MEMBERS

Dr. Natalie Amos  
(she/her)

Research Fellow, Australian Research Centre in Sex, Health and Society, La Trobe University

**s 47F**

**Section 47F**

**s 47F**

**Section 47F**

Prof. Ashleigh Lin  
(she/her)

Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

**s 47F**

**Section 47F**

**s 47F**

**Section 47F**

**Section 47F**

**s 47F**

**Section 47F**

Aisya Zaharin  
(she/her)

PhD Researcher, School of Social Science, University of Queensland

CLASSIFICATION [SEC=OFFICIAL]

## Minutes

#	Item	Lead	Notes
1	Welcome and Acknowledgement of Country	Anna	<ul style="list-style-type: none"> <li>Anna acknowledged the Gadigal people of the Eora nation.</li> <li>Dr Amos, <b>s 47F</b> A Zaharin in attendance</li> <li>Introductions were made, and Anna thanked the committee for their time and reaffirmed her commitment to working with LGBTIQ+ communities as the Commissioner holding the SOGI portfolio</li> </ul>
2	Project Update <ul style="list-style-type: none"> <li>Expert Advisory membership update</li> <li><b>s 22</b></li> <li>Committee reflections, learnings</li> </ul>	Anna <b>s22</b>	<ul style="list-style-type: none"> <li>Dr. Ntina Tzouvala resigned due to time limitations.</li> <li><b>Section 22</b> was noted, and their significant contributions were acknowledged.</li> <li>The Commission and expert advisory reaffirmed commitment to the project</li> </ul>
3	Questions and Feedback	Anna	<ul style="list-style-type: none"> <li>Clarification on the project rescope was provided, and a new brief was requested.</li> </ul>
4	Next Steps <ul style="list-style-type: none"> <li>Project status and timeline</li> <li>Staffing requirements for project completion</li> <li>Leads or suggestions for suitable researcher</li> </ul>	Anna <b>s22</b>	<ul style="list-style-type: none"> <li>The final project report timeline was raised, aiming for release by year-end.</li> <li>Outline of outstanding work was provided: Literature Review and Analysis of Public Consultations.</li> <li><b>Section 22</b> agreed to provide the Committee with an overview of the methodology proposed for analysis.</li> <li><b>Section 22</b> raised questions asked in the previous meeting on Tuesday, and confirmed they would send the annotated bibliography.</li> <li>The skills and experience needed to complete the outstanding project work were raised and discussed, and committee members began to identify potential candidates.</li> </ul>
























































































































































### Mapping Threats to Trans and Gender Diverse Human Rights

Description	Timeframe	Budget	External Partners	Key deliverables	Officer Responsible
The aim of this research project is to identify, document, and analyse the multifaceted threats and challenges to the human rights of TGD people in Australia.	December 2023 to June 2024	\$198,259	n/a	<ul style="list-style-type: none"> <li>Interim Report</li> <li>Literature Review</li> <li>Final Report</li> </ul>	<p>Section 22</p> <p>Section 22</p>
Project update	Recent milestones	Upcoming milestones		Cross Commission Impacts	
<p>To encourage participation in the Public Consultation process, the project team submitted papers</p> <p>Public Submissions closed on May 5<sup>th</sup>.</p>	<ul style="list-style-type: none"> <li>Submitted papers and</li> <li>Literature scan and first draft of literature review completed.</li> <li>OAIC PIA threshold assessment was completed and signed off.</li> <li>Procurement for research consultant was approved</li> <li>Meeting with External Advisory Committee and Commissioner Anna Cody was held.</li> </ul>	<p>s 47F</p> <p>Interim report – Oct 31<sup>st</sup>, 2024</p> <p>Final report – Nov 30<sup>th</sup> 2024</p>			

	<ul style="list-style-type: none"> <li>Budget for 2024-2025 financial year was confirmed.</li> <li>Brief for Research Consultant limited tender was completed and approved</li> <li>Invitations to submit a quote for limited tender were issued</li> </ul>		
Traffic light	Traffic light reasons	Actions	Additional
	<p>Unable to spend all the allocated budget before end of June 2024.</p> <p>Significant changes in available staffing resources have further impacted timelines and capacity.</p>	<p><i>Confirmed \$69,000 from Sex Discrimination Budget will be allocated to this project.</i></p> <p><i>Limited tender process approved to procure an independent consultant to conduct a thematic analysis of primary data and to complete the literary review.</i></p> <p><i>Extended deadline until December 2024 to accommodate procurement process.</i></p>	Section 22













## Trans & Gender Diverse Expert Advisory Committee Meeting

<b>DATE &amp; TIME</b>	Wednesday 9 <sup>th</sup> July 2024 – 11:00AM to 1:00PM (AEST)
<b>LOCATION</b>	Virtual – Microsoft Teams <a href="#">Meeting Link</a>
<b>CHAIR</b>	Dr. Anna Cody, Sex Discrimination Commissioner, Australian Human Rights Commission (AHRC)
<b>MINUTES</b>	Section 22

### Members

Dr. Natalie Amos  
(she/her)

Research Fellow, Australian Research Centre in Sex, Health and Society (ARCSHS), La Trobe University

s 47F

Section 47F

s 47F

Section 47F

Prof. Ashleigh Lin  
(she/her)

Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

s 47F

Section 47F

s 47F

Section 47F

Section 47F

s 47F

Section 47F

Aisya Zaharin  
(she/her)

PhD Researcher, School of Social Science, University of Queensland

### Attendance

CLASSIFICATION [SEC=OFFICIAL]

- Dr. Natalie Amos (she/her)
- [Redacted] Section 47F
- Aisya Zaharin (she/her)
- [Redacted] Section 47F
- Prof. Ashleigh Lin
- [Redacted] Section 47F

## Apologies

# AGENDA

#	Item	Discussion Lead	Documents
1	Welcome <ul style="list-style-type: none"> <li>• Acknowledgement of Country</li> </ul>	Anna [Redacted] s22	
2	Project Update <ul style="list-style-type: none"> <li>• Feedback on project methodology and research list</li> <li>• Limited Tender approved</li> </ul>	Anna [Redacted] s22	Project Methodology_TGD.docx Research List.xlsx
3	Questions & Feedback	Anna	
4	Next Steps <ul style="list-style-type: none"> <li>• Draft Coding for Nvivo                             <ul style="list-style-type: none"> <li>○ Guidance for consultant</li> <li>○ High level vs specific themes</li> </ul> </li> <li>• Submissions review guidelines</li> </ul>	[Redacted] s22	Coding Suggestions_TGD.docx
5	Questions & Feedback	Anna	
6	Discussion Question <ul style="list-style-type: none"> <li>• How can the advisory support the consultant once they are onboarded?</li> </ul>	Anna	15 min
7	Other business & Meeting Close	[Redacted] s22	5 min



## Trans & Gender Diverse Expert Advisory Committee Meeting

<b>DATE &amp; TIME</b>	Wednesday 9 <sup>th</sup> July 2024 – 11:00AM to 1:00PM (AEST)
<b>LOCATION</b>	Virtual – Microsoft Teams <a href="#">Meeting Link</a>
<b>CHAIR</b>	Dr. Anna Cody, Sex Discrimination Commissioner, Australian Human Rights Commission (AHRC)
<b>MINUTES</b>	<b>Section 22</b> [REDACTED] Australian Human Rights Commission (AHRC)

### Attendance

- **Section 47F** [REDACTED]  
Aisya Zaharin (she/her)
- **Section 47F** [REDACTED]
- Prof. Ashleigh Lin
- **Section 47F** [REDACTED]

### Apologies

- Dr. Natalie Amos (she/her)

## MINUTES

#	Item	Minutes
1	Welcome <ul style="list-style-type: none"><li>• Acknowledgement of Country</li></ul>	
2	Project Update <ul style="list-style-type: none"><li>• Feedback on project methodology and research list</li><li>• Limited Tender approved</li></ul>	

CLASSIFICATION [SEC=OFFICIAL]

<b>3</b>	Questions & Feedback	The committee provided suggestions for further data inclusion
<b>4</b>	Next Steps	
	<ul style="list-style-type: none"><li>• Draft Coding for Nvivo<ul style="list-style-type: none"><li>○ Guidance for consultant</li><li>○ High level vs specific themes</li></ul></li><li>• Submissions review guidelines</li></ul>	
<b>5</b>	Questions & Feedback	Transparency in reporting is vital.  The suggested coding was considered, and feedback provided.  The Committee suggested engaging with the Australian Law Reform Commission and find out how they
<b>6</b>	Discussion Question	Skill Matrix, preferred communication styles
	<ul style="list-style-type: none"><li>• How can the advisory support the consultant once they are onboarded?</li></ul>	
<b>7</b>	Other business & Meeting Close	

From: [TGD Submissions](#)

Section 22

Date: Wednesday, 24 July 2024 5:01:42 PM

---

Section 22

To maintain transparency, we aim to publish submissions with our final report, which we hope to release before the end of the year.

Section 22

Best regards,  
**Sex Discrimination Team/SOGII**  
**Australian Human Rights Commission**  
GPO Box 5218, Sydney NSW 2001  
**Human rights: everyone, everywhere, everyday**

Section 22

Section 22

## Section 22

## Section 22



## 2024 Contract for Services

*relating to the Trans and Gender Diverse (TGD) Human Rights Mapping Project*

### Customer

Customer Name: Australian Human Rights Commission (**Commission**)  
Customer ABN: 47 996 232 602  
Address: GPO Box 5218, Sydney NSW 2001

Section 22



Section 22

Section 22

Deliverable / Item Description	Delivery / Due Date
Data familiarisation	30 Aug 2024
Generate initial codes, Initial coding	20 Sept 2024
Delivery of thematic coding for feedback	25 Oct 2024
Delivery of interim literature review consolidation for feedback	14 Oct 2024
Delivery of interim report for feedback	8 Nov 2024
Delivery of final report for feedback	29 Nov 2024
Delivery of final report	11 Dec 2024

Section 22

















































## Trans & Gender Diverse Expert Advisory Committee Meeting

<b>DATE &amp; TIME</b>	Friday 20 <sup>th</sup> September 2024 – 11:00AM to 1:00PM (AEST)
<b>LOCATION</b>	Virtual – Microsoft Teams <a href="#">Link here</a>
<b>CHAIRS</b>	Dr. Anna Cody (she/her), Sex Discrimination Commissioner, Australian Human Rights Commission (AHRC) Section 22 AHRC
<b>MINUTES</b>	Section 22 AHRC

### Members

Dr. Natalie Amos (she/her) Research Fellow, Australian Research Centre in Sex, Health and Society (ARCSHS), La Trobe University

s 47F Section 47F

s 47F Section 47F

Prof. Ashleigh Lin (she/her) Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia

s 47F Section 47F

s 47F Section 47F

s 47F Section 47F

s 47F Section 47F

Aisya Zaharin (she/her) PhD Researcher, School of Social Science, University of Queensland

CLASSIFICATION [SEC=OFFICIAL]

**Research Team**

Section 47F

**Apologies**

- Dr. Anna Cody (she/her) – leaving early

• s 47F

**AGENDA**

#	Item	Discussion Lead	Documents
1	Welcome <ul style="list-style-type: none"> <li>• Acknowledgement of Country</li> </ul>	Anna s22	
2	Introductions: <ul style="list-style-type: none"> <li>• New Committee Member, s 47F</li> <li>• s 47F</li> <li>• Research team</li> </ul>	s 22	
3	Project Update <ul style="list-style-type: none"> <li>• Supplier contract finalised</li> </ul>	s22	s 47G
4	Project Team introductions <ul style="list-style-type: none"> <li>• Approach and timeline</li> <li>• Data Familiarisation</li> <li>• Engaging with Advisory</li> </ul>	s22	
5	Questions & Feedback	s22	
6	Break		
7	Discussion Questions <ul style="list-style-type: none"> <li>• Stages for feedback on thematic analysis and initial coding</li> <li>• Intersectional Framework</li> </ul>	s22	
8	Other business & Meeting Close Meeting frequency	s22	





## TGD Expert Advisory Committee Meeting Minutes

<b>DATE &amp; TIME</b>	20 September 2024 11.00AM – 1.00PM AEST
<b>LOCATION</b>	Virtual – Microsoft Teams
<b>CHAIRS</b>	Anna Cody, Sex Discrimination Commissioner <b>Section 22</b> <b>Section 22</b>
<b>MINUTES</b>	<b>Section 22</b>

### MEMBERS

Dr. Natalie Amos (she/her)	Research Fellow, Australian Research Centre in Sex, Health and Society (ARCSHS), La Trobe University
<b>s 47F</b>	<b>Section 47F</b>
<b>s 47F</b>	<b>Section 47F</b>
Prof. Ashleigh Lin (she/her)	Senior Principal Research Fellow, School of Population and Global Health, University of Western Australia
<b>s 47F</b>	<b>s 47F</b>
<b>s 47F</b>	<b>Section 47F</b>
<b>s 47F</b>	<b>Section 47F</b>
<b>s 47F</b>	<b>Section 47F</b>
<b>s 47F</b>	<b>Section 47F</b>
Aisya Zaharin (she/her)	PhD Researcher, School of Social Science, University of Queensland

CLASSIFICATION [SEC=OFFICIAL]

**Research Team**

Section 47F

**Apologies**

**Minutes**

#	Item	Notes
	Introductions:	<ul style="list-style-type: none"> <li>• s 47F was introduced as a new member of the Expert Advisory Committee.</li> <li>•</li> </ul>
	Project Update	<ul style="list-style-type: none"> <li>• The selection committee was thanked for their work evaluating quotes and selecting a supplier.</li> </ul>
	Project Team	<p>The research team raised the following topics for discussion:</p> <ul style="list-style-type: none"> <li>• Engaging with EAC</li> <li>• Project Structure</li> <li>• Initial coding</li> <li>• Backgrounding</li> <li>• Literature review</li> </ul>
4.1	Engaging with EAC	<p>The research team asked if the EAC members were willing to be approached individually for specific themes.</p> <p><b>Action:</b> members to indicate if they are willing to be individually approached.</p>
4.2	Structure	<p>The research team asked for feedback on a proposed structure to the final report:</p> <ul style="list-style-type: none"> <li>○ Start with historical context</li> <li>○ International lit review</li> <li>○ Thematic findings/substantive part – analysis of submissions and lit review in sub-themes</li> </ul> <p>The EAC requested to be provided with a written copy, and several members indicated a conversation would be preferable.</p>

**Action:** Research team to circulate outline of proposed report structure and confirm preferred method for feedback

---

**4.3** Initial Coding

Iterative process

Developing thematic framework for coding of submissions

Confirming: do they offer first person perspectives, individual/org, local/state/international/federal, First Nations, etc.

Coding two core streams: affirmative (focusing on human rights of transgender people) and sceptical (focusing on human rights of cisgender people) –

Sub-themes:

- Affirmative coding is proving to be straight forward as submissions identify specific issues to speak to.
- Initial coding for Sceptical stream identifies three main themes:
  1. Framing human rights for transgender people as a threat to other rights, particularly women and children
  2. Scepticism of the Gender affirming care model for children and young people
  3. Questioning Legitimacy

*EAC questions and feedback*

Concern raised in submissions regarding the conflation of transgender identities and experience with people with innate variations of sex characteristics.

Views of intersex organisations and individuals should be considered in framing and language used.

Robust discussion on language to use around affirmation, human rights frameworks, intersectionality and decolonisation.

---

Backgrounding

-Human rights/rights framing

-UDHR, International HRs framework as a starting point:

- Yogyakarta principles, covenants, eg:
  - Rights of Individuals in Detention
  - Convention on the rights of the child

Evolution of rights, and history of exclusion in discussions when it comes to human rights

International background

- What EU has done

CLASSIFICATION [SEC=OFFICIAL]

Domestic

- Legislation
- Case law

Immigration, deportation, family law, prison system, etc.

---

Literature Review	<p>Update on framing and focus, global themes that have emerged from literature, legitimisation strategies, connections with other exclusionary organisations and movements.</p> <p><b>Action:</b> EAC members to provide relevant literature they find on an ongoing basis</p>
Further Discussion	<p>The research team agreed to circulate documents in advance of seeking comment and feedback, and to develop a firm agenda with <b>Section 22</b></p> <p>Next meeting to be scheduled for the end of October</p> <p>The EAC suggested a cold reader for the report to provide external observation and feedback on readability</p> <p><b>Section 47F</b></p>

---



**Australian  
Human Rights  
Commission**

## **ASSIGNMENT OF DUTIES**

**TITLE:** Respect@Work Coordinator

**CLASSIFICATION:** Executive Level 1

**TEAM:** Sex Discrimination

**LOCATION:** Sydney

**SUPERVISOR:** Director, R@W Team

### **DUTIES:**

1. Undertake high level policy, research, planning and community engagement work on the Respect @ Work Implementation Project
2. Provide and coordinate complex policy advice on human rights, sex discrimination law and gender equality issues.
3. Develop, maintain and nurture networks and liaise with identified internal and external stakeholders across a range of constituencies, communities, government agencies and organisations
4. Design and conduct project evaluations and reviews and support team and organisational planning and evaluation processes.
5. Undertake a range of projects and/or complex investigations, including analysing and evaluating information and preparing associated reports, submissions and publications.
6. Collaborate with the Director Sex Discrimination and other senior staff in the development and delivery of key team priorities.
7. Represent the Commission at meetings, conferences and seminars and participate in the public awareness/education and promotional work of the R@W Team

## **SELECTION CRITERIA:**

1. A sophisticated understanding of contemporary human rights issues with particular expertise in, sex discrimination, cultural reform and gender equality issues.
2. Sound conceptual, analytical, strategic thinking and problem solving skills with a positive approach to resolving issues and facilitating reform.
3. Strong project management expertise with demonstrated ability to plan, manage and evaluate projects, using program logic and theory of change approaches, often concurrently, within tight deadlines.
4. Proven capacity for research, analytical ability, policy development and provision of high-level policy advice.
5. Highly developed written and oral communication skills including a demonstrated ability to communicate at all levels of the organisation confidently and sensitively on matters relevant to the delivery of identified priorities and the terms of reference.
6. Highly developed relationship management skills, with a capacity to work collaboratively to ensure that various stakeholder interests are recognised and managed positively and professionally.
7. A demonstrated ability to work with minimal supervision, set priorities, meet deadlines and respond flexibly to changing work demands.

# Australian Human Rights Commission

## ASSIGNMENT OF DUTIES

**TITLE:** Specialist Adviser - SOGII

**CLASSIFICATION:** APS 6/ Executive Level 1

**UNIT:** Policy Section

**LOCATION:** Sydney

**SUPERVISOR:** Human Rights Scrutiny & Children Team Manager

### DUTIES:

Under the broad direction of the Human Rights Scrutiny & Children Team Manager, undertake a range of duties including:

1. Provide accurate and timely advice to the Human Rights Commissioner in relation to sexual orientation, gender identity and intersex rights issues.
2. Advise on and lead research, policy development, projects and planning activities on designated subject matter areas, including:
  - a) discussion papers, speeches and submissions, and
  - b) oversight of consultancies and specific projects including
    - i. Policy guidance: Trans and Intersex inclusion in sport
    - ii. ADF cultural reform collaboration
    - iii. Protecting the human rights of Intersex people in relation to medical interventions.
3. Develop, maintain and nurture networks and liaise with identified internal and external stakeholders across a range of constituencies, communities, government agencies and organisations.
4. Work collegiately with internal stakeholders across the Commission to achieve the strategic goals of the Commission, and in the development and delivery of key Commission priorities.
5. Supervise staff and interns in the conduct of research, preparation of materials and undertaking projects.
6. Attend consultative and other meetings, conferences and seminars and represent the Commission as required; including before parliamentary committees and other public inquiries and participate in the public awareness/education and promotional work of the Commission.
7. Other duties consistent with the above as directed.

*These duties are to be performed in accordance with the APS Code of Conduct and APS Values and Commission policies, including Workplace Diversity and Work Health and Safety. Under section 25 of the Public Service Act 1999 the Commission may re-assign the duties of an employee from time to time.*

## **JOB DESCRIPTION**

The Specialist Adviser is responsible for the provision of advice to the Human Rights Commissioner on sexual orientation, gender identity and intersex rights issues both in a domestic and international context. The Specialist Adviser will also work collaboratively with the Director - Policy and Programs and team managers, as well as with other Commission teams and advisers in the development and delivery of key Commission priorities.

## **SELECTION CRITERIA**

1. A demonstrated specialist knowledge and understanding of sexual orientation, gender identity, intersex rights and human rights issues and confidence in delivering information succinctly and cogently.
2. Highly developed communication skills including a demonstrated ability to communicate confidently, persuasively, sensitively and articulately, on matters relevant to the delivery of the Commission's identified strategic priorities both in person and in writing.
3. Ability to manage staff and resources effectively (where required), contribute to Commission wide activities and respond flexibly to changing work demands.
4. Demonstrated capacity for strategic thinking, political awareness, sound judgement and creative problem solving including ability to distil, consider and promote Commission wide benefits of activities.
5. Demonstrated high proficiency in conducting and analysing research, providing complex policy advice with the ability to meet tight deadlines without compromising quality.
6. Well-developed relationship management skills, with a capacity to ensure that various stakeholder interests are recognised and managed positively and professionally.

# Australian Human Rights Commission

## ASSIGNMENT OF DUTIES

<b>TITLE:</b>	<b>Specialist Adviser - SOGII</b>
<b>CLASSIFICATION:</b>	Executive Level 1
<b>UNIT:</b>	<b>Sex Discrimination Team</b>
<b>LOCATION:</b>	Sydney
<b>SUPERVISOR:</b>	Director – Sex Discrimination Team

### DUTIES:

Under the broad direction of the Director – Sex Discrimination Team, undertake a range of duties including:

1. Provide accurate and timely advice to the Commission and Sex Discrimination Commissioner in relation to sexual orientation, gender identity and intersex rights issues.
2. Advise on and lead research, policy development, projects and planning activities on designated subject matter areas, including discussion papers, speeches and submissions.
3. Develop, maintain and nurture networks and liaise with identified internal and external stakeholders across a range of constituencies, communities, government agencies and organisations.
4. Work collegiately with internal stakeholders across the Commission to achieve the strategic goals of the Commission, and in the development and delivery of key Commission priorities.
5. Supervise staff and interns in the conduct of research, preparation of materials and undertaking projects.
6. Attend consultative and other meetings, conferences and seminars and represent the Commission as required; including before parliamentary committees and other public inquiries and participate in the public awareness/education and promotional work of the Commission.
7. Other duties consistent with the above as directed.

NB: Sections 5A – 5C of the Sex Discrimination Act includes protected attributes of sexual orientation, gender identity and intersex status. Accordingly, these terms are used in this position description. The Commission notes that practice around terminology changes from time to time, and may be updated to reflect current practice.

*These duties are to be performed in accordance with the APS Code of Conduct and APS Values and Commission policies, including Workplace Diversity and Work Health and Safety. Under section 25 of the Public Service Act 1999 the Commission may re-assign the duties of an employee from time to time.*

## **JOB DESCRIPTION**

The Specialist Adviser is responsible for the provision of advice to the Commission and the Sex Discrimination Commissioner on sexual orientation, gender identity and intersex rights issues both in a domestic and international context. The Specialist Adviser will also work collaboratively with the Senior Policy Executive – Human Rights and Strategy and team managers, as well as with other Commission teams and advisers in the development and delivery of key Commission priorities.

## **SELECTION CRITERIA**

1. A demonstrated specialist knowledge and understanding of sexual orientation, gender identity, intersex rights and human rights issues and confidence in delivering information succinctly and cogently.
2. Highly developed communication skills including a demonstrated ability to communicate confidently, persuasively, sensitively and articulately, on matters relevant to the delivery of the Commission's identified strategic priorities both in person and in writing.
3. Ability to manage staff and resources effectively (where required), contribute to Commission wide activities and respond flexibly to changing work demands.
4. Demonstrated capacity for strategic thinking, political awareness, sound judgement and creative problem solving including ability to distil, consider and promote Commission wide benefits of activities.
5. Demonstrated high proficiency in conducting and analysing research, providing complex policy advice with the ability to meet tight deadlines without compromising quality.
6. Well-developed relationship management skills, with a capacity to ensure that various stakeholder interests are recognised and managed positively and professionally.