



**CITY OF BAYSWATER**

# **MINUTES**

**FOR THE  
ABORIGINAL ADVISORY COMMITTEE  
MEETING**

**Commencing at 4:30pm**

**2 AUGUST 2018**

*By signing these minutes I certify that they were confirmed at the Ordinary Council  
dated 28 August 2018.*

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**CR STEPHANIE GRAY  
CHAIRPERSON**





# ABORIGINAL ADVISORY COMMITTEE MINUTES

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**CITY OF BAYSWATER**

**MINUTES** of the meeting of the Aboriginal Advisory Committee which was held in Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on **2 August 2018** commencing at 4:36pm.

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Committee Recommendations to Council are subject to adoption, or otherwise, at the following Ordinary Meeting of Council, as recorded in Minutes of that Council Meeting.

**MINUTES****1. OFFICIAL OPENING**

The Chairperson, Cr Stephanie Gray, declared the meeting open for the Aboriginal Advisory Committee at 4.36pm and acknowledged the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and paid respects to Elders past, present and emerging.

**2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE (PREVIOUSLY APPROVED) & ABSENCE****Members**

Cr Stephanie Gray  
Cr Sally Palmer  
Cr Giorgia Johnson  
Ms Jan Wheare  
Ms Carol Foley

**Officers**

Mr Des Abel	Director Community and Development
Ms Karen Quigley	Manager Community Development
Mr Dan West	Manager People, Culture and Safety
Ms Fiona Bentley	Manager Strategic Planning Projects
Ms Sherilee Macready	Community Development Officer
Ms Karen D'Cunha	Administration Officer

**Observers**

Mr Andrew Brien	Chief Executive Officer
Mr Simon Hubbard	Manager Rangers and Security

**Leave of Absence**

Nil.

**Apologies**

Ms Danielle Cameron

Ms Stacy Maxted  
Mr Barry McGuire

### 3. DELEGATED AUTHORITY BY COUNCIL

There are no items appearing in this minutes for which the Aboriginal Advisory Committee has been granted delegated authority by Council in accordance with section 5.23(1)(b) of the *Local Government Act 1995* this meeting is closed to the Public.

### 4. TERMS OF REFERENCE

TERMS OF REFERENCE	
Reconciliation Action Plan - Aboriginal Advisory Committee	
Meeting occurrence :	As required
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Avenue, Morley WA 6062
Liaison Officer:	Director Community Services or nominated officer
Purpose of Committee:	The Aboriginal Advisory Committee advises and assists in the development and implementation of a Reconciliation Action Plan (RAP) for the City of Bayswater, with the aim to help the workplace to facilitate understanding, promote meaningful engagement, increase equality and develop sustainable employment and business opportunities.
Elected Members:	<ul style="list-style-type: none"> <li>Three Elected Council Members</li> </ul>
Non-Council Members:	<p>Up to five community members who fit one or more of the following criteria:</p> <ul style="list-style-type: none"> <li>Aboriginal and Torres Strait Islander community members.</li> <li>Individuals who work with or for the Aboriginal and Torres Strait Islander community on a professional level.</li> <li>Any community member who lives or works within the City of Bayswater or is regularly engaged with the Bayswater community, who is interested in reconciliation and its potential to influence the culture of the organisation.</li> </ul>
Non-Voting Members:	<ul style="list-style-type: none"> <li>Director Community Services</li> <li>Manager Community Services</li> <li>Manager Human Resources</li> <li>Community Development Officer (Administration)</li> <li>An additional officer representative from each of the Directorates to be invited to and on a rotating basis to attend the meetings.</li> </ul>
Terms of Membership	<ul style="list-style-type: none"> <li>Elected members - Two years commencing after each Ordinary Council election</li> <li>Non-Council members - from the date of appointment by Council until October 2019.</li> </ul>

<b>TERMS OF REFERENCE</b>	
<b>Reconciliation Action Plan - Aboriginal Advisory Committee</b>	
Delegated Authority	Nil
Sitting Fees	Nil (included as part of the annual Sitting Fees paid to Councillors)

## **5. DECLARATION OF INTEREST**

In accordance with section 5.60A and 5.65 of the *Local Government Act 1995* the following disclosures of financial interest were made at the meeting:

Nil.

In accordance with section 5.61 of the *Local Government Act 1995* the following disclosures of indirect financial interest were made at the meeting:

Nil.

In accordance with section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of proximity interest were made at the meeting:

Nil.

In accordance with regulation 11 of the *Local Government (Rules of Conduct) Regulations 2007* the following disclosure of interests affecting impartiality (Elected Members) were made at the meeting:

Nil.

In accordance with regulation 34C of the *Local Government (Administration) Regulations 1996* and clause 5.5 of the City of Bayswater's Code of Ethics, the following disclosure of interests affecting impartiality (Officers) were made at the meeting:

Nil.

In accordance with regulation 34C of the *Local Government (Administration) Regulations 1996* and clause 5.5 of the City of Bayswater's Code of Ethics, the following disclosure of interests affecting impartiality (Officers) were made at the meeting:

Nil.

## **6. CONFIRMATION OF MINUTES**

### **COMMITTEE RESOLUTION**

The Minutes of the Aboriginal Advisory Committee held on 6 June 2018 which had been distributed, are to be presented for confirmation as a true and correct record.

**CR SALLY PALMER MOVED, MS JAN WHEARE SECONDED**

**CARRIED UNANIMOUSLY: 5/0**

**7. DEPUTATIONS**

Nil.



**8. BUSINESS****8.1 Outcomes of Community Engagement Sessions**

**Reporting Branch:** Community Development  
**Responsible Directorate:** Community & Development  
**Refer:** Item 13.1.1: OCM 24.04.2018  
Item 13.4: OCM 22.05.2018  
Item 13.2: OCM 26.06.2018

**EXECUTIVE SUMMARY****Application:**

For Council to note the key themes that have emerged from the recent community engagement activities and revised project timeline for the development of the City's Reconciliation Action Plan (RAP).

**Key Issues:**

- The City of Bayswater delivered six community engagement activities over six weeks during June and July 2018, as part of the development of its first RAP;
- Key themes have started to emerge from interactions with members of the community across the six activities; and
- The RAP project timeline has been reviewed in light of incorporating two additional community engagement activities into the process.

**BACKGROUND**

The third City of Bayswater Aboriginal Advisory Committee (AAC) meeting was held on 6 June 2018, where the Committee provided input into the RAP Engagement Plan, particularly with reference to the six community engagement activities planned for June and July 2018.

Revised RAP Project Timeline

At the June AAC meeting, during discussions on community engagement activities to be delivered by City staff, AAC members suggested that a further engagement activity be arranged to include local Aboriginal families. This activity has been scheduled to take place September 2018.

Key Themes from Community Engagement Activities

The six community engagement activities that took place in June and July 2018 have resulted in four key common themes emerging from interactions with community members. These key themes may form the basis of areas to direct actions in the draft Reflect RAP.

**CONSULTATION**

City staff and Councillors engaged with members of the City of Bayswater community over six community engagement activities in June and July 2018.

**ANALYSIS**Revised Project Timeline

The Reflect RAP has a 12 month duration, which commences when the document is formally endorsed by Reconciliation Australia.

The Reflect RAP project timeline (**Attachment 1**) enables the City to complete milestone tasks from the Reflect RAP template in a timely manner.

At the June AAC meeting, during discussions on community engagement activities to be delivered by City staff, AAC members suggested that a further engagement activity in the form of a 'Yarning Session' with local Aboriginal families and their extended community be arranged. The purpose of which is for the City to effectively hear from the local Aboriginal community to better inform the Reflect RAP.

In addition, the City recognised the importance of also providing its staff an opportunity to contribute to the development of the RAP and facilitated a staff 'Yarning Session' on 26 July 2018.

The RAP project timeline has therefore been amended to include the above activities (**Attachment 1**) as it has extended the timeframe for finalising the first draft of the RAP. The inclusion of two additional engagement activities in July and September 2018 are considered important, as the purpose of the engagement is to hear from the local Aboriginal community and also to include staff in the process.

With the revised project timeline, it is intended that the City develops its draft Reflect RAP by November 2018, at which time it will be presented to Council for endorsement and later reviewed by Reconciliation Australia (February 2019). The feedback received from Reconciliation Australia will be brought back to the AAC and Council with a view of having Council approve the final draft between March and April 2019.

#### Key Themes from Community Engagement Activities

Four key themes have already emerged from engagement with members of the Bayswater community who attended the six RAP engagement activities. The identified themes will assist in drafting actions within the RAP and are presented below for noting by Council:

1. Ceremonial - for example: the displaying of Aboriginal and Torres Strait Islander flags by the City of Bayswater; Welcome to Country Ceremonies performed at key City of Bayswater events and occasions; an Acknowledgement of Country made at significant City meetings and forums; demonstration of appropriate Aboriginal and Torres Strait Islander protocols.
2. Cultural - for example: inclusion of Aboriginal stories and activities as part of City events and programs; co-naming of facilities and spaces with Noongar language names.
3. Sharing and Learning - for example: increasing Noongar resources at the City libraries; use and awareness of Aboriginal languages; breaking down barriers in the community; and participating in joint projects.
4. Employment and Training - for example: creating opportunities to employ more Aboriginal people at the City of Bayswater, and provide appropriate training; increased representation of Aboriginal people on Council committees; and City staff working with other organisations to promote greater Aboriginal employment and training opportunities.

## OPTIONS

The following options are available to Council:

### Revised Project Timeline

OPTION		BENEFIT	RISK
1.	Note the revised project timeline for development of the Reflect RAP.  <b>Estimated Cost:</b> <ul style="list-style-type: none"><li>Nil.</li></ul>	<ul style="list-style-type: none"> <li>Allows sufficient time for meaningful information to be gathered to inform the Reflect RAP.</li> <li>Allows for successful completion of the RAP within a 12 month period.</li> </ul>	<ul style="list-style-type: none"> <li>Nil.</li> </ul>
2.	Make other change(s) to the project timeline for the development of the Reflect RAP.  <b>Estimated Cost:</b> Dependent on other change(s) made.	<ul style="list-style-type: none"> <li>Dependent on the other change(s) made to the project timeline for the development of the Reflect RAP.</li> </ul>	<ul style="list-style-type: none"> <li>Dependent on the other change(s) made to the project timeline for the development of the Reflect RAP.</li> </ul>

### Key Themes from Community Engagement Activities

OPTION		BENEFIT	RISK
1.	Note the four key themes that have emerged from the six community engagement activities delivered by the City of Bayswater in June and July 2018.  <b>Estimated Cost:</b> <ul style="list-style-type: none"><li>Nil.</li></ul>	<ul style="list-style-type: none"> <li>This information will be used to inform the first draft of the RAP.</li> <li>Allows for successful completion of the RAP within a 12 month period.</li> </ul>	<ul style="list-style-type: none"> <li>Nil.</li> </ul>
2.	Make other change(s) to the key themes that have emerged from the six community engagement activities delivered by the City of Bayswater in June and July 2018.  <b>Estimated Cost:</b> Dependent on other change(s) made.	<ul style="list-style-type: none"> <li>Dependent on the other change(s) made to the key themes that have emerged from the six community engagement activities delivered by the City of Bayswater in June and July 2018.</li> </ul>	<ul style="list-style-type: none"> <li>Dependent on the other change(s) made to the key themes that have emerged from the six community engagement activities delivered by the City of Bayswater in June and July 2018.</li> </ul>

## CONCLUSION

### Revised Project Timeline

Option 1 is recommended to allow for the successful completion of the City of Bayswater's inaugural Reflect RAP within the assigned 12 month period.

### Key Themes from Community Engagement Activities

Option 1 is recommended to allow for City of Bayswater staff and the City's AAC to begin to identify emerging themes for the first draft of the City of Bayswater's inaugural Reflect RAP.

## FINANCIAL IMPLICATIONS

Nil.

**STRATEGIC LINK**

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Community

Aspiration: An active and engagement community.

Outcome C2.1: Ensure the City's services are acceptable and inclusive

Outcome C2:1.1 Develop and implement a Reconciliation Action Plan with support from an Aboriginal Advisory Committee.

**COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS**

*Local Government Act 1995*

**VOTING REQUIREMENTS**

Simple Majority Required.

**ATTACHMENTS**

1. Reflect RAP Project Timeline amended as at 02.08.2018

**OFFICER'S RECOMMENDATION**

That Council:

1. Notes the Reflect Reconciliation Action Plan revised project timeline as continued in Attachment 1; and
2. Notes the four key themes that have emerged from the six community engagement activities delivered by the City of Bayswater in June and July 2018 as detailed in this report.

**ADVISORY COMMITTEE RECOMMENDATION TO COUNCIL**

That Council:

1. Notes the Reflect Reconciliation Action Plan revised project timeline as continued in Attachment 1; and
2. Notes the four key themes, with the names to be determined, that have emerged from the six community engagement activities delivered by the City of Bayswater in June and July 2018 as detailed in this report.

**CR STEPHANIE GRAY MOVED, MS JAN WHEARE SECONDED**

**CARRIED UNANIMOUSLY: 5/0**

**REASON FOR CHANGE**

*The Committee changed the Officer's recommendation as it was of the opinion that the theme entitled "Sharing and Learning" could be renamed with collaboration between Committee members and Officers.*

**Attachment 1****REFLECT RECONCILIATION ACTION PLAN****PROPOSED PROJECT TIME ALLOCATIONS**

Date	Key Activities
30 January 2018	Council endorsement of Aboriginal Advisory Committee membership
28 February 2018	First meeting of Aboriginal Advisory Committee (AAC) <ul style="list-style-type: none"> <li>• Smoking ceremony</li> <li>• Code of Conduct</li> <li>• Confirm terms of reference</li> <li>• Dates provided for future meetings</li> </ul>
4 April 2018	<b><u>Aboriginal Advisory Committee Meeting #2</u></b> <ul style="list-style-type: none"> <li>• Elect a chairperson</li> <li>• Discuss experience of RAP development <ul style="list-style-type: none"> <li>○ Reflect RAP outline</li> </ul> </li> <li>• Discuss expectations of engagement <ul style="list-style-type: none"> <li>○ Engagement plan template provided</li> <li>○ Who are the key stakeholders?</li> <li>○ Where is best to hold engagement sessions?</li> <li>○ When is best to hold these?</li> <li>○ Any particular style of event/activity preferred?</li> </ul> </li> </ul>
5-20 April 2018	Prepare an Engagement Plan based on expectations from meeting
May 2018	<ul style="list-style-type: none"> <li>• Communications Plan developed</li> <li>• Liaison with other departments about engagement opportunities</li> <li>• Engagement plan approved</li> <li>• Undertake planning and preparation for engagement</li> <li>• Cultural Awareness Training for engagement staff</li> </ul>
4 June 2018	<i>WA Day public holiday</i>
6 June 2018	<b><u>Aboriginal Advisory Committee meeting #3</u></b> <ul style="list-style-type: none"> <li>• Share engagement plan</li> <li>• Discuss key engagement activities planned - add value</li> <li>• What is the role of the AAC in inside engagement and outside engagement</li> <li>• How the AAC can assist in promoting engagement</li> </ul>



Date	Key Activities
By 11 June 2018	Implement engagement - 6 week program <ul style="list-style-type: none"> <li>Internally- all relevant departments (i.e. Libraries, Human Resources, Community Development)</li> <li>NAIDOC Week 2018 (in partnership with Town of Bassendean)</li> <li>Football and other sporting clubs</li> <li>Local schools</li> <li>Seniors Centres</li> </ul>
2 July 2018 - 13 July 2018	<b>School holidays</b> <ul style="list-style-type: none"> <li>Implement engagement</li> <li>School holiday activities               <ul style="list-style-type: none"> <li>Libraries</li> <li>Bayswater Waves/The Rise</li> <li>Youth Advisory Committee</li> </ul> </li> </ul>
26 July 2018	City of Bayswater staff engagement activity
26 July 2018	Initial engagement period ends. Identify opportunities and emerging themes.
8 August 2018	<b><u>Aboriginal Advisory Committee meeting #4</u></b> <ul style="list-style-type: none"> <li>Summary of engagement outcomes</li> <li>Revision of AAC Terms of Reference to expand its purpose.</li> <li>Discussion on what the AAC led 'Yarning Event' might look like.</li> </ul>
September 2018	Engagement activity ("Yarning Event") with local Aboriginal families and extended community takes place.
10 October 2018	<b><u>Aboriginal Advisory Committee meeting #5</u></b> <ul style="list-style-type: none"> <li>Opportunity for Council and AAC to meet with Reconciliation WA (RWA) Board</li> <li>Provide framework of RAP</li> <li>Workshop actions for draft RAP based on engagement outcomes</li> </ul>
November 2018	Draft RAP is developed based on outcomes from AAC meetings held on 8 August and 10 October and additional engagement activities.
12 December 2018	<b><u>Aboriginal Advisory Committee meeting #6</u></b> Draft RAP circulated to Aboriginal Advisory Committee members for final feedback
February 2019	Draft RAP sent to Council for endorsement and referral to Reconciliation Australia (RA) RAP sent to RA for endorsement

Date	Key Activities
March - April 2019	<ul style="list-style-type: none"><li>• RA provides feedback and endorses draft RAP</li><li>• Aboriginal Advisory Committee meeting #6 date to be advised to go through feedback received from RA</li><li>• Council endorses final draft Reflect RAP</li></ul>
May 2019	<ul style="list-style-type: none"><li>• Preparations for celebration and launch</li><li>• Community celebration and launch of RAP</li><li>• Develop budget submissions for implementing RAP</li></ul>



**8.2 Change to Terms of Reference - Aboriginal Advisory Committee**

<b>Reporting Branch:</b>	<b>Community Development</b>
<b>Responsible Directorate:</b>	<b>Community and Development</b>
<b>Refer:</b>	<b>Item 13.1.1: OCM 24.04.2018</b>
	<b>Item 13.4: OCM 22.05.2018</b>
	<b>Item 13.2: OCM 26.06.2018</b>

**EXECUTIVE SUMMARY****Application:**

For Council to approve an amendment to the Terms of Reference document for the City of Bayswater's Aboriginal Advisory Committee (AAC).

**Key Issues:**

- The purpose of the Aboriginal Advisory Committee is to advise and assist in the development and implementation of a Reconciliation Action Plan (RAP) for the City of Bayswater.
- The City does not currently consult with the Aboriginal Advisory Committee or local Aboriginal people on matters outside of the development of the City's Reflect RAP. It is therefore recommended that Council consider changes to the AAC Terms of Reference document to expand the purpose of the Committee.

**BACKGROUND**

The Aboriginal Advisory Committee was formed by Council in 2017 and the first meeting conducted on 28 February 2018. The Terms of Reference were reviewed by the Committee at its second meeting on 4 April 2018 and confirmed as satisfactory.

The third AAC meeting was held on 6 June 2018 and during informal discussions at the meeting, the question was raised by one of the community committee members as to whom the City of Bayswater consults on matters relating to the local Aboriginal community outside of the scope of the RAP development. In response, it was acknowledged by staff that currently the City of Bayswater does not formally consult with the local Aboriginal community on matters that do not pertain to the development of the RAP.

It was agreed that the AAC Terms of Reference would be placed on the agenda for the following meeting for discussion and revision.

**CONSULTATION**

It is considered that community consultation is not required in relation to amending the AAC Terms of Reference.

**ANALYSIS**

The current Terms of Reference for the City's AAC does not allow for the AAC to provide advice on matters other than the development and implementation of a RAP for the City of Bayswater, with the aim to help the workplace to facilitate understanding, promote meaningful engagement, increase equality and develop sustainable employment and business opportunities.

The City has confirmed that there is not currently a formal method of consulting with the local Aboriginal community on matters that affect Aboriginal and Torres Strait Islander people outside the City's AAC, who solely focus on matters relating to the development of the City's first Reflect RAP. Consulting and involving Aboriginal and Torres Strait Islander peoples in discussions that impact their communities is considered essential to the process of building respectful relationships and linking to local knowledge and cultural expertise. It will also encourage input



into opportunities and issues within the City of Bayswater that appropriately reflects the needs and priorities of the local Aboriginal community. Therefore, there is an opportunity for the City to change the existing AAC Terms of Reference to expand the purpose of the AAC to provide advice to the City on any strategic matters that affect Aboriginal and Torres Strait Islander people.

Officers recommend that an amendment be made to the current AAC Terms of Reference under the *Purpose of the Committee* section, as follows:

- The AAC may also provide advice to the City of Bayswater, on matters other than the RAP, that affect Aboriginal people within the City of Bayswater, and where the City can have a direct influence.

Terms of Reference for advisory committees such as the AAC can be modified at any time, subject to Council approval.

## OPTIONS

The following options are available to Council:

OPTION		BENEFIT	RISK
1.	Change the Terms of Reference to allow for the AAC to provide advice on other strategic matters that are beyond the parameters of the RAP.  <b>Estimated Cost:</b> <ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• A relevant committee is already established.</li> <li>• Expertise and local knowledge already exist in the AAC.</li> <li>• No perceived additional cost to the City of Bayswater.</li> <li>• Relationships with local Aboriginal community members are likely to improve as a result, and barriers for Aboriginal people in the community in terms of their interactions with the City of Bayswater may reduce.</li> </ul>	<ul style="list-style-type: none"> <li>• The City may have little influence on the advice provided by the AAC.</li> </ul>
2.	Make other change(s) to the Terms of Reference of the AAC.  <b>Estimated Cost:</b> <ul style="list-style-type: none"> <li>• Dependent on other change(s) made.</li> </ul>	<ul style="list-style-type: none"> <li>• Dependent on the other changes made to the Terms of Reference.</li> </ul>	<ul style="list-style-type: none"> <li>• Dependent on the other change(s) made to the Terms of Reference.</li> </ul>
3.	Do not change the Terms of Reference of the AAC.  <b>Estimated Cost:</b> <ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• Nil.</li> </ul>	<ul style="list-style-type: none"> <li>• Policies, programs and initiatives developed by the City may continue to be implemented with no input from all the people that they affect such as the Aboriginal and Torres Strait Islander local community.</li> </ul>

## CONCLUSION

Option 1 is recommended as the AAC is already established and is a best fit to act as a reference group in this area. It is considered that the existing committee members have the

relevant expertise and local knowledge to contribute to discussions on strategic matters that pertain to the local Aboriginal and Torres Strait Islander community.

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC LINK**

In accordance with the City of Bayswater Strategic Community Plan 2017-2027, the following applies:

Theme: Our Community

Aspiration: An active and engagement community.

Outcome C2.1: Ensure the City's services are acceptable and inclusive

Outcome C2:1.1 Develop and implement a Reconciliation Action Plan with support from an Aboriginal Advisory Committee.

## **COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS**

- City of Bayswater Standing Orders Local Law 2013: 16.1 section (2) (a); and
- *Local Government Act 1995*

## **VOTING REQUIREMENTS**

Simple Majority Required

## **ATTACHMENTS**

1. Current Terms of Reference for the Aboriginal Advisory Committee
2. Revised Terms of Reference for the Aboriginal Advisory Committee

## **OFFICER'S RECOMMENDATION**

That Council approves the revised Terms of Reference for the Aboriginal Advisory Committee as contained in Attachment 2 to this report.

## **ADVISORY COMMITTEE RECOMMENDATION TO COUNCIL**

That Council approves the revised Terms of Reference for the Aboriginal Advisory Committee as contained in Attachment 2 to this report, subject to the following further changes made to the Terms of Reference:

1. The title of the Terms of Reference being changed to "Aboriginal Advisory Committee".
2. The Purpose of the Committee being changed to:
  - "The Aboriginal Advisory Committee advises and assists in the development, implementation and monitoring of a Reconciliation Plan (RAP) for the City of Bayswater, with the aim to help the workplace to facilitate understanding, promote meaningful engagement, increase equality and develop sustainable employment and business opportunities.
  - The Aboriginal Advisory Committee may also provide advice and make recommendations to the City of Bayswater on matters other than the RAP that affect Aboriginal people within the City of Bayswater, where the City can have a direct influence."

3. The Officer titles listed under Non-Voting Members being changed such that "Director Community Services" becomes "Director Community and Development", "Manager Community Services" becomes "Manager Community Development" and "Manager Human Resources" becomes "Manager People, Culture and Safety".

MS CAROL FOLEY MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 5/0

**REASON FOR CHANGE**

*The Committee changed the Officer's Recommendation as it was of the belief that the further changes to the Terms of Reference would better enable the Committee to provide advice to the City on matters considered important to the Aboriginal Community within the City of Bayswater, and reflect the current Officers' titles.*

**Attachment 1****Current Terms of Reference for the Aboriginal Advisory Committee**

<b>TERMS OF REFERENCE</b>	
<b>Reconciliation Action Plan - Aboriginal Advisory Committee</b>	
Meeting occurrence :	As required
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Avenue, Morley WA 6062
Liaison Officer:	Director Community Services or nominated officer
Purpose of Committee:	The Aboriginal Advisory Committee advises and assists in the development and implementation of a Reconciliation Action Plan (RAP) for the City of Bayswater, with the aim to help the workplace to facilitate understanding, promote meaningful engagement, increase equality and develop sustainable employment and business opportunities.
Elected Members:	<ul style="list-style-type: none"> <li>• Three Elected Council Members</li> </ul>
Non-Council Members:	<p>Up to five community members who fit one or more of the following criteria:</p> <ul style="list-style-type: none"> <li>• Aboriginal and Torres Strait Islander community members.</li> <li>• Individuals who work with or for the Aboriginal and Torres Strait Islander community on a professional level.</li> <li>• Any community member who lives or works within the City of Bayswater or is regularly engaged with the Bayswater community, who is interested in reconciliation and its potential to influence the culture of the organisation.</li> </ul>
Non-Voting Members:	<ul style="list-style-type: none"> <li>• Director Community Services</li> <li>• Manager Community Services</li> <li>• Manager Human Resources</li> <li>• Community Development Officer (Administration)</li> <li>• An additional officer representative from each of the Directorates to be invited to and on a rotating basis to attend the meetings.</li> </ul>
Terms of Membership	<ul style="list-style-type: none"> <li>• Elected members - Two years commencing after each Ordinary Council election</li> <li>• Non-Council members - from the date of appointment by Council until October 2019.</li> </ul>
Delegated Authority	Nil
Sitting Fees	Nil (included as part of the annual Sitting Fees paid to Councillors)

**Attachment 2****Revised Terms of Reference for the Aboriginal Advisory Committee**

<b>TERMS OF REFERENCE</b>	
<b>Reconciliation Action Plan - Aboriginal Advisory Committee</b>	
Meeting occurrence :	As required
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Avenue, Morley WA 6062
Liaison Officer:	Director Community Services or nominated officer
Purpose of Committee:	<ul style="list-style-type: none"> <li>• The Aboriginal Advisory Committee advises and assists in the development and implementation of a Reconciliation Action Plan (RAP) for the City of Bayswater, with the aim to help the workplace to facilitate understanding, promote meaningful engagement, increase equality and develop sustainable employment and business opportunities.</li> <li>• The Aboriginal Advisory Committee may also provide advice to the City of Bayswater on matters other than the RAP that affect Aboriginal people within the City of Bayswater, where the City can have a direct influence.</li> </ul>
Elected Members:	<ul style="list-style-type: none"> <li>• Three Elected Council Members</li> </ul>
Non-Council Members:	<p>Up to five community members who fit one or more of the following criteria:</p> <ul style="list-style-type: none"> <li>• Aboriginal and Torres Strait Islander community members.</li> <li>• Individuals who work with or for the Aboriginal and Torres Strait Islander community on a professional level.</li> <li>• Any community member who lives or works within the City of Bayswater or is regularly engaged with the Bayswater community, who is interested in reconciliation and its potential to influence the culture of the organisation.</li> </ul>
Non-Voting Members:	<ul style="list-style-type: none"> <li>• Director Community Services</li> <li>• Manager Community Services</li> <li>• Manager Human Resources</li> <li>• Community Development Officer (Administration)</li> <li>• An additional officer representative from each of the Directorates to be invited to and on a rotating basis to attend the meetings.</li> </ul>
Terms of Membership	<ul style="list-style-type: none"> <li>• Elected members - Two years commencing after each Ordinary Council election</li> <li>• Non-Council members - from the date of appointment by Council until October 2019.</li> </ul>
Delegated Authority	Nil
Sitting Fees	Nil (included as part of the annual Sitting Fees paid to Councillors)

**9. CONFIDENTIAL ITEMS**

Nil.

**10. GENERAL****10.1 Community Yarning Session Proposed for September**

- The Committee agreed that 13 September 2018 was the most suitable date for the Community Yarning Session, if this was agreeable to absent Committee members.
- The Committee advised Officers the Yarning Sessions should be relaxed and informal, include food, and encompass a theme such as arts, sports, storytelling or dancing. The Committee suggested Reconciliation WA could advise on Aboriginal role models who could be invited as speakers.
- It was agreed that the Community Yarning Session should be hosted by the City in the Civic Centre, Embleton Room.

**10.2 Suggestions for Reconciliation**

- The Committee discussed the possibility of adding the three large Aboriginal flags to the existing Australian flags in the Council Chambers. It was agreed that this action could be addressed as part of the development of the City's Reflect RAP.
- The Committee advised that appointing an Aboriginal Liaison Officer who members of the Community could feel comfortable talking to would be beneficial. It was agreed that this action could be addressed as part of the development of the City's Reflect RAP.
- An artwork or plaque acknowledging the traditional owners of the land was proposed to be placed at the main entrance to the RISE venue in Maylands. It was agreed that this action could be addressed as part of the development of the City's Reflect RAP.

**10.3 Uluru Statement of the Heart - Proposed Notice of Motion**

- Cr Sally Palmer discussed a proposed Notice of Motion for the August 2018 Ordinary Council meeting regarding the Uluru Statement of the Heart. The Committee members present were supportive of the proposed Notice of Motion. It was agreed that this action would not be incorporated into the City's Reflect RAP due to the timeframes, but that it could be put up as a Notice of Motion.

**11. NEXT MEETING**

The next meeting of the Aboriginal Advisory Committee will take place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on 10 October 2018 commencing at **4:30pm**.

**12. CLOSURE**

There being no further business to discuss, the Chairperson, Cr Stephanie Gray declared the meeting closed at 5:39pm.