

# Agenda

## ABORIGINAL ADVISORY COMMITTEE

**19 AUGUST 2019**

### Notice of Meeting

The next **Aboriginal Advisory Committee** will take place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on ***Monday 19 August 2019***, commencing at ***5:00pm***.

Yours sincerely



**ANDREW BRIEN**  
**CHIEF EXECUTIVE OFFICER**

**14 August 2019**

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## AGENDA

### 1. OFFICIAL OPENING

### 2. ACKNOWLEDGEMENT OF COUNTRY

### 3. ATTENDANCE

#### **Members**

Cr Stephanie Gray  
Cr Sally Palmer  
Cr Georgia Johnson  
Ms Jan Wheare  
Ms Carol Foley  
Ms Danielle Cameron  
Ms Stacey Maxted  
Mr Barry McGuire

#### **Officers**

Mr Des Abel	Director Community and Development
Ms Karen Quigley	Manager Community Development
Ms Sarah Adams	Coordinator Organisational Development
Ms Michele Fletcher	Coordinator Community Development
Ms Sherilee Macready	Community Development Officer
Ms Karen D'Cunha	Administration Officer

#### **Observers**

Nil.

#### **3.1 Apologies**

Mr Dan West	Manager People, Culture and Safety
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#### **3.2 Approved Leave of Absence**

Nil.

### 4. DISCLOSURE OF INTEREST SUMMARY

In accordance with section 5.65 of the *Local Government Act 1995*:

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

## 5. DELEGATED AUTHORITY BY COUNCIL

There are no items appearing in this agenda 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.

## 6. TERMS OF REFERENCE

TERMS OF REFERENCE Aboriginal Advisory Committee	
<b>Meeting occurrence:</b>	As required
<b>Day of Meeting:</b>	When suitable
<b>Time of Meeting:</b>	When suitable
<b>Location of Meeting:</b>	City of Bayswater, Civic Centre, 61 Broun Avenue, Morley WA 6062
<b>Liaison Officer:</b>	Director Community and Development or nominated officer
<b>Purpose of Committee:</b>	<ul style="list-style-type: none"> <li>The Aboriginal Advisory Committee advises and assists in the development, implementation and monitoring 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 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.</li> </ul>
<b>Elected Members:</b>	Three Elected Council Members
<b>Non-Council Members:</b>	Up to five community members who fit one or more of the following criteria: <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>
<b>Non-Voting Members:</b>	<ul style="list-style-type: none"> <li>Director Community and Development</li> <li>Manager Community Development</li> <li>Manager People, Culture and Safety</li> <li>Coordinator Community Development</li> <li>Community Development Officer</li> <li>Community and Development Administration Officer</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>
<b>Terms of Membership:</b>	<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>Delegated Authority:</b>	Nil
<b>Sitting Fees:</b>	Nil (included as part of the annual Sitting Fees paid to Councillors)



**7. CONFIRMATION OF MINUTES**

The Minutes of the Aboriginal Advisory Committee Meeting held on 11 April 2019, which have been distributed, be confirmed as a true and correct record.

Moved:

Seconded:

## 8. REPORTS

### 8.1 Draft Reconciliation Action Plan Reflect - Reconciliation Australia Feedback

<b>Responsible Branch:</b>	Community Development	
<b>Responsible Directorate:</b>	Community and Development	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required	
<b>Attachments:</b>	1. Further revised draft City of Bayswater Reconciliation Action Plan Reflect November 2019 - November 2020. 2. Previously revised draft City of Bayswater Reconciliation Action Plan Reflect July 2019 - June 2021.	
<b>Refer:</b>	Item 10.5.1 OCM 14.05.2019 Item 10.5.2: OCM 29.01.2019 Item 10.5.2: OCM 12.12.2018 Item 10.4.4: OCM 23.10.2018 Item 13.17: OCM 28.08.2018 Item 13.2: OCM 26.06.2018 Item 13.4: OCM 22.05.2018 Item 13.1.1: OCM 24.04.2018 Item 11.3: OCM 23.08.2016	

## SUMMARY

For Council to receive further feedback received from Reconciliation Australia on the draft City of Bayswater's 'Reconciliation Action Plan (RAP) Reflect July 2019 - June 2021, and consider the further revised RAP in response to the feedback.

## OFFICER'S RECOMMENDATION

That Council:

1. **Notes the feedback received from Reconciliation Australia with regards to the draft City of Bayswater Reconciliation Action Plan Reflect July 2019 - June 2021.**
2. **Adopts the further revised draft City of Bayswater Reconciliation Action Plan Reflect November 2019 – November 2020 as contained in Attachment 1 to this report.**
3. **Approves the further revised draft Reconciliation Action Plan Reflect November 2019 – November 2020 to be forwarded to Reconciliation Australia for final endorsement.**

## BACKGROUND

At the Ordinary Council Meeting held 29 January 2019, Council considered the draft City of Bayswater Reconciliation Action Plan Reflect July 2019 – June 2020 and resolved as follows:

*"That Council:*

1. *Notes the feedback received from the Aboriginal Advisory Committee with regards to the draft City of Bayswater Reconciliation Action Plan Reflect July 2019 – June 2020.*
2. *Adopts in-principle the draft City of Bayswater Reconciliation Action Plan Reflect July 2019 – June 2020 as contained in Attachment 1 to this report.*

3. *Considers an allocation of \$161,000 for the implementation of the Reconciliation Action Plan Reflect July 2019 – June 2020 as part of the draft 2019/2020 budget process.*
4. *Approves the draft Reconciliation Action Plan Reflect July 2019 – June 2020 to be forwarded to Reconciliation Australia for endorsement."*

Reconciliation Australia is the peak national body in the area of Reconciliation and provides endorsement of Reconciliation Action Plans. Feedback was received from Reconciliation Australia in March 2019 and the draft RAP was revised in response to this feedback and presented to the Aboriginal Advisory Committee on 11 April 2019 for endorsement. The actions within the draft RAP Reflect endorsed by the Aboriginal Advisory Committee on 11 April 2019, had an implementation timeframe of 12 months.

Following the Aboriginal Advisory Committee meeting held on 11 April 2019, it was considered that adjustments needed to be made to the proposed draft RAP Reflect timeframe as an Addendum to the Committee minutes presented to Council at its Ordinary Council Meeting of 14 May 2019. The changes to the draft Plan were considered necessary, as the 12 month RAP implementation timeframe initially recommended was based on the proposed appointment of an additional staff member within the initial draft 2019/20 budget. Following Councillor budget workshops, this position was no longer listed in the 2019/20 budget.

Accordingly, the implementation of the RAP Reflect would have to be completed with existing staff who would be working concurrently on developing and implementing other City projects and programs in 2019/20. It was therefore recommended that Council adjust the draft RAP Reflect timeframes for implementation over a 24 month period, namely 2019/20 and 2020/21. Reconciliation Australia had initially indicated that the adjustment of timeframes was acceptable if related to the limited capacity of an organisation to implement a RAP within a 12 month timeframe.

In view of the above, Council at its Ordinary Council Meeting of 14 May 2019 further resolved the following:

*"That Council:*

1. *Notes the feedback received from Reconciliation Australia with regards to the first draft City of Bayswater Reconciliation Action Plan Reflect July 2019 – June 2020.*
2. *Adopts the further revised draft City of Bayswater Reconciliation Action Plan Reflect July 2019 – June 2021, as contained in Attachment 3 to this report.*
3. *Approves the further revised draft Reconciliation Action Plan Reflect July 2019 – June 2021 to be forwarded to Reconciliation Australia for endorsement.*
4. *Notes that the City's subsequent Reconciliation Action Plan (Innovate) will be developed in 2021/2022."*

The draft RAP Reflect July 2019 – June 2021 (**Attachment 2**) was then forwarded to Reconciliation Australia for endorsement. The City received further feedback from Reconciliation Australia on the draft RAP Reflect July 2019 – June 2021.

This report provides a summary of the key feedback points raised by Reconciliation Australia and proposes a further revised RAP for Council consideration and adoption.

## **EXTERNAL CONSULTATION**

The draft RAP Reflect July 2019 – June 2021 was submitted to Reconciliation Australia in May 2019. Written and verbal feedback was received from Reconciliation Australia on the draft Plan on 1 August 2019.

No other external consultation was considered necessary.

## OFFICER'S COMMENTS

In reviewing the City's draft Reconciliation Action Plan Reflect July 2019 - June 2021, Reconciliation Australia has asked for additional amendments to be made which will make the RAP more consistent with their Reflect RAP template and their preferred implementation timeframe of 12 months.

The table below provides a summary of Reconciliation Australia's feedback on the City's draft RAP; and the City's proposed response.

<b>RAP Components</b>	<b>Reconciliation Australia Feedback</b>	<b>City of Bayswater Response to Feedback</b>
1. Plan Duration	12 month timeframe is preferred.	This feedback is supported. The timeframe for the draft RAP has been amended accordingly.
2. Additional Deliverables	It is recommended the City keeps some deliverables for its next RAP (Innovate).	This feedback is supported. The draft RAP has been amended accordingly. The deliverables taken out will be scheduled for implementation in year two of the plan, so will be included in the next RAP (Innovate).
3. Actions Versus Deliverables	Some of the actions listed in the City's draft RAP resemble deliverables.	This feedback is supported. The draft RAP has been amended accordingly by re-wording the actions and deliverables.
4. Duplication of Actions	Some of the actions are duplicated across sections.	This feedback is supported. The draft RAP has been amended accordingly by integrating similar actions for clarity and ease of reading.
5. Timelines for Implementation of Key Deliverables	A timeline for each specific deliverable is required in month/year format (rather than quarters).	This feedback is supported. The draft RAP has been amended accordingly.
6. Aboriginal Advisory Committee (AAC)	Changing the name of the Aboriginal Advisory Committee to a Reconciliation Advisory Committee in alignment with Reconciliation Australia's framework and to better reflect the purpose of the Committee.	This feedback is supported. The draft RAP has been amended accordingly by adding an action to re-establish the Aboriginal Advisory Committee as the Reconciliation Advisory Committee.

RAP Components	Reconciliation Australia Feedback	City of Bayswater Response to Feedback
7. Liaison with Reconciliation Australia prior to the development of the RAP Innovate	The City should contact Reconciliation Australia approximately four months prior to commencing the RAP Innovate.	This feedback is supported. The draft RAP has been amended accordingly by adding an action to contact Reconciliation Australia prior to the development of the RAP (Innovate).
8. Realignment of the draft RAP Reflect content.	Addition of Reconciliation Australia's RAP Reflect Template headings within the content/ introduction of the draft RAP Group in alignment with Reconciliation Australia's framework.	This feedback is supported. The draft RAP has been amended accordingly by adding the suggested headings within the introduction content of the draft RAP. Some inclusions include: Our Values; Vision; and Our Partnerships and Current Activities.
9. Formatting of draft RAP.	Minor formatting amendments suggested throughout the draft RAP Reflect document.	This feedback is supported. The draft RAP has been amended accordingly by predominantly amending the Actions and Deliverables sections of the Plan i.e. moving deliverables listed under one theme to another theme to better align to the Reconciliation Australia framework.

All of these changes are considered consistent with the intentions of the draft RAP previously presented to Council; and therefore it is recommended to incorporate the amendments requested by Reconciliation Australia, as detailed above and as presented in **Attachment 1**.

### Next Steps

The revised draft RAP Reflect November 2019 – November 2020 is being presented for consideration and feedback by the City's Aboriginal Advisory Committee (AAC). Following this process it will be presented to Council for adoption, before being re-presented to Reconciliation Australia for final endorsement.

Once the draft RAP is endorsed by Reconciliation Australia, it will be launched internally and externally in the community and released on the City's website.

The draft RAP presented to Council as **Attachment 1** only includes the proposed content of the Plan. The layout and visual aspect of the Plan is yet to be designed i.e. photographs and artwork.

## **LEGISLATIVE COMPLIANCE**

*Local Government Act 1995.*

## OPTIONS

In accordance with the City's Risk Management Framework, the following options have been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

<b>Option 1</b>	<b>That Council:</b> <ol style="list-style-type: none"> <li><b>Notes the feedback received from Reconciliation Australia with regards to the draft City of Bayswater Reconciliation Action Plan Reflect July 2019 - June 2021.</b></li> <li><b>Adopts the further revised draft City of Bayswater Reconciliation Action Plan Reflect November 2019 – November 2020 as contained in <u>Attachment 1</u> to this report.</b></li> <li><b>Approves the further revised draft Reconciliation Action Plan Reflect November 2019 – November 2020 to be forwarded to Reconciliation Australia for final endorsement.</b></li> </ol>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered a low risk to the City to adopt the revised RAP Reflect according to the feedback received from Reconciliation Australia, as they are the peak body who oversee the endorsement of RAPs.	

<b>Option 2</b>	<b>Does not adopt the further revised draft City of Bayswater Reconciliation Action Plan Reflect November 2019 – November 2020 as contained in <u>Attachment 1</u> to this report.</b>	
<b>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Moderate
Reputation	Low	High
Governance	Low	Moderate
Community and Stakeholder	Moderate	High
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered a moderate to high risk to the City if Council did not accept Reconciliation Australia's feedback on the revised RAP Reflect, as they are the peak body who oversee the endorsement of RAPs.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Implementation of the deliverables contained in the draft RAP Reflect and its launch.

**Asset Category:** N/A **Source of Funds:** Municipal

**LTFP Impacts:** A draft RAP Reflect is not listed in the LTFP.

**Notes:** No additional financial implications have resulted from the amendments made to the draft RAP Reflect, as suggested by Reconciliation Australia.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$26,500	N/A	Unable to quantify staff hours/ salary associated with implementation of the RAP Reflect deliverables for 2019/20.	N/A	N/A	N/A	\$26,500

## STRATEGIC IMPLICATIONS

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

Theme: Our Community.  
 Aspiration: An active and engaged community.  
 Outcome C2: Accessible services that recognise diversity.

The development of a Reconciliation Action Plan was listed as a specific Action in the City's Corporate Business Plan 2017- 2027 prior to its recent review and is directly linked to the aspirations of the Strategic Community Plan.

## CONCLUSION

The feedback from Reconciliation Australia is considered supportable. Given the minor changes detailed within the Officer's Comment section of this report, it is recommended the revised draft RAP Reflect November 2019 – November 2020 be referred to Council for adoption.

**Attachment 1**

**City of Bayswater  
Reconciliation Action Plan  
REFLECT**

**November 2019 – November 2020**



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Our Business	
Our Journey	
Our Partnerships and Commitments	
Deliverables for Reconciliation	
Contact us	

## Acknowledgement of Country

### Noongar Language

*Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk moort Noongar moort, boordiar's koora koora, boordiar's ye yay ba boordiar's boordawyn wah.*

### English Language Interpretation

The City of Bayswater acknowledges the Traditional Custodians of the land, the Whadjuk people of the Noongar Nation, and pays its respects to elders past, present and emerging.

## Uluru Statement from the Heart

The City of Bayswater wholeheartedly supports the Uluru Statement from the Heart adopted in 2017. This was officially endorsed by Council in 2018.

We see recognition of this statement as national priority. The City has independently undertaken the following actions in support of this statement.

1. Becoming a signatory to the ACOSS statement of support for the Uluru Statement from the Heart.
2. Acknowledging Aboriginal and Torres Strait Island people as the Traditional Owners of this country and paying respect to their ongoing spiritual and cultural connections with it.
3. Recognising the need for constitutional change that goes beyond the symbolic and gives breath to the benefits that a treaty offers all Australians.
4. Thanking those who gathered at the 2017 National Constitutional Convention in Uluru for their persistence and patience, under the guidance of the co-chairs of the Referendum Counsel, Ms Pat Anderson AO and Mr Mark Leibler AC.
5. Lodging a submission to the Joint Select Committee on Constitutional Recognition Relating to Aboriginal and Torres Strait Islander people.
6. Showing outward support by placing a framed copy of the Uluru Statement from the Heart within the City's public honorary cabinets at the entrance of the Council Chambers.
7. Writing a letter of support from Council to request the Western Australian Local Government Association (WALGA), who advocate on behalf of 138 local governments, to embrace the Uluru Statement from the Heart.
8. Writing a letter of support from Council to the Prime Minister and Federal Leader of the Opposition showing our support for the Uluru Statement from the Heart.

The City of Bayswater has received unique recognition amongst Perth metropolitan local governments for its actions taken to show its support for the Uluru Statement from the Heart.

**About the Artist**

The artwork was completed by a Wadjuk, Ballardong Noongar artist, James Egan. The colours used by James in the canvas painting represent the land and the various circles represent the different tribes of varying sizes, languages, regions and laws all being connected by the land.

~Add photograph~

**Message from the Mayor - proposed**

It is with great pride that I introduce the City of Bayswater's Reconciliation Action Plan Reflect - November 2019 to April 2021.

Our first Reconciliation Action Plan will pave the way for the City's unique Reconciliation journey and provide a framework to guide the City's staff and Council towards creating an inclusive and respectful environment in which the cultures of our First Peoples are acknowledged, shared and celebrated.

It has been extraordinary to witness the time, effort and good will that has led to its creation, and I would like to thank everyone whose hard work and dedication has made the beginning of our Reconciliation journey a possibility. In particular, thank you to members of the City's Aboriginal Advisory Committee; members of the community who participated in numerous community engagement activities; our Council; and staff. I would also like to thank Reconciliation WA for their ongoing support and guidance throughout this entire process.

Our Reconciliation Action Plan is something we can all be proud of, and with this solid foundation we can work together to create a future in which Aboriginal and Torres Strait Islander peoples feel welcome and supported in the City of Bayswater and beyond.

Mayor Dan Bull

**Message from CEO - proposed**

For thousands of years, the area now known as the City of Bayswater has been home to the Whadjuk peoples of the Noongar nation. Their cultures and traditions are a significant part of our community's past, present and future.

Through the development of our first Reconciliation Action Plan, we have embarked on a very important journey towards building stronger relationships, respect and opportunities for positive change. Our Reconciliation process is about producing sustainable outcomes that hold real meaning for our entire community. Most importantly, our Reconciliation Action Plan has been developed in partnership, recognising that it is essential for ownership of the Plan by all sectors of the Bayswater community.

The City's Reflect plan sets out the steps we will take as we move forward and will provide direction for future Reconciliation Action Plans and initiatives. An incredible amount of time, work and care has gone into the development of our first Reconciliation Action Plan and it is with this plan that we will grow together to create a future that recognises and empowers our Aboriginal and Torres Strait Islander peoples.

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Reconciliation Action Plan Reflect • November 2019 - November 2020

Andrew Brien  
Chief Executive Officer

## Message from Reconciliation Australia

*To be provided by Reconciliation Australia following endorsement*

### Our Values

Our values guide the way we work with each other in order to effectively deliver services to the community and build a culture of engagement, continuous improvement and accountability of all staff. By embedding our values in the organisation, we will deliver on the mantra of Building a Better Bayswater through:

- Accountability - Doing it right
- Excellence - Doing it well
- Innovation - Doing it better
- Respect - Doing it together.

### Our Vision

**"A place where community vision becomes reality."**

The City of Bayswater is committed to improving our understanding of equity and diversity across the City. Through committing to our vision, we trust everyone will enjoy the benefits of a connected and inclusive community.

Our Reconciliation Action Plan Reflect encourages us to positively contribute to the nation's reconciliation journey by:

- Acknowledging and respecting the cultures and contributions of Aboriginal and Torres Strait Islander people
- Making our services more culturally sensitive, inclusive and accessible for Aboriginal and Torres Strait Islander people
- Inviting our elected members and employees to take part in cultural appreciation training
- Building enduring partnerships with our Aboriginal and Torres Strait Islander Elders and community members.

### Our Community

The City of Bayswater includes an area of 34.6km<sup>2</sup> on the banks of the Swan River, the Derbal Yerrigan, and at its closest boundary is only 4km from the Perth Central Business District. The City of Bayswater is bounded by the City of Swan in the north, the Town of Bassendean in the east, the Swan River and the City of Belmont in the south, and the Cities of Stirling and Vincent in the west.

The City of Bayswater suburbs include Noranda, Morley, Embleton, Bedford, Bayswater and Maylands, including parts of Dianella and Mount Lawley. The City of Bayswater maintains approximately 380 hectares of public open space, with 24 sporting parks and 145 passive reserves and 10km of river foreshore. Remnant bushland and wildlife sanctuaries are valued and cared for by the City and the community.

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Within each of the City suburbs, there are unique natural geographical assets and built form amenities which are of local and of regional significance. These include significant shopping landmarks and transport nodes, parks and reserves, facilities, and education institutions to encourage local area community participation.

There are many significant places in the City of Bayswater to both Aboriginal and non-Aboriginal people which open up opportunities to make fresh connections between the environment and the people.

### **Our Business**

The City of Bayswater core business is to make decisions on planning and delivering core services in their community including waste, roads, parks, playgrounds and gardens, as well as statutory responsibilities in planning and development approvals, public health and various licencing requirements.

At the 2016 Census, the City had a population of 66,050 people, with 50% between the ages of 25 and 60 years old. 46% of the City's population were born overseas and 1.3% is of Aboriginal or Torres Strait Islander descent. The City employs more than 350 full time employees and at time of printing, only one staff member identifies as an Aboriginal person.

### **Our Journey**

In proposing the development of our first Reconciliation Action Plan, the City of Bayswater Council requested an Aboriginal Advisory Committee (the Committee) be created to advise and assist in the development and implementation of a Reconciliation Action Plan Reflect. The purpose of the Committee was to help facilitate understanding; promote meaningful engagement; increase equality; review the content of the Plan; provide ideas and advice; and ask questions to prompt new thinking about reconciliation.

The Committee was represented by Aboriginal and non-Aboriginal members and its term expired in September 2019. The City is committed to re-establishing the Committee and renaming it to the Reconciliation Advisory Committee to guide the City's RAP Reflect implementation and subsequent development of its RAP Innovate.

~Add AAC photograph here, listing present and absent members~

In order to have meaningful engagement, the Committee encouraged us to sit down with the community and listen to the stories of the people. We organised a range of opportunities to meet different parts of the community and were surprised and delighted by what we heard and learned through engagement with the community. This took many different forms, including meeting with local Elders; a community yarning session; participation at the Town of Bassendean's NAIDOC Family Fun Day; and the provision of Cultural Awareness training to a portion of the City's workforce.

Four key themes emerged from our interaction with members of the Bayswater community who attended the engagement activities. These themes have been incorporated into the action plan to complement the existing themes provided by Reconciliation Australia.

The themes are:

1. **Rituals and Protocols** - 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 observed 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; and co-naming of facilities and spaces with Noongar names.
3. **Employment and Training** - for example, creating opportunities to employ more Aboriginal and Torres Strait Islander peoples at the City of Bayswater, and provide appropriate training; representation of Aboriginal and Torres Strait Islander peoples on Council Committees. City staff working with other organisations to promote greater Aboriginal and Torres Strait Islander employment and training opportunities.
4. **Sharing, Learning and Building Connections** - 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.

We are grateful to everyone - both Aboriginal and non-Aboriginal peoples - who participated and shared their interests, aspirations and ideas. In particular, we are thankful for the wisdom and guidance of the Committee who steered us in the right direction.

### **Our Partnerships and Current Activities**

Over the past twelve months, concurrent to the development of its RAP Reflect, the City has been working to build community partnerships and deliver initiatives to raise awareness to foster reconciliation both internally and externally.

Our current partnerships and activities include:

#### **Partnerships**

- Partnership with Town of Bassendean NAIDOC Family Fun Day event with participation and extensive promotional campaign to raise community awareness
- Partnership with Nyoongar Outreach Service to provide support for Aboriginal and Torres Strait Islander peoples within the community.

#### **Activities**

- Welcome to Country performed at four of the City's events in 2018/19;
- Acknowledgement of Country at Ordinary Council meetings and at workshops, events and forums open to the public;
- Performances by Yirra Yaakin Theatre Company 'Djinda Kaatjin' a Noongar dreaming story to explore the importance of stars;

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- Delivering a series of Nyoongar Language and culture workshops facilitated by a local Aboriginal and Islander Education Officer to increase knowledge of the culture and language of Noongar people;
- Increasing staff awareness about National Aborigines and Islanders Day Observance Committee (NAIDOC) which included providing information about the reforms set out in The Uluru Statement from the Heart and why the City is committed to embedding the statement into its Reconciliation Action Plan Reflect;
- Library displays during National Reconciliation Week, which included National Reconciliation Week promotional materials, information about the City's endorsement of the Uluru Statement from the Heart, related library books and map of Aboriginal languages across Australia; and
- Delivery of a Consultative Yarning Session Aboriginal Heritage Sites and Bus Tour to start the conversation to acknowledge significant Aboriginal Heritage sites located in the City of Bayswater.

### **Deliverables for Reconciliation**

Over the next 12 months, our organisation commits to the deliverables that have been developed in response to feedback from community, reviewed and refined with input from the Committee and Reconciliation WA, and organised within the reconciliation framework, as provided by Reconciliation Australia.

Our deliverables are listed under the four key pillars of Relationships; Respect; Opportunities; and Governance. Themes derived from our community engagement have also been included, namely rituals and protocols; cultural; employment and training; and sharing, learning and building connections.

Relationships			
Actions	Deliverable	Timeline	Responsibility
<b>Rituals and Protocols</b>			
Re-establish the Aboriginal Advisory Committee (AAC) with the name Reconciliation Advisory Committee (RAC).	<ul style="list-style-type: none"> <li>Reconciliation Advisory Committee will meet quarterly to manage and monitor the activities and deliverables detailed in this RAP Reflect and report on its implementation.</li> <li>Launch our first RAP Reflect.</li> <li>Continue to encourage Aboriginal and Torres Strait Islander community representation on the Reconciliation Advisory Committee.</li> </ul>	<p>November 2019 – November 2020</p> <p>November 2019</p> <p>November 2019</p>	<b>Manager Community Development</b>
Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	<ul style="list-style-type: none"> <li>Develop a list of Aboriginal and Torres Strait Islander peoples, communities and organisations within our local area or sphere of influence that we could approach to connect with on our reconciliation journey</li> <li>Research best practice and principles that support and strengthen partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations. i.e. South West Aboriginal Land &amp; Sea Council</li> <li>Continue annual membership of Reconciliation Western Australia.</li> </ul>	<p>June 2020</p> <p>March 2020</p> <p>November 2019 - November 2020</p>	<p><b>Manager Community Development</b> Manager People, Culture and Safety</p> <p><b>Manager Community Development</b> Manager Governance</p> <p><b>Manager Community Development</b></p>



Cultural			
Build relationships through celebrating National Reconciliation Week (NRW).	<ul style="list-style-type: none"> <li>• Circulate Reconciliation Australia's NRW materials to our staff.</li> <li>• Reconciliation Advisory Committee members participate in an external NRW event.</li> <li>• Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.</li> <li>• Develop and implement NRW promotional plan to increase awareness and understanding of significance of the week amongst staff and community.</li> </ul>	May 2020	<b>Manager Community Development</b>
Employment and training			
Promote positive race relations through anti-discrimination strategies.	<ul style="list-style-type: none"> <li>• Research leading practice and policies in areas of race relations and anti-discrimination.</li> <li>• Review Human Resources policies and procedures to identify existing anti-discrimination provisions, and future needs.</li> </ul>	July 2020	<b>Manager People, Culture and Safety</b>
Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> <li>• Communicate our commitment to reconciliation to all staff i.e. Employee inductions and information pack.</li> </ul>	January 2020  June 2020	

Sharing, Learning and Building Connections			
Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> <li>Meet with adjoining local governments to discuss matters relating to reconciliation.</li> </ul>	January 2019 - June 2020	<b>Manager Community Development</b>
	<ul style="list-style-type: none"> <li>Build relationships with local Aboriginal and Torres Strait Islander Elders to increase educational opportunities for staff.</li> </ul>	February 2020	<b>Manager Sustainability and Environment</b> Manager Community Development
	<ul style="list-style-type: none"> <li>Continue working with the East Metropolitan Perth Reconciliation Group to inform the City's Reconciliation Advisory Committee (RAC).</li> </ul>	November 2019 – November 2020	<b>Manager Community Development</b>
	<ul style="list-style-type: none"> <li>Build relationships with local schools through their Aboriginal and Islander Education Officers and Chaplains.</li> </ul>	February 2020 - August 2020	<b>Manager Community Development</b>

Respect			
Actions	Deliverable	Timeline	Responsibility
<b>Rituals and Protocols</b>			
Display the Aboriginal and Torres Strait Islander flags at City buildings where staff are located.	<ul style="list-style-type: none"> <li>Develop a plan of action for installing Aboriginal and Torres Strait Islander flagpoles at locations other than the City of Bayswater Civic Centre.</li> </ul>	December 2019	<b>Manager Building Services</b> Manager Community Development
Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	<ul style="list-style-type: none"> <li>Display desk flags in Administration where no flags poles are available.</li> </ul>	January 2020	<b>Manager Library and Customer Services</b> Manager Community Development Manager Recreation Services Manager Parks and Gardens Manager Rangers and Security
	<ul style="list-style-type: none"> <li>Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within the City's operational area.</li> </ul>	November 2019	<b>Manager Community Development</b> Manager Sustainability and Environment Manager Infrastructure and Asset Mapping Services
	<ul style="list-style-type: none"> <li>Increase staff and Elected Members understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.</li> </ul>	February 2020	<b>Manager Community Development</b> Manager People, Culture and Safety
	<ul style="list-style-type: none"> <li>Incorporate Acknowledgement of Country in corporate documents i.e. Annual Report</li> </ul>	November 2020	<b>Manager Marketing and Communications</b> Manager Governance

Reconciliation Action Plan Reflect • November 2019 - November 2020

<b>Cultural</b>			
Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC week.	<ul style="list-style-type: none"> <li>• Raise the awareness and share information amongst our staff about the meaning of NAIDOC week.</li> <li>• Introduce city staff to NAIDOC week by promoting external events in our local area. i.e. Town of Bassendean NAIDOC Family Fun Day.</li> <li>• RAP internal Working Group to participate in an external NAIDOC Week event.</li> </ul>	July 2020	<b>Manager Community Development</b>
<b>Employment and training</b>			
Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	<ul style="list-style-type: none"> <li>• Conduct a review of cultural learning needs within our organisation</li> <li>• Deliver cultural awareness training for staff and Elected members to improve understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements</li> </ul>	December 2019  February 2020	<b>Manager People, Culture and Safety</b>  <b>Manager People, Culture and Safety</b> Manager Community Development
<b>Sharing, Learning and Building Connections</b>			
Share local (City of Bayswater) Aboriginal and Torres Strait Islander peoples cultural history with the community.	<ul style="list-style-type: none"> <li>• Develop relationships with Aboriginal and Torres Strait Islander facilitators to share culture, history and achievements at City events i.e. art, dance, language, storytelling, sport</li> </ul>	November 2019 – November 2020	<b>Manager Library and Customer Services</b> Manager Community Development

Opportunities			
Actions	Deliverable	Timeline	Responsibility
<b>Rituals and Protocols</b>			
Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	<ul style="list-style-type: none"> <li>Investigate Supply Nation membership</li> </ul>	March 2020	<b>Manager Governance</b>
	<ul style="list-style-type: none"> <li>Develop/formalise a process for procurement from Aboriginal owned businesses and community organisations which mirrors the State Government policy to match % of budget to % of Aboriginal population. (3% currently).</li> </ul>	July 2020	
	<ul style="list-style-type: none"> <li>Work with WALGA and the Aboriginal Chamber of Commerce and Industry to grow the database of Aboriginal owned businesses and community organisations.</li> </ul>	July 2020	
	<ul style="list-style-type: none"> <li>Develop staff awareness of the mutual benefits of procurement from Aboriginal and Torres Strait Islander owned businesses in line with procurement policies and practices.</li> </ul>	August 2020	<b>Manager Governance</b> All departments
<b>Cultural</b>			
Strengthen the natural environment and focus on the importance of native flora and fauna.	<ul style="list-style-type: none"> <li>Engage and work with Aboriginal and Torres Strait Islander people who have knowledge in the area of native flora and fauna history in order to better inform practices.</li> </ul>	November 2019 – November 2020	<b>Manager Sustainability and Environment</b> Manager Parks and Gardens



Governance			
Actions	Deliverable	Timeline	Responsibility
Establish and maintain an effective internal RAP Working Group (RWG) to drive governance of the RAP.	<ul style="list-style-type: none"> <li>Form an internal Reconciliation Working Group to govern RAP implementation with Aboriginal and Torres Strait Islander representation.</li> </ul>	November 2019	<b>Manager Community Development</b>
	<ul style="list-style-type: none"> <li>Draft Terms of Reference for the RWG.</li> </ul>	November 2019	<b>Manager Community Development</b>
Provide appropriate support for effective implementation of RAP commitments.	<ul style="list-style-type: none"> <li>Engage senior leaders in the delivery of RAP commitments.</li> <li>Define appropriate systems and capability to track, measure and report on RAP commitments.</li> </ul>	November 2019	<b>Manager Community Development</b>
Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	<ul style="list-style-type: none"> <li>Complete and submit the annual RAP Impact Measurement Questionnaire and submit to Reconciliation Australia.</li> </ul>	September 2019	<b>Manager Community Development</b>
Continue our reconciliation journey by developing our next RAP Innovate.	<ul style="list-style-type: none"> <li>Register via Reconciliation Australia's website to begin development our next RAP Innovate.</li> </ul>	July 2020	<b>Manager Community Development</b>
	<ul style="list-style-type: none"> <li>Liaise with Reconciliation Australia to develop our next RAP Innovate based on learnings, challenges and achievements.</li> </ul>	July 2020	
	<ul style="list-style-type: none"> <li>Submit draft RAP Innovate to Reconciliation Australia for review.</li> </ul>	September 2020	
	<ul style="list-style-type: none"> <li>Submit draft RAP Innovate to Reconciliation Australia for endorsement.</li> </ul>	November 2020	

**CONTACT US**

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This document can be provided in alternate formats upon request.

**Attachment 2**

**City of Bayswater  
Reconciliation Action Plan  
REFLECT**

**July 2019 – June 2021**



### **ACKNOWLEDGEMENT OF COUNTRY**

The City of Bayswater acknowledges  
the Traditional Custodians of the land,  
the Whadjuk people of the Noongar nation,  
and pays respects to Elders past, present and emerging.

*(Ask Barry McGuire to provide a Welcome to Country*

*Provide context about the local people*

*Use Noongar words – reflect the English words)*

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**Vision for this first Plan/statement of intent**

Our Reflect Plan encourages us to positively contribute to the nation's reconciliation journey by:

- acknowledging and respecting the cultures and contributions of Aboriginal and Torres Strait Islander people;
- making our services more culturally sensitive, inclusive and accessible for Aboriginal and Torres Strait Islander people;
- inviting our elected members and employees to take part in cultural appreciation training; and
- building enduring partnerships with our Aboriginal and Torres Strait Islander Elders and community members.

**Message from Reconciliation Australia**

*To be provided by Reconciliation Australia following endorsement*

**Message from Mayor - proposed**

It is with great pride that I introduce the City of Bayswater's Reflect - Reconciliation Action Plan July 2019 to June 2021.

Our first Reconciliation Action Plan will pave the way for the City's unique Reconciliation journey and provide a framework to guide the City's staff and Council towards creating an inclusive and respectful environment in which the cultures of our First Peoples are acknowledged, shared and celebrated.

It has been extraordinary to witness the time, effort and good will that has led to its creation, and I would like to thank everyone who's hard work and dedication has made the beginning of our Reconciliation journey a possibility. In particular, thank you to members of the City's Aboriginal Advisory Committee and their Chair Cr Stephanie Gray, members of the community who participated in numerous community engagement activities and our Council and staff. I would also like to thank Reconciliation WA for their ongoing support and guidance throughout this entire process.

Our Reconciliation Action Plan is something we can all be proud of, and with this solid foundation we can work together to create a future in which Aboriginal and Torres Strait Islander people feel welcome and supported in the City of Bayswater and beyond.

Dan Bull

City of Bayswater Mayor

**Message from CEO - notes for development**

For thousands of years the area now known as the City of Bayswater have been home to the Whadjuk peoples of the Noongar nation. Their cultures and traditions are a significant part of our community's past, present and future. Whilst the City has recognised the Whadjuk people in Council events and meetings, it has been recognised that this was only the first step in moving forward with genuine actions focused on reconciliation.

Through the development of our first Reconciliation Action Plan, we have embarked on a very important journey towards building stronger relationships, respect and opportunities for positive change. Our Reconciliation process is about producing sustainable outcomes that hold real meaning for our entire community. Most importantly our Reconciliation Action Plan has been developed in partnership, recognising that it is essential for ownership of the Plan by all sectors of the Bayswater community.

The City's Reflect plan sets out the steps we will take as we move forward and will provide direction for future Reconciliation Action Plans and initiatives in the coming years. An incredible amount of time, work and care has gone into the development of our first Reconciliation Action Plan and it is with this plan that we will grow together to create a future that recognises and empowers our Aboriginal and Torres Strait Islander peoples.

Andrew Brien, Chief Executive Officer

**City of Bayswater - who and what are we?**

The City of Bayswater includes an area of 34.6km<sup>2</sup> on the banks of the Swan River, the Derbal Yerrigan, and at its closest boundary is only 8km from Perth Central Business District. It includes the suburbs of Noranda, Morley, Embleton, Bedford, Bayswater, Maylands and Mt Lawley. The City's core business is to make decisions on planning and delivering core services in their community including waste, roads, parks, playgrounds and gardens, as well as statutory responsibilities in planning and development approvals, public health and various licencing requirements.

At the 2016 Census the City had a population of 66,050 people, with 50% between the ages of 25 and 60 years old. 46% of the City's population were born overseas and 1.3% is of Aboriginal or Torres Strait Islander descent. The City employs more than 350 FTE and at time of printing only one of these identifies as Aboriginal.

We celebrate a rich environment with 181 parks and 10km of river foreshore. Remnant bushland and wildlife sanctuaries are valued and cared for by the City and the community.

There are many significant places in the City of Bayswater to both Aboriginal and non-Aboriginal people which open up opportunities to make fresh connections between the environment and the people.

We recognise ground breaking programs and services for Aboriginal and Torres Strait Islander people within the City but also concerns and problems that we need to work together to solve.

## Aboriginal Advisory Committee

In proposing the development of this first Reconciliation Action Plan the City of Bayswater Council requested that an Aboriginal Advisory Committee (the Committee) be created to advise and assist in the development and implementation of a Reflect Plan. The purpose of the Committee is to help facilitate understanding, promote meaningful engagement, increase equality and facilitate sustainable employment and business opportunities.

Expressions of interest for community representatives were widely advertised and promoted through local organisations and networks. The nominations received provided a diverse range of interests and skills including previous experience with the development and delivery of Reconciliation Action Plans. This Committee's term expires in October at the time of Local Government elections and expressions of interest will be called at that time for membership of the Aboriginal Advisory Committee.

The Chair of the Committee, Councillor Stephanie Gray, has valued the support of all the members who have not only attended the formal meetings but also participated in the engagement activities and shared their stories. We acknowledge the contributions to the Committee by the Board of Reconciliation WA.

The Committee was active in reviewing the content of the Plan, providing ideas and advice and asking questions to prompt new thinking about reconciliation.

### Membership of the Aboriginal Advisory Committee during the development of the Reflect Plan

- Cr Stephanie Gray, Chair
- Cr Sally Palmer
- Cr Giorgia Johnson
- Mr Barry McGuire
- Ms Jan Wheare
- Ms Carol Foley
- Ms Stacy Maxted
- Ms Danielle Cameron

#### Officers, non-voting

- Director Community and Development
- Manager Community Development
- Manager People Safety and Culture
- Community Development Officer
- Strategic Planning Projects Manager
- Administrative assistance; and
- Others who have attended meetings during the development of Reflect Plan.

### Getting to know our local community

Our Aboriginal Advisory Committee urged us to sit down with the community and listen to the stories of the people. We planned opportunities to meet different parts of the community and were surprised and delighted by what we heard and learned.

Opportunities included:

- We met local Elders and seniors at morning tea at the Bayswater Seniors Centre;
- We hosted a Noongar storytime session at busy Galleria Shopping Centre;
- We played beatball with young people in partnership with Nyoongar Wellbeing and Sports;
- We discovered bush tucker together at Morley Library;
- We invited Yirra Yaakin Theatre Company to perform during school holidays;
- We partnered with the Town of Bassendean and participated in the NAIDOC Family Day event at Ashfield Reserve, meeting so many people who felt that this was a safe place to say and write what they felt.
- We participated in the Dandjoo Koorliny Walk for Reconciliation;
- We participated in the Walk for Reconciliation hosted by Reconciliation WA;
- We also invited Elder Marie Taylor to share her story with our staff and then yarned with them about opportunities to make a difference in Bayswater;
- We provided Cultural Awareness training for over 30 staff; and
- We partnered with Aboriginal agencies and organisations.

In September we invited local community to join us for a yarning session and the community responded. We learned so much that helped to frame our good intentions and ground them in local knowledge and experience.

We are very grateful to everyone - both Aboriginal and non-Aboriginal - who participated and shared their interests, concerns and ideas. In particular we are very thankful for the wisdom and guidance of the Committee who continue to point us in the right direction.

### **Uluru Statement from the Heart**

The City of Bayswater wholeheartedly supports the Uluru Statement from the Heart adopted in 2017. This was officially endorsed by Council in 2018.

We see recognition of this statement as national priority. The City is independently undertaking the following actions in support of this statement.

1. Becoming a signatory to the ACOSS statement of support for the Uluru Statement from the Heart.
2. Acknowledging Aboriginal and Torres Strait Island people as the Traditional Owners of this country and paying respect to their ongoing spiritual and cultural connections with it.
3. Recognising the need for constitutional change that goes beyond the symbolic and gives breath to the benefits that a treaty offers all Australians.
4. Thanking those who gathered at the 2017 National Constitutional Convention in Uluru for their persistence and patience, under the guidance of the co-chairs of the Referendum Counsel, Ms Pat Anderson AO and Mr Mark Leibler AC.
5. Lodging a submission to the Joint Select Committee on Constitutional Recognition Relating to Aboriginal and Torres Strait Islander people.
6. Showing outward support by placing a framed copy of the Uluru Statement from the Heart within the City's public honorary cabinets at the entrance of the Council Chambers.
7. Writing a letter of support from Council to request the Western Australian Local Government Association (WALGA), who advocate on behalf of 138 local governments, to embrace the Uluru Statement from the Heart.
8. Writing a letter of support from Council to the Prime Minister and Federal Leader of the Opposition showing our support for the Uluru Statement from the Heart.

### Themes identified and explained

Four key themes have emerged from our interaction with members of the Bayswater community who attended the engagement activities. The themes are:

- **Rituals and Protocols** - 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 observed at significant City meetings and forums; demonstration of appropriate Aboriginal and Torres Strait protocols.
- **Cultural** - for example: inclusion of Aboriginal stories and activities as part of City events and programs; and co-naming of facilities and spaces with Noongar names;
- **Employment and Training** - for example: creating opportunities to employ more Aboriginal people at the City of Bayswater, and provide appropriate training; representation of Aboriginal people on Council Committees; and City staff working with other organisations to promote greater Aboriginal employment and training opportunities; and
- **Sharing, Learning and Building Connections** - 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.



### **Actions for Reconciliation**

The Action Plan in this document sets out realistic and achievable tasks that the City of Bayswater is committed to delivering in the 2019/20 to 2020/21 period. It is important that we build the confidence of the community and our own organisation by delivering what we promise.

The actions have been developed in response to feedback from community, reviewed and refined with input from the Committee and Reconciliation WA, and organised within the framework of the identified themes.

Reconciliation Australia has provided us with advice and helped to shape this document so that it best reflects the interests of reconciliation in this place.

Each Action responds to one of the key aspects of Reconciliation - Relationships, Respect, Opportunities and Governance - and has been assigned to City staff to implement. In some cases, the City's role is to facilitate or partner with others to deliver improved outcomes. These opportunities have also been identified within the Action Plan.

Importantly the Action Plan provides us with a framework to report back to community about our progress as we take these first steps towards reconciliation.

CITY OF BAYSWATER RECONCILIATION ACTION PLAN - REFLECT 2019/2021

1. RELATIONSHIPS												
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration	
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
1.1 Rituals and Protocols												
1.1.1	Continue the involvement of the Aboriginal Advisory Committee (AAC).	Continue bi-monthly meetings.										Manager Community Development
1.1.2	Strengthen existing relationships and build new relationships with local Elders to assist with building relationships in the community.	Create opportunities to visit/meet with local Elders and build relationships with a possibility of establishing an informal Elders Group.										Manager Community Development;  Manager People, Culture and Safety.
		Develop engagement and/or partnership principles to improve opportunities for Aboriginal and Torres Strait Islander engagement.										Community Engagement Advisor;  All departments
1.1.3	Strengthen existing relationships and build new relationships with local Aboriginal and Torres Strait Islander community members of all ages to assist with building relationships in the community.	Invite young Aboriginal and Torres Strait Islander youth to join the City's Youth Advisory Committee.										Manager Community Development
1.1.4	Strengthen relationships with existing suppliers and establish new suppliers who provide Welcome to Country and other Aboriginal ritual/ protocol based services.	Grow the existing database of contacts.										Manager Governance;  Manager Community Development

1. RELATIONSHIPS												
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration	
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
1.2 Cultural												
1.2.1	Include Aboriginal stories and activities at City events, Libraries and the Bayswater and Morley Community Centres.	Initiate discussions on including Aboriginal and Torres Strait Islander stories and activities at City events, Libraries and the Bayswater and Morley Community Centres.									<b>Manager Library and Customer Services;</b>  Coordinator Active Ageing & Volunteers  Manager Community Development	
1.2.2	Naming of City buildings and places.	Investigate and report to Council on the co-naming of existing City buildings and places, and naming of appropriate new buildings and places with Noongar only names i.e. start by co-naming internal rooms/spaces at the City of Bayswater Civic Centre with Noongar names.  Include meaningful interpretive signage when co-naming and naming City buildings and places									<b>Manager Community Development;</b>  Manager Strategic Planning and Place;  Manager Project Services;  Manager Building Works;  Manager Sustainability and Environment.	
1.2.3	Participate in NAIDOC Week celebrations.	Continue to partner with the Town of Bassendean and increase the City of Bayswater's involvement in the event.									<b>Manager Community Development</b>	
		Continue to partner with Nyoongar Outreach Services on programs and future NAIDOC celebrations.									<b>Manager Strategic Planning and Place;</b>  Manager Community Development	
		Host an Aboriginal Theatre school holiday event.									<b>Manager Community Development</b>	

1. RELATIONSHIPS												
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration	
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
1.3 Employment and Training												
1.3.1	Promote positive race relations through anti-discrimination strategies.	Research leading practice and policies in areas of race relations and anti-discrimination.										Manager People, Culture and Safety;  Manager Community Development.
		Conduct a review of Human Resources policies and procedures to identify existing anti-discrimination provisions, and future needs.										
1.3.2	Increase awareness of the City's RAP among new employees to the City of Bayswater.	Add the City's RAP to the new employee information pack and investigate options of inclusion in new employee inductions.										Manager People, Culture and Safety;  Manager Community Development.

1. RELATIONSHIPS												
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration	
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
1.4 Sharing, Learning and Building Connections												
1.4.1	Build relationships through celebrating national Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.										Manager Community Development
		RAP Working Group members to participate in an external NRW event.										Manager Community Development
		Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.										Manager Community Development
1.4.2	Continue engagement with the wider community.	Conduct yarning sessions with members of the community once a year.										Manager Community Development
		Invite local Elders to participate in the activities held at Bayswater and Morley Community Centres.										Manager Community Development
1.4.3	Create more partnerships with neighbouring local governments to share information and ideas.	Meet with neighbouring local government officers at least once throughout the duration of the Reflect RAP to discuss matters relating to RAPs.										Manager Community Development
1.4.4	Increase promotions during the year of Aboriginal and Torres Strait Islander activities and events that the community and City of Bayswater are participating in.	Increase use of social media, e-newsletters and website promotions.										Manager Marketing & Communications;  Manager Community Development

1. RELATIONSHIPS											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
1.4.5	Strengthen and build relationships with local Elders to increase educational opportunities for City of Bayswater staff.	Offer staff a quarterly educational opportunity to hear from local Elders and share stories of information that relates directly to the City of Bayswater geographical area.									Manager Community Development
	Strengthen the existing relationship with the East Metro Perth Reconciliation Group.	Host at least one meeting between the East Metro Perth Reconciliation Group and the City's Aboriginal Advisory Committee.									Manager Community Development

2. RESPECT												
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration	
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
2.1 Rituals and Protocols												
2.1.1	Display the Aboriginal and Torres Strait Islander flags at City buildings where staff are located.	Identify existing flagpole locations (other than Civic Centre) where the Aboriginal flag can be installed.									<b>Manager Community Development;</b>  Manager Library and Customer Services	
		Desk flags in Administration where no flag poles available.									<b>Manager Community Development;</b>  Manager Library and Customer Services	
2.1.2	Include Acknowledgement of Country at all City run meetings.	Include Acknowledgement of Country at Council meetings, committee meetings, meetings involving residents and ratepayers, and gradually introduce the practice of explaining to members of the public and staff the importance of the Acknowledgement.									<b>Manager Governance</b>	
2.1.3	Include Acknowledgement of Country in all key City strategic documents.	Include Acknowledgement of Country in the Annual Report, Strategic Community Plan, and Corporate Business Plan as priorities.									<b>Manager Governance;</b>  All departments.	
2.1.4	More Aboriginal and Torres Strait Islander involvement in rituals and ceremonies at formal Council events.	Encourage the involvement of Aboriginal and Torres Strait Islander people in membership of Council, committees and other activities. For example include the RAP in information kits for Local Government elections.									<b>Manager Governance;</b>  Chief Executive Officer;  Manager Community Development	



2. RESPECT											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
		Involve local Elders to do a Welcome to Country at a minimum of three City run events per year.									Manager Community Development
		Educate City staff about appropriate Aboriginal and Torres Strait Islander rituals and protocols and their significance.									Manager Community Development; Manager People, Culture and Safety.
2.2 Cultural											
2.2.1	Encourage participation in NAIDOC Week activities.	Deliver a range of NAIDOC Week activities at various City venues and promote these well in the community and with City staff i.e. a different activity each working day during NAIDOC Week.									Manager Community Development; All Departments
		Improve awareness of NAIDOC Week at the City's buildings and facilities and submit stories and announcements to Noongar Radio and City staff.									Manager Marketing and Communications; Manager Community Development
		Encourage representation from Elected Members, Executive Management teams City Staff and RAP Working Group at various NAIDOC Week celebrations.									Manager Community and Development; All departments
		Encourage community participation through increased promotion of the event/stories at the same level as non-Aboriginal significant events.									Manager Marketing and Communications; Manager Community Development



2. RESPECT											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
2.2.2	Showcase and celebrate other significant Aboriginal and Torres Strait Islander events for example National Reconciliation Week and Sorry Day.	Investigate opportunities to acknowledge National Reconciliation Week and Sorry Day through storytelling, song, art, choir, dance and other creative ways.									Manager Community Development;  Manager Marketing and Communications
2.2.3	Share local (City of Bayswater) Aboriginal cultural history with the community.	Collect/capture local Aboriginal and Torres Strait Islander history and stories									Manager Library and Customer Services;  Manager Community Development;  Aboriginal Advisory Committee
2.2.4	Recognise that many Aboriginal and Torres Strait Islander people use "word of mouth" as a means of communication to find out about activities and events.	Identify opportunities to use a range of communication forms. For example, creating networks involving Elders; the City's Aboriginal Advisory Committee; Noongar Radio and; influential community members to assist with "word of mouth promotions".									Manager Marketing and Communications;  Manager Community Development in conjunction with Aboriginal Advisory Committee
2.3 Sharing, Learning and Building Connections											
2.3.1	Increase use and awareness of Aboriginal languages.	Introduce Aboriginal language at events.									Manager Community Development;
		Offer Noongar language classes at the library.									Manager Library and Customer Services  Manager Community Development;
		As part of Meeting Minutes record the Noongar words of the Acknowledgement of Country.									Manager Community Development;  All relevant departments
		Start with simple use of Noongar words for example greetings on Facebook and in promotions.									Manager Marketing and Communications

2. RESPECT											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
2.3.2	Encourage increased participation by Aboriginal people in City of Bayswater to facilitate better community connection.	Promote to the community positive Aboriginal and Torres Strait Islander role models and showcase positive activities that local groups are participating in and start by gathering this information from local schools (Aboriginal and Islanders Education Officers), universities and Noongar Radio.									<b>Manager Marketing and Communications;</b>  Manager Community Development;  Manager Strategic Planning and Place
		Include Aboriginal and Torres Strait Islander people in advertising and promotions.									
2.3.3	Strengthen existing relationships and build new relationships with local community organisations for example schools.	Build relationships with local schools through their Aboriginal and Islander Education Officers and Chaplains.									Manager Community Development
2.3.4	Strengthen the natural environment and focus on the importance of native flora and fauna.	Continue with existing City native planting programs and restoration of original natural areas to establish biodiversity corridors.									Manager Sustainability and Environment
		Interact/yarn with and learn from local Elders and Aboriginal and Torres Strait Islander experts who have knowledge in the area of native flora and fauna history in order to better inform practices.									Manager Sustainability and Environment
2.3.5	Make public spaces more welcoming to Aboriginal and Torres Strait Islander people through installation of artworks and other culturally appropriate displays.	Reflect appropriate Aboriginal and Torres Strait Islander themes and stories in the Public Art Strategy to be developed by the City of Bayswater.									Manager Strategic Planning and Place  Manager Community Development

2. RESPECT											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
2.3.6	Include relevant culturally appropriate information in the City's Annual Report.	Consider the use of language, stories and historical Aboriginal context to local places within the City's Annual Report.									Manager Marketing and Communications
	Promote and record the actions taken by the City with regards to the Uluru Statement from the Heart.	Display information on the City's website and other media.									Manager Community Development; Manager Marketing and Communications
2.3.7	Provide cultural awareness training.	Provide cultural awareness training for City staff and have a plan for future delivery.									Manager People, Culture and Safety Manager Community Development
		Offer cultural awareness training to Elected Members.									Manager People, Culture and Safety

3. OPPORTUNITIES											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
3.1 Rituals and Protocols											
3.1.1	Procure more Aboriginal owned businesses and community organisations for City events and project work.	Develop/formalise a process for procurement from Aboriginal owned businesses and community organisations which mirrors the State Government policy to match % of budget to % of Aboriginal population. (3% currently).									Manager Governance
		Encourage staff to consider Aboriginal owned businesses when procuring services and goods.									Manager Governance;  All departments
		Work with WALGA and the Aboriginal Chamber of Commerce and Industry to grow the database of Aboriginal owned businesses and community organisations.									Manager Governance;  Manager Community Development
3.1.2	Create more opportunities to demonstrate Aboriginal and Torres Strait Islander protocols informally and formally.	Strengthen partnerships with prominent Aboriginal and Torres Strait Islander organisations for example South West Aboriginal Land & Sea Council; to support and provide advice to the City on appropriate rituals and protocol practice.									Manager Community Development
		Investigate Supply Nation membership									Manager Community Development
		Identify opportunities to demonstrate Aboriginal and Torres Strait Islander protocols.									Manager Community Development

3. OPPORTUNITIES											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
3.2 Cultural											
3.2.1	Increase opportunities for the community to participate in Aboriginal and Torres Strait Islander related art, music and dance activities.	Create more opportunities for participation in culturally specific activities for example school holiday activities at libraries, outstations, youth holiday programs; community training courses/upskilling.									Manager Community Development;  Manager Library and Customer Services;  Manager Recreation
		Incorporate Aboriginal and Torres Strait Islander stories and guest authors/presenters into existing Library 'Storytime' sessions.									
3.2.2	Consider Aboriginal and Torres Strait Islander involvement in Australia Day and Citizenship ceremonies.	Commence a discussion around City events and activities held on Australia Day and Citizenship Ceremonies to look for opportunities to include and increase Aboriginal and Torres Strait Islander cultural activities, themes and protocols from Australia Day 2021.									Manager Community Development
3.3 Employment and Training											
3.3.1	Commence investigation of employment opportunities and career pathways that the City could offer in the future.	Encourage self-identification of Aboriginal and Torres Strait Islander employees through updating of personal details.									Manager People, Culture and Safety
		Create a target for percentage of Aboriginal and Torres Strait Islander employees the City wishes to employ in the future.									Manager People, Culture and Safety

3. OPPORTUNITIES											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
		Consult with community as to the kinds of industries/roles that Aboriginal and Torres Strait Islander peoples would like to be employed in and how they learn about job opportunities.									Manager People, Culture and Safety All departments
		Understand the needs of future Aboriginal and Torres Strait Islander employees and create opportunities that support them beyond a standard role for example mentoring, reverse mentoring, 2 days in the office, 3 days outside etc.									Manager People, Culture and Safety Community Engagement Advisor
		Connect with Employment support agencies that specialise in supporting employers who wish to employ Aboriginal and Torres Strait Islander peoples for example Jobs & Skills W.A. through the Department of Training & Workforce Development, and Outcare.									Manager People, Culture and Safety; Manager Community Development

3. OPPORTUNITIES											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
3.3.2	Investigate career training and development opportunities.	Investigate the feasibility and options for implementing future Traineeships.									Manager People, Culture and Safety;  Manager Engineering Works;  Manager Building Works;  Manager Parks and Gardens;  Manager Rangers and Security;  Manager Sustainability & Environment;  Manager Community Development
		Investigate the feasibility and first steps of implementing TAFE scholarships.									Manager People, Culture and Safety



3. OPPORTUNITIES											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
3.4 Sharing, Learning and Building Connections											
3.4.1	Increase Noongar resources in the City's Libraries and customer service reception areas.	Investigate supplier options and plan for the necessary budget required to increase Noongar resources in the City's Libraries and customer service reception areas.									Manager Library and Customer Services
3.4.2	Offer Noongar language classes and cultural activities at the libraries.	Promote Noongar resources and books to local schools so they are aware of what is available.									Manager Library and Customer Services
		Offer Noongar language classes at the libraries.									Manager Library and Customer Services
		Include Human Libraries that focus on local Aboriginal and Torres Strait Islander histories and stories.									Manager Library and Customer Services
3.4.3	Participate in Indigenous Literacy Day.	Participate in Indigenous Literacy Day through City Libraries in September.									Manager Library and Customer Services
		Develop a Library display or activity for Indigenous Literacy Day.									Manager Library and Customer Services
3.4.4	Actively seek the involvement of Aboriginal and Torres Strait Islander people in projects and events.	Invite Aboriginal representatives to be a part of the City's Cultural Plan/ Arts Advisory Committee.									Manager Community Development
		Invite Aboriginal and Torres Strait Islander stallholders, performers and businesses to be a part of existing/established City Led events.									Manager Community Development Manager Recreation □

3. OPPORTUNITIES											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
3.4.5	Form partnerships and promote to the Aboriginal and Torres Strait Islander community available culturally appropriate support services for men, women and older people.	Strengthen partnerships with existing support services in the areas of accommodation, drug and alcohol dependence, mental health and suicide prevention; and promote these to the local Aboriginal and Torres Strait Islander community.									<b>Manager Community Development</b>  Manager Marketing and Communications
3.4.6	Identify other community outreach services for other Aboriginal and Torres Strait Islander groups (other than Noongar).	Include identified outreach services in the City's community directory.									<b>Manager Community Development</b>
	Promote significant Reconciliation events and programs to the City of Bayswater community that are organised by other organisations, for e.g. NAIDOC Week Opening Ceremony in Perth City, and the Walk for Reconciliation held during Reconciliation Week.	Promote significant Reconciliation events and programs to the City of Bayswater community through a range of media e.g. social media, the City webpage, and word of mouth.									<b>Manager Marketing and Communications</b>  Manager Community Development
	Membership of Reconciliation Western Australia.	Maintain annual membership of Reconciliation Western Australia.									<b>Manager Community Development</b>

4. GOVERNANCE											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
4.1	Establish and maintain an effective internal RAP Working Group (RWG) to drive governance of the RAP.	Form a RWG to govern RAP implementation.									Manager Community Development
		Draft Terms of Reference for the RWG.									Manager Community Development
		Strait Islander representation on the RWG.									Manager Community Development
4.2	Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.									Manager Community Development

4. GOVERNANCE											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
		Engage senior leaders in the delivery of RAP commitments.									<b>Manager Community Development;</b>  Manager Marketing and Communications;  Manager Recreation;  Manager Library and Customer Services;  Manager People, Culture and Safety;  Manager Engineering Works;  Manager Building Works;  Manager Parks and Gardens; Manager Rangers and Security;  Manager Sustainability and Environment;  Community Engagement Advisor;  Manager Governance;  Manager Project Services;  Manager Strategic Planning and Place
		Define appropriate systems and capability to track, measure and report on RAP commitments.									<b>Manager Community Development</b>

4. GOVERNANCE											
Action No.	Action	Deliverables	2019-2020				2020-2021				Responsibility/Collaboration
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
4.3	Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.									Manager Community Development
4.4	Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin development our next RAP.									Manager Community Development

**Tracking and Progress**

The City of Bayswater is committed to delivering the actions that have been identified in this Plan in the 2019/20 to 2020/21 period.

Progress towards achieving these actions will be reported formally to Council and Reconciliation Australia, and to the Community through a variety of mediums, including Facebook, newsletters, the City's website and local newspapers.

As we deliver this Plan the City will also commence developing its second, Innovate, Reconciliation Action Plan. The launch of the Innovate Plan will provide an opportunity to report on the success and learnings of the Reflect Plan in 2021.

**Contact us**

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This document can be provided in alternate formats



**9. PREVIOUS MATTERS DEALT WITH NOT ON THE AGENDA**

**9.1 NAIDOC Week and Reconciliation Week Activities Update**

**9.2 Consultative Yarning Session - Successful Grant**

**10. GENERAL BUSINESS**

**10.1 Reconciliation Action Plan (Reflect) Launch Event**

**10.2 AAC End of Term and Expression of Interest Process 2019**

**11. CONFIDENTIAL ITEMS**

Nil.

**12. NEXT MEETING**

The date and location of the next meeting of the Aboriginal Advisory Committee is to be advised.

**14. CLOSURE**