

Minutes

RECONCILIATION ADVISORY COMMITTEE

2 September 2020

By signing these minutes I certify that they were confirmed at the Reconciliation Advisory Committee held on Wednesday, 2 December 2020.

**CR STEPHANIE GRAY
CHAIRPERSON**

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MINUTES

MINUTES of the meeting of the Reconciliation Advisory Committee which was held in Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on ***Wednesday, 2 September 2020*** commencing at 5:30pm.

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.

1. OFFICIAL OPENING

The Chairperson, Cr Stephanie Gray, declared the meeting open at 5:42pm.

2. ACKNOWLEDGEMENT OF COUNTRY

In accordance with the City of Bayswater's Reflect Reconciliation Action Plan November 2019-November 2020, the Presiding Member will deliver the Acknowledgement of Country.

Noongar Language

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

English Language Interpretation

We acknowledge the Traditional Custodians of the Land, the Wadjuk people of the Noongar Nation, and pay our respects to Elders past, present and emerging.

The Chairperson, Cr Stephanie Gray, acknowledged the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and paid respects to Elders past, present and emerging.

3. ATTENDANCE

Members

| | |
|--------------------|---------------|
| Cr Stephanie Gray | Chairperson |
| Cr Lorna Clarke | (from 5:54pm) |
| Cr Sally Palmer | |
| Ms Pearl Chaloupka | |
| Ms Clare Goodall | |
| Ms Stacey Maxted | |

Officers

| | |
|---------------------|-----------------------------------|
| Ms Karen Quigley | Manager Community Development |
| Ms Michele Fletcher | Coordinator Community Development |
| Ms Rachael Funch | Community Development Officer |
| Ms Rebecca Cooper | Environment Officer |
| Ms Karen D'Cunha | Administration Officer |

Observers

Nil.

3.1 Apologies

Ms Lisa Bruyninckx

Mr Simon Hubbard

Mr Shem Garlett

Ms Danielle Cameron

Deputy Chairperson

A/Director Community and Development

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.

The following disclosures of interest were made at the meeting:

Nil.

5. DELEGATED AUTHORITY BY COUNCIL

In accordance with section 5.23(1)(b) of the *Local Government Act 1995* the Reconciliation Advisory Committee has delegated authority, as approved by Council, to make decisions relating to the implementation of the actions contained within the City's Reconciliation Action Plan documentation and as included in the approved City annual budget.

This meeting is open to the public.

6. TERMS OF REFERENCE

| TERMS OF REFERENCE Reconciliation 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 and Development or nominated officer |
| Purpose of Committee: | <ul style="list-style-type: none"> The Reconciliation 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, strengthen relationships and trust with Aboriginal and Torres Strait Islander People; promote meaningful engagement, increase equality and develop sustainable employment and business opportunities. |

| TERMS OF REFERENCE Reconciliation Advisory Committee | |
|---|--|
| | <ul style="list-style-type: none"> 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 and Torres Strait Islander people within the City of Bayswater, where the City can have a direct influence. |
| Role of Representatives | <p>The roles and responsibilities of the City of Bayswater representatives on this Committee are:</p> <ul style="list-style-type: none"> Member in own right; and Spokesperson for City of Bayswater |
| Elected Members: | <p>Three Elected Council Members. All other Councillors are deputies.</p> |
| Non-Council Members: | <p>Up to five community members who satisfy one or more of the following criteria:</p> <ul style="list-style-type: none"> Aboriginal and Torres Strait Islander community members to make up at least 60% of non-Council membership. Individuals who work with or for the Aboriginal and Torres Strait Islander community on a professional level. 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. |
| Non-Voting Members: | <ul style="list-style-type: none"> Director Community and Development; Manager Community Development; and Other officers as required. |
| Terms of Membership: | <ul style="list-style-type: none"> Elected members - Two years commencing after each Ordinary Council election Non-Council members - from the date of appointment by Council until October 2021. |
| Delegated Authority: | <p>The Reconciliation Advisory Committee has delegated authority, as approved by Council, to make decisions relating to the implementation of the actions contained within the City's RAP documentation and as included in the approved City annual budget.</p> |
| Sitting Fees: | <p>Nil (included as part of the annual Sitting Fees paid to Councillors)</p> |

7. PUBLIC QUESTION TIME

In accordance with the Local Government Act 1995, the Local Government (Administration) Regulations 1996 and the City of Bayswater Standing Orders Local Law 2018 the following procedures relate to public question time:

1. A member of the public who raises a question during question time, is to state his or her name and address.
2. Each member of the public with a question is entitled to ask up to 3 questions.
3. The minimum time to be allocated for public question time is 15 minutes.
4. Questions from the public must relate to the purpose of the Committee, as specified in the Terms of Reference. Questions relating to matters of business listed on the minutes will be

considered in the first instance, followed by questions relating to business not listed on the minutes.

5. A summary of each question raised by members of the public at the meeting and a summary of the response to the question will be included in the minutes of the meeting.
6. Where a question is taken on notice at the meeting, a summary of the response to the question will be provided in writing to the member of public and included in the minutes for the following meeting.

Nil.

8. CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

The Minutes of the Reconciliation Advisory Committee held on 4 March 2020 which had been distributed, are to be presented for confirmation as a true and correct record.

CR SALLY PALMER MOVED, MS CLARE GOODALL SECONDED

CARRIED UNANIMOUSLY: 5/0

9. REPORTS

9.1 Progress of Reflect Reconciliation Action Plan 2019 - 2020 Implementation

| | | |
|---------------------------------|--|---|
| Responsible Branch: | Community Development | |
| Responsible Directorate: | Community and Development | |
| Authority/Discretion: | <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 |
| Voting Requirement: | Simple Majority Required | |
| Attachments: | 1. Reflect Reconciliation Action Plan- Progress on Actions. | |
| Refer: | Item 10.5.3: OCM 24.03.2020 Item 10.5.2.1: OCM 3.09.2019 | |

SUMMARY

For Council to note the City's Reflect Reconciliation Action Plan 2019 – 2020 implementation progress from March 2020 to August 2020, as contained within **Attachment 1**.

COMMITTEE RESOLUTION

(OFFICER'S RECOMMENDATION)

That Council notes the information provided in this report regarding the progress of the City's Reflect Reconciliation Action Plan 2019 – 2020 from March 2020 to August 2020, as detailed in **Attachment 1** to this report.

MS STACEY MAXTED MOVED, MS PEARL CHALOUPKA SECONDED

CARRIED UNANIMOUSLY: 5/0

Cr Lorna Clarke joined the meeting at 5:54pm.

BACKGROUND

The Reconciliation Advisory Committee (RAC) Terms of Reference, outlines one of the responsibilities of the Committee is to consider and make recommendations on the implementation of the Reflect Reconciliation Action Plan (RAP) 2019- 2020. There are four pillars supporting reconciliation within the Plan, as follows:

- Pillar 1 – Relationships,
- Pillar 2 – Respect,
- Pillar 3 – Opportunities, and
- Pillar 4 – Governance.

There are four additional themes embedded under each of the pillars and are noted as being; Rituals and Protocols; Cultural; Employment and Training; and Sharing, Learning and Building Connections.

At the Ordinary Council Meeting held on 24 March 2020, Council adopted the recommendation made by the Reconciliation Advisory Committee on 4 March 2020 as follows:

"That Council:

1. *Notes the City's Reflect Reconciliation Action Plan 2019 – 2020 implementation progress from November 2019 to February 2020.*
2. *Notes nil feedback from the City's Reconciliation Advisory Committee in relation to the implementation progress of the City's Reflect Reconciliation Action Plan 2019-2020."*

This report is, therefore, a progress update for the City's RAC on the Reflect RAP 2019-2020 strategies progressed from March 2020 to August 2020.

EXTERNAL CONSULTATION

Community consultation was not required for this report.

OFFICER'S COMMENTS

Reflect RAP 2019-2020 progress updates are provided to the RAC at each scheduled meeting, which are generally held on a quarterly basis. To that end, following the 4 March 2020 RAC meeting, a further progress report would have ordinarily been provided to the RAC in June 2020. However, due to the challenges presented due to the COVID-19 pandemic restrictions and subsequent temporary suspension of the City's minor committee meetings, a progress report was not provided in June 2020, but has been included as part of this progress report.

Attachment 1 to this report focuses on the City's progress in working towards achieving deliverables, as listed in the Reflect RAP 2019-2020.

There are nine information updates contained within **Attachment 1** from various business units within the City. Updates are reported against relevant themes and actions that have been progressed from March 2020 to August 2020, as tabled below.

Pillar 1 - Relationships

| Theme | Action | Information Update |
|--|--|--------------------|
| Rituals and Protocols | <ul style="list-style-type: none"> Re-establish the Aboriginal Advisory Committee (AAC) with the name Reconciliation Advisory Committee (RAC). Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations. | 1 and 2 |
| Cultural | <ul style="list-style-type: none"> Build relationships through celebrating National Reconciliation Week. | 3 |
| Employment and Training | <ul style="list-style-type: none"> Promote positive race relations through anti-discrimination strategies. Promote reconciliation through our sphere of influence. | 4 |
| Sharing, Learning and Building Connections | <ul style="list-style-type: none"> Promote reconciliation through our sphere of influence. | 5 |

Pillar 2 – Respect

| Theme | Action | Information Update Report |
|--|---|---------------------------|
| Rituals and Protocols | <ul style="list-style-type: none"> Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols. | 6 |
| Cultural | <ul style="list-style-type: none"> Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week. | 7 |
| Sharing, Learning and Building Connections | <ul style="list-style-type: none"> Share local (City of Bayswater) Aboriginal and Torres Strait Islander people's cultural history with the community. | 8 |

Pillar 3 – Opportunities

| Theme | Action | Information Update Report |
|-------------------------|--|---------------------------|
| Employment and Training | <ul style="list-style-type: none"> Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development. | 4 |

Pillar 4 – Governance

| Theme | Action | Information Update Report |
|----------------|--|---------------------------|
| Not applicable | <ul style="list-style-type: none"> Continue our reconciliation journey by developing our next RAP (Innovate). | 9 |

LEGISLATIVE COMPLIANCE

Not applicable.

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.

| | | | |
|----------------------------------|---|-----------------------|-------------------------|
| Option 1 | That Council notes the information provided in this report regarding the progress of the City's Reflect Reconciliation Action Plan 2019 – 2020 from March 2020 to August 2020, as detailed in <u>Attachment 1</u> to this report. | | |
| Risk Category | | Adopted Risk Appetite | Risk Assessment Outcome |
| 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 |
| Conclusion | It is considered that there are low risks associated with the information provided in this report, as it meets the objectives of the City's Reflect RAP 2019 – 2020 and the information will be used to inform the City's annual RAP Impact Measurement Questionnaire to Reconciliation Australia to be submitted by 30 September 2020. | | |

FINANCIAL IMPLICATIONS

Item 1: Implementation of the Reflect Reconciliation Action Plan (2019/20).

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

LTFP Impacts: Not itemised in the LTFP

Note The adopted 2020/21 budget includes \$8,650, to complete the implementation of the Reflect RAP 2019-2020. This will allow the City to progress outstanding deliverables to complete the Plan's commitments from 1 July 2020 to 30 June 2021.

| ITEM NO. | CAPITAL / UPFRONT COSTS (\$) | ONGOING COSTS (\$) ANNUAL | | INCOME (\$) | ASSET LIFE (YEARS) | WHOLE OF LIFE COSTS (\$) | CURRENT BUDGET (\$) |
|----------|------------------------------|---------------------------|---|-------------|--------------------|--------------------------|---------------------|
| | | MATERIALS & CONTRACT | STAFFING | | | | |
| 1 | \$8,650 | N/A | Varied costs (funded by existing annual salaries budgets) | N/A | N/A | N/A | \$8,650 |

STRATEGIC IMPLICATIONS

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

Theme: Our Community.

Aspiration: An active and engaged community.

Outcome C2: Accessible services that recognise diversity.

Pillar 1 Relationships- the City seeks to establish its sphere of influence by establishing mutually beneficial relationships within the local area.

Pillar 2 Respect- the City seeks to increase its understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories knowledge and rights through cultural learning.

Pillar 3 Opportunities- the City seeks to improve outcomes relating to Aboriginal and Torres Strait Islander supplier diversity to improve economic and social outcomes.

Pillar 4 Governance- the City seeks to maintain and progress the effective governance of the Reflect RAP through reporting its Reflect RAP achievements, challenges, and learnings both internally and externally.

CONCLUSION

In light of the above, it is recommended that Council notes the information contained within this report and in **Attachment 1**.

Attachment 1

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|---|---|
| AUTHOR | Manager Community Development |
| BRANCH | Community Development |
| STRATEGY | Relationships – Rituals and Protocols |
| ACTION | Re-establish the Aboriginal Advisory Committee (AAC) with the name Reconciliation Advisory Committee (RAC) |
| DELIVERABLE | Reconciliation Advisory Committee will meet quarterly to manage and monitor the activities and deliverables detailed in this 'Reflect' RAP and report on its implementation. |
| INFORMATION | <p>The City's Reconciliation Advisory Committee (RAC) had its first meeting at the City of Bayswater Civic Centre on Wednesday 4 March 2020. The RAC has delegated authority and members of the public are welcome to attend. Remaining meetings for 2020 were scheduled for:</p> <ul style="list-style-type: none"> • 3 June 2020 • 2 September 2020 • 2 December 2020 <p>Due to the COVID-19 pandemic, Council made the decision to temporarily suspend RAC meetings until end of July 2020, therefore, the meeting scheduled for 3 June did not take place.</p> |
| OUTCOMES | At the Ordinary Council Meeting of 21 July 2020, Council resolved to reinstate the City's minor Committees, which includes the RAC. The September and December RAC meetings have therefore been reinstated, as per the above schedule. |

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|--|--|
| AUTHOR | Manager Community Development Manager People, Culture and Safety Manager Governance |
| BRANCH | Community Development |
| STRATEGY | Relationships – Rituals and Protocols |
| ACTION | Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations. |
| DELIVERABLES | <ol style="list-style-type: none"> 1. 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. 2. Research best practice and principles that support and strengthen partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations. 3. Continue annual membership of Reconciliation Western Australia. |
| INFORMATION | To assist the City to broaden its sphere of influence and form mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations, the City has developed a Management Practice - Reconciliation Rituals and Protocols and associated information tools and resources to strengthen City operations. |
| OUTCOMES | <p>The following achievements are aligned to the deliverables listed above, under the 'Relationships- Rituals and Protocols' strategy within the City's Reflect RAP:</p> <ol style="list-style-type: none"> 1. <u>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.</u> <p>The City has established an internal 'RAP Relationships database' to include local stakeholders and those located across the state and around Australia that can support the City, as it progresses its reconciliation journey. Stakeholders include:</p> <ul style="list-style-type: none"> • Traditional custodians; • Government agencies; • Businesses / Contractors; • Schools; • Artists; • Language services; • Health services; • Employment and training providers; and • Advocacy agencies. <p>The internal database will also provide opportunities to form new and mutually beneficial relationships into the future.</p> <ol style="list-style-type: none"> 2. <u>Research best practice and principles that support and strengthen partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.</u> |

| | |
|--|--|
| | <p>Using its internal 'RAP Relationships database', the City explored organisations that have developed and practice Aboriginal cultural protocols. The research revealed that organisations with documented cultural protocols and management practices, demonstrate collaborative outcomes with local Aboriginal and Torres Strait Islander peoples. For example, the South West Aboriginal Land and Sea Council have documented 'Noongar Protocols' and 'Noongar Consultation Protocol Guidelines' that provided for the effective and respectful engagement of the Noongar community to develop the 'Swan and Canning Rivers Iconic Trails Project'.</p> <p>This research informed the development of the City's new Management practice – Reconciliation Rituals and Protocols.</p> <p>The purpose of the Management Practice is to ensure all City employees understand the importance of respectfully acknowledging Aboriginal and Torres Strait Islander people in business operations, through the observation and delivery of culturally appropriate rituals and protocols.</p> <p>This new and important Management Practice was approved by the City's Executive Leadership Team in July 2020 and has now been shared with the organisation. In addition, a staff information session was provided in August 2020 by Manager Community Development to ensure staff understanding of the Management Practice.</p> <p><u>3. Continue annual membership of Reconciliation Western Australia.</u></p> <p>The City maintains its membership with Reconciliation WA and continues to share their news and information with the City's Reconciliation Advisory Committee, as relevant. For example, on 26 March 2020, Reconciliation Advisory Committee members were notified about the appointment of Reconciliation WA's new Chief Executive Officer, Mr Andrew Vlahov OAM. Refer to Image 1.</p> <p>The support received from Reconciliation WA for National Reconciliation Week 2020 was particularly beneficial. Reconciliation WA shared daily content with the City that aligned with the 2020 theme - 'In This Together'. Refer to Image 2. Their activities and historical resources were shared with staff each day on the following National Reconciliation Week topics:</p> <ul style="list-style-type: none"> • 1967 Referendum; • NRW; • Royal Commissions; • Wadjemup; • Challenging Terra Nullius; • Connecting to our Elders; • Uluru Statement; and • Mabo. |
|--|--|

[View this email in your browser](#)



ReconciliationWA

Reconciliation WA stands with all Western Australians as we defend ourselves against the threat posed to lives and culture by COVID-19. We are all in this together.

Chief Executive Officer Appointment



It is in that spirit of unity that the Board of Reconciliation WA (RWA) is delighted to announce [Mr Andrew Vlahov OAM](#) as its new Chief Executive Officer.

Andrew's appointment is effective Monday 23rd March 2020, following a comprehensive recruitment process that contained a field of very strong candidates.

Image 1 *Reconciliation WA email, 26 March 2020.*



Kaya

[National Reconciliation Week 2020](#) is coming up and we wanted to share what this is going to look like this year.

As you are aware we have had to reimagine National Reconciliation Week (NRW) events this year. In previous years we have held a Reconciliation Breakfast and we have held a Walk for Reconciliation Breakfast.

We have moved our events that we would usually share with you in person online in a wonderful new format! We are sad that we won't see you in the flesh but we are super excited to be able to reach more people across our beautiful state.

Our NRW events will uphold the three pillars of reconciliation, Relationships, Respect and Opportunity and the theme [In This Together](#) with a focus on the [Reconciliation Dimension](#) of [Historical Acceptance](#) and Truth Telling.

Fair warning - During NRW we will be sending you a **daily email** with content for you to share with your families, friends, colleagues and networks. There will be lunch and learns, specially made videos and resources for you to learn from and enjoy!

Image 2 *CEO Reconciliation WA email snapshot, 14 May 2020.*

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|--|--|
| AUTHOR | Manager Community Development |
| BRANCH | Community Development |
| STRATEGY | Relationships - Cultural |
| ACTION | Build relationships through celebrating National Reconciliation Week (NRW). |
| DELIVERABLES | <ol style="list-style-type: none"> 1. Circulate Reconciliation Australia's NRW materials to our staff. 2. Reconciliation Advisory Committee members participate in an external event NRW event. 3. Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW. 4. Develop and implement NRW promotional plan to increase awareness and understanding of significance of the week amongst staff and community. |
| INFORMATION | <p>Reconciliation Australia - National Reconciliation Week (NRW) takes place 27 May - 3 June every year. The theme for 2020 was announced as "In This Together". Refer to Image 1.</p> <p>The City had planned to implement a range of NRW activities to increase awareness about NRW but was unable to deliver the planned activities due to the COVID-19 pandemic restrictions. The planned activities included:</p> <ul style="list-style-type: none"> • Sponsorship of one outdoor street banner to be displayed outside the Civic Centre. This is a WA Department of Local Government, Sport and Cultural Industries - NRW 2020 Street banner project. • Host a 'Local Reconciliation Leaders Yarn' with local businesses, agencies and associations who have a RAP or would like to develop a RAP. • Deliver a series of social media posts that link to the City's Reconciliation web pages. • Inform and educate City staff about NRW via direct emails. • Support and promote Reconciliation WA community events including the Walk for Reconciliation and Reconciliation breakfast. <p>In addition, Reconciliation WA (RWA) social gathering events including the 'Walk for reconciliation' and 'Breakfast' were also cancelled this year due to the COVID-19 pandemic restrictions. Refer to Image 2. Staff had planned to participate in those activities.</p> <p>Given the COVID-19 pandemic, NRW celebrations were moved to digital platforms such as social media, videos, online panel discussions, and Reconciliation film screenings.</p> |

| | |
|------------------------|---|
| <p>OUTCOMES</p> | <p>The following achievements are aligned to the deliverables listed above, under the 'Relationships- Cultural' strategy within the City's Reflect RAP:</p> <ol style="list-style-type: none"> 1. Circulate Reconciliation Australia's NRW materials to our staff. <p>At the beginning of NRW (27 May 2020) all City staff were sent an email to celebrate the NRW 2020 theme - 'In This Together'. Staff were encouraged to reflect on the City's contributions towards reconciliation and were provided with web links to events, activities and resources from RWA and Reconciliation Australia. Refer to Image 3.</p> <p>The NRW email footer was affixed to the corporate email signature for the duration of the week to increase internal and external stakeholder awareness of National Reconciliation Week.</p> <ol style="list-style-type: none"> 2. Reconciliation Advisory Committee members participate in an external event NRW event. <p>With external events for NRW 2020 moving to online due to the COVID-19 pandemic, the City invited the RAC members to share with community what National Reconciliation Week means to them. Personal reconciliation reflections from some RAC members were published on the City's Reconciliation Advisory Committee web page from 27 May to 3 June 2020. Refer to Image 4.</p> <ol style="list-style-type: none"> 3. Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW. <p>The City had planned for a 'Local Reconciliation Leaders Yarn' event with local businesses, agencies and associations who have a RAP or would like to develop a RAP which was cancelled due to COVID- 19 restrictions. This event will instead be delivered during NRW 2021.</p> <p>During NRW City staff viewed the WA Local Government Association (WALGA) digital stories from municipalities who are implementing an 'Innovate' or 'Stretch' RAP and learn about their respective reconciliation journeys. Refer to Image 5.</p> <ol style="list-style-type: none"> 4. Develop and implement NRW promotional plan to increase awareness and understanding of significance of the week amongst staff and community. <p>Given the COVID-19 pandemic the City delivered three NRW 2020 Facebook posts with the support of the RAC. These included:</p> <ol style="list-style-type: none"> a) 26 May 2020 – Acknowledgement of NRW and the commemoration of the two milestones in Australia's reconciliation journey. #InThisTogether2020. b) 29 May 2020 – Members of our RAC shared their personal reflections on what National Reconciliation week means to them. Their stories were linked to the City's RAC web page. c) 2 June 2020 – Reflecting on the City's first RAP. This post incorporated a video of the City's Reflect RAP launch event. <p>Refer to Images 6, 7 and 8.</p> |
|------------------------|---|



Image 1 *Reconciliation Australia: National Reconciliation Week 2020 theme - 'In This Together'*

Thu 19/03/2020 3:42 PM

CEO Reconciliation WA <ceo@recwa.org.au>

National Reconciliation Week 2020 - COVID-19 Update

Read this message on 30/03/2020 9:59 AM.

Problems with how this message is displayed, click here to view it in a web browser.



Image 2 *Reconciliation WA: National Reconciliation Week 2020 - COVID-19 Update*

Kaya (hello) everyone

National Reconciliation Week (NRW) starts today and this year's theme is **In This Together**. This is a time to reflect and learn about our shared histories, cultures, and achievements, and to explore how each of us can contribute to achieving reconciliation in Australia.

To acknowledge this significant week, the City has embedded the NRW **In This Together** email footer which demonstrates our commitment to reconciliation. In addition, our Reconciliation Advisory Committee have shared their personal reflections about what National Reconciliation Week means to them which we will be sharing on the City's social media platforms. Check out the [Reconciliation Advisory Committee](#) web page to learn more.

We are also **In This Together** with our partner Reconciliation WA and we will be sharing with you some news and activities during this NRW. Today we are asking everyone to join us and take part in the [National Acknowledgement of Country](#) at 10:00am (AWST).

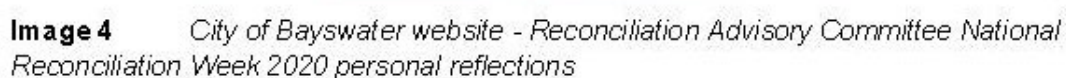
Boordawon (talk to you soon- in Noongar language)

Community Development



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Image 3 *City of Bayswater staff email promoting National Reconciliation Week 2020*



ut-WALGA/Reconciliation-Action-Plan



Related Pages

In recognition of National Reconciliation Week, WALGA has produced a series of digital stories highlighting the amazing work many Local Governments have been undertaking in implementing a Reconciliation Action Plan.

Cr Brooke O'Donnell - City of Kalamunda



Aboriginal Reference Group Chair, Gail Beck - City of Cockburn



Community Development Officer Aboriginal Engagement, Kezia Jacobs-Smith - City of Rockingham



Image 5

Website link to the WALGA local government digital stories of municipalities and their respective Reconciliation Action Plan journey.



Image 6 *City of Bayswater Facebook Post, 26 May 2020*

**Image 7***City of Bayswater Facebook Post, 29 May 2020*

**Image 8***City of Bayswater Facebook Post, 2 June 2020*

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|--|---|
| AUTHOR | Manager People, Culture and Safety |
| BRANCH | People, Culture and Safety |
| STRATEGIES | Relationships and Opportunities - Employment and Training |
| ACTIONS | <ul style="list-style-type: none"> Promote positive race relations through anti-discrimination strategies. Promote reconciliation through our sphere of influence. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development. |
| DELIVERABLES | <ol style="list-style-type: none"> Research leading practice and policies in areas of race relations and anti-discrimination. Communicate our commitment to reconciliation to all staff i.e. employee inductions and information pack. Build relationships with employment service providers and existing Aboriginal and Torres Strait Islander staff to inform future employment and professional development opportunities i.e. Jobs and Skills WA. |
| INFORMATION | <p>The City has reviewed existing documentation to take into account requirements of Reflect RAP. The deliverables listed above form part of the City's People, Culture and Safety Business Plan that states:</p> <p><i>"Research leading practices/policies and identify existing anti-discrimination provisions & future needs."</i></p> |
| OUTCOMES | <p>The following achievements are aligned to the deliverables listed above, under the 'Relationships and Opportunities- Employment and Training' strategies, as detailed within the City's Reflect RAP:</p> <ul style="list-style-type: none"> 60% of employees have completed the City's online Cultural Awareness Training - Aboriginal and Torres Strait Islander Inclusion and Cultural Safety; Corporate induction has been updated to incorporate the City's Reflect RAP; Research into contemporary indigenous employment practices continues; and A school based trainee who is Aboriginal is currently working at the City and contacts have been made to a number of organisations that support training and employment for Aboriginal people. |

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|--|--|
| AUTHOR | Manager Community Development |
| BRANCH | Community Development |
| STRATEGY | Relationships – Sharing, Learning and Building Connections |
| ACTION | Promote reconciliation through our sphere of influence |
| DELIVERABLES | <ol style="list-style-type: none"> 1. Meet with adjoining local governments to discuss matters relating to reconciliation. 2. Continue working with the East Metropolitan Perth Reconciliation Group to inform the City's Reconciliation Advisory Committee (RAC). 3. Build relationships with local schools through their Aboriginal and Islander Education Officers and Chaplains |
| INFORMATION | The City's Reflect RAP journey has provided for an increased sphere of influence and further strengthened the City's capacity to achieve reconciliation through existing relationships with local governments. New relationships have been established with local primary and secondary schools and Aboriginal Education Officers to support future collaborations with the City. |
| OUTCOMES | <p>The following achievements are aligned to the deliverables listed above, under the 'Relationships - Sharing, Learning and Building Connections' strategy within the City's Reflect RAP:</p> <ol style="list-style-type: none"> 1. <u>Meet with adjoining local governments to discuss matters relating to reconciliation</u> <p>The City regularly liaises with WA local governments with respect to reconciliation via the WA Local Government Association (WALGA) Aboriginal Engagement Network Meetings. The City participated in and contributed to the following:</p> <ul style="list-style-type: none"> • 22 April 2020 – Provided WALGA with information regarding the City's support for Aboriginal and Torres Strait Islander peoples during the COVID-19 pandemic. • 7 May 2020 - Online meeting hosted by WALGA for metropolitan Local Government officers to discuss the impact of COVID-19 on workloads and how to support Aboriginal community during the pandemic. Respective Officers also informed what each Local Government planned to deliver for National Reconciliation Week 2020. • 28 May 2020 – Staff attended a Webinar on Aboriginal and Dual Naming Guidelines, which was presented by Landgate; Professor Len Collard; Community Arts Network; Shire of Katanning; City of South Perth; and Main Roads. <ol style="list-style-type: none"> 2. <u>Continue working with the East Metropolitan Perth Reconciliation Group to inform the City's Reconciliation Advisory Committee (RAC).</u> <p>A community member of the City's RAC is also the convener of the East Metropolitan Perth Reconciliation Group (EMPRG) and has become the conduit between the City and the EMPRG, providing and sharing information, as required.</p> <ol style="list-style-type: none"> 3. <u>Build relationships with local schools through their Aboriginal and Islander Education Officers and Chaplains</u> |

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| | <p>The City has identified the local primary and secondary schools that engage or employ an Aboriginal Education Officer (AEO) and this has been recorded in the City's internal 'RAP 'Relationship' database.</p> <p>Whilst the majority of local schools do not employ an AEO, most schools would like to keep informed about any reconciliation initiatives implemented or advocated by the City.</p> |
|--|--|

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|---|---|
| AUTHOR | Manager Communications and Marketing |
| BRANCH | Communications and Marketing |
| STRATEGY | Respect - Rituals and Protocols |
| ACTION | Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols. |
| DELIVERABLE | Incorporate Acknowledgement of Country in corporate documents i.e. Annual Report |
| INFORMATION | The City's Communications and Marketing branch has embraced the Reflect RAP journey and are exploring mediums of promotion and advertising (online and print) to educate, promote and connect with community about the City's Reflect RAP. |
| OUTCOMES | <p>Following the implementation of the City's Management Practice – Reconciliation Protocols and Rituals, an Acknowledgement of Country, written in Noongar language and English interpretation, and the inclusion of Aboriginal and Torres Strait Islander flags, as relevant, is steadily being embedded into:</p> <ul style="list-style-type: none"> • Strategic documents such as the City of Bayswater Annual Report 2019/20; • Corporate Plans such as the; Reflect RAP 2019-2020, Access and Inclusion Plan 2020-2024 and Youth Action Plan – The Platform; and • Online platforms such as the City's website, City Spatial (online geographic information system) and the City of Bayswater corporate email signature. |

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|---|--|
| AUTHOR | Manager Community Development |
| BRANCH | Community Development |
| STRATEGY | Respect - Cultural |
| ACTION | Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC week. |
| DELIVERABLES | <ol style="list-style-type: none"> 1. Raise the awareness and share information amongst our staff about the meaning of NAIDOC week. 2. Introduce City staff to NAIDOC week by promoting external events in our local area i.e. Town of Bassendean NAIDOC Family Fun Day. 3. RAP internal Working Group to participate in an external NAIDOC Week event. |
| INFORMATION | <p>On 18 March 2020, in the interest of public safety due to the COVID-19 global pandemic, the National NAIDOC Committee announced the postponement of NAIDOC Week 2020. Normally 5-12 July. Refer to Image 1.</p> <p>On 17 June 2020, the National NAIDOC Committee announced the new dates for NAIDOC Week 2020 as 8-15 November. Refer to Image 2. Following this announcement, the Town of Bassendean informed the City that they would not be staging the annual NAIDOC Family Day at Ashfield Reserve event in 2020/2021, for which the City has previously actively participated in.</p> <p>The City is now in the planning phase to deliver a series of internal and external activities in alignment with the NAIDOC week 2020 theme "Always Was, Always Will Be".</p> |
| OUTCOMES | <p>The following achievements are aligned to the deliverables listed above, under the 'Respect- Cultural' strategy within the City's Reflect RAP:</p> <ol style="list-style-type: none"> 1. <u>Raise the awareness and share information amongst our staff about the meaning of NAIDOC week.</u> <p>The City has scheduled a staff 'Lunch and Learn' session during NAIDOC Week to showcase Reflect RAP achievements. This opportunity will assist to share information about the importance of NAIDOC Week across the organisation.</p> <ol style="list-style-type: none"> 2. <u>Introduce City staff to NAIDOC week by promoting external events in our local area i.e. Town of Bassendean NAIDOC Family Fun Day</u> <p>The City will be applying for a NAIDOC Week local grant with the National Indigenous Australians Agency for \$1,000. The funding application intends to contribute towards the costs of contracting prominent Western Australian Aboriginal Artist, Sharyn Egan to deliver a 'Fantastic Creatures' weaving workshop at one or more of the City's libraries during NAIDOC Week.</p> |

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| | <p>3. <u>RAP internal Working Group to participate in an external NAIDOC Week event.</u></p> <p>Branch Managers will be invited to a presentation showcasing Reflect RAP achievements during NAIDOC Week to broaden internal awareness of key projects, events and initiatives that have supported the City's reconciliation journey over the 2019/20 and 2020/21 financial years. This meeting will provide the opportunity to discuss the timeline for the development of the City's Innovate RAP.</p> |
|--|--|



The National NAIDOC Committee has decided to postpone NAIDOC Week 2020 (5 July - 12 July) in the interest of safety for our communities. This decision was not taken lightly.

We have taken on-board the advice from the Federal Government, health experts, our key partners and from leading national Aboriginal and Torres Strait Islander health organisations.

We all believe that an escalating COVID-19 (Coronavirus) crisis as we head into winter would have disastrous impacts on our mob - especially for our elders and those in our communities with chronic health issues.

The National NAIDOC Awards scheduled for Saturday 11 July in Alice Springs will not go ahead as planned.

We have suspended the nomination process for the National NAIDOC Awards 2020 and announcement of the winner of the poster competition until further notice. The 2020 NAIDOC Local Grants Round has also been closed until further notice.

We are in the process of finalising a new date for NAIDOC Week 2020 - towards the end of the year - and we'll continue to work closely with the National Indigenous Australians Agency and our partners for NAIDOC Week 2020.

We will keep you updated.

Image 1 *Snapshot from National NAIDOC Committee website confirming postponement of NAIDOC Week 2020.*



Wednesday, June 17, 2020
Committee



National NAIDOC Week 2020 celebrations will be held from the 8-15 November.

The November dates follow the decision by the National NAIDOC Committee (NNC) to postpone NAIDOC Week from the original July dates due to the impacts and uncertainty from the escalating Coronavirus (COVID-19) pandemic across our communities and cities. The postponement was aimed at protecting our elders and those in our communities with chronic health issues from the disastrous impacts of COVID19.

As cooler weather approaches the need to protect our most susceptible remains.

Further announcements regarding the National NAIDOC Awards and the reactivation of the 2020 NAIDOC Local Grants Round will be made within coming weeks.

The NNC understands that the July dates for NAIDOC may still be acknowledged by communities and organisations, however we are mindful that those celebrations and physical gatherings will still be impacted by the various State and Territory COVID19 restrictions and social distancing measures.

We acknowledge the commitment and tireless work of the many State, Territory, regional and local NAIDOC Committees, organisations and individuals whose passion each year makes NAIDOC Week an outstanding success.

We thank you for your understanding and working with us during these uncertain times.

The NNC are continuing to work with our partners and key stakeholders to make NAIDOC Week 2020 a suitable and fitting celebration of #AlwaysWasAlwaysWillBe.

Image 2

Snapshot from National NAIDOC Committee website confirming new dates for NAIDOC Week 2020 being 8-15 November 2020.

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|---|---|
| AUTHOR | Manager Library and Customer Services Manager Community Development |
| BRANCH | Library and Customer Services |
| STRATEGY | Respect - Sharing, Learning and Building Connections |
| ACTION | Share local (City of Bayswater) Aboriginal and Torres Strait Islander people's cultural history with the community. |
| DELIVERABLE | 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. |
| INFORMATION | <p>The City's public libraries continue to engage the community with a range of literacy and language sessions. These programs attract people from a wide range of cultures.</p> <p>The positive outcomes of these programs encouraged the City's Libraries to look for more opportunities in the area of language. The focus on Noongar language was influenced by the development of the Reflect RAP and 2019 being the International Year of Indigenous Languages.</p> |
| OUTCOMES | <p>The following achievements are aligned to the deliverable listed above, under the 'Respect – Sharing, Learning and Building Connections' strategy within the City's Reflect RAP:</p> <ul style="list-style-type: none"> Three Noongar language and cultural sessions for adults were held at the Maylands Library on 8 February and 7 March 2020. Approximately 50 people attended the workshop on 8 February 2020. This was facilitated by Aboriginal and Islander Education Officer and Noongar language teacher, Carol Foley. The session's content focused on animals, greetings and the Noongar seasons. Feedback from those participating regarding the quality of Carol's presentation style and the content of the session was very positive. On 17 March as part of Harmony Week, the Morley Primary School choir participated in a song workshop with Guy Ghouse and Gina Williams provided by the City of Bayswater Libraries and Community Development teams. The session was attended by 28 children and one teacher. During the session the choir learned three songs in Noongar: Wanjoo – the welcome song; Djinda Kanangoor (a translation of Twinkle Little Star) and Keyen, Koodjal, Daambart. The students learnt the words, tune and actions to the songs very quickly and were able to learn the meaning and correct pronunciation of words. |

| | |
|--|---|
| | <p>The choir hopes to teach the rest of the school the songs they learnt, so that they can make the Wanjoo song a regular part of future school assemblies. Refer to Images 1 and 2.</p> <ul style="list-style-type: none">• Further sessions with Gina Williams and Guy Ghouse and the Noongar language workshops were cancelled from 17 March 2020 due to COVID-19 restrictions. The City will try and once again deliver these sessions in the 2020/21 financial year, budget permitting.• The Library and Customer Services contributed to National Reconciliation Week 2020 by mounting small displays in each of the City's three Libraries. Refer to Image 3. |
|--|---|



Image 1 Morley Primary School choir participated in a song workshop with Guy Ghouse and Gina Williams provided by the City of Bayswater Libraries and Community Development held at Morley Primary School on Tuesday 17 March 2020.



Image 2 Morley Primary School choir participated in a song workshop with Guy Ghouse and Gina Williams provided by the City of Bayswater Libraries and Community Development held at Morley Primary School on Tuesday 17 March 2020.



Image 3 Morley Library Display for National Reconciliation Week 2020

| City of Bayswater Reflect Reconciliation Action Plan INFORMATION UPDATE REPORT | |
|--|---|
| AUTHOR | Manager Community Development |
| BRANCH | Community Development |
| STRATEGY | Governance |
| ACTION | Continue our reconciliation journey by developing our next RAP (Innovate). |
| DELIVERABLES | <ol style="list-style-type: none"> 1. Register via Reconciliation Australia's website to begin development of our next RAP (Innovate). 2. Liaise with Reconciliation Australia to develop our next RAP (Innovate) based on learnings, challenges and achievements. 3. Submit draft Innovate RAP to Reconciliation Australia for review. |
| INFORMATION | <p>Given the COVID-19 pandemic, the City sought and attained an extension from Reconciliation Australia to submit the draft Innovate RAP for final review, by 30 June 2021.</p> <p>The Reflect RAP timeline for submitting the City's draft Innovate RAP was due by September 2020 to be endorsed by Reconciliation Australia by November 2020.</p> <p>The extension ensures that the City can achieve all Reflect RAP deliverables, and enables the City to conduct a thorough community engagement process to support the development of the Innovate RAP involving a broad range of stakeholders.</p> |
| OUTCOMES | <p>The following achievements are aligned to the deliverables listed above, under the 'Governance' strategy within the City's Reflect RAP:</p> <ol style="list-style-type: none"> 1. <u>Register via Reconciliation Australia's website to begin development of our next RAP (Innovate).</u> The City has registered its intent to begin the development of the Innovate RAP. Reconciliation Australia has provided the relevant template and framework to guide the development of the City's Innovate RAP. 2. <u>Liaise with Reconciliation Australia to develop our next RAP (Innovate) based on learnings, challenges and achievements.</u> The 2020 RAP Impact Measurement Report to Reconciliation Australia is due by 30 September 2020. This report will table the City's Reflect RAP learnings, challenges and achievements at that point in time. 3. <u>Submit draft Innovate RAP to Reconciliation Australia for review</u> The City has prepared the Innovate RAP Engagement Plan and on 2 September 2020, is proposing the project timeframe to the Reconciliation Advisory Committee for approval. |

9.2 Innovate Reconciliation Action Plan - Project Timeframe

| | | |
|---------------------------------|--|---|
| Responsible Branch: | Community Development | |
| Responsible Directorate: | Community and Development | |
| Authority/Discretion: | <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 |
| Voting Requirement: | Simple Majority Required | |
| Attachments: | 1. Proposed Innovate RAP –Project Timeframe. 2. Reconciliation Australia Innovate RAP Template. | |
| Refer: | Item: OCM 03.09.2019 Item: OCM 06.06.2018 | |

SUMMARY

For Council to note the City's proposed Innovate Reconciliation Action Plan – project timeframe and key community engagement activities, as considered by the City's Reconciliation Advisory Committee (RAC) and as presented in **Attachment 1** to this report.

COMMITTEE RESOLUTION
(OFFICER'S RECOMMENDATION)

That Council notes the proposed Innovate Reconciliation Action Plan – project timeframe and key community engagement activities, as detailed in **Attachment 1** to this report.

CR LORNA CLARKE MOVED, CR SALLY PALMER SECONDED

CARRIED UNANIMOUSLY: 6/0

BACKGROUND

Reconciliation Action Plans (RAPs) help workplaces build understanding, promote meaningful engagement, increase equality, and create sustainable employment opportunities and positive outcomes in relation to Aboriginal and Torres Strait Islander Peoples. Furthermore, RAPs provide a framework for organisations to support the national reconciliation movement and contribute to advancing the five elements of reconciliation:

1. Race relations;
2. Equality and equity;
3. Institutional integrity;
4. Historical acceptance; and
5. Unity.

Reconciliation Australia is the nation's reconciliation peak body and provides for the four different types of RAPs depending on the stage of an organisations' reconciliation journey:

1. Reflect;
2. Innovate;
3. Stretch; and
4. Elevate.

At the Ordinary Council Meeting held on 3 September 2019, Council adopted the inaugural City of Bayswater Reflect Reconciliation Action Plan 2019 –2020 (Reflect RAP), and resolved as follows:

"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.”*

The draft Reflect RAP 2019 –2020 was subsequently endorsed by Reconciliation Australia.

One of the actions listed in the City's Reflect Reconciliation Action Plan (RAP) 2019- 2020 under the pillar of Governance, is for the City to “*Continue our reconciliation journey by developing our next RAP (Innovate)*”. Accordingly, the City is required to start planning for its community engagement associated with the development of its subsequent Innovate RAP, due for submission to Reconciliation Australia by 30 June 2021.

This report outlines the proposed community engagement initiatives within the proposed project timeframe, to support the development of the City's Innovate RAP 2021 – 2023.

EXTERNAL CONSULTATION

Due to the disruption in operations caused by the COVID-19 pandemic, Reconciliation Australia provided local governments and other organisations an opportunity to extend timeframes on deliverables listed in their Reconciliation Action Plans.

The City of Bayswater Reflect RAP was due to expire in November 2020. Given the COVID-19 pandemic and opportunity for extension provided by Reconciliation Australia, the City consulted Reconciliation Australia, who have granted an extension to finalise the City's Reflect RAP deliverables by June 2021. Importantly this includes the submission of the City of Bayswater draft Innovate RAP 2021 - 2023 for their review and endorsement.

The aim of the extended timeframe is not only to complete outstanding deliverables, as listed in the Reflect RAP 2019-2020 but also to enable genuine community engagement involving a diverse range of stakeholders including Aboriginal and Torres Strait Islander peoples to support the development of the City of Bayswater draft Innovate RAP 2021 – 2023.

Reconciliation Australia have provided the City of Bayswater with the Innovate RAP framework, as shown in **Attachment 2**, to support the development of the City of Bayswater Innovate RAP 2021 – 2023.

OFFICER'S COMMENTS

The proposed Innovate RAP – Project Timeframe aims to provide a summary of key activities to facilitate the meaningful engagement of the City's RAC, Aboriginal and Torres Strait Islander peoples and relevant stakeholders to understand the needs, aspirations and priorities aligned with the intent of the Reconciliation Australia Framework for Innovate RAP.

The proposed summary of internal and external engagement activities are planned to be delivered from September 2020 to July 2021. A detailed Engagement Plan has also been developed in accordance with the Innovate RAP – Project Timeframe document. The Engagement Plan is an operational document, which will be continuously updated, as required, throughout the duration of the project.

Innovate RAP is the second in a series of four Reconciliation Action Plans. According to Reconciliation Australia:

"An Innovate RAP outlines actions that work towards achieving your organisations' unique vision for reconciliation. Commitments within this RAP allow your organisation to gain a deeper understanding of its sphere of influence, and establish the best approach to advance reconciliation. An Innovate RAP focuses on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation, developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples."

The successful development and implementation of the City of Bayswater Innovate RAP 2021 – 2023 is dependent on sound community engagement with identified stakeholders and will reinforce the City's commitment to foster reconciliation. To that end, the proposed Project Timeframe document, as presented in **Attachment 1** details the key activities planned to ensure meaningful community engagement. Four RAC meetings are scheduled between September 2020 and June 2021 with additional engagement activities such as attendance to stakeholder engagement workshops and participation NAIDOC Week activities.

There are three engagement workshops planned with relevant stakeholders during November 2020.

The proposed project timeframe and key activities are as follows:

| Date | Key Activities |
|----------------------|---|
| 2 September 2020 | <u>Reconciliation Advisory Committee (RAC) Meeting</u> <ul style="list-style-type: none"> • Endorsement of project timeframe and key engagement activities proposed. • Determine how RAC can assist in promoting engagement. • Deliver framework of Innovate RAP. • Confirm proposed project timeframe and engagement activities. |
| 2 – 18 November 2020 | <ul style="list-style-type: none"> • Release community feedback survey on 'Engage Bayswater' entitled 'Reflect to Innovate'. |
| 1 - 7 November 2020 | <u>Engagement Workshop #1 Reflect to Innovate</u> <ul style="list-style-type: none"> • 2 hour facilitated workshop. • Attendees to include local Aboriginal and Torres Strait Islander peoples, the City's RAC, local organisations and community groups that have a RAP and Aboriginal Education Officers. • Guest speaker to present a Reflect to Innovate RAP journey. • Invite feedback to inform the City's Innovate RAP deliverables. |
| 8 - 15 November 2020 | <u>NAIDOC Week Activities</u> <ul style="list-style-type: none"> • Basket weaving at the City's two Community Centres in Bayswater and Morley. • Weaving and yarnning together with Nyoongar woman and artist - Sharyn Egan at two of the City's libraries. • Lighting Swamp Bushland video link to be sent to local schools as an educational activity. |
| 12 November 2020 | <u>Engagement Workshop #2 Staff - Reflect to Innovate</u> <ul style="list-style-type: none"> • City's Management and Coordinator team session with Leanne Woods from the City of Melville. • Showcase the City's achievements of 'Reflect' RAP. • Present community engagement findings to date. • Invite feedback for additional Innovate RAP deliverables. |
| November 2020 | <u>Engagement Workshop #3 Councillor Workshop - Reflect to Innovate</u> <ul style="list-style-type: none"> • 1 hour facilitated workshop. • Review and celebrate Reflect RAP achievements. • Review framework for Innovate RAP. • Review current feedback received. • Workshop additional actions for draft Innovate RAP. |
| 2 December 2020 | <u>RAC Meeting</u> |

| Date | Key Activities |
|--------------|--|
| | <ul style="list-style-type: none"> Summary of key community engagement findings. Present draft Innovate RAP for RAC feedback and approval to release the draft document to public comment for a period of two weeks. |
| January 2021 | <ul style="list-style-type: none"> Release the draft Innovate RAP for public comment for a period of two weeks. |
| March 2021 | <u>RAC meeting</u> <ul style="list-style-type: none"> Review feedback received from public comments on the draft Innovate RAP. Approve any amendments made to the draft Innovate RAP following public comment phase. Approve submission of draft Innovate RAP to Reconciliation Australia for their review. |
| April 2021 | <ul style="list-style-type: none"> Submit the draft Innovate RAP to Reconciliation Australia for review. |
| June 2021 | <u>RAC Meeting</u> <ul style="list-style-type: none"> Present final feedback received from Reconciliation Australia. Approve final Innovate RAP. |
| July 2021 | <ul style="list-style-type: none"> Launch of City's Innovate RAP |

LEGISLATIVE COMPLIANCE

Not applicable.

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.

| | | |
|----------------------------------|--|--------------------------------|
| Option 1 | That Council notes the proposed Innovate Reconciliation Action Plan – project timeframe and key community engagement activities, as detailed in <u>Attachment 1</u> to this report. | |
| Risk Category | Adopted Risk Appetite | Risk Assessment Outcome |
| 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 |
| Conclusion | It is considered that there are low risks associated with the information provided in this report, as it meets the objectives of the City's Reflect RAP 2019 – 2020 and the | |

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| | information will be used to inform the development of the City's Innovate RAP 2021 – 2023. |
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FINANCIAL IMPLICATIONS

Item 1: Development of the City of Bayswater Innovate Reconciliation Action Plan 2021 – 2023

Asset Category: N/A

Source of Funds: Municipal

LTFP Impacts: Not itemised in the LTFP

Notes: The confirmed 2020/2021 budget includes \$10,000, to support the development and endorsement of the City of Bayswater Innovate RAP 2021 – 2023 which includes contractors, promotion, catering and printing.

| ITEM NO. | CAPITAL UPFRONT COSTS (\$) | ONGOING COSTS (\$) | | INCOME (\$) | ASSET LIFE (YEARS) | WHOLE OF LIFE COSTS (\$) | CURRENT BUDGET (\$) |
|----------|----------------------------|----------------------|---|-------------|--------------------|--------------------------|---------------------|
| | | MATERIALS & CONTRACT | STAFFING | | | | |
| 1 | \$10,000 | N/A | Varied costs (funded by existing annual salaries and budgets) | N/A | N/A | N/A | \$10,000 |

STRATEGIC IMPLICATIONS

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

Theme: Our Community
 Aspiration: An active and engaged community.
 Outcome C2: Accessible services that recognise diversity
 Strategy C2.1: Ensure the City's services and facilities are accessible and inclusive.

Theme: Leadership and Governance
 Aspiration: Open, accountable and responsive service
 Outcome L2: Proactively communicates and consults
 Strategy L2.1: Communicate and engage with the community.

A RAP is a strategic document that supports the City of Bayswater's community aspirations. Similar to the City's Reflect RAP 2019-2020, the Innovate RAP will include practical actions that will drive the City's contribution to reconciliation within the organisation, and in the community.

CONCLUSION

Within **Attachment 1**, the City has proposed specific community engagement activities to support the development of the Innovate RAP, which is the second RAP in a series of four to be developed by the City over the course of the next few years. The aim of the Innovate RAP is to focus on developing a unique vision for reconciliation, gaining a deeper understanding of the City's sphere of influence, and establishing the best approach to advance reconciliation within the City of Bayswater.

The proposed project timeframe and associated activities are considered to provide a solid foundation to support the development of the City's Innovate RAP by involving key internal and external stakeholders.

Attachment 1

City of
Bayswater

Innovate RAP Project Timeframe

61 Broun Avenue, Morley WA 6062 | P: 9272 0622 | F: 9272 0665 | mail@bayswater.wa.gov.au | www.bayswater.wa.gov.au



Proposed Project Timeframe and Key Activities

| Date | Key Activities |
|----------------------|---|
| 2 September 2020 | <u>Reconciliation Advisory Committee (RAC) Meeting</u> <ul style="list-style-type: none"> Endorsement of project timeframe and key engagement activities proposed. Determine how RAC can assist in promoting engagement. Deliver framework of Innovate RAP. Confirm proposed project timeframe and engagement activities. |
| 2 – 18 November 2020 | <ul style="list-style-type: none"> Release community feedback survey on 'Engage Bayswater' entitled 'Reflect to Innovate'. |
| 1 - 7 November 2020 | <u>Engagement Workshop #1 Reflect to Innovate</u> <ul style="list-style-type: none"> 2 hour facilitated workshop. Attendees to include local Aboriginal and Torres Strait Islander peoples, the City's RAC, local organisations and community groups that have a RAP and Aboriginal Education Officers. Guest speaker to present a Reflect to Innovate RAP journey. Invite feedback to inform the City's Innovate RAP deliverables. |
| 8 - 15 November 2020 | <u>NAIDOC Week Activities</u> <ul style="list-style-type: none"> Basket weaving at the City's two Community Centres in Bayswater and Morley. Weaving and yarnning together with Nyoongar woman and artist - Sharyn Egan at two of the City's libraries. Lighting Swamp Bushland video link to be sent to local schools as an educational activity. |
| 12 November 2020 | <u>Engagement Workshop #2 Staff - Reflect to Innovate</u> <ul style="list-style-type: none"> City's Management and Coordinator team session with Leanne Woods from the City of Melville. Showcase the City's achievements of 'Reflect' RAP. Present community engagement findings to date. Invite feedback for additional Innovate RAP deliverables. |
| November 2020 | <u>Engagement Workshop #3 Councillor Workshop - Reflect to Innovate</u> <ul style="list-style-type: none"> 1 hour facilitated workshop. |

| Date | Key Activities |
|-----------------|--|
| | <ul style="list-style-type: none"> Review and celebrate Reflect RAP achievements. Review framework for Innovate RAP. Review current feedback received. Workshop additional actions for draft Innovate RAP. |
| 2 December 2020 | <u>RAC Meeting</u> <ul style="list-style-type: none"> Summary of key community engagement findings. Present draft Innovate RAP for RAC feedback and approval to release the draft document to public comment for a period of two weeks. |
| January 2021 | <ul style="list-style-type: none"> Release the draft Innovate RAP for public comment for a period of two weeks. |
| March 2021 | <u>RAC meeting</u> <ul style="list-style-type: none"> Review feedback received from public comments on the draft Innovate RAP. Approve any amendments made to the draft Innovate RAP following public comment phase. Approve submission of draft Innovate RAP to Reconciliation Australia for their review. |
| April 2021 | <ul style="list-style-type: none"> Submit the draft Innovate RAP to Reconciliation Australia for review. |
| June 2021 | <u>RAC Meeting</u> <ul style="list-style-type: none"> Present final feedback received from Reconciliation Australia. Approve final Innovate RAP. |
| July 2021 | <ul style="list-style-type: none"> Launch of City's Innovate RAP |

Attachment 2

Last updated September 2018

INNOVATE**Reconciliation Action Plan (RAP) template****Innovate RAP:**

An Innovate RAP is used to develop, test and establish the best approach for advancing reconciliation in your workplace. An Innovate RAP is a public commitment published on [Reconciliation Australia's website](#). It should take approximately 3 - 6 months to develop an Innovate RAP and 2 years to implement.

Before you start:

Before you commit to developing a RAP, it is important that you read and understand the [RAP framework](#), consisting of the three core pillars (Relationships, Respect and Opportunities), four RAP types (Reflect, Innovate, Stretch and Elevate) and mandatory actions and deliverables that guide the development of RAPs. It is also important to read and understand the [RAP development, review and endorsement process](#), starting with assessing whether a RAP is right for your organisation.

How to use this RAP template:

The Innovate RAP template is designed to encourage workplaces to think strategically about the actions and deliverables that will achieve their unique [vision for reconciliation](#) within their [sphere of influence](#). It is also designed to guide the RAP development process through the establishment of a [RAP Working Group](#).

The Innovate RAP template outlines the mandatory actions and deliverables that your workplace needs to develop commitments in line with in order to receive Reconciliation Australia's endorsement. In addition, your workplace is expected to demonstrate strategic thinking by including additional actions and deliverables tailored to your core business and sphere of influence. Please complete the template by addressing the questions outlined in the 'Our Vision', 'Our Business' and 'Our RAP' sections, outlining your workplace's unique additional actions and deliverables, and assigning a responsibility and timeline to deliverables

Throughout this template, all *italicised* font is instructional only, whilst regular font indicates fixed text you need to include in your RAP. Please review the following resources for good practice guidance on completing RAP templates.

- [Developing a S.M.A.R.T. RAP](#).
- [Demonstrating inclusive and respectful language](#).

RAP review and endorsement process:

Once you have completed your first draft RAP, please [submit for review](#) to Reconciliation Australia's website. A RAP team member will be in touch to provide feedback and tailored assistance within three weeks. Once Reconciliation Australia is satisfied your RAP meets requirements for endorsement, you will be provided endorsement in two stages.

1. **Conditional Endorsement** – Reconciliation Australia will provide in-principle endorsement of your RAP (content only) allowing you to seek internal sign-off from your senior leadership with confidence. Reconciliation Australia will also provide you with the RAP logo and branding to include in final design of your RAP.
NB: RAP logos are trademarked through IP Australia, and must not be used publically until you have received Reconciliation Australia's final endorsement.
2. **Final Endorsement** – Reconciliation Australia will check your final designed document includes the conditionally endorsed content and the RAP logo and branding before providing final endorsement.

[Organisation Name]

Innovate Reconciliation Action Plan [month, 20__] – [month, 20__]

Our vision for reconciliation

State your organisation's [vision for reconciliation](#) and how it relates to your business.

Our business

The purpose of this section is to provide staff and stakeholders with context about your workplace. In paragraphs, address the following questions as a minimum.

- What is your core business?
- How many people does your workplace employ in Australia?
- How many Aboriginal and Torres Strait Islander staff does your workplace currently employ (if known)?
- What is your organisation's geographic reach (regional, national, or global)?
- What is your organisation's sphere of influence (internal and external stakeholders)?
- How many office locations does your workplace have in Australia and where are they?

Our RAP

The purpose of this section is to provide staff and stakeholders with background about your workplace's interest in reconciliation and how you went about developing your RAP with your RAP Working Group. In paragraphs, address the following questions as a minimum.

- Why is your workplace developing a RAP?
- Who champions your RAP internally?
- Who internally and externally is involved in your [RAP Working Group](#) (job titles)?
- How have you incorporated Aboriginal and Torres Strait Islander representation in your [RAP Working Group](#)?
- Optional: Does your organisation have an external Aboriginal and Torres Strait Islander Advisory Group?

If your workplace has progressed through a previous RAP, also include:

- An outline of your reconciliation journey since developing your first RAP, including a summary of the key learnings or most significant changes.
- Optional: Provide case studies or staff profiles which reflect the positive progress your workplace has made.

| Relationships | | | |
|--|---|------------------------------|--------------------|
| <i>[Tell us why building strong relationships between Aboriginal and Torres Strait Islander peoples and other Australians is important to your organisation and its core business activities—themes include connecting people, sharing experiences, governance, communication, engagement and partnerships.]</i> | | | |
| Focus area: Optional: What key strategic direction of your business does Relationships align to? | | | |
| Action | Deliverable | Timeline | Responsibility |
| 1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations. | • Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement. | <i>[Month, year]</i> | <i>[Job title]</i> |
| | • Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations. | | |
| 2. Build relationships through celebrating National Reconciliation Week (NRW). | • Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff. | | |
| | • RAP Working Group members to participate in an external NRW event. | 27 May-3 June, <i>[Year]</i> | |
| | • Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW. | 27 May-3 June, <i>[Year]</i> | |
| | • Organise at least one NRW event each year. | 27 May-3 June, <i>[Year]</i> | |
| | • Register all our NRW events on Reconciliation Australia's NRW website . | | |
| 3. Promote reconciliation through our sphere of influence. | • Implement strategies to engage our staff in reconciliation. | | |
| | • Communicate our commitment to reconciliation publicly. | | |
| | • Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes. | | |
| | • Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation. | | |
| 4. Promote positive race relations through anti-discrimination strategies. | • Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs. | | |
| | • Develop, implement and communicate an anti-discrimination policy for our organisation. | | |
| | • Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy. | | |
| | • Educate senior leaders on the effects of racism. | | |
| <i>[Include any additional unique Relationship actions to support your reconciliation journey.]</i> | <i>[List the activities that are required in order to meet the objective of the Action.]</i> | | |

| Respect | | | |
|---|--|-----------------------------------|--------------------|
| <i>[Tell us why respect for Aboriginal and Torres Strait Islander, cultures, histories, knowledge and rights are important to your organisation and its core business activities—themes include pride in cultures and histories, understanding, appreciation, acknowledgment, learning, success and celebration.]</i> | | | |
| Focus area: Optional: What key strategic direction of your business does Respect align to? | | | |
| Action | Deliverable | Timeline | Responsibility |
| 5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning. | • Conduct a review of cultural learning needs within our organisation. | <i>[Month, year]</i> | <i>[Job title]</i> |
| | • Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors on the development and implementation of a cultural learning strategy. | | |
| | • Develop, implement and communicate a cultural learning strategy for our staff. | | |
| | • Provide opportunities for RAP Working Group members, HR managers and other key leadership staff to participate in formal and structured cultural learning. | | |
| 6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols. | • Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. | | |
| | • Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country. | | |
| | • Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year. | | |
| | • Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings. | | |
| 7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week. | • RAP Working Group to participate in an external NAIDOC Week event. | First week in July, <i>[Year]</i> | |
| | • Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week. | | |
| | • Promote and encourage participation in external NAIDOC events to all staff. | First week in July, <i>[Year]</i> | |
| <i>[Include any additional unique Respect actions to support your reconciliation journey.]</i> | <i>[List the activities that are required in order to meet the objective of the Action.]</i> | | |

| Opportunities | | | |
|--|---|----------------------|--------------------|
| <i>[Tell us why opportunities for Aboriginal and Torres Strait Islander peoples, organisations and communities are important to your organisation and its core business activities—themes include employment, procurement, professional development, retention, enabling access to systems and processes.]</i> | | | |
| Focus area: <i>Optional: What key strategic direction of your business does Opportunities align to?</i> | | | |
| Action | Deliverable | Timeline | Responsibility |
| 8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development. | <ul style="list-style-type: none"> Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. | <i>[Month, year]</i> | <i>[Job title]</i> |
| | <ul style="list-style-type: none"> Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy. | | |
| | <ul style="list-style-type: none"> Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy. | | |
| | <ul style="list-style-type: none"> Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders. | | |
| | <ul style="list-style-type: none"> Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace. | | |
| | <ul style="list-style-type: none"> Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce. | | |
| 9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes. | <ul style="list-style-type: none"> Develop and implement an Aboriginal and Torres Strait Islander procurement strategy. | | |
| | <ul style="list-style-type: none"> Investigate Supply Nation membership. | | |
| | <ul style="list-style-type: none"> Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff. | | |
| | <ul style="list-style-type: none"> Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses. | | |
| <ul style="list-style-type: none"> Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses. | | | |
| <i>[Include any additional unique Opportunities actions to support your reconciliation journey.]</i> | <i>[List the activities that are required in order to meet the objective of the Action.]</i> | | |

| Governance | | | |
|--|---|---------------------------------------|----------------|
| Action | Deliverable | Timeline | Responsibility |
| 10. Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP. | <ul style="list-style-type: none"> Maintain Aboriginal and Torres Strait Islander representation on the RWG. | [Month, year] | [Job title] |
| | <ul style="list-style-type: none"> Establish and apply a Terms of Reference for the RWG. | | |
| | <ul style="list-style-type: none"> Meet at least four times per year to drive and monitor RAP implementation. | | |
| 11. Provide appropriate support for effective implementation of RAP commitments. | <ul style="list-style-type: none"> Define resource needs for RAP implementation. | | |
| | <ul style="list-style-type: none"> Engage our senior leaders and other staff in the delivery of RAP commitments. | | |
| | <ul style="list-style-type: none"> Define and maintain appropriate systems to track, measure and report on RAP commitments. | | |
| | <ul style="list-style-type: none"> Appoint and maintain an internal RAP Champion from senior management. | | |
| 12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally. | <ul style="list-style-type: none"> Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia. | 30 September, [Year] | |
| | <ul style="list-style-type: none"> Report RAP progress to all staff and senior leaders quarterly. | | |
| | <ul style="list-style-type: none"> Publically report our RAP achievements, challenges and learnings, annually. | | |
| | <ul style="list-style-type: none"> Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer. | | |
| 13. Continue our reconciliation journey by developing our next RAP. | <ul style="list-style-type: none"> Register via Reconciliation Australia's website to begin developing our next RAP. | [six months prior to RAP expiry date] | |
| [Include any additional unique Governance actions to support your reconciliation journey.] | [List the activities that are required in order to meet the objective of the Action.] | | |

Contact details Include contact details (job title, phone and email) for public enquiries about your RAP

Name:

Position:

Phone:

Email:

10. PREVIOUS MATTERS DEALT WITH NOT ON THE MINUTES**10.1 NAIDOC Week 2020**

NAIDOC week was postponed from its usual calendar date in July to 8 - 15 November 2020. The City has been preparing a calendar of Noongar weaving workshops with Pearl Chaloupka and Sharon Egan, at the City's Community Centres and Libraries. Promotion of NAIDOC Week activities will be launched from 8 October 2020 and a memorandum will be provided to Council advising of the details.

11. GENERAL BUSINESS**11.1 Lightening Swamp Video Presentation**

The video presentation provides the viewer with insight into how the Lightening Swamp bushland cares for its people through provision of bush tucker and its cultural significance to Noongar Whadjuk people. (*Rebecca Cooper, Environment Officer*)

Aligned to the video, the City also has some audio files recorded and intends to develop these into a format which will allow people to take an interpretive walk around Lightning Swamp using their mobile telephone.

The City is looking for feedback from the Committee on how to promote this audio experience, once developed. Cr Stephanie Gray suggested that a link be shared on the City's website and Facebook page. Ms Stacey Maxted advised Noongar Radio would be a really great place to promote the video and future plans for the site.

11.2 Maylands Memorials

In July 2020, as part of the finalisation of the Maylands Foreshore Revetment Works, the City facilitated a Memorial service and Smoking Ceremony at the Maylands site for the permanent placement of two memorial stones in memory of the two young Aboriginal boys who drowned at the site in 2018. (*Karen Quigley*)

Over the past 18 months the City has been working closely with the families of Trisjack and Chris. At the first anniversary of the boys' passing, there was a smoking ceremony held to assist the respective families to start the healing process and reconnection with the river. The City also contributed towards memorial stones to be placed at the site. Due to planned works at the site in partnership with the Department of Biodiversity, Conservation and Attractions (DBCA), the initial placement of the memorial stones was temporary.

Whilst the foreshore works were undertaken, the stones were respectfully put away for a period of time. Following completion of the works, the stones were permanently placed on 10 July 2020. The City, in partnership with DBCA, facilitated another memorial service including a smoking ceremony and the planting of two grass trees beside the memorial stones.

11.3 First and Dual Naming of Places and Spaces

First and Dual naming of significant City places and spaces requires further exploration and prioritisation by the City of Bayswater. (Cr Stephanie Gray)

Cr Stephanie Gray advised that following the last meeting of this Committee, Mr Shem Garlett suggested that the City should be looking at first naming of places and spaces, rather than dual naming.

When the City was preparing the 2020/21 annual budget earlier in the year, one of the items that was discussed was the replacement of signs around the City. Cr Stephanie Gray asked the Director of Works and Infrastructure if replacement signs for parks could be held off until the City had Aboriginal names for each of the places. Unfortunately some of the signage that was planned for replacement was so badly damaged it had to be replaced before a first naming process could be considered. However, the Director Works and Infrastructure has provided assurance that the names can be placed on the signs retrospectively. Cr Stephanie Gray sought feedback from the Committee on who would be best suited to provide the City with suggestions on the Aboriginal names to be used for these places.

Ms Pearl Chaloupka advised that Ms Alison Nannup is studying linguistics and is proficient with Noongar words. Ms Stacey Maxted advised Professor Leonard Collard has also done extensive work around language and is familiar with the local area and places of significance.

Ms Karen Quigley, Manager Community Development, advised that because of its nature and intent, the City's current Reflect RAP does not include actions relating to first or dual naming of City sites. There will be an opportunity to include first or dual naming in the Innovate RAP. Landgate have released the Aboriginal and Dual Naming Guidelines, and the process for first or dual naming is an extensive one, which will require careful consideration and engagement. Manager Community Development has a list of major works that are scheduled for City parks and reserves over the timeframe of the Innovate RAP. This will provide opportunities to leverage off those works and complete the required community engagement for first or dual naming in conjunction with the consultation to be completed for the planned works.

11.4 Opportunities for Self-Directed Participation of Local Aboriginal People

Feedback is sought from the Committee for new and creative ways on how the City can empower and engage the Aboriginal and Torres Strait Islander community to come together for self-directed activities. (Cr Stephanie Gray)

Cr Stephanie Gray asked the Committee for input on how to meaningfully engage with Aboriginal people in our area.

Ms Pearl Chaloupka suggested a safe, dedicated space for engagement and other activities, like the Wadjuk Centre within the City of Stirling. The Wadjuk Centre is set up for workshops and other events to bring the community together. Cr Sally Palmer informed the Committee that she had attended a shop on the high street in Albany, which sold Aboriginal goods and also served as an appropriate and purposeful meeting place for Aboriginal people.

Ms Stacey Maxted advised the Wadjuk Centre is well set-up and really nice space. Having a place like this would be a good long term plan for the City of Bayswater; to provide a space for engagement and for reconciliation between Aboriginal and non-Aboriginal peoples. In terms of other forms of engagement, word of mouth is very effective, and Noongar Radio is a good place to start. Networking is the best way to be able to engage and the Committee members are well placed to assist with that.

Ms Clare Goodall agreed that provision of a dedicated space is an excellent longer term option. She also suggested that the City consider meeting people in their own space, such as in workplaces that have a high proportion of Aboriginal staff. The City could also host events in different places where people feel comfortable and safe, the NAIDOC week celebrations from last year are a good example of how that can be achieved.

Ms Karen Quigley, Manager Community Development, advised that from an operational perspective, having someone dedicated, as an Aboriginal Liaison Officer for the City would be a first step forward in assisting to build stronger, trustworthy relationships with local Aboriginal

people, which would further allow for meaningful engagement. Ms Pearl Chaloupka suggested that it would be appropriate for the City to consider employing two liaison officers, a male and a female.

Ms Clare Goodall requested that Shem, Lisa and Danielle have the opportunity to comment on this item. Cr Stephanie Gray advised they would be asked for their contributions.

Ms Stacey Maxted reflected on the recent Danjoo Koorliny workshops. In one of their workshops they set up a space for Aboriginal people to come together and talk about issues and what they would like to achieve from the session, from the outset. During this time, non-Aboriginal attendees participated in a session about Aboriginal culture, and then everybody was brought back together to discuss matters jointly and collaboratively. This was an innovative and effective way to begin the session.

Ms Pearl Chaloupka informed the group of the upcoming Danjoo Koorliny Policy Masterclass and advised if the City could afford to send someone to attend, it would be a valuable experience and provide important networking opportunities.

11.5 Reconciliation Action Plan Impact Measurement Questionnaire

Ms Michele Fletcher, Coordinator Community Development advised that the City is now in the process of completing its first Reconciliation Action Plan Impact Measurement Questionnaire. The questionnaire is sent every year by Reconciliation Australia and maps out the impacts the City has had through the implementation of its Reconciliation Action Plan. The Questionnaire focusses on highlighting what has changed for the organisation and the community, over time.

One of the questions within the Reconciliation Action Plan Impact Measurement Questionnaire relates to the provision of a testimonial on the impact the City's Reflect RAP has had on individuals; within the organisation; and the community. Committee members are invited to each submit a testimonial to Ms Rachael Funch, Community Development Officer, by 16 September 2020 for addition into the document. Reconciliation Australia require this information by 30 September 2020.

There will be an opportunity to present the completed questionnaire at the next Committee meeting on 2 December 2020.

12. CONFIDENTIAL ITEMS

Nil.

13. NEXT MEETING

The next meeting of the Reconciliation Advisory Committee will take place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on 2 December 2020, commencing at **5:30pm**.

14. CLOSURE

There being no further business to discuss, the Chairperson, Cr Stephanie Gray declared the meeting closed at 7:09pm.