

# Reconciliation Advisory Committee Minutes



Meeting held 11am Wednesday 23 of August 2017 at Nobbies Centre (upstairs)

## Welcome & Apologies

**Special note:** Between 10am-11am, an information session was held. Adam Magennis provided the Committee with an update on the Bunurong Land Council Aboriginal Corporation. The official RAC meeting commenced at 11am.

The Chair declared the meeting open at 11am and acknowledged the Traditional Custodians and paid respect to the Elders past and present and others in the room.

Attendance / Apologies are listed below.

**In Attendance:** Steve Davie (Chair), Sally O'Neill (Minutes)

Catherine Basterfield (CEO), Paul Sandells (COO), Delyce Colin (Management Representative), Roland Pick, Brian Beardwood, Graeme Burgan, Leanne Renwick, Maddie Pre Dr Duncan Sutherland – Phillip Island Nature Parks

Gheran Steel (CEO) - Boon Wurrung Foundation, Steve Parker (Boon wurrung Community member),

Adam Magennis - Bunurong Land Council Aboriginal Corporation (BLCAC)

Patrice Mahoney, Samiro Douglas - Aboriginal and Torres Strait Islander Community

**Apologies/Absent:** Safina Stewart - (Community), Peter Cleary, Shani Blyth (Phillip Island Nature Parks).

The Chair welcomed everyone including:

- Catherine Basterfield and Paul Sandells representing the Nature Parks Management Team.

1	Developing our next Reconciliation Action Plan (RAP).	ACTIONS	STATUS
1.1	<p>The Committee discussed our next RAP. Gheran recommended that a RAP is beneficial as a guiding document and for consistency across the organisation. It is a stand-alone document that provides ongoing assessment. The Nature Parks is keen to ensure that Reconciliation outcomes are spread across the organisation and not set off to the side.</p> <p><i>We are shifting our organisational values and aligning them to Reconciliation and this will be reflected in the Strategic Plan currently being scoped out. (Catherine B)</i></p> <p><i>We want to embed reconciliation in our values and daily actions and we are moving that way. It's a cultural change. (Delyce C)</i></p> <p><i>There is a misunderstanding. We need that base level of awareness and to make people feel comfortable. We have started and it is all positively moving in the right direction. (Patrice M)</i></p> <p><i>Cultural awareness is the key moving forward along with staff training, induction and cultural organisational change. (Steve D)</i></p>	<p>Steve Davie to facilitate the establishment of a RAP sub-committee to develop timelines and actions.</p>	<p>Ongoing</p>
2	Minutes from Previous Meeting	ACTIONS	STATUS
2.1	<p>The minutes of the previous meeting held on Tuesday 9 May were accepted. Moved: Delyce Colin Seconded: Roland Pick</p>	<p>Sally O to finalise minutes and Roland P to upload to website.</p>	<p>Complete</p>
3	Community Matters Arising from Previous Minutes	ACTIONS	STATUS
3.1	<p><i>FROM 7 FEBRUARY MEETING: Aboriginal Heritage Tour training (RAP Action 2.4)</i> Management has noted the feedback regarding this tour and recognises that we need to change the way we incorporate Aboriginal culture and to embed it meaningfully across all tours. To achieve this, the current tour will finish up at the end of September and an update on the next steps to achieving content in all tours will be provided at the next RAC meeting.</p>	<p>Month raised: May 2016  Delyce C to work with managers and keep</p>	<p>In progress.</p>

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	<p><i>This is hand in hand with our philosophy. There will be a lot of consultation around this process. Delyce C.</i></p> <p><i>Inject cultural interpretation into the tours. Make them simple and easily understood by all. Focus on eg. four core values and incorporate into each tour, eg. Celebration, Respecting Sacred Ground. Not separating but integrating. Gheran S.</i></p> <p>Will this training roll over into volunteer groups? Leanne R  Yes, but our staff will be first in this process. Catherine B  We need to ensure that everyone is confident in voicing information, through training and protocols. Patrice M</p>	Committee informed. Provide an update at October meeting.	
4	<p><u>FROM 7 FEBRUARY MEETING: Meeting minutes Staff meetings, welcome to country protocols (RAP Action 2.2) and staff training and induction (RAP Action 2.4)</u></p> <p>The Committee would like to ensure that members are given adequate time and respect to present at 'All Staff' and team meetings. The importance of the RAP to all staff members needs to be effectively communicated through staff training and induction.</p> <ul style="list-style-type: none"> <li>• Margie Woods attended the May meeting to further discuss these issues, see discussion and actions arising below.</li> <li>• Delyce has briefed Managers at the last two management meetings regarding the RAC and including it in meeting agendas for consistency.</li> </ul>	<p>Month raised: Oct 2016</p> <p>Steve D to recommend:  - A review of the current induction process  - A review of process for all meetings.  Managers to be briefed for a consistent approach.</p>	In progress
5	<p><u>FROM 17 OCTOBER MEETING: Signage protocols (RAP Action 1.2)</u></p> <ul style="list-style-type: none"> <li>• The Boon Wurrung Foundation asked that all decisions on signage be held off for a few months.</li> </ul>	<p>Month raised: Oct 2016</p> <p>Discuss at October meeting.</p>	In progress
5.1	<p><u>FROM 17 OCTOBER MEETING: RAP Action 2.5 – Acknowledgement sign</u></p> <p>The CEO has approved acknowledgement signs for entry points to be developed and displayed. Roland to be part of production and approval process to ensure alignment with current and future Nature Parks branding.</p> <ul style="list-style-type: none"> <li>• The Boon Wurrung Foundation has asked that all signage be held off for a few months.</li> </ul>	<p>Month raised: Oct 2016</p> <p>Discuss at October 2017 meeting.</p>	In progress
6	<p><u>FROM 7 FEBRUARY MEETING: Promoting the voice of Aboriginal and Torres Strait Islander peoples (RAP Action 1.8)</u></p> <p>An information update for staff and stakeholders is prepared on an agreed template and approved by Committee members and distributed after each RAC meeting.</p>	Sally O to prepare the next RAP update for October	Ongoing

7	<p><u>FROM 7 FEBRUARY MEETING: Shearwater Festival (RAP Action 1.10)</u>  The Shearwater Festival is now called the Biyadin Festival. Graeme B and Patrice M talked to Aunty Fay who gave them the name. It is thought that using the word will open up discussion. The festival now has perpetual funding from Bass Coast Shire Council and it is the region's only cultural festival.</p> <ul style="list-style-type: none"> <li>• <b>The Festival will be held on Saturday 25 and Sunday 26 November</b> (and possibly also the Friday 24 November). Meetings are being held every two weeks up until the festival and Patrice M will share information with RAC members.</li> <li>• The annual festival is a listed action in our current RAP 2015-2018 and provides Churchill Island as a venue and Graeme Burgan's time. There is also a commitment from the Marketing, Environment Team and RAC members.</li> <li>• The Festival Committee is looking at developing an MOU with the Nature Parks.</li> </ul> <p><i>It's everybody's festival and we aim to have respectful engagement and to show continuous respect. Patrice M</i></p> <p><i>Five Parade Rangers are happy to be involved in the education side over the whole weekend. We have prepared a volunteer flyer. We want to keep it free with just a gold coin donation and to engage all age levels. Graeme B</i></p>	<p>- Graeme B and Patrice M to provide ongoing email updates to RAC members and a further update at the October meeting.</p>	Ongoing
7.1	<p><u>FROM 23 AUGUST 2017 MEETING: Shearwater Festival (RAP Action 1.10)</u></p> <ul style="list-style-type: none"> <li>• RAC members to assist with the Festival on the Saturday.</li> </ul>	<p>- Sally O to prepare a roster and arrange materials and giveaways as per 2016 Festival.</p>	October meeting
8	<p><u>FROM OCTOBER 2016 MEETING: Authentic Aboriginal content in retail areas. (RAP Action 3.3)</u></p> <ul style="list-style-type: none"> <li>• Delyce and Brian to continue to look for ways to incorporate authentic content into the retail areas.</li> </ul>	<p>- Delyce C provide an update at October meeting.</p>	Ongoing
9	<p><u>FROM FEBRUARY 2017 MEETING: RAP Action 2.3 Open Day &amp; Action 1.4 –National Reconciliation Week, Sorry Day and NAIDOC.</u></p> <ul style="list-style-type: none"> <li>• The Events Sub-Committee implemented a successful program of events for 2017.</li> <li>• Work on a similar format for 2018 and look to extend networks so we share resources.</li> </ul>	<p>- Sally O to add to management calendars and present a plan of event planning at October meeting.</p>	October meeting
10	<p><u>FROM FEBRUARY 2017 MEETING: New Penguin Parade Visitor Centre project (RAP Action 3.4)</u></p> <ul style="list-style-type: none"> <li>• The project is progressing well. The Chisholm Room will be available until at least next year.</li> </ul>	<p>- Sally O to provide an update on meeting places and major project milestones at October meeting. Invite Damian P to attend and update group.</p>	October meeting

11	<p><u>FROM MAY 17 MEETING: Community update and communications (RAP Action 2.1)</u></p> <p><b>Community Update</b> It was agreed to honour the request that “everyone take a breath” and a further update will be provided at the October meeting.</p> <p><i>This has “been pinned” until October meeting. PM</i></p>	Adam M (BLCAC), Steve P, Gheran S (Boon Wurrung Foundation) and Patrice M to provide an update to the Committee.	October meeting.
12	<p><u>FROM FEBRUARY 2017 MEETING: Developing protocols and opportunity for cultural positions within the organisations (RAP Actions 2.2 &amp; 3.6)</u></p> <p>It was requested that timelines around the role of employing an Indigenous Project Officer and follow up on consideration of Indigenous positions and training were provided. Catherine B would like to see the three main organisations on the Island working together ie. Nature Parks, Westernport Water and Bass Coast Shire Council.</p> <ul style="list-style-type: none"> <li>• <i>The Board has passed task of scoping out the position down to management. Steve D</i></li> <li>• <i>It’s been quite a long time - three months. Samiro D</i></li> <li>• <i>We need to have discussions with other organisations. Catherine B</i></li> </ul>	Catherine B to speak to executive teams at Bass Coast Shire and Westernport Water and provide an update to the Board at the October meeting.	Ongoing
13	<p><u>26<sup>th</sup> January (Australia Day) acknowledgement</u></p> <p>The Board is currently consulting with State Government and will provide a response.</p>	Steve D to provide a response or update at the October meeting.	In progress
14	<p><u>New Nature Parks Interpretation Plan (RAP Actions 1.7 &amp; 2.5)</u></p> <p>After the update from Roland P on the development of the Nature Parks’ Interpretation Plan at the last meeting, visiting Chief Operating Officer, Paul Sandells and Roland P reported that the interpretation Plan is currently in the development stage and this Committee and relevant Traditional Owner groups will be consulted. Paul S will manage this process in conjunction with Roland P.</p> <ul style="list-style-type: none"> <li>• The Boon Wurrung Foundation has asked that all decisions be held off for a few months</li> </ul> <p><i>This is a fundamental piece of work and it links to volunteering and training. We have recently launched a volunteer plan and cultural training for volunteers will be included in that. This group has the potential to work through this and manage it well and we are aware of the current hold on these matters and will wait accordingly. Paul S</i></p> <p><i>Training of volunteers will not happen before relevant staff training is complete. Catherine B.</i></p>	Roland P and Paul Sandells to provide an update and to discuss further at next meeting.	October meeting
<b>15</b>	<b>Matters arising and advice from ATSI Community and committee members</b>	<b>ACTIONS</b>	
15.1	<p><u>Local Aboriginal and Torres Strait Islander Community update:</u></p> <p>The local Community has been coming together to become incorporated and registering as an Aboriginal Corporation under ORIC. They are looking towards Governance Training for the Community and are opening up to Bass Coast for members so that services such as medical, health programs and funding can be applied for. It is currently about establishing relationships.</p>	Steve P and Patrice M to provide an update at next meeting.	October meeting
<b>16</b>	<b>Other Business</b>		
16.1	Phillip Island Nature Parks Acting Research Manager, Dr Duncan Sutherland, presented to the committee about the upcoming release of Eastern Barred Bandicoots (EBB) onto Phillip Island. EBBs are critically endangered and extinct in the wild due to	Sally O to provide Community event	October meeting

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	<p>habitat loss and predators such as foxes. A two-year release trial on Churchill Island has been highly successful with the population starting at 20 animals and has now plateaued at 120 animals. Now that we are confident that we have controlled foxes, we are looking to release a new population onto the Summerland Peninsula. It has been a long process to obtain permission, but everything is now in place. The EBBs will add to Phillip Island's biodiversity and perform an ecological function that Phillip Island has currently lost.</p> <p>Duncan would like to invite the Community to a special information session to show the EBBs on Churchill Island and talk about opportunities for volunteering and being involved in the release event and what this might look like.</p> <p><i>What about the impact of buses leaving the Penguin Parade and what are the possibilities of cross breeding?</i> Steve P</p> <p><i>Bandicoots are solitary animals, so there is no chance of cross breeding. We have undertaken a whole raft of risk assessments to get the approvals.</i> Duncan S</p> <p>From an Indigenous perspective, we would be supportive of it. Gheran S.</p> <p><i>What about the population on French Island?</i> Adam M</p> <p><i>The population released onto French Island was a non-breeding one.</i> Duncan S</p> <p><i>It would be good for volunteering and mentoring opportunities.</i> Steve P.</p> <p>You can contact Duncan on <a href="mailto:dsutherland@penguins.org.au">dsutherland@penguins.org.au</a> and he will be at the upcoming Community event on Monday 25 September at Churchill Island.</p>	<p>details to Committee.</p> <p>Duncan S to provide an update at next meeting.</p>	
<b>17</b>	<b>Next Meeting</b>		
17.1	<p>The meeting was closed at 12.30pm.</p> <p><b>The next Reconciliation Action Committee meeting will be held on:</b></p> <p><b>Tuesday 10 October 2017: 10am-12.30pm - at Churchill Island Visitor Centre</b></p> <p><i>Please RSVP to Sally O'Neill <a href="mailto:sally.oneill@bigpond.com">sally.oneill@bigpond.com</a> 0408 101 976.</i></p>		