

RECONCILIATION ADVISORY COMMITTEE MINUTES

Meeting held 10:00am, Tuesday 6 February 2018 at the Koala Conservation Centre.

Welcome & Apologies			
<p>The Chair declared the meeting open at 10.15am and acknowledged the Traditional Custodians and paid respect to the Elders past and present and others in the room. <i>Attendance / Apologies are listed below.</i></p> <p>In Attendance: Steve Davie (Chair), Sally O'Neill (Minutes) Catherine Basterfield (CEO), Paul Sandells (COO), Kate Adams (Management Representative), Brian Beardwood, Graeme Burgan, Maddie Press <i>Phillip Island Nature Parks</i> Patrice Mahoney, Samiro Douglas - <i>Aboriginal and Torres Strait Islander Community</i> members [Note: Patrice and Maddie joined the meeting at approx. 11am due to other commitments]</p> <p>Apologies/Absent: Adam Magennis - <i>Bunurong Land Council Aboriginal Corporation (BLCAC)</i> Steve Parker (<i>Boon Wurrung Foundation and Community member</i>), Safina Stewart - (Community), Roland Pick, Shani Blyth (Phillip Island Nature Parks)</p> <p>The Chair welcomed everyone including:</p> <ul style="list-style-type: none"> • Anthony Egan from the Bunurong Community attending as an observer with a view to becoming a member of the RAC in accordance with our Terms of Reference. 			
1	Developing our next Reconciliation Action Plan (RAP Action 4.2) & Working Together	ACTIONS	STATUS
1.1	<p>The Committee discussed the process for our next RAP based on the timeline presented at the December meeting. This process relies on Working Together and a genuine commitment to engagement.</p> <ul style="list-style-type: none"> • Drafting some ideas on working together to develop an agreed communications protocol was discussed. This would outline basic agreed principles on conduct, decision making and timelines. It was agreed not to use the draft document prepared as a starting point, but to let members submit their ideas to create a draft to be accepted at our meeting on April 11. Please let Kate or Sally know if you need further information or assistance on this. 	<p>All members to draft their ideas for Working Together and submit to Sally O by email or phone call or catch up by Friday 23 March.</p>	<p>Action required by all members</p>
1.2	<ul style="list-style-type: none"> • Each member is to review the current RAP 2015-2018 document and develop their list of ideas to bring to the first of two sessions to be held to discuss our next RAP. Ideas are to be about how the document is structured, what it will contain and specific actions under the agreed headings of 'Relationships', 'Respect' and 'Opportunities'. Please let Kate or Sally know if you need further information or assistance on this. 	<p>All members to draft their ideas for the RAP under the headings of: Relationships, Respect and Opportunities and submit to submit to Sally O/Kate A by email, phone call or meeting by Friday 6 April.</p>	<p>Action required by all members</p>
1.3	<ul style="list-style-type: none"> • For Community feedback, it was agreed that Patrice will scope out what is required to organise a Community session. Ideally this would happen before the April 11 session, if not, ideas can be gathered during Reconciliation Week and at a later session and brought back to the workshop on Wednesday June 13. 	<p>Patrice M to advise Sally O what's required for session.</p>	<p>Action required by Patrice & Sally</p>
1.4	<ul style="list-style-type: none"> • The Committee would like to establish more effective ways of communicating with the Community. RAC members have the responsibility to act as links to their Community, to report information back and promote events and this will continue, but it was agreed to try to establish a Community communication plan to assist in this process. 	<p>Patrice M & Sally O to draft a plan for feedback. Roland P to review in light of Nature Parks' protocols</p>	<p>Action required by April.</p>

		before 2018 events.	
2	Minutes from Previous Meeting	ACTIONS	STATUS
2.1	The minutes of the previous meeting held in October were accepted at the December gathering and have been uploaded to the website.	None	Complete
3	Matters Arising from Previous Minutes	ACTIONS	STATUS
3.1	<p><u>FROM FEBRUARY 2017 MEETING: Developing protocols and opportunity for cultural positions within the organisations (RAP Actions 2.2 & 3.6)</u></p> <p>Catherine B advised the Committee of short and long term actions around employment and training.</p> <ul style="list-style-type: none"> • Short term (6-12 months): No Aboriginal Liaison Officer will be appointed. Existing networks and consultants will be used as needed. Two identified roles in Visitor Experience and Interpretations will be created and Traineeship opportunities explored. Cultural awareness training and organisation-wide awareness program (similar to the level of commitment given to 'White Ribbon' campaign has been scheduled. • Long term (12+ months): Support existing organisations to co-fund a Community role. <p>- It was asked if Delaware North could be approached to consider a trainee/ employment role.</p>	Catherine B to talk to Delaware North about future opportunities and keep Committee informed of these actions.	Ongoing
3.2	<p><u>Nature Parks Strategic Plan development - Raised October 2018</u></p> <p>1. Catherine B thanked everyone for their input into the draft Strategic Plan process including attending information sessions and the RAC meeting in December. "We embed reconciliation with Aboriginal and Torres Strait Islander peoples in our values and daily action" is now one of the Board's Key Aspirations and reflected in programs across the Draft Plan which will be finalised over the next few months.</p>	Catherine B to keep Committee updated on Plan.	Ongoing
3.3	<p><u>FROM 17 OCTOBER MEETING: RAP Action 2.5 – Acknowledgement sign</u></p> <ul style="list-style-type: none"> • As agreed at the December meeting, the Acknowledgement signs have been produced using Steve Parker's artwork with permission and no Traditional Custodian names were used as it was not possible to exclude one group. • This temporary measure is a great move forward towards a visible Acknowledgement for staff and visitors. A joint reconciliation artwork for this and other projects eg. RAP to be decided in April. 	Month raised: Oct 2016 Members to consider how to approach a joint artwork to discuss at April 11 meeting.	Action required
3.4	<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 March/April to promote events, next RAP.	Action required in March.
3.5	<p><u>FROM OCTOBER 2017 MEETING: RAP Action 2.3 Open Day & Action 1.4 –National Reconciliation Week, Sorry Day and NAIDOC.</u></p> <ul style="list-style-type: none"> • Dates for events and Sub-Committee meetings were distributed. Westernport Water, Bass Coast Shire, Bunurong Land Council and Bass Coast and Sth Gippsland Reconciliation Groups will work together on events for 2018. • Interested members are invited to attend the sub-committee meetings and report back to the Committee. 	Members to attend next event meetings where possible: <ul style="list-style-type: none"> • Mon 19 Feb • Mon 5 Mar • Mon 16 Apr All at 10am -KCC	Action required
3.6	<p><u>FROM DECEMBER 2018 MEETING: 7</u></p> <ul style="list-style-type: none"> • The Community Open Day to be held on Sunday 4 March. As agreed at December meeting there will be a walk to Swan Lake at 3.30pm on the day. Members are also invited to attend the 'Expo' at the Koala Conservation Centre at 12.30-2.30pm as per last year. • Patrice asked what activities there would be to engage visitors at this Expo. 	<ul style="list-style-type: none"> • Kate A and Sally O to review program. • Members to finalise RAC activities on Monday 19 Feb. 	Action required.

		<ul style="list-style-type: none"> Sally O advise details for members to attend. 	
3.7	<p><u>Nature Parks Interpretation Plan (RAP Actions 1.7 & 2.5)</u></p> <ul style="list-style-type: none"> Feedback provided at the December meeting has been incorporated into the current planning as presented by Jenny Gardener. Aboriginal themes will be spread across the whole Plan. The process of developing content will be assisted by the Visitor Experience position and identified positions within the department. The Committee will remain updated. 	Kate A to keep Committee informed of progress.	Ongoing
4	Matters arising and advice from ATSI Community and committee members	ACTIONS	STATUS
4.1	<p><u>Local Aboriginal and Torres Strait Islander Community update (RAP Action 2.1):</u> Bunurong Land Council Aboriginal Corporation (BLCAC) No report given as Adam Magennis was an apology.</p> <p>Boon Wurrung Foundation No report given as Steve Parker was an apology. The Foundation asked to be updated on the door stickers which will be done as outlined in action 3.2 above.</p> <p>Local Aboriginal and Torres Strait Islander Community PATRICE: There are jobs and opportunities in the area including positions with Westernport Water who is also considering a joint artwork like our Committee. The 26th January event at Churchill Island went well with approximately 60-70 people attending. It was noted that next year some bush foods could be considered. The first Biyadin Festival Committee meeting since the festival will be held on Wed 6 Feb and an overall stakeholder meeting with Nature Parks and Bass Coast Shire is to be scheduled.</p>	Community to attend and provide update at next meeting.	Ongoing
5	Other Business	ACTIONS	STATUS
5.1	<p><u>Cultural Heritage Management Plans (CHMP) - Raised October 2017</u></p> <ul style="list-style-type: none"> In October, Adam M raised the subject of working together to develop CHMPs in conjunction with the Nature Parks' proposed works programs. A CHMP is a written report that contains results of an assessment of the potential impact of a proposed activity on Aboriginal cultural heritage. It outlines measures to be taken before, during and after an activity in order to manage and protect Aboriginal cultural heritage in the activity area eg. Weed removal or revegetation in culturally sensitive areas. The Group discussed the profound relationships Aboriginal and Torres Strait Islander People have with the landscape and that things that happen remain in the memories of the Community for a long time. They group discussed the topic of consultation with Community before major landscape changes. (This would be addressed in a CHMP) The Group discussed that talking about these kind of issues with the Community can lead to positive joint solutions. This relates to the shared value of respect and understanding and doing more than 'ticking the box' and this can build strong relationships of trust. Paul S acknowledged the group's comments and will speak to managers about incorporating cultural considerations and consultation into projects and working towards shared protocols and understanding including CHMPs. 	Paul S speak to managers about incorporating CHMPs and consultation into planning processes.	Action required
5.2	<p><u>Meeting dates and process</u></p> The four RAC Meeting Dates have been circulated along with extra dates such as event and RAP planning. Please try to ensure you have these meeting dates in your diary and that you are familiar with the RAC's Terms of Reference document (attached). This explains what is required of members including having a thorough knowledge and membership terms.	<ul style="list-style-type: none"> All members to ensure meeting dates are in their calendars and approved by managers as necessary. All members ensure 	Action required

		they meet the requirements of Terms of Reference.	
6	Next Meeting/Gatherings	ACTIONS	STATUS
6.1	<p>The meeting was closed at 12:30pm.</p> <p>RAC Meeting Tues 8 May 10am-12.30pm at Churchill Island Visitor Centre</p> <p>Event Sub Committee Planning meetings: Mon 19 Feb 10-11am at Koala Conservation Centre Mon 5 March 10-11am at Koala Conservation Centre Mon 16 April 10-11am at Koala Conservation Centre</p> <p>RAP Planning Sessions with Rueben Berg: Wed 11 April: 10am - 2.30pm: Koala Conservation Centre Wed 14 June: 10am-2.30pm: Nobbies Centre</p> <p>More details to be provided before meeting dates - sub-committee times may change subject to group member availability.</p> <p><i>RAC Contact: Sally O'Neill sally.oneill@bigpond.com 0408 101 976.</i></p>		