

# Meeting Minutes

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|---------------------|--|------|---------------------|
| Meeting Date        | 13/03/2024   | Time | 10.15 am – 12.30 pm |
| Meeting Venue       | Council House, MR 9CR1 Derbarl Yerrigan Room, Level 9  |      |                     |
| Meeting Name        | Elders Advisory Group  |      |                     |
| Meeting Objective/s | Provide cultural advice and consultation regarding the implementation of the City’s Reconciliation Action Plan   |      |                     |
| Facilitator         | Ethan Chadd, Kambarang Services  |      |                     |
| Minute Taker        | Wanya Gunawardena, Administration Officer  |      |                     |
| Attendees           | <p><b>Elders Advisory Group</b></p> <ul style="list-style-type: none"> <li>• Uncle Albert McNamara</li> <li>• Aunty Irene McNamara</li> <li>• Aunty Cheryl Phillips</li> <li>• Aunty Dot Bynder</li> <li>• Uncle Gerrard Shaw</li> </ul> <p><b>City of Perth Administration/ presenters</b></p> <ul style="list-style-type: none"> <li>• Michelle Reynolds, Chief Executive Officer</li> <li>• Kylie Johnson, General Manager Community Development</li> <li>• Jodi Lendrum, Community Services Coordinator</li> <li>• Wanya Gunawardena, Administration Officer</li> <li>• Blake Humble, Parks and Environment Manager</li> <li>• Cheyne Pearce, Parks Technical Officer</li> <li>• Kaitlin Combs, Project Support Officer</li> <li>• Rich Williams, Coordinator Sponsorship</li> </ul> <p><b>Guest Presenters</b></p> <ul style="list-style-type: none"> <li>• Nick Jenkins, Partnership Manager, Clontarf Foundation</li> <li>• Jessica Bath, Clontarf Foundation</li> </ul> <p><b>Observers</b></p> <p>Elected members are invited to attend as an observer only.</p> <ul style="list-style-type: none"> <li>• Cr David Goncalves</li> <li>• Cr Raj Doshi</li> </ul> |      |                     |
| Apologies           | <ul style="list-style-type: none"> <li>• Basil Zempilas, Lord Mayor</li> <li>• Uncle Ben Taylor</li> <li>• Uncle Farley Garlett</li> <li>• Aunty Muriel Bowie</li> <li>• Uncle Noel Nannup</li> <li>• Aunty Vivienne Hansen</li> </ul>   |      |                     |

## Agenda Items

### 1. Meeting opens

Meeting commenced at: 10.15am

- It was noted that the planned group photograph would be taken at the next meeting.
- Notification was given that the meeting will be recorded.

### 2. Welcome (Elder) / Acknowledgement of Country (Kylie Johnson)

It was noted by the Elders that a Welcome to Country is not required in a meeting setting to welcome themselves.

Acknowledgement of Country (as per PR1164), by City Representative.

*I respectfully acknowledge the Traditional Owners of the land on which we meet, the Whadjuk (Whad-juk) Nyoongar people of Western Australia and pay my respects to Elders past and present. It is a privilege to be meeting on Whadjuk Nyoongar country.*

### 3. Attendance: as listed on previous page

Apologies noted by Facilitator.

### 4. Birdiyas Yarning

**4.1 Round Table Introductions and Yarning** (Led by Kambarang) – not included in minutes.

### 5. Confirmation of Meeting Minutes

**5.1 Meeting Minutes from 6 December 2023** were confirmed by consensus.

### 6. Reconciliation Action Plan 2022 – 2024: Presentations

\* *Rich Williams joined the meeting at 10.50 am*

Presentation 6.3 was brought forward.

#### Item 6.3

##### Good Practice Event Guide

**RAP Action 1.3.c: Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.**

The City is currently drafting a Good Practice Event Guide (the working title for this document). The aim is to help direct sponsorship and grant recipients to achieve outcomes desired by the City through events and activations.

The guide will cover key categories including: equity, diversity and inclusion; celebrating Aboriginal culture; environmental sustainability; business engagement; and marketing and promotion.

The draft content for the guide was presented to the group with feedback and recommendations being sought on celebrating Aboriginal culture.

The Elders noted that it is good practice to conduct an Acknowledgement of Country at events and that it could be done by any participant. It was noted that Aunty Cheryl would compile and provide the City with a list of Elders who could be contacted to conduct a Welcome to Country. Ethan Chadd also offered to share the contact list used by Kambarang services with the City.

*Action:*

- 1. Aunty Cheryl to provide the City with a list of Elders who could be contacted to conduct a Welcome to Country.*
- 2. Ethan Chadd to provide the City with a list of contacts of Elders who could be contacted to conduct a Welcome to Country*
- 3. The Elders to provide any other recommendations on content to be included in the guide.*

*\* Michelle Reynolds joined the meeting at 11.05 am*

*\* Jen Walsh, Nick Jenkins and Jessica Bath joined the meeting at 11.15 am*

## **Item 6.1**

### **City of Perth - Clontarf Foundation partnership**

**RAP Action 1.1.b: Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.**

Representatives from Clontarf Foundation attended the meeting providing an update on the Football Clontarf Cup event on 20 March 2024.

The Elders were invited to the Clontarf Cup breakfast at Langley Park with a request for an Elder to conduct a Welcome to Country. The representatives also provided a brief overview of the work done by the Foundation in helping young Aboriginal and Torres Strait Islander men to attend school, finish year 12 and enter employment, including potential employment options at the City of Perth.

The Elders provided the following feedback to the City:

- Uncle Albert accepted the invitation to conduct the Welcome to Country. Uncle Albert, Aunty Irene and Aunty Dot accepted the invitation to attend the Clontarf Cup breakfast.
- It was suggested to also conduct a smoking ceremony at the start of the breakfast. The group suggested Ash Garlett to be contacted to conduct the smoking ceremony.
- The Elders requested cab charge vouchers to be provided to attendees, and the CEO supported this occurring.
- The Elders requested a future agenda item to meet some of the young men from the Clontarf Foundation.

*Actions:*

4. *Officers to contact and confirm with Ash Garlett if he could conduct a smoking ceremony at the Clontarf cup breakfast.*
5. *Officers to arrange cab charge vouchers for the Elders who will attend the breakfast.*
6. *The City to include a future agenda item for representatives from Clontarf Foundation to attend the meeting with some of the young men who are a part of their programs. The planned photograph of the Elders could be timed to coincide with this so there could be a photograph of the Clontarf Students and the Elders.*

*\* Blake Humble, Cheyne Pearce and Kaitlin Combs joined the meeting at 11.35 am*

## **Item 6.2**

### **Bush Tucker/ Bush Medicine Garden**

#### **RAP Action: 2.2 Embed Nyoongar cultures into the City of Perth**

The City proposes delivering a bushtucker garden as part of Tree Month 2024. The City is sought feedback from the Elders on potential locations for the garden and recommended species.

The Elders provided the following:

- Suggested locations included Kings Park, Langley Park, Wellington Square and Forrest Place.
- General types of species suggested included grass trees and emu plums. The Elders suggested that Officers contact other Elders in the community and propose a location to the group so that specific species can be recommended.
- The Elders noted that Officers should be mindful of vehicle exhaust fumes when selecting a suitable location.

*Action:*

- 7. Officers to consult other Elders in the community and propose a location to the group and for recommendations of specific plants suitable for the proposed location.*

\* Michelle Reynolds left the meeting at 12.00 pm

## Item 6.4 Reconciliation Action Plan Update

A progress update on the Reconciliation Action Plan 2022- 2024 was provided. Appendix 2 of the minutes lists each RAP action and their status. Current focus for progress actions include:

- Action 2.2.c: Develop an approach to dual naming of places in the City of Perth with original Nyoongar names.
- Action 2.2.g: Install an “Acknowledgement of Country” message on a sign or plaque in selected owned buildings.
- Action 2.1.c: Develop, implement, and communicate a cultural learning strategy for staff.

### Overview of status of Reconciliation Action Plan, as at 18 February 2024 (full list of actions in Appendix 2)

| Status            | Number and percentage of actions |
|-------------------|----------------------------------|
| Completed/ongoing | 38 (58%)                         |
| In progress       | 21 (32%)                         |
| Not yet started   | 7 (11%)                          |
| Total actions     | 66 (100%)                        |

## 7. General Business

### Item 7.1

#### Boorloo Heritage Festival

The City sought an Elder to conduct a Welcome to Country at a Boorloo Festival event.

- DATE: Thursday 4 April
- TIME: 5.45pm – 7.30pm, Welcome to Country at 6.15 pm.
- LOCATION: Old Central Perth Fire Station, Murray Street.

*Actions:*

- 8. Officers to invite Uncle Ben to conduct the Welcome to country, with Uncle Albert and Uncle Gerrard the next option if Uncle Ben is unavailable.*
- 9. The City to confirm if cab charge vouchers can be provided for the event (as it is not the usual process) and if so, provide cab charge vouchers to the Elders.*

### Item 7.2

#### **Elders attendance at the Advisory Group meetings**

It was noted by the Elders that members of the Elders Advisory Group who have not attended several consecutive meetings be urged to attend as it is important that the entire group meet at least once a year. The group agreed that Ethan Chadd would contact Aunty Vivienne, Uncle Farley and Uncle Noel to discuss. However, the City will continue to invite all Elders to meetings as per usual in the meantime.

The City requested that Elders inform officers if advisory group meeting dates conflict with other important events so that the meetings can be rescheduled if needed.

### Item 7.3

#### **New Event t-shirt with cultural imagery**

The Elders were shown the City's event t-shirt that includes some cultural imagery. The group appreciated the design.

#### *Action:*

*Officers to provide the Elders t-shirts to the Elders (Uncle Albert and Aunty Cheryl)*

### Item 7.4

#### **Food available at the Elders Advisory Group meetings**

It was noted by the Elders that it is appreciated if a light snack is served to the group on arrival as some members with medical conditions cannot go on for long periods without food. The City agreed to have the fruit portion of lunch provided at the commencement of the Elders Advisory Group meetings.

## 8. Next Meeting Date

Wednesday, 12 June 2024 at 10.00am

## 9. Close

Meeting closed at: 12.30pm

Appendix 1 – Action list from previous meetings

| Action  | Responsibility  | Comments  |
|---|---|---|
| <b>Actions in progress</b>  |   |   |
| <b>Good Practice Event Guide</b> <ul style="list-style-type: none"> <li>• <b>Aunty Cheryl</b> to provide the City with a list of Elders who could be contacted to conduct a Welcome to Country.</li> <li>• <b>The Elders</b> to provide any other recommendations on content to be included in the guide.</li> <li>• <b>Ethan Chadd</b> to provide the City with a list of contacts of Elders who could be contacted to conduct a Welcome to Country</li> </ul>                           | <p>Elders Advisory Group members</p> <p>Ethan Chadd,<br/>Kambarang services</p> | <p>Actions from meeting on 13/3/24 (item 6.3)</p> |
| <b>Clontarf Foundation- City of Perth Partnership</b> <ul style="list-style-type: none"> <li>• <b>The City</b> to contact and confirm with Ash Garlett if he could conduct a smoking ceremony at the Clontarf cup breakfast.</li> <li>• <b>The City</b> to arrange cab charge vouchers for the Elders attend the Clontarf Cup breakfast.</li> <li>• <b>The City</b> to invite representatives from Clontarf to a future Elders meeting with some Clontarf Foundation students.</li> </ul> | <p>Jodi Lendrum,<br/>Community Services Coordinator</p>                         | <p>Actions from meeting on 13/3/24 (item 6.1)</p> |
| <b>Bush tucker/ Bush medicine garden</b> <ul style="list-style-type: none"> <li>• <b>The City</b> to consult other Elders in the community and propose a location to the group, for recommendations of suitable plants.</li> </ul>  | <p>Blake Humble, Parks and Environment Manager</p>                              | <p>Actions from meeting on 13/3/24 (item 6.2)</p> |
| <b>Boorloo Heritage Festival</b> <ul style="list-style-type: none"> <li>• <b>The City</b> to invite Uncle Ben to conduct the Welcome to country, with Uncle Albert and Uncle Gerrard being the next option if Uncle Ben is unavailable.</li> <li>• <b>The City</b> to provide cab charge vouchers for the event (as supported by CEO in meeting).</li> </ul>  | <p>Jodi Lendrum,<br/>Community Services Coordinator</p>                         | <p>Actions from meeting on 13/3/24 (item 7.1)</p> |

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| <p><b>Elders Advisory Group t-shirts</b></p> <ul style="list-style-type: none"> <li>Officers to provide the requested T shirts to the Elders.</li> <li>Officers to have light snacks served on arrival at the Advisory Group meetings.</li> </ul>   | <p>Jodi Lendrum,<br/>Community Services<br/>Coordinator</p>                                      | <p>Actions from meeting on 13/3/24 (item 7.3)</p>   |
| <p><b>Russell Square cultural heritage survey</b></p> <ul style="list-style-type: none"> <li>Let the City know of any other stories/ locations in the surrounds that may be of cultural significance along with contacts of any other persons that may have stories to share.</li> <li>Include as an agenda item to the next meeting for further discussion.</li> </ul> | <p>Elders Advisory Group members</p> <p>Jodi Lendrum,<br/>Community Services<br/>Coordinator</p> | <p>Actions from meeting on 6/12/23</p> <p>This will be listed as an agenda item at the next meeting</p>   |
| <p><b>Kings Park Shared Path Interpretive Signage</b></p> <ul style="list-style-type: none"> <li>Investigate previous artwork used approximately ten - twelve years ago at a Welcome to Country event coordinated by Carol Innes and Barry McGuire at Kings Park, for more examples of artwork.</li> </ul>  | <p>Felicity O’Neill, City of Perth Infrastructure and Assets</p>                                 | <p>Felicity advised she would pass on the feedback and check the project scope to see whether there is opportunity for inclusion of other aspects of cultural heritage.</p> |



Appendix 2- Status of Reconciliation Action Plan, as at 18 Feb 2024

| Action Number | Strategy  | Action Description  | Action Status                    |
|---------------|---|---|----------------------------------|
| 1.1.a         | 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.                 | Complete/Business as Usual (BAU) |
| 1.1.b         | Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations. | Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.                               | Complete/BAU                     |
| 1.2.a         | Build relationships through celebrating National Reconciliation Week (NRW)  | Circulate Reconciliation Australia's National Reconciliation Week resources & reconciliation materials to our staff & the community.                      | Complete/BAU                     |
| 1.2.b         | Build relationships through celebrating National Reconciliation Week  | Internal RAP Working Group members to participate in an external NRW event.   | In Progress                      |
| 1.2.c         | Build relationships through celebrating National Reconciliation Week  | Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.                              | Complete/BAU                     |
| 1.2.d         | Build relationships through celebrating National Reconciliation Week  | Organise at least one National Reconciliation Week event each year.   | Complete/BAU                     |
| 1.2.e         | Build relationships through celebrating National Reconciliation Week  | Register all our National Reconciliation Week events on Reconciliation Australia's NRW website.   | Complete/BAU                     |
| 1.3.b         | Promote reconciliation through our sphere of influence.   | Communicate our commitment to reconciliation publicly.  | Complete/BAU                     |
| 1.3.a         | Promote reconciliation through our sphere of influence.   | Develop and implement a staff engagement strategy to raise awareness of reconciliation across our workforce.  | Complete/BAU                     |
| 1.3.c         | Promote reconciliation through our sphere of influence.   | Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.   | Complete/BAU                     |
| 1.3.d         | Promote reconciliation through our sphere of influence.   | Collaborate with Reconciliation Australia and other like-minded organisations to develop ways to advance reconciliation.                                  | Complete/BAU                     |
| 1.3.e         | Promote reconciliation through our sphere of influence.   | Actively promote the Grants and Sponsorship Program to Aboriginal and Torres Strait Islander organisations  | Complete/BAU                     |
| 1.3.f         | Promote reconciliation through our sphere of influence.   | Investigate ways to reflect Whadjuk Nyoongar culture and history in the new Local Planning Scheme No.3, including consultation with relevant stakeholders | Complete/BAU                     |

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| 1.3.g | Promote reconciliation through our sphere of influence.  | Continue to promote digital maps/walking trails for Whadjuk Nyoongar cultural experiences in the City (e.g. Karla Yarning).                                   | Complete/BAU |
| 1.4.a | Promote positive race relations through anti-discrimination strategies.  | Conduct a review of the City's Equal Employment Opportunity policy and procedures to identify existing anti-discrimination provisions, and future needs.      | Complete/BAU |
| 1.4.b | Promote positive race relations through anti-discrimination strategies.  | Review, update and communicate the City's Equal Employment Opportunity policy and procedures.   | Complete/BAU |
| 1.4.c | Promote positive race relations through anti-discrimination strategies.  | Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.   | In Progress  |
| 1.4.d | Promote positive race relations through anti-discrimination strategies.  | All employees sign the Code of Conduct (our policy containing anti-discrimination) and complete the City Learn internal training on the Code of Conduct       | Complete/BAU |
| 1.4.e | Promote positive race relations through anti-discrimination strategies.  | The City continues to educate staff on the effects of racism through cultural awareness training  | In Progress  |
| 2.1.a | Increase the City's employees 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.  | Complete/BAU |
| 2.1.b | Increase the City's employees understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning | Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors on the development and implementation of a cultural learning strategy. | Complete/BAU |
| 2.1.c | Increase the City's employees understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning | Develop, implement, and communicate a cultural learning strategy for our staff.   | Complete/BAU |
| 2.1.d | Increase the City's employees understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning | Provide opportunities for RAP Working Group members, HR manager and other key leadership staff to participate in formal and structured cultural learning.     | Complete/BAU |
| 2.2.a | Embed Nyoongar cultures into the City of Perth   | Advocate for the Aboriginal Cultural Centre to be located within the City of Perth  | Complete/BAU |
| 2.2.b | Embed Nyoongar cultures into the City of Perth   | Advocate for Aboriginal and Torres Strait Islander representation to be included on planning committee for the Aboriginal Cultural Centre.                    | Complete/BAU |

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| 2.2.c | Embed Nyoongar cultures into the City of Perth   | Develop an approach to dual naming of places in the City of Perth with original Nyoongar names.  | In Progress       |
| 2.2.d | Embed Nyoongar cultures into the City of Perth   | Design public signs/symbols at the two major gateways to the city (Causeway and Kings Park Road).  | In Progress       |
| 2.2.e | Embed Nyoongar cultures into the City of Perth   | Construct and install the public sign/symbol at the two major gateways to the city (Causeway and Kings Park Road).   | In Progress       |
| 2.2.f | Embed Nyoongar cultures into the City of Perth   | Investigate an Aboriginal and Torres Strait Islander parade during the first Australian Football League (AFL) derby of the year.   | Not yet commenced |
| 2.2.g | Embed Nyoongar cultures into the City of Perth   | Install an "Acknowledgment of Country" message on a sign or plaque in selected owned Buildings.  | In Progress       |
| 2.3.a | Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.      | Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.             | In Progress       |
| 2.3.b | Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.      | Continue to implement, communicate, review (and update as required) the City's cultural protocols (protocols for Welcome to Country and Acknowledgement of Country)        | Complete/BAU      |
| 2.3.c | Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.      | Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.                      | Complete/BAU      |
| 2.3.d | Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.      | Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.  | Complete/BAU      |
| 2.4.a | 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.   | In Progress       |
| 2.4.b | Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week. | Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.  | Not yet commenced |
| 2.5.a | Actively preserve Aboriginal sites of significance.  | Explore/Investigate Heirisson Island being formally recognised as a site of significance (including being maintained, sustained, and protected as a site of significance). | Complete/BAU      |
| 2.4.c | Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week. | Promote and encourage participation in external NAIDOC events to all staff.  | Complete/BAU      |
| 2.5.b | Actively preserve Aboriginal sites of significance.  | Conduct a local heritage survey that collates the sites of significance across the city and the Nyoongar stories related to these sites.                                   | In Progress       |

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| 2.5.c | Actively preserve Aboriginal sites of significance.   | Implement the Town Hall conservation management plan, which includes Nyoongar interpretation of the site.   | Not yet commenced |
| 3.1.a | Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development. | Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. | Complete/BAU      |
| 3.1.b | Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development. | Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention, and professional development strategy.              | Complete/BAU      |
| 3.1.c | Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development. | Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention, and professional development strategy.                         | In Progress       |
| 3.1.d | Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development. | Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.  | Complete/BAU      |
| 3.1.e | Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development. | Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.         | Complete/BAU      |
| 3.1.f | Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development. | Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce.   | In Progress       |
| 3.2.a | Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic, cultural, and social outcomes.        | Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.  | Complete/BAU      |
| 3.2.b | Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic, cultural, and social outcomes.        | Renew Supply Nation membership and build on the relationship.   | Complete/BAU      |
| 3.2.c | Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic, cultural, and social outcomes.        | Develop, communicate and embed opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.    | In Progress       |
| 3.2.e | Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic, cultural, and social outcomes.        | Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.  | Complete/BAU      |
| 3.2.d | Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic, cultural, and social outcomes.        | Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.     | In Progress       |

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| 4.1.a | Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.   | RWP to meet at least four times per year to drive and monitor RAP implementation  | Complete/BAU         |
| 4.1.b | Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.   | Promote Aboriginal and Torres Strait Islander representation on the RAP Working Group (dates to be prior to RWG meetings)   | In Progress          |
| 4.1.c | Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.   | Establish and apply a Terms of Reference for the RAP Working Group.   | Complete/BAU         |
| 4.2.a | Provide appropriate support for effective implementation of RAP commitments.  | Define the resource needs for the implementation of the City's Reconciliation Action Plan.  | In Progress          |
| 4.2.b | Provide appropriate support for effective implementation of RAP commitments.  | Engage senior leaders and other staff in the delivery of Action Plan commitments.   | In Progress          |
| 4.2.c | Provide appropriate support for effective implementation of RAP commitments.  | Define and maintain appropriate systems to track, measure and report on Action Plan commitments.  | In Progress          |
| 4.2.d | Provide appropriate support for effective implementation of RAP commitments.  | Appoint and maintain an internal RAP Champion from senior management.   | In Progress          |
| 4.3.a | Build accountability and transparency through reporting Action Plan achievements, challenges, and learnings both internally and externally. | Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.  | In Progress          |
| 4.3.b | Build accountability and transparency through reporting Action Plan achievements, challenges, and learnings both internally and externally. | Report progress against the Reconciliation Action Plan to all staff and senior leaders quarterly.   | In Progress          |
| 4.3.c | Build accountability and transparency through reporting Action Plan achievements, challenges, and learnings both internally and externally. | Publicly report our Action Plan achievements, challenges and learnings, annually.   | Complete/BAU         |
| 4.3.e | Build accountability and transparency through reporting Action Plan achievements, challenges, and learnings both internally and externally. | Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence. | Complete/BAU         |
| 4.3.d | Build accountability and transparency through reporting Action Plan achievements, challenges, and learnings both internally and externally. | Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.   | Deferred/not yet due |
| 4.3.f | Build accountability and transparency through reporting Action Plan achievements, challenges, and learnings both internally and externally. | Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.   | Deferred/not yet due |

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| 4.3.g | Build accountability and transparency through reporting Action Plan achievements, challenges, and learnings both internally and externally. | Submit a traffic light report to Reconciliation Australia at the conclusion of this Reconciliation Action Plan | Deferred/not yet due |
| 4.4   | Continue our reconciliation journey by developing our next RAP.   | Register via Reconciliation Australia's website to begin developing our next RAP.                              | Deferred/not yet due |