

Aboriginal Advisory Committee

Meeting Date: Wednesday, 21 June, 2023
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 5.00pm

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

Agenda

1. Election of Chairperson
2. Apologies
3. A Minute Silence in Respect of Aboriginal Elders, Past and Present (Mr Paul Keith)
4. Confirmation of Minutes
 - Aboriginal Advisory Committee - 28 February 2023 1
5. Declarations of Interest
6. Presentations
 - AA23.11 Nowra Riverfront Project - Update
Representatives from City Futures will be attending to provide information regarding this project.
 - AA23.12 Unions Shoalhaven Presentation - Yes Campaign
Ms Patricia David – Unions Shoalhaven – will present to the Committee about the work undertaken by Unions Shoalhaven in the 'Yes Campaign'.
 - AA23.13 Glossy Black Cockatoo Project Presentation - Rod Broad - Department of Planning and Environment
Mr Rodney Broad – Department of Planning and Environment – will present to the Committee regarding the work he has been doing on the Glossy Black Cockatoo Project as the Aboriginal Community Engagement Officer.
 - AA23.14 Regional Adaptive Pathways Planning – Illawarra Shoalhaven Pilot
The NSW Department of Planning and Environment, in partnership with the CSIRO are currently conducting workshops in the region to

understand preferences for land-use planning that considers future growth and housing needs in the context of risks associated with natural disasters in the region.

These workshops include a First Nations designed and facilitated series, and the project team will provide some context for this work and discuss the outcomes for the initial First Nations workshop in this session.

The first workshop considered planning for a disaster resilient region in the context of increasing natural hazards with consideration given to the current impact of natural disasters on homes in the region as well as consider how future housing growth options occurring alongside changes in the severity and frequency of natural disasters due to climate change.

The second and third workshops will consider land-use planning and disaster risk reduction options and pathways that will help us get to a disaster resilient future and discuss the impacts and implications to community and Country what some of the options being proposed.

7. Reports

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8. General Business

Membership

Chairperson -

All Councillors

Chief Executive Officer or nominee

Ms Janet Atkins

Ms Sylvia Timbery

Mr Shane Brown

Mr Paul McLeod

Mr Charlie Ashby

Ms Nicole Moore

Ms Caryn Carpenter

Ms Sharlene Cruickshank

Ms Natalie Lloyd

Ms Valda Corrigan (NPWS)

Ms Kalinda Wills – Youth Representative

Mr Jason Groves - Nowra LALC

Mr Alfred Wellington - Jerrinja LALC

Mr Paul Keith - Ulladulla LALC

Quorum – Five (5) local Aboriginal community members

Purpose

To provide appropriate and considered advice to Council on all relevant issues affecting Aboriginal and Torres Strait Islander people within the Shoalhaven LGA, and to influence Council's support & intent in achieving their objectives for the current Statement of Commitment 2010 (SoC) and the Shoalhaven City Council Community Strategic Plan 2027 (SCCSP) and endorsement of the Uluru Statement of the Heart June 2020.

Role of the Committee

All members are encouraged to become actively involved in the business of the AAC and to be an advocate between community and Council. The role of the Committee is:-

- To advise Shoalhaven City Council on necessary issues relating to Aboriginal communities in the LGA.
- Promote and increase knowledge & understanding of Aboriginal society, history & culture in the LGA.
- Facilitate access and accessibility to services and facilities for Aboriginal people.
- Advise on the development and implementation of the Shoalhaven City Council Community Strategic Plan.
- Develop strong collaborative partnerships between Aboriginal communities and Shoalhaven City Council.
- Maintain strong links between Council and Aboriginal communities throughout the Shoalhaven to accomplish the relationships and outcomes required for genuine reconciliation.
- Foster and safeguard a spirit of mutual trust and respect which allows the AAC and Shoalhaven City Council to work together in their commitment towards intelligent, well informed decision making processes that are sensitive to all Aboriginal issues.
- Recognise, support & uphold past and present local cultural heritage and its place in future Council directions.
- Remain a meaningful 'place' for the communication of messages and information from Aboriginal community voices that identify local needs for services, facilities and activities.
- Support and promote significant celebrations and events within the Shoalhaven Aboriginal and Torres Strait Islander community.
- Provide specialist advice to other Committees of Council.

Ordinary Meeting 21 December 2009 – Item 43 – MIN19.1808

STATEMENT OF COMMITMENT

This Statement commits Shoalhaven City Council to continue building mutually respectful relationships with the Aboriginal Communities of the Shoalhaven.

Shoalhaven City Council values its culturally diverse communities and lifestyles and is deeply committed to working in partnership with Aboriginal people of the Shoalhaven. This Partnership will be based on mutual respect and equality to further employment, social, cultural and economic community development.

Shoalhaven City Council recognizes and acknowledges the history and treatment of Aboriginal people in Australia and supports the Council for Aboriginal Reconciliation's vision and values.

Shoalhaven City Council recognises Aboriginal people's valuable contribution made in strengthening and enriching our communities and the heritage of all Australians.

Shoalhaven City Council Acknowledges and Recognises:

- Aboriginal people as the first people of Australia
- Past practices and policies that impacted on Aboriginal people's lives, cultures and society
- The customs and traditions of Aboriginal people and their spiritual relationship with the land
- The rights of Aboriginal people to live according to their own beliefs, values and customs, and
- The significant contribution made by Aboriginal people in the past, present and future.

Shoalhaven City Council commits itself to:

- Ensuring local Aboriginal involvement in events and celebrations of significance which respect the dignity and protocols of the local Aboriginal communities
- The ongoing development of strategies to improve and increase the level of participation of local Aboriginal people in the local Government decision making processes
- Undertake holistic community planning to address wellbeing, employment and social economic or cultural disadvantage experienced by local Aboriginal people in the Shoalhaven
- Ensuring all council staff and Councillors are exposed to ongoing education and cultural training and development programs to increase knowledge, understanding and appreciation of Aboriginal Cultural heritage and the needs of the Aboriginal communities
- Celebrate and support significant Aboriginal ceremonies and events, e.g. NAIDOC week, Sorry Day, Reconciliation Week and Survival Day
- To continue to fly the Aboriginal flag in places such as City Administrative Centre, Council Chambers, Reception room and in other prominent Council locations.

MINUTES OF THE ABORIGINAL ADVISORY COMMITTEE

Meeting Date: Tuesday, 28 February 2023
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 5:08pm

The following members were present:

Ms Sylvia Timbery - Chairperson
Clr Patricia White
Clr Evan Christen
Clr John Kotlash (Remote)
Clr Moo D'Ath
Clr Tonia Gray (Remote) – left at 5.25pm
Ms Sharlene Cruickshank
Mr Shane Brown (Remote)
Ms Caryn Carpenter (Remote) – left at 5.31pm
Ms Nicole Moore (Remote)
Ms Natalie Lloyd – arrived at 5.15pm
Mr Charlie Ashby (Remote) – joined at 5.47pm
Mr Jason Groves - Nowra LALC
Mr Alfred Wellington - Jerrinja LALC (Remote) – joined at 5.11pm
Mr Michael Paine - Manager - Community Connections

Others present:

Ms Jane Lewis – Director City Lifestyles
Ms Sarah Taylor – Manager Library Services
Ms Brooke Aldous – Acting Manager - Business Assurance & Risk
Mr Jared Brown – Community Capacity Builder - Aboriginal
Mr Allen Bloxsome – Community Capacity Builder - Aboriginal
Ms Caitlin Lewis – Manager Media & Communications
Mr Paul Donnelly – Lead Open Space & Recreation Planning

Mr Michael Paine - Manager - Community Connections assumed the role of Chairperson and opened the meeting by observing a Minute Silence in Respect of Aboriginal Elders, Past and Present.

Mr Jason Groves Acknowledged the Traditional Custodians of the land.

Apologies / Leave of Absence

Apologies were received from Clr Findley, Mr Paul McLeod, Ms Janet Atkins.

Confirmation of the Minutes

RESOLVED (Clr Kotlash / Nowra LALC - Jason Groves)

That the Minutes of the Aboriginal Advisory Committee held on Tuesday 06 December 2022 be confirmed.

CARRIED

Declarations of Interest

Nil

Procedural Motion - Bring Item Forward

RESOLVED (Sharlene Cruickshank / Clr White)

That the matter of item AA23.3 – Election of Chairperson be brought forward for consideration.

CARRIED

Note: Mr Alfred Wellington – Jerrinja LALC joined the meeting (remotely) at 5.11pm

AA23.3 Election of Chairperson

**HPERM Ref:
D22/513056**

Mr Michael Paine - Manager Community Connections (Acting Chairperson) called for nominations for Chairperson.

Ms Sharlene Cruickshank nominated Ms Sylvia Timbery.

Ms Sylvia Timbery accepted the nomination as Interim Chairperson to September 2023.

It was noted that Ms Janet Atkins had expressed interest in the Election of Chairperson.

Staff suggested that Ms Sylvia Timbery accept the nomination as Interim Chairperson and the matter be deferred to the next meeting to allow further consideration by members and to confirm that Ms Janet Atkins accepted her nomination.

Note: Ms Natalie Lloyd arrived at 5.15pm

Recommendation

That the Aboriginal Advisory Committee elect (insert name) as Chairperson for the period to September 2023, and seek the endorsement of this appointment by Council.

RESOLVED (Clr D'Ath / Sharlene Cruickshank)

That the Aboriginal Advisory Committee elect Ms Sylvia Timbery as Interim Chairperson and the Election of Chairperson be deferred to the next meeting to allow for further consideration.

CARRIED

Note: Ms Sylvia Timbery assumed the role of Interim Chairperson.

PRESENTATIONS

AA23.1 Presentation - Sanctuary Point Library - Outdoor Artwork

HPERM Ref:
D22/520984

Ms Sarah Taylor - Manager Library Services provided a presentation to the Committee in relation to the outdoor artwork at the Sanctuary Point Library.

The presentation will be distributed to members via email.

Note: Ms Caryn Carpenter left the meeting at 5.31pm during the presentation.

Note: Ms Nicole Moore advised that in relation to the Election of Chairperson, Ms Janet Atkins doesn't accept the nomination as Chair.

AA23.2 Draft Community Engagement Strategy Presentation

HPERM Ref:
D23/26662

Ms Caitlin Lewis – Manager Media & Communications addressed the Committee and provided an overview of the Community Engagement Strategy and encouraged the Committee to provide feedback and in particular how they wish to receive communication and how Council can engage meaningfully with the Indigenous Community.

The link to the Draft Strategy document will be forwarded to members via email, to allow members to provide feedback.

Note: Mr Charlie Ashby joined the meeting (remotely) at 5.47pm

REPORTS

AA23.3 Election of Chairperson

HPERM REF:
D22/513056

Item dealt with earlier in the meeting.

AA23.4 Report Back - Proceed of Sale - Aboriginal Cultural Centre - 160 Junction St Nowra, Lot 12 DP 584374

HPERM Ref:
D22/527650

The Committee held a discussion in relation to the sale of the Aboriginal Cultural Centre and questions were raised about what the purchaser from Council did with the proceeds when it was on sold in 2006 by South Coast Aboriginal Centre Pty Ltd.

A question was raised about who the South Coast Aboriginal Cultural Centre Ltd '**Elders Advisory Committee**' is.

Recommendation (Item to be determined under delegated authority)

That as resolved on the 5 December 2022 (MIN22.939), the Aboriginal Advisory Committee receive this report detailing the financial transaction for the Sale of the Aboriginal Cultural Centre on land identified as 160 Junction Street Nowra, for information.

RESOLVED (Sharlene Cruickshank / Sylvia Timbery)

That:

1. As resolved on the 5 December 2022 (MIN22.939), the Aboriginal Advisory Committee receive this report detailing the financial transaction for the Sale of the Aboriginal Cultural Centre on land identified as 160 Junction Street Nowra, for information.
2. The Technical Services Manager be invited to attend the next meeting to address the Committee, investigate and provide clarity on who the South Coast Aboriginal Cultural Centre Ltd 'Elders Advisory Committee' is to enable further inquiries to be made related to what they did with the funds from the sale of the property.

CARRIED

AA23.5 Aboriginal Advisory Committee Terms of Reference Review 2023

**HPERM Ref:
D23/26743**

Mr Michael Paine – Manager Community Connections and Mr Jared Brown – Community Capacity Builder – Aboriginal addressed the Committee and provided a verbal update on the proposed changes to the Terms of Reference.

The members present suggested to hold a Workshop to consider the proposed changes to the Terms of Reference. This Workshop is intended to be held prior to the next meeting therefore the Terms of Reference can be reported to the next subsequent Committee meeting for endorsement.

Questions were raised regarding the Expression of Interest process and the consideration of Elders (male and female) for membership. It was suggested that this be addressed as part of the Terms of Reference Workshop.

Recommendation

That the Aboriginal Advisory Committee accept the new format and proposed amendments to the Terms of Reference and submit to Council for adoption.

RESOLVED (By consent)

That prior to the next Committee meeting, a Workshop be held to discuss the Terms of Reference, and following the Workshop the Draft Terms of Reference be reported to the Committee for adoption.

CARRIED

AA23.6 Boongaree Reconciliation Garden - Naming

**HPERM Ref:
D23/46612**

Mr Paul Donnelly – Lead Open Space & Recreation Planning addressed the meeting and provided a verbal update to the report.

Questions were raised around the meaning of, and where the term 'Boongaree' originated and how the Aboriginal Community were consulted.

Mr Paul Donnelly ensured that going forward it's his intention to engage with this Committee and Aboriginal Elders. Mr Donnelly advised that he is open to receiving feedback from the Committee and intends on coming back to the Committee on an as needs basis, for project matters as they arises.

Recommendation (Item to be determined under delegated authority)

That the Aboriginal Advisory Committee receive this report as an update relating to naming of the Boongaree Reconciliation Garden.

RESOLVED (Nowra LALC - Jason Groves / Sharlene Cruickshank)

That:

1. The Aboriginal Advisory Committee be invited to contribute of the development of interpretive signage for Boongaree;
2. All matters relating to Aboriginal Heritage values at Boongaree be referred to the Aboriginal Advisory Committee.

CARRIED

AA23.7 Action Table Report - February 2023**HPERM Ref:
D23/48453**

Mr Michael Paine – Manager Community Connections addressed the Committee and provided verbal updates in relation to items on the Action Table, the following comments were made:

- AA22.13 – The draft project plan will be presented to the Executive Management Team in March. It was suggested that representatives be reappointed on the Project Reference Group, see AA23.8.
- AA22.18 – This item has been superseded by AA22.28. Therefore this item is considered complete.
- AA22.21 – Still in progress, action to remain open.
- AA22.23 – The briefing has taken place. This item is considered complete.
 - It was noted that following the Briefing the membership was reported back to Council at its meeting of Monday 27 February 2023, at this meeting the Motion lapsed due to lack of seconder, therefore no decision was made in relation to the membership.
 - Staff suggested that as part of the TOR Workshop (AA23.5) the membership is also reviewed and an audit of members take place, following this a new EOI can be run. Staff will advise David Blakeney of that position/way forward and Mr Blakeney will not be required to re-apply during the EOI process.
- AA22.25 – This item is considered complete.
- AA22.26 – Comment provided in the table, ongoing.
- AA22.27 – No update provided.
- AA22.28 – Comment provided in the table.
 - Further to the comment in the table, Ms Brooke Aldous – Acting Manager Business Assurance & Risk advised that the 3 LALC's have been contacted via email and followed up with a voicemail seeking both male and female representation on Council's Advisory Committee's in which the LALC's have membership.
- AA22.29 – Comment provided in the table, no further update provided. Mr Michael Paine advised he would follow up with the Strategic Planning team to see if there is further information.
- AA22.31 – This item is considered complete.
- AA22.32 – Comment provided in table, matter is ongoing.
- AA22.33 – This item is considered complete.
- AA22.5 – This matter is ongoing.

Recommendation (Item to be determined under delegated authority)

That

1. Accept and receive the Action Table Report – February 2023 for information.
2. The following actions are considered complete and can be removed from the action table:
 - a. Item AA22.18 – Consideration of Dedicated Aboriginal Member on all Council Advisory Committees.
 - b. Item AA22.23 – Aboriginal Advisory Committee – Membership Appointment – deferred – Clr Briefing.
 - c. Item AA22.33 - Presentation on Mollymook Coastal Masterplan.

RESOLVED (By consent)

That the Aboriginal Advisory Committee:

1. Accept and receive the Action Table Report – February 2023 for information.
2. The following actions are considered complete and can be removed from the action table:
 - a. AA22.18 – Consideration of Dedicated Aboriginal Member on all Council Advisory Committees.
 - b. AA22.23 – Aboriginal Advisory Committee – Membership Appointment – deferred – Clr Briefing.
 - c. AA22.25 - Boongaree Reconciliation Garden - Project Update / Further Concept Design Guidance - Project Stakeholder Group - Community Capacity Builder
 - d. AA22.31 - Additional Item - Old Aboriginal Cultural Centre - Sale / Funds - Report Request
 - e. AA22.33 - Presentation on Mollymook Coastal Masterplan.

CARRIED

AA23.8 Additional Item - Appoint Representatives - Project Reference Group - Reconciliation Action Plan

The Committee discussed this matter as part of the Action Table (See AA22.13), it was noted that Mr Jared Brown has resigned and Ms Kalinda Wills is no longer within her Youth position on the Committee.

RESOLVED (By consent)

That the Aboriginal Advisory Committee nominate the following representatives to form part of a Project Reference Group to assist in the development of the Reconciliation Action Plan:

- Mr Jason Groves – (Nowra LALC)
- Ms Natalie Lloyd

CARRIED

GENERAL BUSINESS

AA23.9 Additional Item - Documents Tabled - Anti-Racism

Mr Jason Groves expressed concerns regarding the membership EOI processes, which he raised at the last meeting.

Mr Groves expressed his desire to make a difference in a meaningful way, and expressed where changes can be made in behaviour, and how issues as an Aboriginal Community can be addressed in collaboration with Council.

Mr Groves tabled 3 documents which will be distributed to the Committee via email.

AA23.11 Additional Item - Unions Shoalhaven - Presentation

Clr Kotlash has been contacted by Ms Pat David (Unions Shoalhaven) who requested to come and present to the Committee in relation to what the Union movement is doing around the 'Yes Campaign'.

RECOMMENDATION (Clr Kotlash / Sharlene Cruickshank)

That the Aboriginal Advisory Committee invite Unions Shoalhaven (Representative Patricia David) to make a presentation to a future meeting in relation to the work they are doing around the 'Yes Campaign'.

CARRIED

Directors Note: Council may consider it to be appropriate to seek an alternate view on the voice, to maintain a balanced approach and Council's impartiality

There being no further business, the meeting concluded, the time being 7.20pm.

Ms Sylvia Timbery
CHAIRPERSON

AA23.3 Election of Chairperson

HPERM Ref: D22/513056

Department: Business Assurance & Risk
Approver: Jane Lewis, Director - City Lifestyles

Reason for Report

**Note: This report has been deferred from the meeting on 28 February 2023.*

The reason for this report is to facilitate the election of Chairperson by the Aboriginal Advisory Committee (AAC) and recommend to Council.

The election was scheduled to take place at the meeting held on 6 December 2022, however at that meeting the Committee felt that there wasn't strong enough member representation for the election to be conducted in a fair manner.

It was decided at the meeting of 6 December 2022 to defer the election to this meeting where it is hoped that there will be stronger AAC member representation.

Recommendation (Item to be determined under delegated authority)

That the Aboriginal Advisory Committee elect (insert name) as Chairperson for the period to September 2023, and seek the endorsement of this appointment by Council.

Options

1. Adopt the recommendation.

Implications: Position of Chairperson will be filled and AAC will continue business as usual. The appointment is required to be formally adopted by Council.

2. Adopt an alternate recommendation.

Implications: Should the committee opt not to elect a Chairperson for the Term and opt to elect an interim Chairperson the Committee may wish to review the Terms of Reference and the length of the Term of the Chairperson.

Background

At the Aboriginal Advisory Committee (AAC) meeting of 8 November 2022 the Committee determined to elect a new chairperson at the meeting to be held 06 December 2022, as outlined in the following recommendation (AA22.20):

That the Aboriginal Advisory Committee

1. *Accept Mr Jared Brown's resignation as Chairperson and,*
2. *Accept Mr Jared Brown's membership resignation from the Committee for the period of 12 months.*
3. *Thank Mr Jared Brown for his contribution to the Committee and his time as Chairperson.*
4. **Conduct an election of Chairperson at the next meeting to be held, 6 December 2022 for the period to September 2023, noting that the appointment will be reaffirmed by Council.**

However, at the meeting held on 6 December 2022, the Committee felt that there wasn't strong enough member representation for the election to be held fairly. It was decided at the meeting of 6 December 2022 to defer the election to the meeting to be held on 28 February 2023.

Outlined below is the process that is followed for the Election of Office Bearers for Committees of the Council:

At the time on the agenda when the election of office bearers is listed, the following process will be followed:

- (1) The chairperson to step down from the chair (unless their position is not up for election). An appropriately Senior Officer of the Council or other official should assume the chair for the nomination process.*
- (2) Individually, for each position the following is to take place:*
 - a. Nominations are called for that position and are acknowledged by the chair*
 - i. They may be received in writing prior to the meeting or provided verbally at the meeting*
 - ii. The Officer conducting the election shall confirm acceptance of each nominee prior to his or her inclusion in the ballot.*
 - b. If only one nomination is received, that person is declared as elected*
 - c. If more than one nomination is received, the Committee will be asked to resolve whether the election is to take place by open voting (i.e. show of hands) or ordinary ballot (i.e. written votes recorded and provided in secret).*
 - d. Where a large number of nominations are received, the Committee may elect to proceed by a preferential ballot, whereby ballots are consecutively taken and the nominee with the least number of votes is excluded from running after each ballot, until there are two preferred candidates remaining and a final ballot is undertaken and declared.*
 - e. The nominee with the most ballots is declared as elected.*
 - f. In the event of an equal number of ballots being cast for nominees, the position shall be determined by draw. The name drawn by the interim chairperson will be appointed to the position.*

At the conclusion of the elections, the newly elected Chairperson shall reassume control of the meeting and proceed with other business. The appointment of the new chairperson is required to be reported and adopted by Council.

AA23.15 Advice - Newcastle University - Australian Colonial Frontier Massacre Sites Mapping Project

HPERM Ref: D23/104974

Department: Strategic Planning
Approver: Carey McIntyre, Director - City Futures

Reason for Report

The purpose of this report is to update the Committee on information received from the Newcastle University academic leading the research project titled “Colonial Frontier Massacres in Australia, 1788-1930” (‘the project’) in accordance with the Committee’s resolution on 8 November 2022 (AA22.29) and Council’s resolution on 5 December 2022 (MIN22.938).

Recommendation (Item to be determined under delegated authority)

That this report be received for information.

Options

1. Receive the report for information.

Implications: The report provides information about the project and a link for anyone with any relevant information to contact the project team. Recommended.

2. Take a different course of action.

Implications: This will depend on the course of action. Advice can be provided at the Committee meeting.

Background

On 8 November 2022, Council’s Aboriginal Advisory Committee (AAC) resolved as follows (AA22.29):

That Council as recommended by the Aboriginal Advisory Committee, request the appropriate Council staff within City Futures to initiate discussions with Newcastle University regarding the process to have the Husky Church site registered as a Massacre site.

This resolution was adopted by Council on 5 December 2022 (MIN22.938).

Context

The minutes of the AAC meeting on 8 November 2022 stated that:

Mr Jason Groves discussed how massacre sites are registered and through Newcastle University registered development sites are frozen. It was discussed whether Husky Church site could be registered as a massacre sight, and suggested Council investigate putting freezes on registered development sites through the University of Newcastle.

Advice from Newcastle University – Mapping Colonial Frontier Massacres in Australia

AA23.15

Council staff contacted Emeritus Professor Lyndall Ryan at the University of Newcastle, the lead academic for a project titled “Colonial Frontier Massacres in Australia, 1788-1930” (the project). A website on the project is available at:

<https://c21ch.newcastle.edu.au/colonialmassacres/>

Important note: the above website contains information about acts of violence that may be distressing. It does not contain images of people.

The stated aims of the project are:

1. *Identify and record sites of frontier massacres of Aboriginal, Torres Strait Islander and non-Indigenous people across Australia from 1788 to 1930.*
2. *Provide the first Australia wide record of frontier massacres that is comprehensive, based on a rigorous methodology, with well-structured data and a map, and providing the available evidence for each frontier massacre site.*
3. *Inform public debate about colonial frontier violence.*
4. *Provide open access knowledge to the public and invite contributions.*

That is, the project seeks to improve the understanding of massacres that took place during the colonial period (1788-1930). Mapping a site as a massacre site as part of the project does not ‘freeze development’. However, several sites are heritage-listed at national, state, or local level, e.g.:

- Myall Creek, NSW. Year: 1838. National Heritage Listed 2008.
- Pinjarra, WA. Year: 1834. State Heritage Listed 2007.
- Appin, NSW. Year: 1816. State Heritage Listed 2022.

Professor Ryan advised that Heritage Victoria and Heritage NT are currently considering sites in their jurisdictions. A **map** showing the massacre sites identified to date is available at:

<https://c21ch.newcastle.edu.au/colonialmassacres/map.php>

Methodology and the types of **evidence** used by the project team to identify massacre sites is explained at:

<https://c21ch.newcastle.edu.au/colonialmassacres/introduction.php#methodology>

Professor Ryan said she was not aware of any evidence of massacre/s on the south coast but is keenly interested in hearing from anyone with information pertaining to potential massacres or Aboriginal history during the colonial period generally. The project team can be contacted by submitting an online enquiry at:

<https://c21ch.newcastle.edu.au/colonialmassacres/contact.php>

Anyone with evidence that a massacre occurred at the Huskisson Church site, or the region can contact the project team via the above link.

Notwithstanding the lack of any evidence to date that a massacre occurred at the Huskisson Church site, Council is proceeding to list the site in the Shoalhaven Local Environmental Plan 2014 (LEP) as a heritage item – see update below.

Council’s heritage listing process

Council is in the process of heritage listing the former Huskisson Church site in the LEP. This is done via the planning proposal (PP) process under Part 3 of the *Environmental Planning and Assessment Act*. To this end, consultants were engaged to complete the heritage assessment required by the NSW Department of Planning and Environment (DPE) to support the heritage-listing PP. Council staff can provide a further update on the status of the heritage-listing PP to the AAC when it considers this report.

Community Engagement

The heritage-listing PP will be publicly exhibited in due course, subject to receiving the required initial Gateway 'determination from DPE. The outcome of the community consultation will be reported to Council for consideration.

AA23.16 Aboriginal Advisory Committee - Action Table Report June 2023

HPERM Ref: D23/235273

Department: Community Connections

Approver: Sarah Taylor, Manager - Library Services

Attachments: 1. Action Table June 2023 [↓](#)

Reason for Report

The purpose of this report is to provide the Aboriginal Advisory Committee (AAC) with a progress report on outstanding actions.

Recommendation (Item to be determined under delegated authority)

That the Aboriginal Advisory Committee:

1. Receive report for information.
2. Accept that the following actions are acknowledged as complete and removed from the action table:
 - a. AA22.27 - Additional Item - Cullunghutti Plan of Management - Family Group Representation
 - b. AA22.29 – Additional item – Huskisson (Husky) Church Site – Freeze of Development – Newcastle University – Register – Massacre.
 - c. AA22.32 – Additional item – Scar Tree Desecration – Warra Warra Rd – Fencing removal investigation.
 - d. AA23.8 – Additional item – Appoint Representatives – Project Reference Group – Reconciliation Action Plan – Jason Groves – Natalie Lloyd.
 - e. AA23.5 – Aboriginal Advisory Committee Terms of Reference Review 2023 – Workshop.

Options

1. Adopt the recommendation as written.

Implications: The Aboriginal Advisory Committee is updated on the progress of actions and recommendations made at previous meetings.

2. Request more information.

Implications: Members of the Aboriginal Advisory Committee request further information.

Background

This report is to update the Aboriginal Advisory Committee on outstanding actions from previous meetings.

Subject to the Committee concurring that satisfactory progress has been made to complete the items in the June 2023 Action Table Report, the Committee is requested to adopt the recommendations to note completion of:

- a. Item AA22.27 - Additional Item - Cullunghutti Plan of Management - Family Group Representation
- b. Item AA22.29 – Additional item – Huskisson (Husky) Church Site – Freeze of Development – Newcastle University – Register – Massacre.
- c. Item AA22.32 – Additional item – Scar Tree Desecration – Warra Warra Rd – Fencing removal investigation.
- d. Item AA23.8 – Additional item – Appoint Representatives – Project Reference Group – Reconciliation Action Plan – Jason Groves – Natalie Lloyd.
- e. Item AA23.5 – Aboriginal Advisory Committee Terms of Reference Review 2023 – Workshop.

Attachment 1 provides information regarding the status of actions and resolutions made at previous meetings, including items which are still in works. Should AAC members require further information on the status of the actions in the table attached Council staff will provide as requested.

Community Engagement

It is important that the members of the Aboriginal Advisory Committee are kept informed on progress towards the completion of actions and projects. This report provides a structured approach to facilitate this information.

Aboriginal Advisory Committee Uncompleted as at 26 May 2023 Completed: "Date From" to "Date to"	Action Sheets Report
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Meeting Date: 22/03/2022	Item No: AA22.5	Officer: Donnelly, Paul	Completed:
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Title: Boongaree Reconciliation Garden - Project Update / Further Concept Design Guidance - Project Stakeholder Group - Jared Brown / Community Capacity Builder

<p>RESOLVED (Kalinda Wills / Sylvia Timbery)</p> <p>That the Aboriginal Advisory Committee:</p> <ol style="list-style-type: none"> 1. Are informed of the background and current status of the Boongaree Reconciliation Garden Project. 2. Participate in discussion with Council staff and provide advice for the concept design of a Reconciliation Garden at Boongaree. 3. Nominate Jared Brown and the Community Capacity Builder – Aboriginal as representatives (and connection between the AAC Members) to be included in the Project Stakeholder Group that the Committee believes would add cultural value and depth to this project. <p>CARRIED</p>	<p>Notes:</p> <p>05 Sep 2022 3:17pm Hutchinson, Liliana D22/349478 Report - Draft Boongaree Reconciliation Garden Concept Plan - Update to Committee, Progress to Concept Exhibition, Develop Art and Story Committee - Aboriginal Advisory Committee 18 October 2022. National Tree Day on 31 July 2022 provided an opportunity for multiple Aboriginal Stakeholders to come together and do a Joint Welcome. This event was solidified by the planting of the Reconciliation Fig Tree on site. The report above is a request to exhibition for 56 days and to assist with the formation of 2 working groups - Art Working Group and a Story Working Group.</p> <p>05 Sep 2022 3:20pm Hutchinson, Liliana Paul Donnelly has taken over the project and will be representing Social Infrastructure Planning.</p> <p>28 Sep 2022 10:57am Bowley, Kay - Reallocation Action reassigned to Donnelly, Paul by Bowley, Kay - Reassigned in TRIM</p> <p>08 Mar 2023 2:16pm Donnelly, Paul</p> <ol style="list-style-type: none"> 1. Noted. Progress reports will be provided, as appropriate. 2. Noted. Project team to extend invitation(s) to the Aboriginal Advisory Committee to participate in discussions and provide advice on case-by-case basis, as matters arise. 3. Noted. Nomination of Mr Brown no longer valid (due to direct employment with Shoalhaven City Council). Project team continues to engage directly with Community Capacity Builders - Aboriginal. <p>14 Jun 2023 Donnelly, Paul No further update – project is on hold. Will commence first quarter 23/24.</p>
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Aboriginal Advisory Committee Uncompleted as at 26 May 2023 Completed: "Date From" to "Date to"	Action Sheets Report
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Meeting Date: 26/07/2022	Item No: AA22.13	Officer: Holtom, Casey	Completed:
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Title: Proposed development of Reconciliation Action Plan

<p>RESOLVED (Sharlene Cruickshank / Charlie Ashby)</p> <p>That the Aboriginal Advisory Committee (AAC):</p> <ol style="list-style-type: none"> 1. Support the development of a Reconciliation Action Plan (RAP) for Shoalhaven City Council 2. The AAC nominate representatives to form part of a Project Reference Group to assist in the development of the RAP: <ol style="list-style-type: none"> a. <i>Jared Brown</i> b. <i>Kalinda Wills (TBC)</i> 3. Receive a future report with detailed timelines and plans for community engagement. <p>Note: Natalie Lloyd advised that she is interested in in being part of the Group if an opportunity should arise.</p> <p>CARRIED</p>	<p>Notes:</p> <p>25 Jan 2023 9:34am Holtom, Casey</p> <p>Planning commenced with registration with Reconciliation Australia, the lead body for reconciliation in Australia. This registration provides a one-year license to use Reconciliation Australia's resources. The Social Planner reviewed information provided about the RAP development process, effective Working Group processes, the RAP levels and the associated mandatory actions and deliverables., To learn from other local government experiences in the region, on 31 January the Community Connections Manager and Social Planner will meet with staff involved with developing Wollongong City Council's RAP. Learnings are sought around choosing the right RAP level, integrating Reconciliation Australia's review timeframes with Council's endorsement timeframes, managing Working Group numbers while being representative, ensuring involvement of Aboriginal staff and stakeholders (as part of the Working Group or an Aboriginal Advisory Group), remuneration for Aboriginal members, and using effective community engagement to inform RAP development. , These learnings will be used in February to inform the draft project plan. This will be presented to Executive Management Team to seek appointment of staff as Working Group members.</p> <p>13 Jun 2023 3:47pm Holtom, Casey</p> <p>Informed by consultation with Aboriginal project staff, a project approach was developed with key principles for how the project will be delivered. This project approach was used to draft a project plan, and additional resources were sought. The project approach was also used to develop an outline of planned community engagement. As well as sessions for the whole community, there will be sessions for Council staff, community organisations, young people, and older people, including sessions targeted to reach Aboriginal community members and staff. Engagement activities are being co-designed with the Community Capacity Builder - Aboriginal.</p>
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Aboriginal Advisory Committee Uncompleted as at 26 May 2023 Completed: "Date From" to "Date to"	Action Sheets Report
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Meeting Date: 05/12/2022	Item No: AA22.21	Officer: Stopher, Sandra	Completed:
Title: Cultural Immersion Workshops - Mens Business - Investigate - Organisations			
RESOLVED* (Clr White / Clr Gray) MIN22.935 That Council 1. Note the Aboriginal Advisory Committee received the report regarding Cultural Immersion Workshops for information. 2. Suggest Council staff to investigate other organisations with the capacity to deliver Cultural Immersion workshops targeted towards men's business in addition to the Waminda facilitated training. FOR: Clr Findley, Clr Kotlash, Clr Norris, Clr Butler, Clr D'Ath, Clr Copley, Clr Ell, Clr White, Clr Wells, Clr Watson, Clr Kitchener and Clr Gray AGAINST: Nil CARRIED	Notes: 20 Dec 2022 4:19pm Stopher, Sandra Have spoken with Jared Brown. This will be progressed in the new year. 14 Jun 2023 Stopher, Sandra Action waiting to be re-assigned.		

Meeting Date: 08/11/2022	Item No: AA22.27	Officer: Roberts, Michael	Completed:
Title: Additional Item - Cullunghutti Plan of Management - Family Group Representation			
RESOLVED (Jared Brown / Jason Groves) If there are future consultations on the Plan of Management for Cullunghutti, the Chair advised that Cullunghutti family groups will also be represented. CARRIED	Notes: 30 Nov 2022 12:46pm Paine, Michael - Reallocation Action reassigned to Michael Roberts. 14 Jun 2023 Roberts, Michael The development of the Cullunghutti Plan of Management will involve consultation with key stakeholders, including but not limited to, Cullunghutti family groups. Action to be completed and removed from the action table		

Aboriginal Advisory Committee Uncompleted as at 26 May 2023 Completed: "Date From" to "Date to"	Action Sheets Report
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Meeting Date: 05/12/2022	Item No: AA22.28	Officer: Goodman, Rylee	Completed:
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Title: Additional item - Council Advisory Committees - Male & Female Indigenous Representation - encourage - appointment

<p>RESOLVED* (Clr White / Clr Gray) MIN22.937</p> <p>That Council as recommended by the Aboriginal Advisory Committee, encourage the appointment of two (2) Indigenous representatives, male and female, on all Council Advisory Committees.</p> <p>FOR: Clr Findley, Clr Kotlash, Clr Norris, Clr Butler, Clr D'Ath, Clr Copley, Clr Ell, Clr White, Clr Wells, Clr Watson, Clr Kitchener and Clr Gray</p> <p>AGAINST: Nil</p> <p>CARRIED</p>	<p>Notes:</p> <p>07 Dec 2022 11:38am Andriske, Claire Need to discuss how we move this forward.</p> <p>06 Feb 2023 3:50pm Aldous, Brooke</p> <ol style="list-style-type: none"> 1. Changed ALL membership application forms include tick box of whether the applicant identifies as aboriginal. 2. ALL Terms of Reference now include note of Council's resolution under 'selecting new representatives' (or similar heading) – this was done without needing to formally notify Committees or go to Council as resolved by Council already., Future steps from April for me / the team is to: 3. For those Committees that have Aboriginal Lands Council representation call the Lands Councils, notify them of the resolution and seek both male and female representation this is AAC and SHET. 4. Seek enquiries via an information campaign for any others seeking any interested Aboriginal person to contact us and advise if they are interested in participating / joining our Committees, once they make contact / if they make contact...we can talk to them about committees available then reach out to the chair to advise that we have someone who is interested – talked about tying into Harmony Day, Neighbour Day, NAIDOC in June – LG week in August , For those Committees with LALC reps I will ensure they are called to seek both male and female representation attend the meetings. <p>27 Apr 2023 10:54am Aldous, Brooke - Reallocation Action reassigned to Goodman, Rylee by Aldous, Brooke - next steps to follow ToR review with Carly McWalters. Seek enquiries via an information campaign for any others seeking any interested Aboriginal person to contact us and advise if they are interested in participating / joining our Committees, once they make contact / if they make contact...we can talk to them about committees available then reach out to the chair to advise that we have someone who is interested – talked about tying into Harmony Day, Neighbour Day, NAIDOC in June – LG week in August</p>
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Aboriginal Advisory Committee Uncompleted as at 26 May 2023 Completed: "Date From" to "Date to"	Action Sheets Report
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Meeting Date: 08/11/2022	Item No: AA22.26	Officer: Roberts, Michael	Completed:
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Title: Additional Item - Cullunghutti Plan of Management - Updates

<p>RESOLVED (Jared Brown / Jason Groves)</p> <p>That the Aboriginal Advisory Committee request to be kept regularly updated regarding the progress of Cullunghutti Plan Management; this will be discussed at the next meeting.</p> <p>CARRIED</p>	<p>Notes:</p> <p>09 Dec 2022 12:23pm Roberts, Michael At the Aboriginal Advisory Committee meeting of 26 April, it was recommended (AA22.8 - Additional Item - Budget Bid Plan of Management for Cullunghutti) that: A formal discussion between Jerrinja LALC, National Parks and Wildlife Service and elected Council be organised, with regard to issues around Cullunghutti Plan of Management., This meeting was held on 13 September 2022.</p> <p>09 Dec 2022 12:25pm Roberts, Michael Draft email correspondence prepared by Director - City Development on 14 September 2022 for Mayor to review prior to its dissemination to Jerrinja LALC.</p> <p>09 Dec 2022 12:33pm Roberts, Michael Email update provided by Executive Assistant to the Mayor in relation to the status of the letter. The letter is still undergoing a review prior to being approved and sent by the Mayor. The intent of the letter is to define the most appropriate long-term solution for the ownership, management, and custodianship of Cullunghutti Mountain, acknowledging the deep cultural significance the mountain has for traditional owners.</p> <p>10 Feb 2023 10:12am Roberts, Michael Update sought from the Mayor's EA on the letter to Jerrinja by Manager - Environmental Services (10/2/2023).</p> <p>14 Feb 2023 11:33am Roberts, Michael Letter sent from the Mayor to Jerrinja LALC on 11 January 2023. The letter requested assistance from Jerrinja LALC in relation to the most appropriate long-term solution for the ownership, management, and custodianship of Cullunghutti., Manager - Environmental Services followed up on the letter with Jerrinja LALC on 14 February 2023.</p> <p>14 Jun 2023 Roberts, Michael No further updates</p>
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Meeting Date: 05/12/2022	Item No: AA22.29	Officer: Hollinger, Eric	Completed:
Title: Additional item - Huskisson (Husky) Church site - Freeze of Development - Newcastle University - Register - Massacre			
RESOLVED* (Clr White / Clr Gray) MIN22.938 That Council as recommended by the Aboriginal Advisory Committee, request the appropriate Council staff within City Futures to initiate discussions with Newcastle University regarding the process to have the Husky Church site registered as a Massacre site. FOR: Clr Findley, Clr Kotlash, Clr Norris, Clr Butler, Clr D'Ath, Clr Copley, Clr Ell, Clr White, Clr Wells, Clr Watson, Clr Kitchener and Clr Gray AGAINST: Nil CARRIED		Notes: 05 Jan 2023 9:42am Hollinger, Eric Request for information on the process for registering a massacre site emailed to Professor Lyndall Ryan at the University of Newcastle on 4 January 2023. 14 Jun 2023 Hollinger, Eric Eric presenting on Advice – Newcastle University at AAC meeting 21 June 2023. Following this presentation this action will be completed and removed from the action table.	

Meeting Date: 05/12/2022	Item No: AA22.32	Officer: Holt, Simon	Completed:
Title: Additional Item - Scar Tree Desecration - Warra Warra Rd - Fencing removal investigation			
RESOLVED* (Clr White / Clr Gray) MIN22.940 That Council, as recommended by the Aboriginal Advisory Committee: 1. Advise the relevant department within Council of the cultural insensitivity in the desecration of a Scar Tree with Council fencing, and 2. Request Council to investigate the possibility of removal of the fencing. FOR: Clr Findley, Clr Kotlash, Clr Norris, Clr Butler, Clr D'Ath, Clr Copley, Clr Ell, Clr White, Clr Wells, Clr Watson, Clr Kitchener and Clr Gray AGAINST: Nil CARRIED		Notes: 07 Dec 2022 11:46am Andriske, Claire Please reassign to the appropriate officer. 02 Feb 2023 3:06pm Goodsell, Kiralee Council's environmental staff have undertaken an assessment of the identified tree, findings have been provided to the NSW Department of Planning and Environment for review and further advice in relation to this matter. 19 Apr 2023 12:01pm Goodsell, Kiralee - Reallocation Action reassigned to Holt, Simon by Goodsell, Kiralee - Allocation 25 May 2023 3:33pm Kooyman, Pamela	

Aboriginal Advisory Committee Uncompleted as at 26 May 2023 Completed: "Date From" to "Date to"	Action Sheets Report
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	<p>For AAC to assist in determining most appropriate course of action., Recommendation is to indicate to the Aboriginal Advisory Committee that Council has had an archaeologist undertake an assessment of the tree and now plan to have the cable removed where possible, under the supervision of an arborist, to minimise further damage and maximise the recovery of the tree. If the AAC is happy with this outcome, sections of the cable where not embedded in the tree will be cut with small disc angle grinder under supervision of Councils Tree Management Officers., This action has been reviewed and recommended by Councils Environmental Officer., Copy of Report - D23/40257</p> <p>Action to be completed and removed from the action table</p>
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Meeting Date: 28/02/2023	Item No: AA23.8	Officer: Holtom, Casey	Completed:
Title: Additional Item - Appoint Representatives - Project Reference Group - Reconciliation Action Plan - Jason Groves - Natalie Lloyd			
<p>RESOLVED (By consent)</p> <p>That the Aboriginal Advisory Committee nominate the following representatives to form part of a Project Reference Group to assist in the development of the Reconciliation Action Plan:</p> <ul style="list-style-type: none"> • Mr Jason Groves – (Nowra LALC) • Ms Natalie Lloyd <p>CARRIED</p>		<p>Notes:</p> <p>13 Jun 2023 3:47pm Holtom, Casey</p> <p>The identified representatives have been noted. It is expected that the project reference group will commence in July 2023.</p> <p>Action to be completed and removed from the action table</p>	

Meeting Date: 28/02/2023	Item No: AA23.6	Officer: Donnelly, Paul	Completed:
Title: Boongaree Reconciliation Garden - Naming - Invite contribute signage - heritage			
<p>RESOLVED (Nowra LALC - Jason Groves / Sharlene Cruickshank)</p> <p>That:</p>		<p>Notes:</p> <p>08 Mar 2023 3:28pm Donnelly, Paul</p>	

Aboriginal Advisory Committee Uncompleted as at 26 May 2023 Completed: "Date From" to "Date to"	Action Sheets Report
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<ol style="list-style-type: none"> 1. The Aboriginal Advisory Committee be invited to contribute of the development of interpretive signage for Boongaree; 2. All matters relating to Aboriginal Heritage values at Boongaree be referred to the Aboriginal Advisory Committee. <p>CARRIED</p>	<ol style="list-style-type: none"> 1. Noted. Invitations to be extended to the Aboriginal Advisory Committee to participate in development of interpretive signage at Boongaree, as related matters arise. 2. Noted. All matters relating to Aboriginal heritage values at Boongaree will be referred to the Aboriginal Advisory Committee, as matters arise and, on a case-by-case basis. <p>14 Jun 2023 Donnelly, Paul No further update – project is on hold. Will commence first quarter 23/24.</p>
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Meeting Date: 28/02/2023	Item No: AA23.5	Officer: Brown, Jared	Completed:
Title: Aboriginal Advisory Committee Terms of Reference Review 2023 - Workshop			
<p>RESOLVED (By consent)</p> <p>That prior to the next Committee meeting, a Workshop be held to discuss the Terms of Reference, and following the Workshop the Draft Terms of Reference be reported to the Committee for adoption.</p> <p>CARRIED</p>	<p>Notes:</p> <p>14 Jun 2023 McWalters, Carly ToR workshop held 13 April 2023. Action to be completed and removed from action table following ToR recommendations report to AAC 21 June 2023.</p>		

AA23.17 Membership Audit 2023 - Resignations & Vacancies - EOI To Progress

HPERM Ref: D23/142010

Department: Business Assurance & Risk
Approver: Jane Lewis, Director - City Lifestyles

Attachments: 1. Membership Audit 2023 - Aboriginal Advisory Committee [↓](#)

Reason for Report

The purpose of this report is to provide the Aboriginal Advisory Committee (AAC) with the membership audit 2023 and advise of the resignation of Ms Kalinda Wills from the AAC and propose that an Expression of Interest (EOI) be conducted to fill vacant positions on the Committee.

Recommendation

That the Aboriginal Advisory Committee:

1. Acknowledge the passing of Uncle Paul Keith (Ulladulla Local Aboriginal Land Council representative) and:
 - a. Note that Council has passed on its condolences to his family.
 - b. Seek a new representative from the Ulladulla Local Aboriginal Land Council.
2. Accept the resignation of Ms Kalinda Wills and request that Council write to Ms Kalinda Wills to thank her for her contribution to the Committee.
3. Receive the audit of membership of the AAC conducted by Council staff.
 - a. Endorse the Expression of Interest to be conducted to fill the two additional vacant community membership positions being a total of 5 as outlined in the report.
 - b. Nominate a member of the Committee (*insert name*) to be the 'Aboriginal Committee Representative' on the assessment panel for the next round of the Expression of Interest.

Options

1. Adopt the recommendations as written.

Implications: The AAC accept the recommendations to acknowledge vacant positions and progress to an Expression of Interest (EOI).

2. Advise alternative recommendations.

Implications: Members of the AAC will provide an alternative recommendation.

Background

Council's Community Capacity Builder, Aboriginal advised Governance on 3 April 2023 of the sad passing of Uncle Paul Keith the Committee's current Ulladulla Local Aboriginal Land Council (LALC) representative. Uncle Paul Keith was the representative for the Ulladulla LALC on the AAC since 2018.

At this time Governance was also informed that Ms Kalinda Wills who joined the AAC as a youth representative on 24 March 2020 and served on the Committee of a period of 2 years had resigned as she no longer resides within the Shoalhaven LGA.

4.3 Membership

The Group will have membership made up of the following positions:

- *Up to 13 local Aboriginal community representatives including Elders, Youth or Government/Non-Government agencies/organisation delegates (including 2 Youth members).*
- *One (1) National Parks and Wildlife Service (NPWS) Representative.*
- *Three (3) members being a representative from each LALC.*
- *All Councillors.*
- *The CEO or nominee.*

1. *Community representatives that do not attend three (3) meeting without an apology will be sent a reminder/courtesy letter advising that their membership will lapse unless they confirm their membership in writing.*

In accordance with the Terms of Reference (ToR) a membership audit conducted of AAC member's participation over the past year (**Attachment 1**), has highlighted 2 members who have been absent from 3 consecutive meetings without apology.

This is the second year the audit has identified the same members as not attending meetings and providing no apology again after confirming their membership. At an informal AAC ToR Workshop meeting, Uncle Paul McLeod verbally confirmed his intention to continue on the Committee.

Council staff are therefore seeking the Committee's support to acknowledge *1 position* be deemed vacant. In addition, noting the *2 newly vacant youth positions* and the *current 2 vacant positions*, this would total *5 vacant positions* which could be filled through the EOI process.

In line with the ToR Council staff will conduct a new EOI process to fill these vacant positions. According to the ToR it is requested that the AAC nominate an Aboriginal Committee Representative to join the assessment panel to assess the EOI applications.

4.4 Membership Appointments

- *An interview panel will consist of a Council staff member, the Chair of the Aboriginal Advisory Committee and one (1) Aboriginal Committee representative to assess the applications against the agreed criteria for the Committee. Appointment recommendations to AAC to be submitted to Council at the next Ordinary Meeting for endorsement.*

Community Engagement

A membership EOI will be conducted following the AAC meeting of 21 June 2023.

This will be advertised on the Shoalhaven City Council website on the AAC page and shared through Council's community networks. The EOI will be shared on community Facebook pages and with Aboriginal Community organisations who will be encouraged to share through their social media channels. In addition, AAC members will be asked to share the information with their networks and communities.

Application forms will be printed and distributed through NAIDOC community events including but not limited to NAIDOC Regional Awards, Family Funday and Council's Morning Tea.

Policy Implications

The EOI will be conducted in accordance with the ToR.

Financial Implications

Printing and advertisement costs will be allocated from the Governance advertising budget.

Meeting Date	Members	Attended	Didn't Attend	Apology Submitted
28/02/2023	Caryn Carpenter	X		
	Charlie Ashby	X		
	Janet Atkins		X	
	Kalinda Wills		X	N
	Natalie Lloyd	X		
	Nicole Moore	X		
	Paul McLeod		X	
	Shane Brown	X		
	Sharelene Cruickshank	X		
Sylvia Timbery - Chairperson	X			
06/12/2022	Caryn Carpenter		X	N
	Charlie Ashby		X	N
	Janet Atkins	X		
	Kalinda Wills		X	N
	Natalie Lloyd	X		
	Nicole Moore		X	
	Paul McLeod		X	N
	Shane Brown	X		
	Sharelene Cruickshank		X	N
Sylvia Timbery - Chairperson		X		
08/11/2022	Caryn Carpenter		X	
	Charlie Ashby	X		
	Janet Atkins		X	
	Kalinda Wills		X	
	Natalie Lloyd	X		
	Nicole Moore		X	
	Paul McLeod		X	N
	Shane Brown	X		
	Sharelene Cruickshank	X		
Sylvia Timbery - Chairperson	X			
18/10/2022	Caryn Carpenter		X	N
	Charlie Ashby		X	N
	Janet Atkins		X	N
	Kalinda Wills		X	N
	Natalie Lloyd		X	N
	Nicole Moore		X	N
	Paul McLeod		X	N
	Shane Brown		X	N
	Sharelene Cruickshank		X	N
Sylvia Timbery - Chairperson		X	N	
26/07/2022	Caryn Carpenter		X	N
	Charlie Ashby	X		
	Janet Atkins	X		
	Kalinda Wills	X		
	Natalie Lloyd	X		
	Nicole Moore	X		
	Paul McLeod		X	N
	Shane Brown		X	N
	Sharelene Cruickshank	X		
Sylvia Timbery - Chairperson		X		
22/03/2022	Caryn Carpenter		X	N
	Charlie Ashby	X		
	Janet Atkins	X		
	Kalinda Wills	X		
	Natalie Lloyd		X	N
	Nicole Moore	X		
	Paul McLeod		X	N
	Shane Brown	X		
	Sharelene Cruickshank	X		
Sylvia Timbery - Chairperson	X			

Count of Meeting Date
6

Apology Submitted	Sum
N	23
(blank)	37
Grand Total	60

Row Labels	Count of Meetings Not Attended	Apologies Not Received	Over 3 Consecutive
Caryn Carpenter	5	4	X
Charlie Ashby	2	2	
Janet Atkins	3	1	
Kalinda Wills	4	3	
Natalie Lloyd	2	2	
Nicole Moore	3	1	
Paul McLeod	6	5	X
Shane Brown	2	2	
Sharelene Cruickshank	2	2	
Sylvia Timbery - Chairperson	3	1	
Grand Total	32	23	

AA23.18 AAC Terms of Reference Review 2023

HPERM Ref: D23/171231

Department: Community Connections
Approver: Jane Lewis, Director - City Lifestyles

Attachments:

1. Aboriginal Advisory Committee - Current Terms of Reference (under separate cover) [⇒](#)
2. AAC TOR Review - Amended Track Changes - 13 April 2023 - PDF (under separate cover) [⇒](#)
3. AAC TOR Review - Amended Track Changes Accepted - 13 April 2023 (under separate cover) [⇒](#)

2. Reason for Report

The purpose of this report is to provide the Aboriginal Advisory Committee (AAC) with the Terms of Reference (ToR) review. An AAC review workshop was held on Monday 13 April 2023. Six members of the AAC attended the workshop to review the ToR put forward these proposed amendments for consideration and acceptance prior to submitting to Council for adoption.

3. Recommendation

4. That Aboriginal Advisory Committee accept the proposed amendments to the AAC Terms of Reference and submit to Council for adoption.

5. Options

1. The recommendation is adopted as written:

Implications: The ToR will be updated and provide the AAC an agreed way forward as detailed in this report.

2. The recommendation is not adopted, and an alternative recommendation is provided.

6. Implications: The proposed ToR will not be updated and the AAC will be required to provide an alternative proposal.

7.

8. Background

Shoalhaven City Council has a significant number of Section 355 Advisory Committees that have been established to offer advice and expertise on several subjects. The AAC is one such committee.

Committees are overseen by various teams and directorates across Council. When reviewing the six advisory committees that are overseen by staff in the City Lifestyles directorate it was identified that there was an opportunity for greater consistency in the terms of reference documents for those committees.

In response, a new *Terms of Reference Template* for advisory committees has been developed and endorsed. The use of this template will ensure improved consistency across Council's advisory committees in how they undertake their functions.

The template provides a format to clarify and assist in managing expectations around advisory committees and their roles. This will assist the members in understanding and carrying out their roles and functioning of the advisory committee and any delegation therein.

Council staff have updated the AAC's ToR to align with this new template.

At the 28 February 2023 AAC meeting this new template and proposed amendments to the ToR were presented and the group requested a ToR workshop for a full review of the ToR. The AAC review workshop was held on Monday 13 April 2023. Six members of the AAC attended the workshop to review the ToR and have suggested the below amendments for the group to review and endorse. Governance attended this workshop to provide guidance and advice to the group.

Significant changes to the ToR

The following key aspects of the current ToR have been revised and for ease of reading, are summarised below:

- Changes throughout the document to make the language more inclusive.
- Update to the purpose statement on wording around 'matters relating to Aboriginal communities' acknowledging that all Council matters are relevant to Aboriginal people in the LGA.
- Amendments to Role to include culturally appropriate language.
- Adding age specifications to the Youth positions.
- Membership changes around Chair and community membership appointments in particular amendments to expression of interest, application process and interview panel appointees to ensure this is fair and transparent.
- Update to 'end of term' appointments process.
- Government agencies appointments voting rights.

The Following documents are attached to this report so members can compare and review:

- **Attachment 1** Current Terms of Reference (POL22/67).
- **Attachment 2** Tracked changes to the updated format of the ToR (D23/171049).
- **Attachment 3** Updated format of ToR (tracked changes accepted for ease of reading) (D23/171057).

Minor amendments were also made to improve the flow of the document and correct grammar.

9. Community Engagement

Members of the AAC will be consulted at the first meeting after ToR workshop 2023 (21 June 2023) regarding the new changes. Governance have been consulted to ensure the edits are commensurate with policy and guidelines.

10. Policy Implications

Should the AAC members request changes to any of the proposed amendments, alternate amendments will need to be proposed and agreed to, prior to the ToR being updated. The suggested amendments will be reviewed by Governance and adjustments made if / where necessary. This may require the AAC ToR to be presented to a future advisory committee meeting for endorsement before being considered by Council for adoption.

11. Risk Implications

There is a risk that recommendations are not accepted and cause a delay in the implementation of Terms of Reference policy.

AA23.19 2023 Local Government Regional NAIDOC Awards Update and 2024 Local Government Regional NAIDOC Awards Committee Representative Nomination

HPERM Ref: D23/191663

Department: Community Connections
Approver: Jane Lewis, Director - City Lifestyles

Reason for Report

The purpose of this report is to:

- Update the Aboriginal Advisory Committee (AAC) on information received from Kiama Municipal Council regarding the 2023 Local Government Regional NAIDOC Awards and invite the AAC to promote award nominations and event tickets throughout the community,
- To seek the nomination of one representative of the AAC to participate as a member of the 2024 Local Government Regional NAIDOC Awards Committee for the 2024 Local Government Regional NAIDOC Awards where SCC will be hosting the event.

Recommendation (Item to be determined under delegated authority)

That the Aboriginal Advisory Committee:

1. Receive the 2023 Local Government Regional NAIDOC Awards Update report for information.
2. Promote the 2023 Local Government Regional NAIDOC Awards nominations and ticketing information in the community.
3. Nominate one representative (*insert name*) of the AAC to participate as a member of the 2024 Local Government Regional NAIDOC Awards Committee.

Options

1. The AAC receives the 2023 Local Government Regional NAIDOC Awards Update report for information and nominates one representative to the 2024 Local Government Regional NAIDOC Awards Committee.

Implications: The AAC remains updated on, and keeps the community informed of the 2023 Local Government Regional NAIDOC Awards.

The AAC has representation on the 2024 Local Government Regional NAIDOC Awards Committee and is informed of and involved in organising activities that are associated with the 2024 Local Government Regional NAIDOC Awards.

2. That the AAC decline to adopt the recommendations.

Implications: The AAC do not nominate a representative of the AAC to participate as a member of the 2024 Local Government Regional NAIDOC Awards Committee. The AAC may offer an alternative approach to ensuring the broader Shoalhaven Aboriginal

community have their views and opinions represented in the planning of the 2024 Local Government Regional NAIDOC Awards.

Background

The Local Government Regional NAIDOC Awards are an annual event and collaborative partnership between Shoalhaven City Council (SCC), Shellharbour City Council, Wollongong City Council and Kiama Municipal Council.

SCC is a proud supporter of the Local Government Regional NAIDOC Awards, which recognise the talents, excellence, and significant contributions of local Aboriginal and Torres Strait Islander people in our region.

The Regional NAIDOC Awards play an important role in strengthening partnerships between Aboriginal and non-Aboriginal people, the four-partner councils (Shellharbour, Kiama, Shoalhaven, and Wollongong) and other organisations and businesses throughout the region. They provide a prestigious platform for our region to celebrate the achievements of Aboriginal and non-Aboriginal people and as such is a popular event which attracts media attention and significant corporate sponsorship. The Local Government Regional NAIDOC Awards are a not-for-profit event with all funds going directly into the award night.

The event is planned and managed by a Local Government Regional NAIDOC Awards Committee that is comprised of Aboriginal and non-Aboriginal representatives from Shoalhaven, Kiama, Shellharbour, and Wollongong councils, who support the host council to develop the awards in accordance with the wishes and expectations of the Aboriginal community. Aboriginal representatives include Aboriginal Community Officers from the four councils as well as representation from the host council's Aboriginal Reference Group or local Aboriginal community.

An invitation is extended to members of the Shoalhaven AAC to nominate a representative for the 2024 Local Government Regional NAIDOC Awards Committee.

Regional NAIDOC Awards 2023

Kiama Municipal Council is hosting the 11th annual Local Government Regional NAIDOC Awards Ceremony from 5pm to 10pm on Saturday, 29 July 2023 at The Pavilion Kiama, 2 Bong Bong St, Kiama NSW 2533.

Tickets for the ceremony will be on sale from Thursday, 1 June 2023. For further information visit [NAIDOC Awards Ceremony Kiama Council \(nsw.gov.au\)](https://www.nsw.gov.au/naidoc-awards-ceremony-kiama-council)

The Awards aim to recognise and acknowledge the outstanding contributions that Aboriginal and non-Aboriginal people and organisations make to their communities throughout the region. The theme for the 2023 Local Government Regional NAIDOC Awards is '*For Our Elders*'.

Award nominations are currently open. There are six award categories:

- Aboriginal Elders of the Year
- Aboriginal Worker of the Year
- Aboriginal Young Achievers of the Year
- Aboriginal Community Volunteer of the Year
- Aboriginal Organisation or Project of the Year
- Outstanding Contribution to Reconciliation (Aboriginal or Non-Aboriginal)

Nominations can be made through the Kiama Municipal Council website - [Regional Local Government NAIDOC Awards Kiama Council \(nsw.gov.au\)](https://www.kiama.nsw.gov.au/Regional-Local-Government-NAIDOC-Awards-Kiama-Council).

Nominations close at 5pm Sunday, 30 June 2023.

2024 Local Government Regional NAIDOC Awards

The 12th annual Local Government Regional NAIDOC Awards will be hosted by SCC on Saturday, 27 July 2024 at the Shoalhaven Entertainment Centre.

Planning for the 2024 Local Government Regional NAIDOC Awards will commence in August 2023.

SCC is currently seeking nominations for one member from the AAC to represent the wishes and expectations of the Aboriginal community on the 2024 Local Government Regional NAIDOC Awards Committee.

Regular updates on the progress of planning for the awards will be provided to the committee from the planned November meeting.

Community Engagement

The AAC are being engaged with to provide a nominated representative to represent the broader views of the Shoalhaven community.

Policy Implications

There are no policy implications.

Financial Implications

There are no financial implications.

Risk Implications

There is a risk that if the AAC were not to support the recommendations as written and do not nominate a representative, alternative options would need to be explored to ensure the broader Shoalhaven community's views are represented.