

Aboriginal Advisory Committee

Meeting Date: Monday, 11 November, 2019
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4.00pm

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. **Apologies**
2. **A Minute Silence in Respect of Aboriginal Elders, Past and Present**
3. **Confirmation of Minutes**
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4. **Declarations of Interest**
5. **Reports**
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 - AA19.20 Membership Resignation - Janaya Hennessey and Membership
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Advisory Committee 34
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6. **General Business**

Membership

Ms Sue-Anne Cutmore - Chairperson
All Councillors
Chief Executive Officer or nominee
Ms Janet Atkins
Ms Sylvia Timbery
Ms Patricia Lester
Mr Shane Brown
Ms Leonie Ebzery
Mr Noel Wellington
Mr Paul McLeod
Mr Charlie Ashby
Ms Janaya Hennessy
Mr Morgan Blakeney
Ms Nicole Moore
Ms Caryn Carpenter
Ms Valda Corrigan (NPWS)
Nowra LALC – Sharlene Cruickshank
Jerrinja LALC - Rebecca Woods
Ulladulla LALC – Paul Keith

Quorum – Five (5)

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 2023 (SCCSP).

Role of the Committee

- 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.

MINUTES OF THE ABORIGINAL ADVISORY COMMITTEE

Meeting Date: Monday, 13 May 2019
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4.03pm

The following members were present:

Ms Sue-Anne Cutmore – Chairperson
Clr Nina Digiglio
Clr Patricia White
Mr Charlie Ashby
Ms Caryn Carpenter
Ms Sharlene Cruickshank – Nowra LALC
Ms Janet Atkins
Ms Nicole Moore
Mr Paul Keith – Ulladulla LALC
Mr Shane Brown

Others present:

Coralie Bell – Acting Recreation Community and Culture Manager
Catherine Campbell – Senior Community Development Officer
Bronwyn Coulston – Arts and Culture Manager

Apologies / Leave of Absence

Apologies were received from Clr Gash, Clr Findley, Clr Levett, Clr Kitchener and Patricia Lester.
Note: Clr Kitchener is on a leave of absence.

A Minute Silence in Respect of Aboriginal Elders, Past and Present

Confirmation of the Minutes

RESOLVED (Nowra LALC - Sharlene Cruickshank / Nicole Moore)

That the Minutes of the Aboriginal Advisory Committee held on Monday 11 February 2019 be confirmed.

CARRIED

Declarations of Interest

Nil

PRESENTATIONS

AA19.11 Additional Item - Presentation - Spirit of the River

Dawn Hawkins representing Shoalhaven River Festival spoke to the Committee and provided information in relation to the upcoming festival and how the local Indigenous community can get involved.

The River Festival Committee would like to include the local Indigenous community and celebrate the connection that Aboriginal people have to the River with a "Spirit of the River Performance" on the water.

Information regarding the proposed format of the event and invitation to participate be extended to all Committee members by email will be distributed to members. Dawn advised they are seeking members interested in providing assistance and advice for the River Festival. Date for the event is set 26 October 2019.

AA19.12 Additional Item - Presentation - One Track For All - Ulladulla

Note: Clr White arrived at 4.14pm

Catherine Campbell presented a letter from Robyn Russell regarding One Track for All - Ulladulla. A copy of the Email from Robyn Russell will be circulated to members of the Committee.

RESOLVED (By consent)

That Council staff report back to the committee with the background and historical information relating to the artwork and possibly a way forward.

CARRIED

REPORTS

AA19.8 2019-2021 Aboriginal Advisory Committee Strategic Plan

HPERM Ref:
D19/16890

Catherine Campbell spoke to the Committee in relation to the Aboriginal Advisory Committee Strategic Plan 2019-2021.

Committee members commented that that this has been in the works for 2 years and that they were pleased with the Document.

Recommendation

That the Aboriginal Advisory Committee:

1. Endorse the Draft 2019-2021 Aboriginal Advisory Committee Strategic Plan;
2. Recommend to Council that the draft 2019-2021 Aboriginal Advisory Committee Strategic Plan

be endorsed to provide direction and action for the Aboriginal Advisory Committee from 2019 to 2021.

RECOMMENDATION (Nowra LALC - Sharlene Cruickshank / Ulladulla LALC - Paul Keith)

That the Aboriginal Advisory Committee:

1. Endorse the Draft 2019-2021 Aboriginal Advisory Committee Strategic Plan;
2. Recommend to Council that the draft 2019-2021 Aboriginal Advisory Committee Strategic Plan be endorsed to provide direction and action for the Aboriginal Advisory Committee from 2019 to 2021.

CARRIED

AA19.9 Status Report - April 2019

**HPERM Ref:
D19/120132**

The Committee discussed the items on the Actions list attached to the Minutes

Recommendation (Item to be determined under delegated authority)

That the Aboriginal Advisory Committee receive the April 2019 Status report for information.

RESOLVED (Ulladulla LALC - Paul Keith / Clr White)

That the Aboriginal Advisory Committee receive the April 2019 Status report for information.

CARRIED

**AA19.10 Shoalhaven Regional Gallery - Response to Cook 2020
Anniversary - Exhibition of Indigenous Culture**

**HPERM Ref:
D19/120957**

Bronwyn Coulston – Arts and Culture Manager addressed the Committee and advised that a Workshop was held on 12 April 2019, which was positive and well received.

Recommendation (Item to be determined under delegated authority)

That the Aboriginal Advisory Committee;

1. Receive the report for information;
2. Agree to the creation of a Working Group, comprising Committee members and interested members of the Aboriginal community, to consult with the Gallery on development of an Exhibition that celebrates the survival of Indigenous cultures and peoples post colonisation;
3. Nominate members to be on the working group as follows:
 - a. (insert members name / s)

RECOMMENDATION (By consent)

That:

1. Receive the report for information;
2. The Aboriginal Advisory Committee agree to the creation of a Working Group, comprising Committee members and interested members of the Aboriginal community, to consult with the Gallery on development of an Exhibition that celebrates the survival of Indigenous cultures and peoples post colonisation;

3. Information and an Expression of Interest be sent to the members of the AAC seeking nominations to be on the Working Group and to provide input into the exhibition;
4. The Aboriginal Advisory Committee emphasise to Council the importance of the Curator being of Aboriginal or Torres Strait Islander descent
5. Council consider funding the engagement of an Aboriginal Community Liaison Officer for the Cook 2020 Art Exhibition

CARRIED

GENERAL BUSINESS

AA19.13 Additional Item - Cullunghutti Damage and Vandalism

Charlie Ashby advised that after the last time this was raised he met with Council staff regarding the issue on Cullunghutti. Charlie raised concerns regarding the damage and vandalism that is taking place and advised that he will bring photo's to the next meeting.

AA19.14 Additional Item - Huskisson Church Site - Graves

Charlie Ashby expressed his concern regarding the matter that was reported to the last Council meeting which he attended.

Charlie received an email which he read parts of to the Committee raising significant concerns about the graves.

AA19.15 Additional item - National Sorry Day

Sharlene Cruickshank advised the Committee of the National Sorry Day Walk which is taking place on 24 May 2019 departing Moorhouse Park at 11am.

AA19.16 Additional Item - NAIDOC Awards - Link

The Committee discussed this matter in the Action Table and requested that the link be distributed to them.

AA19.17 Additional Item - Link - DPOP - Submission - Budget Bid - Cullunghutti

The Committee discussed this matter in the Action Table and requested information and background regarding the budget bid that went to Council and assistance with information to make a submission to the DPOP regarding the \$50,000 budget bid for a Plan of Management for Cullunghutti.

AA19.18 Additional item - Plaques Identifying Culturally Significant Locations - Design and costings

The Committee discussed this matter in the Action Table and advised that staff are seeking advice from the Committee in relation to what type of plaque and design they would like and assistance with providing locations of significance in the Shoalhaven.

A suggestion was that local Art and/or TAFE students could create the plaques as a cost effective way for this project.

RESOLVED (By consent)

That the General Manager (Finance Corporate and Community Services) provide a report back to the Committee which includes:

1. Information on costings and options for designs of the plaques
2. Identifies culturally significant locations within the Shoalhaven LGA.

CARRIED

There being no further business, the meeting concluded, the time being 5.47pm.

Ms Sue-Anne Cutmore
CHAIRPERSON

AA19.19 Aboriginal Tourism Promotion Focus

HPERM Ref: D19/361446

Section: Tourism

Approver: Stephen Dunshea, Chief Executive Officer

Attachments: 1. Report - Aboriginal Tourism Promotion Focus - Strategy & Assets Committee 8 October 2019 [↓](#)

Reason for Report

To provide the Aboriginal Advisory Committee with the report that was tabled at the 8 October 2019 Strategy and Assets Committee meeting.

Recommendation (Item to be determined under delegated authority)

That the Aboriginal Advisory Committee accept the Aboriginal Tourism Promotion Focus report for information.

Options

1. As recommended

Implications: Shoalhaven Tourism will continue to support and promote Aboriginal Tourism experiences and operators in line with the current plans and strategies and implements additional projects as detailed. Shoalhaven Tourism will continue to work with the Aboriginal Advisory Committee on key priorities and future opportunities for business development and promotion.

2. Adopt an alternative recommendation

Implications: Unknown

Background

At the Ordinary Meeting of Council of 30 April 2019, Council resolved:

RESOLVED MIN19.240

“That as a general principle, Council supports a greater focus on Aboriginal Tourism in the Shoalhaven, and that our tourism department report back to Council on possible opportunities that may be pursued to support this increased focus. The report would need to include initiatives that have been undertaken in other councils, states, or even overseas countries, as well as a plan to liaise with local aboriginal groups and indeed our own Aboriginal Advisory Committee.”

The attached report was submitted to the Strategy and Assets Committee on 8 October 2019 and the Committee resolved:

“That Council:

1. *Accept the report for information.*
2. *Support the report being forwarded to the Aboriginal Advisory Committee for information.*

3. *Note that future actions will be included in Council's annual Delivery Program and Operational Plan that will aim to help our local Aboriginal communities by supporting tourism business growth opportunities and their ongoing promotion".*

SA19.149 Aboriginal Tourism Promotion Focus

HPERM Ref: D19/199547

Group: CEO Group
Section: Tourism

Purpose / Summary

To provide further information on Aboriginal Tourism promotion in the Shoalhaven and possible opportunities to support the increased focus as per MIN19.240.

Recommendation (Item to be determined under delegated authority)

That Council:

1. Accept the report for information.
2. Support the report being forwarded to the Aboriginal Advisory Committee for information.
3. Note that future actions will be included in Council's annual Delivery Program and Operational Plan that will aim to help our local Aboriginal communities by supporting tourism business growth opportunities and their ongoing promotion.

Options

1. As recommended

Implications: Shoalhaven Tourism will continue to support and promote Aboriginal Tourism experiences and operators in line with the current plans and strategies and implements additional projects as detailed. Shoalhaven Tourism will continue to work with the Aboriginal Advisory Committee on key priorities and future opportunities for business development and promotion.

2. Adopt an alternative recommendation

Implications: Unknown

Background

At the 30 April 2019 Ordinary Meeting of Council, Council resolved:

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"That as a general principle, Council supports a greater focus on Aboriginal Tourism in the Shoalhaven, and that our tourism department report back to Council on possible opportunities that may be pursued to support this increased focus. The report would need to include initiatives that have been undertaken in other councils, states, or even overseas countries, as well as a plan to liaise with local aboriginal groups and indeed our own Aboriginal Advisory Committee."

Background – The Current Focus on Aboriginal Tourism in the Shoalhaven

Shoalhaven Tourism Destination Management Plan

The Shoalhaven Tourism Destination Management Plan (TDMP) outlines actions for the next 5 years. Promotional pillars, as outlined in the TDMP, are used as a guide for marketing content and promotional calendars. The pillars are based on destination strengths and visitor experiences that give strategic advantage. Indigenous experiences are a key promotional pillar for our marketing activities.



Indigenous experiences are also highly sought after by the international market; the TDMP outlines the following regarding this market:

"The Shoalhaven region is relatively young in the international marketplace. But a great geographic proximity to both Sydney and Canberra airports presents excellent opportunities for international visitors. Remaining true to the region's identity whilst finding key international markets that match Shoalhaven's brand proposition will be critical to sustainable growth in the next 10 – 20 years. Partnership with commercial operators or neighbouring LGAs will be essential to gain the market cut through needed to make a significant long-term impact."

Consideration must be given to the region's ability to meet the needs and expectations of the international visitor and to deliver on the brand promise that led them to the Shoalhaven in the first place. Appropriate infrastructure will be a critical factor in this instance. The lack of "international ready" tourism businesses is an issue in the Shoalhaven and will need to be addressed in the next five years. International tourists are essential for mid-week and off-season growth and more bookable product is needed in overseas markets in order to be competitive as a region. Education and collaboration are key to gaining market share in this market."

The Key Assets table on page 14 of the Shoalhaven TDMP outlines the current Aboriginal Product listed on the Australian Tourism Data Warehouse (ATDW) as well as demand and opportunities to growth. The Australian Tourism Data Warehouse is the national database of tourism product. It offers businesses a free listing process, so their business appears on various tourism website including shoalhaven.com and visitNSW.com.

Aboriginal Product:	Aboriginal product and experiences are in high demand for a large array of visitors, especially international. There are operators that need assistance in promoting their businesses in a contemporary tourism space. ATDW has a poor representation of Aboriginal product.	Business development for Aboriginal operators, especially in tours and experiences. Assistance with Digital marketing including ATDW listings. Publicity and content opportunities for well-developed operators to showcase diversity. Collaboration with community to identify ongoing opportunities.
26 ATDW listings total		
8 Culture and Tours		
3 Art and Galleries		
15 Natural Attractions		

The opportunities for growth are outlined as:

- Business development for Aboriginal operators, especially in tours and experiences.
- Assistance with Digital marketing including ATDW listings.
- Publicity and content opportunities for well-developed operators to showcase diversity.
- Collaboration with community to identify ongoing opportunities.

Shoalhaven Visitor Guide

Each year Shoalhaven Tourism works closely with the Aboriginal Advisory Committee to develop appropriate content for the Shoalhaven Visitor Guide. Shoalhaven Tourism strives to continually enhance cultural awareness, as well as experiences and opportunities for visitors through the Visitor Guide.

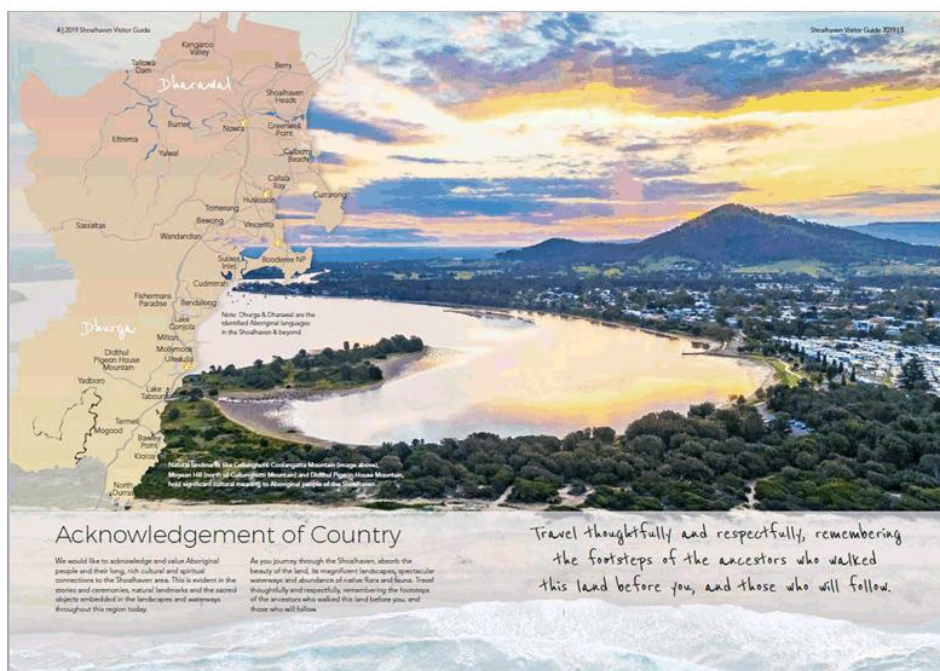
The 2016 Shoalhaven Visitor Guide was the first edition of the Shoalhaven Visitor Guide that included a “welcome” page with a message created in collaboration with Council’s Aboriginal Community Liaison Officer and the Aboriginal Advisory Committee. The content also included a map of the Shoalhaven with a language map and significant landmark (Cullunghutti).

This was also the first year a dedicated double page spread consisting of bookable Aboriginal experiences was added in a prominent position at the front of the guide (page 7).

Following on from this guide in 2017, 2018, and 2019 these welcome pages and Aboriginal experience pages have continued in the prime location at the front of the guide, taking the first 4 pages of editorial. Aboriginal experience businesses included in the booklet are all given the opportunity to sign off on the words written in this section of the page.

Each year a draft of the Aboriginal pages in the Visitor Guide has been presented to the Aboriginal Advisory Committee to provide feedback before going to print.

Tourism will continue to work with the Aboriginal Advisory Committee to seek their input as outlined in the Aboriginal Advisory Committee Strategic Plan.



Aboriginal Product in VICs

Both the Nowra and Ulladulla Visitor Information Centres stock Aboriginal products for visitors and locals to purchase. Work priority has been given by Centre staff and the Aboriginal Liaison Officer to source local products. This in turn supports local Aboriginal businesses and assists in the development of sustainable local businesses.

Internal Project Support

Shoalhaven Tourism works across Council to support existing projects in various ways. A recent example of this is the Callala Headland Walk. The Callala headland walk extends from Morton St to Bicentennial Park and is part of the greater 'Round the Bay Walk'. This stretch is the site of Aboriginal cultural heritage for the Jerrinja people, hosting middens along the foreshore and trail area.

To recognise these middens and for cultural preservation, Council has erected two interpretive signs that are similar in design to the Cudmirrah beach midden interpretive signage. Signage in the area provides relevant information for both locals and tourists visiting the area. Shoalhaven Tourism is working with the Social Infrastructure Planning Staff to provide details on trails such as this one for Google Maps and other tourist related website information.

Once infrastructure projects are complete, Tourism can assist with promotion and facilitate links to industry opportunities. Tourism will continue to work across Council to collaborate on projects and the delivery of successful marketing outcomes.

The Walking on Country multimedia digital resource project will provide an opportunity to capture the spirit of the country through the eyes of Aboriginal community members of the Shoalhaven. The project will raise awareness of Aboriginal people's spiritual connection to country and their affinity with the cultural landscapes. It will be a multimedia digital storytelling journey with local people sharing their spiritual beliefs and connections to country. Shoalhaven Tourism have been a financial contributor to the project as well as working closely with the project team offering advice and support throughout the process.

Tourism works closely with the Community Development Team on an ongoing basis to ensure that Aboriginal Cultural heritage is included in publicity and marketing promotions to visitors wherever possible. This relationship is well established and helps connect Tourism to the appropriate advice from Elders and the Aboriginal Advisory Committee members to share the stories of the Shoalhaven in an appropriate and respectful way. For example;

- Julie Freeman featured in the Australian Geographic article on the Wool Rd (Sept/October issue);
- When Aboriginal Elders pass away, all images are removed during sorry business in respect of the families;
- When international VIPs or media are in region (for example ARWC Adventure Race 2018) Tourism organised a Welcome to Country and footage, that was then profiled in a National Geographic documentary.
- Tourism actively work with various Land Councils to support grant funding opportunities for infrastructure projects to support jobs and growth in our regional communities.

Whether it's social media posts, attendance at NAIDOC or a large-scale promotion, the collaboration between these teams is essential and an ongoing priority.

NSW National Parks

Shoalhaven Tourism continues to work closely with NSW National Parks and Wildlife (NSW NPWS) and a representative is on the Shoalhaven Tourism Advisory Group (STAG). NSW NPWS operates a school holiday program which incorporates Aboriginal cultural heritage; this is included in tourism promotions, encouraging participation.

Business Support

Shoalhaven Tourism provides business support and advice.

In December 2018 Shoalhaven Tourism attended an NSW Aboriginal Tourism Operators Council (NATOC) workshop; as a result there was engagement with Elders and business owners specifically relating to Tourism opportunities in the region. The plan is to continue to be closely involved with NATOC and the work they are doing to strengthen Aboriginal Tourism Operators. More information on the work NATOC does can be found at <https://www.facebook.com/natocaboriginaltourism/>.

The Australian Tourism Data Warehouse (ATDW) is an important method of promotion. Tourism have several tools in place to make the process easier for businesses, including a step by step guide to make the process easier for businesses to list their business.

Shoalhaven GET YOUR FREE TOURISM LISTING

SOUTH COAST - NSW

Get your free listing

Get Connected - atdw.com.au

This will ensure you appear on shoalhaven.com visitNSW.com and other tourism websites that pull from this database. It takes about 20 minutes.



Why should I make a listing?

Get seen by visitors online. Marketing campaigns from Shoalhaven Tourism and Destination NSW send consumers to these websites and 3 million people visit the Shoalhaven each year. Be in it to win it!



Does my business qualify?

Tourism is everyone's business - attractions, shopping, accommodation, events, services - pick the category that's right.



1 Register at atdw.com.au as a Tourism Operator

- Fill in your business details: ABN (not mandatory), name of organisation, address, phone number, email.
- Create a user to access/edit your listing: user name, phone number, email address, password.
- Agree to terms and conditions
- Select "let's go" to create listing

LET'S GO!

2 Make your listing

- Choose your category
- Fill in your listing details
- Add up to 10 photos: professional or smartphone photos are suitable

Tip: Guidance is provided where you see this symbol!

HEIGHT: 1536 px min
FILE SIZE: 10MB max
WIDTH: 2048 px min

3 Upload your Info

4 You're Live!!

After 2-3 days you will be approved. If you need to make amendments, you can login and have another go.



Annual Updates

All you need to do now is to update your listing at least once every 12 months to remain on the various websites. A reminder email will be sent to you from Get Connected.

<https://oauth.atdw-online.com.au/login>

Need help?

If you have forgotten your login details, contact the Get Connected Team at ATDW:
Get Connected Support Team
Mon - Fri 9am - 4:30pm
1300 655 077
getconnected@dnsw.com.au



For help with images or product information, contact our friendly Visitor Services team
4421 0778
tourism@shoalhaven.nsw.gov.au



Event Support

Shoalhaven Tourism financially supports the National Indigenous Football Championships through the Event Support Program. NAIDOC Week events are provided with in-kind assistance and provision of infrastructure, as per the Event Policy (POL17/75) and are supported with advice and assistance through the event approval processes.

Town Signs

In 2016 Shoalhaven Tourism led the project to install town signs with the inclusion of Aboriginal names for respective towns. The project was very well received by community and there is a commitment to continue to add names when needed and update signage in consultation with the Aboriginal Advisory Committee.

Opportunities - Examples of initiatives being undertaken elsewhere

The research undertaken revealed that there is a significant amount of information available on initiatives being undertaken at a State and National level but more limited information on initiatives being undertaken at a Local Government level. Below are some examples to demonstrate activities and initiatives being undertaken in other locations.

Local

The City of Sydney has a page on their website dedicated to Aboriginal and Torres Strait Islander communities, which details information about Aboriginal cultural attractions, Aboriginal history and the Elora Journey, which incorporates the development of a significant Aboriginal event. City of Sydney have also developed an economic action plan to focus on Aboriginal and Torres Strait Islander communities. Information on both the welcome information and the Eora Journey can be found at

<https://www.cityofsydney.nsw.gov.au/community/community-support/aboriginal-and-torres-strait-islander-communities> and <https://www.cityofsydney.nsw.gov.au/vision/sustainable-sydney-2030/communities-and-culture/eora-journey>

Byron Shire Council has developed, in association with the local Aboriginal Community, an Our Cultural Days activity book. The book was funded by National Reconciliation Week, the Department of Premier and Cabinet and Byron Shire Council to commemorate the 50 years of the 1967 Referendum and 25 years since the Mabo Native Title decision was handed down.

<https://www.byron.nsw.gov.au/Community/Indigenous-community/Indigenous-Teaching-Resources>

State

Destination NSW (DNSW) is the state tourism body, they have developed the Aboriginal Tourism Action Plan 2017 – 2020, see attached.

One of the actions outlined in this plan was the development of the NSW Aboriginal Tourism Toolkit, the toolkit aims to connect the wider tourism industry with NSW Aboriginal tourism operators.

Below is an excerpt from the toolkit, the full document is available at <https://www.destinationnsw.com.au/wp-content/uploads/2017/11/aboriginal-tourism-action-plan-2017-2020.pdf>.

Australia's Aboriginal people are custodians of the world's oldest continuous living culture. NSW has the largest Aboriginal population in Australia, and the longest

continuous contact between Europeans and Aboriginal people. NSW has many opportunities for visitors to engage with Aboriginal people and experience their culture.

In the year ending September 2016, visitors to New South Wales who engaged in an Aboriginal experience spent a total of \$1.141 billion during their time in the State. A total of 394,000 domestic and international visitors participated in an Aboriginal cultural tourism experience in New South Wales an increase of 50 per cent on the previous year.

The NSW Aboriginal Tourism Toolkit released by Destination NSW in 2017 is a valuable resource for the tourism industry to connect with NSW Aboriginal tourism operators. We encourage those interested in Aboriginal tourism to connect with local operators who are best placed to provide cultural information and deliver authentic cultural experiences.

NSW National Parks and Wildlife Service has created a Cultural Tourism Development Program which provides potential cultural tourism operators with an understanding of the tourism industry and all the elements involved with owning and operating a tourism business. It is a user-friendly guide for those operators beginning their journey in the Tourism industry. The full document can be found at <https://www.ecotourism.org.au/assets/Resources-Hub-Destination-Management-Plans/Cultural-Tourism-Development-Program.pdf>

An example of promotion at a State Government level comes from Tourism and Events Queensland with their Connect with Culture brochure. The eBooks provide a visual, editorial representation of Queensland's Indigenous experiences and plays an influential role across the travel planning cycle, resulting in driving leads to tourism businesses. The aim of the eBook is to increase awareness of the variety of Aboriginal and Torres Strait Islander experiences available in Queensland, and how to do them with inspirational itineraries. More information on the eBooks and other Tourism and Events Queensland initiatives can be found at <https://teq.queensland.com/industry-resources/industry-sectors/indigenous-tourism>

National

Tourism Australia is the National tourism body; they have programs to both support and market Aboriginal products and experiences to the international market. <http://www.tourism.australia.com/en/about/our-programs/signature-experiences-of-australia/discover-aboriginal-experiences.html>

The Australian Trade and Investment Commission has an Indigenous Tourism Group that focuses on ways to increase the quality and quantity of Australia's Indigenous tourism product offering, and the participation of Indigenous Australians in the tourism industry. <https://www.austrade.gov.au/Australian/Tourism/Policy-and-Strategy/Tourism-2020/Working-Groups/indigenous-tourism>

The Indigenous Tourism Champions Program (ITCP) is a collaborative national program instigated by Tourism Australia and Indigenous Business Australia. The program is building reliability and consistent quality in service delivery for Indigenous tourism product. The ITCP is achieving this through selective marketing of product which has met stringent criteria, ensuring that the businesses being promoted are able to meet the needs and expectations of trade and the international market. More information can be found at <http://www.tourism.australia.com/content/dam/assets/document/1/6/x/n/2/2003150.pdf>

Ecotourism Australia is a non-for-profit organisation focusing on inspiring environmentally sustainable and culturally responsible tourism. One of their accreditation programs specifically focuses on the tourism industry operating in ways that respect and reinforce Indigenous cultural heritage and the living cultures of Indigenous communities. The

Respecting Our Culture (ROC) program embraces national accreditation standards, making sure tourism experiences meet customer expectations in a professional and sustainable way. More information can be found at <https://www.ecotourism.org.au/our-certification-programs/eco-certification-4/>

International

Indigenous Tourism Alberta, Canada, is a member-based organisation that encourages and promotes authentic Indigenous tourism. The organisation strives to streamline leadership in Indigenous tourism, more information can be found at <https://indigenoustourismalberta.ca/about-indigenous-tourism-alberta/>

New Zealand Tourism are currently focussing on 3 key areas to build awareness and capability of Maori Tourism. These key areas include building the organisation's own internal capacity and understanding, building capability of Maori tourism businesses, and working with international travel sellers to raise awareness. <https://www.tourismnewzealand.com/about/about-the-tourism-industry/m%C4%81ori-tourism/>

Future - Possible Opportunities to Increase Support

Enhancing cultural knowledge and promoting cultural awareness to Shoalhaven's residents and visitors, along with Aboriginal business promotion is an important role for Shoalhaven Tourism. Business development in this area is also a key focus to help develop product and strengthen the industry. Both promotion and development are currently being undertaken in numerous ways, as mentioned in *Current Focus on Aboriginal Tourism in the Shoalhaven*.

Working with NATOC and DNSW

After ongoing discussions with NATOC and DNSW, Shoalhaven has been earmarked as the next destination for the NSW Aboriginal Tourism Workshop; however, NATOC have recently suggested some structural changes in their organisation for the rest of 2019, with a view to continuing workshops in early 2020.

In the meantime, Tourism will work directly with Shane Dredge, Sector Specialist - Aboriginal Tourism, Destination NSW to ensure strategy work and product development occurs in the meantime with specific operators and communities.

Working with local Land Councils to support priorities

Shoalhaven Tourism recently worked with the Ulladulla Local Aboriginal Land Council to include the Coomee Nulunga Cultural Trail in the funding application to the Regional Growth Environment and Tourism Fund. The ULALC allocated \$80,000 and an additional \$20,000 in-kind support to contribute to the application. Council is still awaiting the outcome of that application.

There is an opportunity to work closer with Local Aboriginal Land Councils to develop tourism priority projects and work towards getting projects shovel ready to then include in identified funding opportunities.

Infrastructure Development Funding

Shoalhaven Tourism administers a Tourism Infrastructure Development Funding program. The program offers dollar for dollar funding of up to \$5,000. Shoalhaven Tourism can work with the Aboriginal Advisory Committee, Local Aboriginal Land Councils and existing

businesses to identify projects that could be considered under this funding program to support development in Aboriginal Product.

Conference Attendance

The Australian Indigenous Tourism Conference was held in 2016 and 2018. All reports indicate the conferences were a huge success, attracting delegates from interstate and overseas. The conference presents a platform for Aboriginal tourism businesses to meet, learn from and forge new partnerships with wholesale and retail operators, including airlines, accommodation and media, as well as showcasing their product through a globally recognised tourism forum. Shoalhaven Tourism can offer (through an expression of interest process) our Aboriginal businesses the opportunity to attend this national conference.

Marketing Funding

Shoalhaven Tourism recognises Indigenous Tourism as one of the core promotional pillars. There is the possibility of working towards a specific marketing project with Aboriginal Tourism businesses to further promote the sector.

Shoalhaven Tourism's Marketing Team will discuss this opportunity with operators and at the Shoalhaven NATOC workshop.

The need for projects and initiatives to be driven from the Community and the Aboriginal Advisory Committee is important; new initiatives will be undertaken in collaboration with Council's Aboriginal Development Officer and where appropriate the Aboriginal Advisory Committee.

Plan to liaise with Council's Aboriginal Advisory Committee (AAC)

If determined by Council, this report will be tabled at the AAC meeting for their information.

Shoalhaven Tourism will continue to work closely with the AAC to maximise positive tourism relationships and outcomes.

The 2019–2021 AAC Strategic Plan outlines several strategies that have direct links with Shoalhaven Tourism; see below excerpt from the Plan.

Strategies	Actions	Outcomes/KPIs	Timeline	Responsibility
1.4. Assist and support Council in developing and promoting Aboriginal tourism opportunities within the Shoalhaven	1.4.1 Shoalhaven Tourism to continue to consult the ACC to gain cultural advice, support and guidance	1.4.1.1 Number of instances of attendance of Shoalhaven Tourism at ACC meetings. Number of instances that cultural advice sought/provided	Ongoing	Shoalhaven Tourism
	1.4.2 AAC support Shoalhaven Tourism with the annual Tourism Guide and other relevant opportunities to enhance Aboriginal tourism in the	1.4.2.1 Annual feedback process between ACC and Shoalhaven Tourism undertaken		SCC – Community Development
		1.4.2.2 Increasing		

	Shoalhaven	trend in the number of Aboriginal businesses appearing in the Tourism Guide		
1.5. Encourage and support Council in promoting and incorporating Aboriginal significant events and celebrations (internally and externally) as part of Council business and promote to the broader community.	1.5.1 A calendar of significant Aboriginal events recognised and promoted by SCC 1.5.2 Support Council in celebrating significant Aboriginal events and annual community activities (see Glossary)	1.5.1.1 Calendar of Aboriginal Cultural events developed and promoted. 1.5.2.1 Increasing trend in the number of events supported and participated in.	2019/2020 Ongoing	ACC SCC – Community Development SCC – Media and Communications

Next Steps

It is proposed that the Shoalhaven Tourism unit continue to work collaboratively with the AAC, local Land Councils and local business operators to develop and promote Aboriginal jobs growth in the region through tourism opportunities.

It is recommended that priority be given to creating future actions for inclusion in Council's annual Delivery Program and Operational Plan (DPOP). These should specifically target supporting and developing Aboriginal Tourism opportunities. This will ensure ongoing planning for the development of local, Aboriginal led tourism jobs growth. It will also formally recognise the importance of Aboriginal tourism job opportunities in our region. Adding actions to the DPOP will also take advantage of the existing reporting mechanism to ensure Council and community are well informed.

AA19.20 Membership Resignation - Janaya Hennessey and Membership Application - Kyle Lachlan

HPERM Ref: D19/300756

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Risk

Attachments: 1. Membership Application [↓](#)

Purpose / Summary

To advise the Committee that Council has received a resignation notice from Janaya Hennessey and has received a membership application from Kyle Lachlan.

Recommendation

That Council:

1. Accept the resignation notice from Janaya Hennessey; and
2. Appoint Kyle Lachlan to the Youth position on the Committee

Options

1. As printed
2. Council not accept the membership application from Kyle Lachlan and seek further applications for membership
3. Resolve to adopt an alternate recommendation

Background

Council received notification from Janaya Hennessey that she can no longer continue her membership on the Aboriginal Advisory Committee.

Following this, Council received an application for membership (attached) from Kyle Lachlan.

Community Engagement

The Aboriginal Advisory Committee provides an opportunity for Council to develop both a structure for effective consultation and communication with Aboriginal communities and the opportunity for Aboriginal people to participate in Council's decision-making process to achieve mutually co-operative responses for their cultural, environmental and economic wellbeing

Claire Andriske

From: Kyle Lachlan <[REDACTED]>
Sent: Wednesday, 24 July 2019 1:51 PM
To: Council Email
Subject: [REDACTED] Committee Memberships

Business and Employment Development Committee Memberships

Title Mr
First Name Kyle
Last Name Lachlan
Email [REDACTED]
Home Phone [REDACTED]
Mobile Phone [REDACTED]
Work Phone [REDACTED]
Postal Address [REDACTED]

I am applying to represent the following organisation or group (if relevant) Application for Membership - Aboriginal Advisory Committee

I am applying for the membership for the following reasons i am a passionate, strong and fierce young Aboriginal man. I believe i have lots to offer to my people and communities and believe i can do it within the best interests by sitting on advisory boards to assist with promenade decision making within the Community.

I can bring the following skills / experience and attributes to the Committee i am a great peoples person, i have experience in community consultation, stakeholder management, & consider myself a fast learner. I am currently based at HMAS Creswell, Jervis Bay working for an Aboriginal owned, managed and ran business. I have created job oppurtunities for 3 Wreck Bay Aboriginal Community Members & 1 Jerrinja Aboriginal Community Member with the hopes to create many more. I am currently sitting on the Shoalhaven Aboriginal and Youth Employment Group. We aim to create and roll out a project to tackle the unemployment rates within the Shoalhaven for Aboriginal & Non-Indigenous peoples. Although i am only 19 years old nearly 20.. i feel as if i have alot to offer back to community and doing good by my people is something i hold close to my heart.

AA19.21 Aboriginal Advisory Committee Status Action Report

HPERM Ref: D19/354334

Group: Finance Corporate & Community Services Group
Section: Recreation Community & Culture

Attachments: 1. Aboriginal Advisory Committee Status Report [↓](#)

Purpose / Summary

To update the Aboriginal Advisory Committee on progress made against actions and resolutions that have been passed at previous meetings of the Shoalhaven Aboriginal Advisory Committee.

Recommendation (Item to be determined under delegated authority)

That

1. The Aboriginal Advisory Committee receive the November 2019 Status report for information.
2. The following actions be noted as completed and removed for the action table:
 - a. AA19.1 Indigenous Round of Basketball, Bomaderry – 6 July 2019
 - b. AA19.6 Additional Item - Plaques - Cultural significance telling Shoalhaven Stories - Action Plan - smoking ceremonies

Options

1. Adopt the recommendations as printed

Implications: The Aboriginal Advisory is kept updated about progress towards the completion of identified actions.

2. Request additional information

Implications: Members of the Aboriginal Advisory Committee will be provided additional information as requested and available.

Background

Progress towards the completion of actions and resolutions that have been made at previous meetings of the Shoalhaven Aboriginal Advisory Committee are detailed in Attachment 1.

Community Engagement

It is important the members of the Aboriginal Advisory Committee are kept informed about progress towards the completion of actions and projects that have been the subject of discussion at meetings of the Committee. This report provides a structured approach to facilitate this information exchange.

Aboriginal Advisory Committee			Action Sheets Report
Meeting Date: 25/09/2019	Item No: AA18.23	Officer: Rippon, Jessica	Completed:
Title: Statement from the Heart - Aboriginal Advisory Committee recommendation - Community Consultation			
RESOLVED (Clr Proudfoot / Clr Kitchener) MIN18.742 That Council: <ol style="list-style-type: none"> 1. Receive the report regarding the Uluru Statement from the Heart for information 2. Undertake widespread community consultation regarding the following Aboriginal Advisory Committee recommendation, with the results of the public consultation being subject of a report to council; <i>"Should Council give in principal support for the Statement from the Heart and urge the Federal Government to do the same and adopt the Statement."</i> 		Notes: <i>06/03/2019 5:03:06 PM - Jessica Rippon</i> Discussions have occurred with Community Development team to work out the best meeting structure and location to discuss with the Committee. The involvement of the Committee will need to be in line with the existing Council resolution and will focus on the content and wording of communications rather than the process of engagement to be undertaken. A future report is expected to Council before the end of the year.	

Aboriginal Advisory Committee	Action Sheets Report
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Meeting Date: 11/02/2019	Item No: AA19.5	Officer: Rippon, Jessica	Completed:
Title: Additional Item - Presentation - Statement from the Heart - Consultation - Working Group			
RESOLVED (By consent) That: 1. A Working Group be formed to establish the terms and progress the community consultation regarding the Statement from the Heart, the Working Group comprise of Council staff, one (1) representative from each of the Land Councils including Wreck Bay. 2. Invitation to the Working Group also be extended to all interested members of the Aboriginal Advisory Committee. CARRIED		Notes: 01/08/2019 2:06:12 PM - Jessica Rippon A future report is expected to Council before the end of the year.	

Aboriginal Advisory Committee			Action Sheets Report
Meeting Date: 11/02/2019	Item No: AA19.6	Officer: Simoes, Margaret	Completed: Recommended to be completed November 2019
Title: Additional Item - Plaques - Cultural significance telling Shoalhaven Stories - Action Plan - smoking ceremonies			
<p>Clr Digiglio suggested that Plaques be placed around the Shoalhaven at sites of Cultural significance telling the story of the area and the Indigenous people.</p> <p>RESOLVED (By consent)</p> <p>That:</p> <ol style="list-style-type: none"> 1. The matter relating to the Plaques for Indigenous Shoalhaven Stories be added to the Aboriginal Advisory Committee Action Plan 2. Staff provide a report to the Committee on costings in relation to the design and installation of a Plaque at places in the Shoalhaven identifying locations where smoking ceremonies have taken place. <p>CARRIED</p>		<p>Notes:</p> <ol style="list-style-type: none"> 1. The matter relating to the plaques has been incorporated into the AAC Strategic Plan 2. ACDO consulted Elders, community members and cultural groups and individuals to determine locations where smoking ceremonies have taken place in the Shoalhaven area. The following areas have been identified: <ul style="list-style-type: none"> - Official Opening of new buildings (e.g. SEC, Cancer Centre, Correctional Centre - Welcoming ceremonies at official events (e.g. HMAS Albatross NAIDOC celebration and community celebrations - SCC Council Chambers and newly elected Councillors, 2016 3. Currently the following locations have information acknowledging Aboriginal people's cultural heritage, history and connections to the areas: <ul style="list-style-type: none"> - Lake Wollumboola, Greenwell Point pathway, Bens Walk (opposite aquatic centre), Callala pathway, Livvi's Place, Mollymook. - Images of the above interpretative signage will be displayed at the next AAC meeting. 4. ACDO to seek further advice from community members on other places with interpretive signage and suggested places of Aboriginal cultural significance. 5. This matter was again discussed at the May meeting of the AAC – see Item Number AA19.18. <p>It is recommended that this action be completed as it is replaced by the AA19.18.</p>	

Aboriginal Advisory Committee			Action Sheets Report
Meeting Date: 25/06/2019	Item No: AA19.9 D19/12095	Officer: Bronwyn Coulston	Completed:
Title: Shoalhaven Regional Gallery – Proposed Art Exhibition - Cook 2020 Anniversary			
<p>HPERM re: D1912095</p> <p>RESOLVED* (Clr White / Clr Wells) MIN19.430</p> <p>That:</p> <ol style="list-style-type: none"> 1. The Aboriginal Advisory Committee receive the report for information; 2. The Aboriginal Advisory Committee agree to the creation of a Working Group, comprising Committee members and interested members of the Aboriginal community, to consult with the Gallery on development of an Exhibition that celebrates the survival of Indigenous cultures and peoples post colonisation; 3. Information and an Expression of Interest be sent to the members of the AAC seeking nominations to be on the Working Group and to provide input into the exhibition; 4. The Aboriginal Advisory Committee emphasise to Council the importance of the Curator being of Aboriginal or Torres Strait Islander descent 5. Council consider funding the engagement of an Aboriginal Community Liaison Officer for the Cook 2020 Art Exhibition <p>CARRIED</p>		<p>Notes:</p> <p>Resolution/Action</p> <ol style="list-style-type: none"> 1. Agree to the creation of a Working Group, comprising Aboriginal Advisory Committee members and interested members of the Aboriginal community, to consult with the Gallery on development of an Exhibition that celebrates the survival of Indigenous cultures and peoples post colonisation 2. Nominate members to be on the working group 3. EOI to community to join the working group 4. EOI advertised for an Indigenous curator 5. Council to consider funding the engagement of an Aboriginal Community Liaison Officer for the Cook 2020 Art Exhibition 6. Warwick Keen engaged as the exhibition curator 7. Representatives from Waminda accepted the invitation for the working group - Hayley Longbottom and Cleone Wellington <p>14/10/2019 – <i>Warwick Keen, Curator</i></p> <p>A report will be presented by Bronwyn Coulston, Regional Art Gallery Manager at the AAC meeting on 11 November 2019.</p>	

Aboriginal Advisory Committee		Action Sheets Report	
Meeting Date: 13/05/2019	Item No: AA19.12	Officer: Birmingham, Megan	Completed:
Title: One Track for All - Ulladulla Update			
<p>26/11/2018</p> <p>AA18.29 HPERM Ref: D18/248629</p> <p>Robyn Russell (Bushcare Representative), provided a PowerPoint Presentation in relation to One Track for All.</p> <p>The track and artefacts on the track have deteriorated and Robyn as a Bushcare Representative would like to see the track restored and the wood sculptures rectified to their original form.</p> <p>The Committee held a discussion in relation to One Track for All.</p> <p>RESOLVED (By consent)</p> <p>That:</p> <ol style="list-style-type: none"> 1. The Aboriginal Advisory Committee support the consultation process for Robyn Russell making contact with the Ulladulla LALC for the One Track for All. 2. At the conclusion of the consultation, Paul Keith (Ulladulla LALC) will report back to the Committee. <p>CARRIED</p> <p>RESOLVED (By consent)</p> <p>That Council staff report back to the committee with the background and historical information relating to the artwork and possibly a way forward.</p> <p>CARRIED</p>		<p>Notes:</p> <p>11/02/2019</p> <ul style="list-style-type: none"> • The Advisory Committee was informed by Robyn Russell, Bushcare representative, of the deterioration of the interpretative signage on the track. Robyn was seeking advice on how the track could be restored and the wood sculptures rectified to their original form. • Robyn consulted Shane Carriage, Ulladulla LALC the advice given that it is not the responsibility of ULALC. • Margaret liaised with Natural Resources, Kerry Thompson and Megan Birmingham to identify any grants applicable to the restoration of the One Track for All. <p>14/10/2019 – Kerry Thompson</p> <ul style="list-style-type: none"> • Kerry Thompson, Natural Areas Operations Officer, who is responsible for this track, advised the track is included in Council's draft Bushwalk Asset Management Plan. A Tourism grant was submitted that includes various upgrades to the track, this was recently announced as successful, further information to follow as community consultation and the overall project progresses. 	

Aboriginal Advisory Committee			Action Sheets Report
Meeting Date: 13/05/2019	Item No: AA19.17	Officer: Simoes, Margaret	Completed:
Title: Budget Bid - Cullunghutti Plan of Management proposal			
<p>The Committee discussed this matter in the Action Table and requested information and background regarding the budget bid that went to Council and assistance with information to make a submission to the DPOP regarding the \$50,000 budget bid for a Plan of Management for Cullunghutti.</p>		<p>Notes:</p> <ul style="list-style-type: none"> Budget bid was unsuccessful and will be resubmitted in the 2020-21 financial year. Investigate grant funding for the protection of Aboriginal cultural heritage areas <p>18/07/2019 11:11:57 AM - Margaret Simoes</p> <p>ACDO met with the Natural Resources team on 4/7/19 to discuss budget bid for Cullunghutti. However, we have since been advised this was unsuccessful.</p> <p>ACDO will continue to work in collaboration with Natural Resources to investigate other sources of funding to progress this project.</p>	
Meeting Date: 13/05/2019	Item No: AA19.18	Officer: Simoes, Margaret	Completed: Ongoing
Title: Plaques Identifying Culturally Significant Locations - Design and costings			
<p>The Committee discussed this matter in the Action Table and advised that staff are seeking advice from the Committee in relation to what type of plaque and design they would like and assistance with providing locations of significance in the Shoalhaven.</p> <p>A suggestion was that local artist and/or TAFE students could create the plaques as a cost-effective way for this project.</p> <p>RESOLVED (By consent)</p> <p>That the General Manager (Finance Corporate and Community Services) provide a report back to the Committee which includes:</p> <ol style="list-style-type: none"> Information on costings and options for designs of the plaques Identifies culturally significant locations within the Shoalhaven LGA. <p>CARRIED</p>		<p>Notes:</p> <ul style="list-style-type: none"> Liaised with Natural Resources on cost and design of signage/plaques installed across the Shoalhaven. ACDO discussed with Mark King, Senior Community Engagement Officer, TAFE, Bomaderry regarding the suggestion of TAFE Aboriginal art students creating plaque designs. A proposal to be submitted to the TAFE students. ACDO consulting with Local Aboriginal Land Council CEO's about sites in their areas See also comments above - Item AA19.6 	

Aboriginal Advisory Committee	Action Sheets Report
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Meeting Date: 26/03/2019	Item No: MM19.8 D19/90489	Officer: Simoes, Margaret	Completed:
Title: Mayoral Minute – Jerrinja Community – Proposed Memorial to recognise history of Roseby Park and historic sites.			
<p>RESOLVED (Clr Findley/Clr Pakes)) MIN.19.146</p> <ol style="list-style-type: none"> 1. Give in principle support to the proposed Memorial concept and project to recognise the history of Roseby Park and historic sites including the Ration Hut; 2. Support staff in continuing to liaise with Jerrinja LALC and Jerrinja community members to prepare a design and estimate of costs; 3. Give in principle support of providing financials contribution to the project and that a further report be provided to council when estimated costs are known so council can determine its contribution. 		<p>Notes:</p> <ul style="list-style-type: none"> • ACDO liaised with Ron Carberry to arrange a meeting with Jerrinja community. Alfred Wellington, CEO Jerrinja LALC was on leave. <p><i>04/09/19</i></p> <ul style="list-style-type: none"> • Margaret and Susan Edwards attended meeting at Jerrinja community to discuss the Memorial plaque proposal. • Ron Carberry forwarded the proposed design and dimensions • Susan liaised with staff members in Architectural Design, Assets & Works Section to assist with the drafting of a memorial design. • Ron forwarded the dimension of the design to Council • Susan provided a brief to the Design Team to do provide a photo montage of the proposal. • Costing will be investigated and reported to Council and Jerrinja community. 	

Aboriginal Advisory Committee			Action Sheets Report
Meeting Date: 11/02/2019	Item No: MIN.19.1 D19/28966	Officer: Simoes, Margaret	Completed: Recommended to be completed November 2019
Title: Indigenous Round of Basketball, Bomaderry – 6 th July 2019			
Action: Aboriginal Advisory Committee members to provide input to the design of the team uniforms incorporating the Indigenous meaning of the Shoalhaven. a) AAC members to provide to Scott Balsar with contact details of local artists who can contribute to the design of the uniforms. b) AAC members to provide contacts of local Indigenous people who can perform a Smoking ceremony at the beginning of the 1 st game. c) Members to provide contacts of local Indigenous people who can perform a Welcome to Country d) Members to provide contacts of local people who can perform half time entertainment (Aboriginal dance group) e) An invitation be forwarded to Aboriginal Elders and AAC members to attend.		Notes: a) EOIs advertised through social media for local Aboriginal artists to submit designs for the uniforms. Desley Wellington, Bomaderry was the successful designer b & d) Contacts provided to Scott of local cultural performers and entertainers c) Elders recognised and invited to perform WTC d) AAC invited to attend the Indigenous Round of Basketball It is proposed that this action is completed and be removed from the Action Sheet Report.	

Aboriginal Advisory Committee			Action Sheets Report
Meeting Date: 11/02/2019	Item No: AA19.3 D19/16947	Officer: Simoes, Margaret	Completed:
Title: 2019 Local Government Regional NAIDOC Awards			
Recommendation (Item to be determined under delegated authority) That the Aboriginal Advisory Committee 1. Receive the information regarding the 2019 Local Government Regional NAIDOC Awards. 2. Nominate a representative of the Aboriginal Advisory Committee to become a member of the 2019 Regional NAIDOC Awards Committee RESOLVED (By consent) That the Aboriginal Advisory Committee 1. Receive the information regarding the 2019 Local Government Regional NAIDOC Awards. 3. 2. Nominate Sharlene Cruickshank and Paul McLeod as representatives of the Aboriginal Advisory Committee on the 2019 Regional NAIDOC Awards Committee. CARRIED		Notes: • Sharlene Cruickshank attended Regional NAIDOC meetings, when she was available. The NAIDOC Awards was held on Saturday 27 July 2019 at Shoalhaven Entertainment Centre. Over 350 people attended the event from across the four Local Government Areas, Shoalhaven, Shellharbour, Wollongong and Kiama. The NAIDOC Award Recipients for 2019 Young Achiever of the Year - Female Young Achiever of the Year – Male Community Volunteer of the Year Outstanding Contribution to Reconciliation Elder of the Year – Female Elder of the Year – Male Worker of the Year Organisation of the Year Sponsorship and Funding received Aboriginal Affairs NSW Department of Prime Minister & Cabinet Sponsorship received Total Council Contributions Program • MC – Sean Choolburra • Entertainment included local talent – Shelley & Nathaniel Curtis, Doonooch, Jacob Potts-Kinchela, Dance Group and Matthew Bell. • Main entertainer – Glenn Skuthorpe Band	
		Kalinda Wills Balunn Simon Layne Brown Noel Butler Aunty Lynn Wellington Uncle Brian Green Charlie Ashby Oolong Aboriginal Corporation \$3,000 \$1,000 \$21,750 \$25,750 \$10,500	

Aboriginal Advisory Committee

Action Sheets Report

Shellharbour City Council will host the 2020 Local Government Regional NAIDOC Awards.

A report will be presented to the Regional NAIDOC Awards Committee for endorsement and then reported to the Aboriginal Advisory Committees and Councils.

Aboriginal Advisory Committee		Action Sheets Report	
Meeting Date: 30/10/2018	Item No: MIN18.881 D18/358972	Officer: Simoes, Margaret	Completed:
Title: LG Aboriginal Network Conference – Report – Clr Kitchener – Local Aboriginal Dialect – National Anthem – Clontarf Foundation Chapter – Investigation			
RESOLVED (Clr Kitchener / Clr Proudfoot) That Council receive the report from Clr Mark Kitchener on the LG Aboriginal Network Conference for information and consider the recommendations highlighted in the report as follows: <ol style="list-style-type: none"> 1. That council work with the Shoalhaven Aboriginal Advisory Committee, to investigate the desire of local Aboriginal people to identify a local dialect acceptable to all local Aboriginal groups and at the commencement of the monthly Ordinary meeting and other appropriate functions and events, have the second verse of the national anthem sung in the chosen Aboriginal language by skilled local Aboriginal musicians and singers. (video-taped) 2. That council work with the Aboriginal Advisory Committee to investigate the appetite for local Aboriginal people to invite the 'Clontarf Foundation' to establish a chapter in the region which will offer an additional experiences to the Australian Indigenous Mentoring Experience (AIME) and possibly cater for more Aboriginal youth. 		Notes: 1.ACDO investigated and consulted with members of the community to identify anyone who can sing the national Anthem in local language. Two youth were identified - Tahlia King, who resides in Albion Park with strong connections to the south coast, sings Anthem in Dharawal language. Further consultation is required. 20/10/19 Shakeela Williams, Wreck Bay sings 'Welcome' song in Dhurga language ACDO contacted Shakeela who advised that she sings a 'Welcome' song which she has written herself and is willing for this to be shared. 20/8/2019 ACDO consulted Shoalhaven HS, Aboriginal Education Officer, Pat Lester who advised that the Clontarf Foundation program is offered at the school.	

AA19.22 Notification - Council Resolution - Re-establishment of Aboriginal Advisory Committee

HPERM Ref: D19/355580

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Risk

Attachments: 1. Terms of Reference [↓](#)

Purpose / Summary

To advise the Committee of Council's resolution in relation to the re-establishment of the Aboriginal Advisory Committee.

Recommendation (Item to be determined under delegated authority)

That the Committee receive the report on the Council Resolution – Re-establishment of Aboriginal Advisory Committee for information.

Options

1. As recommended.

Implications: The membership structure as specified in the Council Resolution is adopted for the period to 30 September 2020.

2. Propose a different membership arrangement.

Implications: Should the Committee wish to make the recommendation in option 2, this is required to go to Council for approval.

Background

Each year in September Council reaffirms all its committees for the next 12 months. At that meeting Council has the option to: reaffirm its committees; make any change to membership, purpose, delegation, quorum, and the number of meetings required for those committees; or disband committees.

At the Extra Ordinary meeting on 20 September 2019 Council resolved as follows:

CL19.240 Aboriginal Advisory Committee (1209E)

RESOLVED

MIN19.672

That Council continue the operation of Aboriginal Advisory Committee for the period to 30 September 2020 as outlined below:

<u>Meetings per year</u> – Four (4)	<u>Quorum</u> – Five (5)
<u>Commencement time</u> – 4pm	<u>Terms of Reference:</u> POL19/56
	<u>Amended:</u> 25 September 2018
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	

AA19.22

Council's support & intent in achieving their objectives for the current Statement of Commitment 2010 (SoC) and the Shoalhaven City Council Community Strategic Plan 2023 (SCCSP).

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.

Delegation – NIL

Chairperson & Co-Chairperson – Appointed by Committee (Until November 2020)

2019-2020 Councillor / Staff Membership

All Councillors
CEO or nominee

Community / Organisational Representatives

Up to 13 local Aboriginal Community Representatives (Elders, 2 Youth reps or Government/Non Government Agencies/Organisation delegates)

NPWS

Nowra LALC

Jerrinja LALC

Ulladulla LALC

This report is provided to inform the Committee members of the resolution of the Council. Should the Committee wish to make any changes to the above, a recommendation to Council will be required to that effect.

Policy Implications

No amendments to the Terms of Reference have been made by this resolution.

AA19.22



City Administrative Centre
Bridge Road (PO Box 42), Nowra NSW Australia 2541 - DX 5323 Nowra
Phone: (02) 4429 3111 - Fax: (02) 4422 1816

Southern District Office
Deering Street, Ulladulla - Phone: (02) 4429 8999 – Fax: (02) 4429 8939

Email: council@shoalhaven.nsw.gov.au

Website: www.shoalhaven.nsw.gov.au

For more information contact the Finance Corporate & Community Services Group

Aboriginal Advisory Committee - Terms of Reference

Policy Number: POL19/56 • **Adopted:** 16/08/2016 • **Amended:** 28/02/2017, 26/09/2017, 25/09/2018 • **Minute Number:** MIN16.656, MIN17.149, MIN17.853, MIN17.882, MIN18.243, • **File:** 1209E • **Produced By:** Finance Corporate & Community Services Group • **Review Date:** 1/12/2020

1. 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 2023 (SCCSP).

2. STATEMENT

Shoalhaven Local Government Area (LGA) is made up of many unique communities with a diverse range of people, lifestyles and cultures. It comprises 49 towns and villages and a key role of Shoalhaven City Council within that is to work in partnership with organisations, services, government agencies and individuals to build strong, resilient, cohesive and creative communities.

Shoalhaven City Council established the Aboriginal Advisory Committee (AAC) in 1997 to advise Council on the needs of Aboriginal people living in the Shoalhaven Local Government Area. This advisory committee provides an opportunity for Council to develop both a structure for effective consultation and communication with Aboriginal communities and the opportunity for Aboriginal people to participate in Council's decision-making process to achieve mutually co-operative responses for their cultural, environmental and economic wellbeing.

3. PROVISIONS

The Shoalhaven City Council maintains, in its Statement of Commitment 2010, to strongly support the work of the AAC and sees it as serving an important role in providing the specialist and professional guidance to achieve positive outcomes for local Aboriginal people.

*Aboriginal Advisory Committee – Terms of Reference***4. TERMS OF REFERENCE****4.1. Relationship to Council**

The committee is an Advisory Committee, administered by Council to discuss relevant issues and recommend solutions specifically associated to local government and their Aboriginal & Torres Strait Islander communities.

4.2. Role of the Advisory 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.

4.3. Membership

Representatives must live in the Shoalhaven Local Government area (LGA) area and/or work with Aboriginal communities of the Shoalhaven on a full-time or part-time basis. The composition will be:

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

- Up to 13 local Aboriginal community representatives being either Elders, Youth or Government/Non-Government agencies/organisation delegates (including 2 Youth members).
- One (1) NPWS Representative
- Three (3) members being a representative from each Local Aboriginal Land Council
- All Councillors
- The CEO or nominee.

It is important for the AAC to take broad community advice from those Aboriginal organisations with a capacity to provide professional guidance to its members to enable them to make sound decisions. The following is a suggested list of Aboriginal organisations:

Aboriginal Advisory Committee – Terms of Reference

- South Coast Aboriginal Medical Service
- Local Aboriginal Land Councils
- Local Aboriginal Education Consultative Groups

These organisations and agencies working in the sector may be invited to attend the Advisory Committee meetings but will have no voting privilege.

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.

4.4. Community Member Appointments

- Nominations for Local Aboriginal Community Members should be advertised throughout the community.
- Appointment to the Advisory Committee can be for a maximum four (4) years with a set commencement and finish date and standing members may re-nominate for an additional term.
- Vacancies will be advertised locally via media and Council communication networks.
- Council will manage the application process in consultation with the Aboriginal Community Development Officer.
- 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 and make recommendations for appointments to the Advisory Committee.

4.5. Term Of Office

- Local Aboriginal Community membership will be renewed every 4 years and ideally during the midterm of the elected Council.
- Councillor membership will be renewed at following normal Council elections.
- Should there be a Local Aboriginal Community membership vacancy it may be filled upon the resignation of a Local Aboriginal Community member and will align with set fixed finish dates.

4.6. Sub Committees/Working Groups/Represented Delegation

If representing the AAC on an identified working group/party your role is to represent the Committee's commitment and purpose.

The Advisory Committee will have the right to establish sub groups as deemed appropriate to assist in fulfilling their role and purpose.

4.7. Meeting Practices and Procedures

- The administrative provisions of Council's adopted Code of Meeting shall apply subject to any amendment by this Advisory Committee.
- The Chair of the Committee will be limited by a four (4) year tenure and is open to all members of the Committee.
- Where a Councillor is elected as Chair an Aboriginal Committee member representing the community will be appointed by the Aboriginal Committee members as Co-Chair to liaise, assist and advice the Councillor on cultural matters.

Aboriginal Advisory Committee – Terms of Reference

- Where a Committee member is elected as Chair a Councillor will be appointed as Co-Chair by the Committee members to liaise, assist and advise the Aboriginal member on the requirements of local government.
- Councillors who have an interest in forming a relationship with the committee should consider their ability to commit for the term of that Council.
- Committee members who are absent for three (3) consecutive meetings of the AAC without tendering an apology will be requested in formal correspondence from Council to confirm their intention regarding their membership of the committee. Failure to respond may result in removal from this committee.
- Formal meetings will be held quarterly depending on demand and also allowing Committee member's time for consultations.
- Meetings are held at Shoalhaven City Council Administrative Building or can be negotiated with Committee Members.
- A quorum will consist of five (5) members of the Committee.
- If a quorum is not present within 30 minutes of the time appointed for the commencement of the Advisory Committee meeting, the meeting shall lapse.
- Each Committee meeting shall be properly recorded by the taking of minutes by the Governance Unit.
- The minutes of the Advisory Committee meeting will be submitted to the next available Council Meeting
- Where possible, members are encouraged to reach a consensus; decisions will normally be made through modified consensuses.
- The Chair of the Committee should facilitate a meeting that is run on a consensus decision making model rather than rely on the formal structures of a simple majority plus one.
- If however there are times when a position cannot be reached, despite open and thorough exploration of the issues and options, the Chairperson will ask for a vote.
- All formal members of the committee are entitled to a vote
- In the event of a tied vote, the Chair can exercise a casting vote.
- Agenda and minutes from previous Advisory Committee meetings will be circulated to members at least seven (7) days prior to the meeting.
- Advisory Committee members must declare in writing any interest in any report tabled at the meeting covered by the Code of Conduct and Pecuniary Interest.
- Informal Advisory Committee meetings, special meetings that may discuss specific portfolio matters will be held as and when required or set by the Advisory Committee.
- Planning and costs associated with conducting meetings will be borne by Council.
- Advisory Committee recommendations which are determined to be purely or substantially 'operational' in nature, will be dealt with by the relevant council officer and any action or lack thereof reported to the Advisory Committee.
- Progress towards the outcomes of Council's Community Strategic Plan 2023 and Statement of Commitment will be reported to Shoalhaven City Council at Council meetings and corporate management meetings, where appropriate, throughout the year. Progress against actions arising from AAC Minutes will be reported on a quarterly basis at each consecutive AAC meeting.

4.8. Code Of Conduct

Aboriginal Advisory Committee – Terms of Reference

Meetings be conducted in an informal manner, but still within Council's 'Code of Conduct' Policy which all members are required to observe.

- Advisory Committee members should act in a professional, responsible and respectful manner with the information they obtain as a member, as the Advisory Committee require openness and honesty to function well.
- Advisory Committee members must at all times respect other members when expressing their opinions and views. Members should feel free to express their opinions and views without fear of recrimination.
- It is essential for Advisory Committee members to accept collective responsibility, and remain loyal to decisions of the Advisory Committee, even where they may not have agreed with the final decision.

4.9. Confidentiality and Privacy

Members may have contact with confidential or personal information retained by Council. If so, members are required to maintain the security of any confidential or personal information and not access, use or remove any information, unless the member is authorised to do so.

4.10. Communication

- All issues must be clearly communicated including priorities, limitations and benefits to community.
- Care needs to be undertaken to ensure that all participants fully understand mutual issues under discussion and that there are no false expectations created. It is important that all members' views are given weight during discussions.
- Members of the Advisory Committee are not permitted to speak to the media as representatives of the advisory committee unless approved by the chairperson
- Where approval has been given by the Chairperson, views and opinions expressed are those of the Advisory Committee and not of Shoalhaven City Council.
- Where endorsement is required from Shoalhaven City Council, approval must be sought through the formal processes.
- The Chair of the Advisory Committee is the point of contact for communication between Advisory Committee members and Council staff.

4.11. Council Staff Attendance

Shoalhaven City Council will provide administrative Council staff who are normally required to attend the meetings of the Advisory Committee to carry out the following tasks:

- Collate and distribute Business Papers.
- Organise meetings.
- Minute taking, storage and distribution of minutes and associated documents.
- Providing administrative support to the Community Development Officer to distribute information between the Committee and the Aboriginal Community Development Officer.

Other staff at the relevant Group Directors' discretion or at the Advisory Committee's request can attend meetings as required. Staff have no voting privileges.

4.12. Expectation Of Advisory Committee Members

- Advisory Committee members will undertake the prescribed Induction process.

Aboriginal Advisory Committee – Terms of Reference

- Pecuniary Interest Returns may be required on appointment and annually as required by the Office of Local Government and Council.

4.13. Responsibility Of Council

- Council at its discretion may review and change the Terms of Reference, Role and Structure of the Advisory Committee.

5. REVIEW

After every Council election.

AA19.23 Cook 2020 exhibition - update

HPERM Ref: D19/360780

Section: Recreation Community & Culture

Approver: Jane Lewis, Acting Director Finance Corporate & Community Services

Reason for Report

To provide information to the Aboriginal Advisory Committee on the progress and status of the proposed exhibition at Shoalhaven Regional Gallery that responds to the Cook 2020 anniversary.

Recommendation (Item to be determined under delegated authority)

That the Aboriginal Advisory Group receive the report for information.

Options

1. Receive the report for information.

Implications: The Aboriginal Advisory Committee will be aware of the progress and status of the exhibition and able to continue to keep relevant community members informed.

2. Request more information.

Implications: Unknown at this time.

3. Provide alternative recommendation

Implications: The Project Manager, Curator and Working Party will need to consult and action any changes as necessary.

Background

Following discussion and feedback from the Aboriginal Advisory Committee and community members earlier this year, Shoalhaven Regional Gallery have progressed the planning and development of an exhibition that responds to the Cook 2020 anniversary by working with local Aboriginal communities and artists to show the impact of colonisation on South Coast communities.

An EOI for working party members received limited responses, and the working party has only two representatives on it, both from Waminda. Their involvement has been excellent, and they have provided support and guidance; however, more members would ensure a broader representation of voices and communities in the planning of the exhibition.

The position of Project Curator (consultant) was advertised locally and through a range of arts-based websites. Following this, Warwick Keen was appointed as Curator for the project, with the Gallery Manager (Bronwyn Coulston) acting as Project Manager to support Warwick and the working party.

Applications for funding of the exhibition have been submitted to Create NSW and the Australia Council. Announcements on the funding will be made in December 2019.

The exhibition has been given a working title of 'The TERRA Within', and the brief description is as follows:

The TERRA Within is a group exhibition that will include newly commissioned works and items borrowed from personal and public collections. The works will all be by Aboriginal artists and together will tell many personal and cultural stories brought about as a consequence of the transgenerational trauma that is part of the life of the traditional custodians of this land as a result of 250 years of Colonialism.

The exhibition will gather stories from a wide cross-section of artists with kinship connections to the South Coast and its communities to explore the differing experiences and perspectives, acknowledging and hearing the trauma, bringing new and different voices and stories to light and providing a place to celebrate the survival of the oldest living culture in the world.

The project plan to date is to hold a yarning day in the next 6 weeks where Elders, knowledge holders and community members are invited to the Gallery to share stories and discuss aspects of the past 250 years that they would like included in the exhibition.

Following confirmation of funding, an Expression of Interest (EOI) will be released to invite artists with kinship connections to the South Coast to propose artworks for inclusion in the exhibition. The Curator, Project Manager and Working Party will assess the applications and make a decision on which works shall be included. The Curator and Project Manager will also be approaching private and public collections with the potential to borrow works from artists that are highly relevant to the exhibition.

Once artists are selected for inclusion, it is proposed a weekend gathering will be held (funding dependent), where artists can meet with Elders and key organisations to discuss, share and further develop their responses to the theme.

The exhibition is also envisioned to include a catalogue (funding dependent), which captures the artworks and invites authors, poets and others to respond to the exhibition theme. Photos from the development phase of the exhibition and artworks will be included, as well as finished works. The catalogue will provide an important record of the response and the exhibition development with the community as well as the exhibition.

Community Engagement

The working party has been formed, but membership is limited. More members would ensure greater community engagement and representation. Representatives from the Aboriginal Advisory Committee would be most welcome.

Financial Implications

Funding requests totalling \$59,500 have been submitted to support the costs for the exhibition. A further \$14,500 will be requested for individual elements of the project following confirmation of the main body of funding.

The main areas of expense are:

\$60,000 – fees and wages (curator, artists, commissioning fees, lending fees, graphic designer, installers, photographer)

\$11,000 – public programs (speaker fees, artist fees, travel and accommodation)

\$4,500 – exhibition costs (weekend gathering, exhibition marketing)

If the funding is not made available from the two key bodies, the exhibition will still go ahead but will be reduced in scale with more reliance on works already created that can be loaned at minimal costs, and reducing the scale and ambition of the public programs and catalogue.

Shoalhaven Regional Gallery's operational budget is able to cover some costs associated with major exhibitions and a local philanthropic body have indicated an interest in this project

with a willingness to support the commissioning of some works. These two funding streams will ensure the exhibition can occur, but in a scaled down form.