



29 APRIL 2021

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## **Shire of Esperance**

# **RECONCILIATION ACTION PLAN WORKING GROUP**

## **NOTICE OF MEETING AND AGENDA**

A Reconciliation Action Plan Working Group Meeting of the Shire of Esperance will be held at Council Reception Area on 3 May 2021 commencing at 4pm to consider the matters set out in the attached agenda.

S Burge

**Chief Executive Officer**

### **DISCLAIMER**

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Esperance during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Esperance. The Shire of Esperance warns that anyone who has any application lodged with the Shire of Esperance must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Esperance in respect of the application.

### **ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST**

Council is committed to a code of conduct and all decisions are based on an honest assessment of the issue, ethical decision-making and personal integrity. Councillors and staff adhere to the statutory requirements to declare financial, proximity and impartiality interests and once declared follow the legislation as required.

### **ATTACHMENTS**

Please be advised that in order to save printing and paper costs, all attachments referenced in this paper are available in the original Agenda document for this meeting.

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## **SHIRE OF ESPERANCE**

### **AGENDA**

#### **RECONCILIATION ACTION PLAN WORKING GROUP MEETING TO BE HELD IN COUNCIL RECEPTION AREA ON 3 MAY 2021 COMMENCING AT 4PM**

#### **1. OFFICIAL OPENING**

#### **2. ATTENDANCE**

##### **Members**

|                |   |
|----------------|---|
| Cr I Mickel    | Shire of Esperance  |
| Cr J Obourne   | Shire of Esperance  |
| Cr D Piercey   | Shire of Esperance  |
| Cr J O'Donnell | Shire of Esperance  |
| Vacant         | Shire of Esperance (Deputy)                                       |
| Ms J Reynolds  | Esperance Tjaltjraak Native Title Aboriginal Corporation (Deputy) |
| Vacant         | Esperance Tjaltjraak Native Title Aboriginal Corporation          |
| Ms Y Green     | Ngadju Native Title Aboriginal Corporation                        |
| Ms V Schultz   | Ngadju Native Title Aboriginal Corporation (Deputy)               |
| Ms J Woods     | Esperance Nyungar Aboriginal Corporation                          |
| Ms E Woods     | Esperance Nyungar Aboriginal Corporation (Deputy)                 |
| Mr D Ball      | Community Representative  |
| Dr J Mulcock   | Community Representative  |
| Vacant         | Community Representative  |
| Vacant         | Community Representative  |
| Vacant         | Community Representative  |
| Vacant         | Community Representative  |

##### **Ex Officio**

|              |  |
|--------------|--|
| Mr S Burge   | Chief Executive Officer                      |
| Mr D Gleave  | Acting Director Asset Management             |
| Mrs F Baxter | Director Corporate & Community Services      |
| Ms M Ammon   | Acting Director External Services            |
| Miss S Walsh | Coordinator Governance and Corporate Support |

##### **Guests**

|                |                                       |
|----------------|---------------------------------------|
| Renne Ham      | Hope Community Services               |
| Alisha Carroll | Hope Community Services               |
| Kylie Ryan     | Manager Mudjar Aboriginal Corporation |

#### **3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE**

#### **4. GENERAL BUSINESS**

##### **4.1 Discuss National Reconciliation Week**

##### **4.2 discuss Reconciliation Action Plan extension**

**5. DECLARATION OF MEMBERS INTERESTS**

- 5.1 Declarations of Financial Interests – Local Government Act Section 5.60a**
- 5.2 Declarations of Proximity Interests – Local Government Act Section 5.60b**
- 5.3 Declarations of Impartiality Interests – Admin Regulations Section 34c**

**6. CONFIRMATION OF MINUTES**

**That the Minutes of the Reconciliation Action Plan Working Group Meeting of the 19 October 2020 be confirmed as a true and correct record.**

## **7. MATTERS REQUIRING A DETERMINATION OF COMMITTEE**

### **Item: 7.1**

#### **Appointment of Presiding Member**

|                       |                 |  |
|-----------------------|-----------------|--|
| <b>Author/s</b>       | Sarah Walsh     | Coordinator Governance & Corporate Support |
| <b>Authorisator/s</b> | Felicity Baxter | Director Corporate & Community Services    |

**File Ref: D21/13038**

#### **Applicant**

Internal

#### **Executive Summary**

The members of the Reconciliation Action Plan Working Group are required to elect a new Presiding Member.

#### **Recommendation in Brief**

That the CEO or their nominee call for nominations and appoint a new presiding member.

#### **Background**

The committee is required to choose a new presiding member from within its membership as the previous presiding member, Cr Shelley Payne, has resigned from the committee due to being elected to the Legislative Council in the Agricultural Region at the recent State Government Elections.

The CEO or their nominee will invite written nominations for the position of Presiding Member and if there is more than one nomination will conduct a secret ballot to determine the election.

#### **Statutory Implications**

Local Government Act 1995, Part 5 Division 2, Schedule 2.3 Division 1,

#### **Strategic Implications**

Strategic Community Plan 2017 - 2027

*Community Leadership*

Community confidence and trust in Council

Provide transparent and accountable leadership

#### **Attachments**

Nil

#### **Officer's Recommendation**

That the CEO or their nominee call for nominations and appoint a new presiding member.

**Item: 7.2**

**Calendar of Events**

|                       |                 |  |
|-----------------------|-----------------|--|
| <b>Author/s</b>       | Sarah Walsh     | Coordinator Governance & Corporate Support |
| <b>Authorisator/s</b> | Felicity Baxter | Director Corporate & Community Services    |

**File Ref: D21/13040**

**Applicant**

Internal

**Executive Summary**

For the Reconciliation Action Plan Working Group to consider endorsing the annual calendar of significant dates for Aboriginal and Torres Strait Islander peoples.

**Recommendation in Brief**

That the Reconciliation Action Plan Working Group agrees to endorse the annual calendar of significant dates for Aboriginal and Torres Strait Islander peoples.

**Background**

During the first Reconciliation Action Plan Working Group meeting, the Group advised that it could be useful to develop an annual calendar of events for the local area.

Examples of similar documents were put to the Working Group in July 2020, where it was decided that an annual calendar would be developed.

**Officer's Comment**

A calendar of significant dates for Aboriginal and Torres Strait Islander peoples has now been created and is included as an attachment to this report.

Discussion will be required by the Working Group to determine the Shire's role with regard to each listed date or event.

**Consultation**

Media and Communications Team

**Strategic Implications**

Strategic Community Plan 2017 - 2027

*Leadership*

Work together to enhance trust, participation and community pride

Actively engage and communicate with the community to ensure informed decision making

Corporate Business Plan 2020/21 – 2023/24

Implement the Reflect Reconciliation Action Plan

**Attachments**

A<sup>1</sup>. Calendar of Significant Dates

**Officer's Recommendation**

**That the Reconciliation Action Plan Working Group agrees to endorse the annual calendar of significant dates for Aboriginal and Torres Strait Islander peoples.**

**Voting Requirement**

Simple Majority





# Aboriginal and Torres Strait Islander Significant Dates 2021

|                     |  |
|---------------------|--|
| 26th January        | Survival Day   |
| 13th February       | Anniversary of Apology to Australia's Indigenous Peoples             |
| 18th March          | National Close the Gap Day   |
| 21st March          | Harmony Day  |
| 26th May            | National Sorry Day   |
| 27th May            | Anniversary of 1967 Referendum                                       |
| 27th May – 3rd June | National Reconciliation Week   |
| 3rd June            | Mabo Day   |
| 4th – 11th July     | National NAIDOC Week   |
| 4th August          | National Aboriginal and Torres Strait Islander Children's Day        |
| 9th August          | International Day of the World's Indigenous Peoples                  |
| 1st September       | Indigenous Literacy Day  |
| 13th September      | Anniversary of the UN Declaration on the Rights of Indigenous People |



Aboriginal and Torres Strait Islander Significant Dates 2021 Aboriginal and Torres Strait Islander Significant Dates 2021

## 26 January - Survival Day

On January 26 1788 Captain Arthur Phillip took formal possession of the colony of New South Wales and raised the British flag in Sydney Cove. In the early 1880's, this day was known as 'First Landing', 'Anniversary Day' or 'Foundation Day'. In 1946 the Commonwealth and state governments agreed to unify the celebration and call it 'Australia Day'. The day became a public holiday in 1988 (its 30th anniversary) and since 1994 has been celebrated by all states and territories.

However, many Aboriginal and Torres Strait Islander people feel that this day marks the commemoration of a deep loss - loss of their sovereign rights to their land, loss of family, loss of the right to practise their culture. This day is therefore also known as 'Invasion Day', 'Day of Mourning', 'Survival Day' or, since 2006, 'Aboriginal Sovereignty Day'. The name Survival Day emphasises that Aboriginal culture is still strong, and that many Aboriginal and Torres Strait Islander peoples' identities are positive and alive, despite all that has happened since colonisation. Survival Day has become one of the biggest national Indigenous cultural events.

## 13 February - National Apology Day

This event marks the anniversary of the Apology in 2008 to Australia's Indigenous peoples in the House of Representatives. The apology was made by former Prime Minister, Kevin Rudd for past laws, policies and practices that have impacted on Australia's First Nations Peoples, particularly members of the Stolen Generations. The motion was supported by the Opposition and passed through both houses of Parliament. Many members of the Stolen Generations were present in the Chamber to hear the Apology and thousands more filled the Great Hall of Parliament House and flowed out onto the lawns to watch it on big screens.

## 15 March - National Close the Gap Day

In 2006, more than 40 national organisations came together to form Close the Gap - Australia's largest ever campaign to improve the health of Aboriginal and Torres Strait Islander people. Every year, Australians are encouraged to hold their own event on National Close the Gap Day to raise awareness about the life expectancy gap between Indigenous and non-Indigenous Australians. Since 2006, the Close the Gap campaign has achieved an enormous amount through community support.

For more information visit <https://www.oxfam.org.au/what-we-do/indigenous-australia/national-close-the-gap-day/>



Aboriginal and Torres Strait Islander Significant Dates 2021 Aboriginal and Torres Strait Islander Significant Dates 2021

## 21 March - Harmony Day

Harmony Day is a day of cultural respect for everyone who calls Australia home – from the traditional owners of this land to those who have come from many countries around the world. By participating in Harmony Day activities, people can learn and understand how all Australians from diverse backgrounds equally belong to this nation and enrich it.

For more information visit <https://www.harmony.gov.au/>

## 26 March - National Sorry Day

This is a significant day for Aboriginal and Torres Strait Islander peoples, and particularly for Stolen Generations survivors. Commemorating 'Sorry Day' was one of the recommendations of the Bringing Them Home report, which was tabled in Parliament on 26 May 1997. This report was the result of a National Inquiry into the forcible removal of Indigenous children from their families, communities and cultural identity. The first 'Sorry Day' was held in Sydney in 1998 and is now held nationally with memorials and commemorative events that honour the Stolen Generations.

For further information visit: <https://www.reconciliation.org.au/national-sorry-day-2020/>

## 27 May - 3 June - National Reconciliation Week

This week is an ideal time for everyone to join the reconciliation conversation and reflect on shared histories, contributions and achievements. It is held annually and is a time to celebrate and build on the respectful relationships shared by Aboriginal and Torres Strait Islander people and other Australians. Preceded by National Sorry Day on 26 May, National Reconciliation Week is framed by two key events in Australia's history, which provide strong symbols for reconciliation:

- 27 May 1967 – the referendum date when more than 90 per cent of Australians voted to give the government power to make laws for Indigenous people and recognise them in the census.
- 3 June 1992 – the historic Mabo decision (see below).

For more information visit: <https://www.reconciliation.org.au/national-reconciliation-week/>





## 3 June - Mabo Day (part of National Reconciliation Week)

Mabo Day marks the anniversary of the High Court of Australia's judgement in 1992 in the Mabo case. This is a day of particular significance for Torres Strait Islander Australians. Eddie 'Koiki' Mabo's name is synonymous with native title rights. His story began in May 1982 when he and fellow Murray (Mer) Islanders David Passi, Sam Passi, James Rice and Celuia Salee instituted a claim in the High Court for native title to the Murray (Mer) Islands in the Torres Strait.

The claim was made against the State of Queensland, which responded by seeking to legislate to extinguish retrospectively any native title on the Islands. This was challenged in the High Court on the grounds that it was inconsistent with the 1975 Racial Discrimination Act. On 3 June 1992 the High Court accepted the claim by Eddie Mabo and the other claimants that their people (the Meriam people) had occupied the Islands of Mer for hundreds of years before the arrival of the British and found that the Meriam people were 'entitled as against the whole world to possession, occupation, use and enjoyment of lands in the Murray Islands.' The decision overturned a legal fiction that Australia was terra nullius (a land belonging to no one) at the time of British colonisation.

For more information visit: <http://www.aboriginalheritage.org/news/2013/mabo-day/>

## 4-11 July - National NAIDOC Week

NAIDOC (National Aboriginal and Islander Day Observance Committee) week celebrates Aboriginal and Torres Strait Islander cultures and recognises the contributions of Indigenous Australians in various fields. Its origins can be traced to the emergence of Aboriginal groups in the 1920's which sought to increase awareness of the status and treatment of Indigenous Australians. All Australians are encouraged to participate.

The 2021 National NAIDOC theme is Heal Country! This theme invites the nation to embrace First Nations' cultural knowledge and understanding of Country as part of Australia's national heritage and equally respect the culture and values of Aboriginal peoples and Torres Strait Islanders as they do the cultures and values of all Australians.

For more information visit: <https://www.naidoc.org.au/>

## 4 August - National Aboriginal and Torres Strait Islander Children's Day

National Aboriginal and Islander Children's Day (NAICD) is a celebration of Indigenous children. NAICD was first observed by the Secretariat of National Aboriginal and Islander Child Care (SNAICC) in 1988. Each year SNAICC produces and sends out resources to help celebrations for NAICD.

For more information visit: <https://aboriginalchildrensday.com.au/>

## 9 August - International Day of the World's Indigenous People

The United Nations' (UN) International Day of the World's Indigenous People was first proclaimed by the General Assembly in December 1994 and is observed on 9 August each year to promote and protect the rights of the world's indigenous population. This event also recognizes the achievements and contributions that indigenous people make to improve world issues such as environmental protection.

For more information visit: <https://www.un.org/en/observances/indigenous-day>

Aboriginal and Torres Strait Islander Significant Dates 2021 Aboriginal and Torres Strait Islander Significant Dates 2021

## 1 September - Indigenous Literacy Day

Indigenous Literacy Day aims to help raise funds to raise literacy levels and improve the lives and opportunities of Indigenous Australians living in remote and isolated regions.

The Indigenous Literacy Foundation aims to improve literacy levels in remote Indigenous communities. We provide remote Indigenous communities and service organisations with access to new, culturally appropriate books and literacy resources. These books are gifted to communities with no obligation.

For further information visit: <https://www.indigenousliteracyfoundation.org.au/indigenous-literacy-day>

## 13 September - Anniversary of the UN Declaration on the Rights of Indigenous People

The United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) was adopted by the General Assembly on Thursday, 13 September 2007, by a majority of 144 states in favour, 4 votes against (Australia, Canada, New Zealand and the United States) and 11 abstentions (Azerbaijan, Bangladesh, Bhutan, Burundi, Colombia, Georgia, Kenya, Nigeria, Russian Federation, Samoa and Ukraine).

Years later the four countries that voted against have reversed their position and now support the UN Declaration. Today the Declaration is the most comprehensive international instrument on the rights of indigenous peoples. It establishes a universal framework of minimum standards for the survival, dignity and well-being of the indigenous peoples of the world and it elaborates on existing human rights standards and fundamental freedoms as they apply to the specific situation of indigenous peoples.

For further information visit: <https://humanrights.gov.au/our-work/un-declaration-rights-indigenous-peoples-1>

Additional Notes:

*This is only a brief listing of some of Aboriginal and Torres Strait Islander Significant Dates.  
Please feel free to let us know if you have any additional dates to add to this listing.*



**Item: 7.3**

**Reconciliation Action Plan - Progress Report**

|                       |                 |  |
|-----------------------|-----------------|--|
| <b>Author/s</b>       | Sarah Walsh     | Coordinator Governance & Corporate Support |
| <b>Authorisator/s</b> | Felicity Baxter | Director Corporate & Community Services    |

**File Ref: D21/13041**

**Applicant**

Internal

**Executive Summary**

For the Reconciliation Action Plan Working Group to accept the Reconciliation Action Plan Progress Report.

**Recommendation in Brief**

That the Reconciliation Action Plan Working Group agrees to accept the Reconciliation Action Plan Progress Report.

**Background**

During the first Reconciliation Action Plan Working Group meeting, the Group requested that a report be presented at each subsequent meeting which includes updates on each of the deliverables within the Reconciliation Action Plan (RAP).

**Officer's Comment**

The attached progress report provides updates on the deliverables within the Shire's RAP.

**Consultation**

RAP Responsible Officers

**Strategic Implications**

Strategic Community Plan 2017 - 2027

*Leadership*

Community confidence and trust in Council

Encourage community participation and insight into activities and decisions

Corporate Business Plan 2020/21 – 2023/24

Implement the Reflect Reconciliation Action Plan

**Attachments**

A<sup>1</sup>. Reconciliation Action Plan Progress Report March 2021

**Officer's Recommendation**

**That the Reconciliation Action Plan Working Group accept the Reconciliation Action Plan Progress Report.**

**Voting Requirement**

Simple Majority



we make it  
happen

## Reconciliation Action Plan Monthly Report

March 2021

Shire of Esperance

Reconciliation Action Plan Report

March 2021

## Leadership

### Stronger relationships

Work together to enhance trust, participation and community pride

| Action Code | Action Name                                      | Responsible Officer Position | Comments  |
|-------------|--|------------------------------|---|
| L4.2        | Implement the Reflect Reconciliation Action Plan | Chief Executive Officer      | Continue to have meetings and progress actions contained within the RAP |

### Action Tasks

| Code  | Name   | Due Date   | Officer      | Officer Position                         | Status           | Comment  |
|-------|--|------------|--------------|--|------------------|--|
| C01.1 | Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.                | 28/02/2021 | Shane Burge  | Chief Executive Officer                  | Completed        | ETNTAC, Nadju, ENAC, Clontarf, Girls Academy, Wongutha Caps, Nulsen Primary School |
| C01.2 | Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations. | 28/02/2021 | Trevor Ayers | Manager Community & Economic Development | Not Started      |  |
| C01.3 | Develop a memorandum of understanding with Traditional Owners about how the organisations will work together.                              | 28/02/2021 | Shane Burge  | Chief Executive Officer                  | Not Updated      |  |
| C02.1 | Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.  | 30/05/2020 | Shane Tobin  | Events & Community                       | Not Due to Start | Not due to start - NRW late May 2021   |

Friday, 16 April 2021

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**Shire of Esperance**

**Reconciliation Action Plan Report**

**March 2021**

| Code  | Name   | Due Date   | Officer       | Officer Position                         | Status           | Comment  |
|-------|--|------------|---------------|--|------------------|--|
|       |  |            |               | Development Coordinator                  |                  |  |
| C02.2 | RAP Working Group members to participate in an NRW event.  | 03/06/2020 | Shane Burge   | Chief Executive Officer                  | Not Due to Start | Not due to start - NRW late May 2021   |
| C02.3 | Encourage and support staff and senior management to participate in at least one external event to recognise and celebrate NRW.                          | 03/06/2020 | Shane Burge   | Chief Executive Officer                  | Not Due to Start | Not due to start - NRW late May 2021   |
| C03.1 | Communicate our commitment to reconciliation to all staff.   | 28/02/2021 | Shane Burge   | Chief Executive Officer                  | Ongoing          | Encouraged staff to participate in online cultural recognition training                    |
| C03.2 | Identify external stakeholders that our organisation can engage with on our reconciliation journey.  | 28/02/2021 | Shane Burge   | Chief Executive Officer                  | Completed        | List of stakeholders previously identified   |
| C03.3 | Identify like-minded organisations that we could approach to collaborate with on our reconciliation journey.   | 28/02/2021 | Shane Burge   | Chief Executive Officer                  | Completed        | Esperance Port Authority, Horizon Power, Water Corporation                                 |
| C03.4 | Cultural interpretation / promotion through art, interpretative materials and information in public spaces including those with high tourist visitation. | 28/02/2021 | Mathew Walker | Director Asset Management                | Not Updated      |  |
| C03.5 | Include an Aboriginal and Torres Strait Islander inclusive focus in the Shire's Community Development Officer role.                                      | 28/02/2021 | Trevor Ayers  | Manager Community & Economic Development | Completed        | The Coordinator Community Development and Events has included this within the teams focus. |

**Shire of Esperance**

**Reconciliation Action Plan Report**

**March 2021**

| Code  | Name  | Due Date   | Officer        | Officer Position                  | Status      | Comment   |
|-------|---|------------|----------------|-----------------------------------|-------------|---|
| C03.6 | Encourage other organisations in Esperance to create their own RAP.   | 28/02/2021 | Shane Burge    | Chief Executive Officer           | Not Updated |   |
| C04.1 | Research best practice and policies in areas of race relations and anti-discrimination.   | 31/10/2020 | Lee Anderson   | Manager Human Resources           | Ongoing     | Due to staffing shortages, research into best practice policies will resume in the near future.   |
| C04.2 | Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.   | 31/10/2020 | Lee Anderson   | Manager Human Resources           | Ongoing     | HR Policies and Procedures are reviewed on an ongoing basis.  |
| C05.1 | Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation. | 31/10/2020 | Scott McKenzie | Acting Director External Services | Not Started |   |
| C05.2 | Conduct a review of cultural learning needs within our organisation.  | 31/05/2020 | Lee Anderson   | Manager Human Resources           | Completed   |   |
| C05.3 | Incorporate and acknowledge First Nations peoples' stories in the history of Esperance, including through signage, memorials, plaques and public information.                           | 28/02/2021 | Shane Burge    | Chief Executive Officer           | Ongoing     | Jetty Project included a number of Aboriginal heritage elements. Purchase order has been raised to develop welcome to country signage as well as information in Council Chambers. Currently applying for a grant through Lotterywest for a dual naming project with ETNTAC. |

**Shire of Esperance**

**Reconciliation Action Plan Report**

**March 2021**

| Code  | Name   | Due Date   | Officer       | Officer Position          | Status      | Comment   |
|-------|--|------------|---------------|---------------------------|-------------|---|
| C05.4 | Recognise the contribution made by Aboriginal and Torres Strait Islander peoples to the establishment of the Esperance region, and their ongoing connection to this place. | 28/02/2021 | Shane Burge   | Chief Executive Officer   | Ongoing     | Jetty project incorporates a number of interpretive items to link Aboriginal people to Esperance. ETNTAC have been engaged to provide artwork for Welcome to Country signage, airport signage and Council Chambers wording. |
| C06.1 | Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.                                 | 28/02/2021 | Shane Burge   | Chief Executive Officer   | Completed   |   |
| C06.2 | Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.           | 30/09/2020 | Lee Anderson  | Manager Human Resources   | Not Started | Due to staffing shortages this has not yet commenced.   |
| C06.3 | Include an appropriate Acknowledgment of Traditional Owners and Country on the Shire Chamber walls.  | 30/11/2020 | Mathew Walker | Director Asset Management | Not Updated |   |
| C06.4 | Develop protocols for meetings and documentation that appropriately acknowledges and respects Traditional Owners.  | 31/10/2020 | Alli McArthur | Executive Assistant       | Ongoing     | Discussions have commenced with ETNTAC regarding a Dual Naming Project.   |

**Shire of Esperance**

**Reconciliation Action Plan Report**

**March 2021**

| Code  | Name  | Due Date   | Officer       | Officer Position                           | Status      | Comment   |
|-------|---|------------|---------------|--|-------------|---|
| C07.1 | Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.   | 30/11/2020 | Shane Tobin   | Events & Community Development Coordinator | Ongoing     | NAIDOC Week is planned for July 4th to 11th in 2021. Promotion should commence from April.  |
| C07.2 | Introduce our staff to NAIDOC Week by promoting events in our local area.   | 30/11/2020 | Trevor Ayers  | Manager Community & Economic Development   | Completed   | Naidoc Week occurred in November this year. The week was promoted through the organisation and assistance was provided to ETNTAC with some of their activities. |
| C07.3 | RAP Working Group to participate in an external NAIDOC Week event.  | 30/11/2020 | Shane Burge   | Chief Executive Officer                    | Completed   | Participate in NAIDOC Ball and also the opening ceremony for NAIDOC Week  |
| C07.4 | Display street banners during NAIDOC week.  | 31/07/2020 | Mathew Walker | Director Asset Management                  | Completed   | Completed July 2017   |
| C07.5 | Promote greater Shire participation in NAIDOC related activities.   | 30/11/2020 | Shane Burge   | Chief Executive Officer                    | Completed   | Shire staff encouraged to attend NAIDOC activities. Shire promoted a NAIDOC colouring competition   |
| C08.1 | Fly the Aboriginal Flag on a daily basis at the Shire Administration Building unless special events/circumstances determine otherwise.                | 31/08/2019 | Shane Burge   | Chief Executive Officer                    | Completed   | Completed May 2019.   |
| C08.2 | Display roadside signage when entering Esperance Nyungar/Ngadju country, which contains a welcome for travellers and acknowledges Traditional Owners. | 30/11/2020 | Mathew Walker | Director Asset Management                  | Not Updated |   |

**Shire of Esperance**

**Reconciliation Action Plan Report**

**March 2021**

| Code  | Name  | Due Date   | Officer         | Officer Position                   | Status      | Comment  |
|-------|---|------------|-----------------|------------------------------------|-------------|--|
| C08.3 | Display Welcome to Country signage at the airport.  | 31/12/2020 | Mathew Walker   | Director Asset Management          | Not Updated |  |
| C08.4 | Include information on the Shire and visitor centre's website regarding Traditional Owner connection to country with a link to appropriate websites.  | 28/02/2021 | Serena Shaddick | Manager Marketing & Communications | Completed   |  |
| C08.5 | Establish current levels of recognition and celebration of Aboriginal and Torres Strait Islander cultures throughout the Shire.                       | 28/02/2021 | Shane Burge     | Chief Executive Officer            | Not Updated |  |
| C09.1 | Develop an employment strategy to increase Aboriginal and Torres Strait Islander employment within our organisation.                                  | 28/02/2021 | Lee Anderson    | Manager Human Resources            | Ongoing     | Due to staffing shortages, action will resume on this item in the near future. |
| C09.2 | Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. | 28/02/2021 | Lee Anderson    | Manager Human Resources            | Not Started | Work on this task has not yet commenced.                                       |
| C10.1 | Amend Procurement Policy to include information regarding procurement from Aboriginal and Torres Strait Islander owned businesses.                    | 31/01/2020 | Shane Burge     | Chief Executive Officer            | Completed   | Completed January 2020 as part of Corporate Resources Policy Review.           |
| C10.2 | Investigate Supply Nation membership.   | 30/11/2019 | Shane Burge     | Chief Executive Officer            | Completed   | Completed - decided it would add little value to become a member as            |

Shire of Esperance

Reconciliation Action Plan Report

March 2021

| Code  | Name  | Due Date   | Officer         | Officer Position                   | Status      | Comment   |
|-------|---|------------|-----------------|------------------------------------|-------------|---|
|       |   |            |                 |                                    |             | very few Esperance businesses are registered.   |
| C11.1 | Develop framework for Traditional Owner consultation for Shire led 'on country' works.  | 28/02/2021 | Mathew Walker   | Director Asset Management          | Not Updated |   |
| C11.2 | Consider joint management opportunities with Traditional Owners for culturally sensitive areas.   | 28/02/2021 | Shane Burge     | Chief Executive Officer            | In Progress | About to commence with a workshop with ETNTAC at officer level in areas such as Mt Ridley, coastal management joint projects and Tourism projects   |
| C11.3 | Assist with promotion and increased awareness of Traditional Owners' Native Title rights and interests through the wider community.             | 28/02/2021 | Serena Shaddick | Manager Marketing & Communications | Ongoing     | This continues on an "as needs" basis. This month we've assured the new Communications and Engagement Strategy, will have an acknowledgement at the front of it, as per the RAP.  |
| C12.1 | Encourage an increase in Aboriginal and Torres Strait Islander participation and engagement in civic activities such as citizenship ceremonies. | 30/09/2020 | Shane Burge     | Chief Executive Officer            | Ongoing     | Advice from ETNTAC is that they do not have resources to attend. Acknowledgement of Country information is incorporated into the citizenship ceremonies. Welcome to Country is organised for official functions like the Jetty Opening and Governors visit. |
| C12.2 | Increase opportunities for Aboriginal and Torres Strait Islander peoples inclusion into the Shire Community Grants Program.                     | 28/02/2021 | Shane Burge     | Chief Executive Officer            | Completed   | Wording included in the Community Grants guidelines to encourage Aboriginal inclusion into the program. These new guidelines were adopted at the January 2021 OCM.  |

**Shire of Esperance**

**Reconciliation Action Plan Report**

**March 2021**

| Code  | Name   | Due Date   | Officer     | Officer Position        | Status      | Comment  |
|-------|--|------------|-------------|-------------------------|-------------|--|
| C13.1 | Form a RWG to govern RAP implementation.   | 31/08/2019 | Shane Burge | Chief Executive Officer | Completed   | Completed August 2019.   |
| C13.2 | Draft a Terms of Reference for the RWG.  | 31/08/2019 | Shane Burge | Chief Executive Officer | Completed   | Completed August 2019.   |
| C13.3 | Establish Aboriginal and Torres Strait Islander representation on the RWG.                       | 31/05/2020 | Shane Burge | Chief Executive Officer | Completed   | Completed May 2020 - Delayed due to 2019 local government election.  |
| C14.1 | Define resource needs for RAP implementation.  | 31/08/2020 | Shane Burge | Chief Executive Officer | Deferred    | Part of budget process   |
| C14.2 | Engage senior management in the delivery of RAP commitments.                                     | 30/06/2020 | Shane Burge | Chief Executive Officer | Completed   | Senior Management invited to all RAP working group meetings  |
| C14.3 | Implement appropriate systems and capability to track, measure and report on RAP commitments.    | 30/06/2020 | Shane Burge | Chief Executive Officer | Completed   | Action tracking sheet developed as part of RAP Working Group. Now transferred into Shire's reporting software for more consistent reporting. |
| C15.1 | Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia. | 30/09/2020 | Shane Burge | Chief Executive Officer | Completed   | Questionnaire completed 29/09/2020.  |
| C16.1 | Register via Reconciliation Australia's website to begin developing our next RAP.                | 30/11/2020 | Shane Burge | Chief Executive Officer | Not Updated |  |



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## Reconciliation Action Plan Discussion Points

March 2021



| Discussion Point                 | Status    | Comment   |
|----------------------------------|-----------|---|
| Working Group Terms of Reference | Completed | <p>26/06/2020: Query was raised regarding 'minimum requirements' wording under the Scope of the Terms of Reference. To be reviewed by members. Notes to be made and put back to the Group at the next meeting if changes are required.</p> <p>27/07/2020: Requested to remove 'minimum' from first dot point and add a point for 'Involvement in future RAP development' in the Scope.</p> <p>25/08/2020: Amended Terms of Reference endorsed by Council.</p>   |
| RAP Cover Page                   | Completed | <p>26/06/2020: Requested to amend cover page to adjust title wording to not cover the face of the mural</p> <p>27/07/2020: Advised that this has now been amended, with the updated copy available on the Shire's website.</p>  |
| Acknowledgement on Chamber walls | Ongoing   | <p>26/06/2020: This issue was raised and determined to form part of action C6.3.<br/>*working group requested to assist with wording/placement of the acknowledgement</p>   |
| Calendar of Events               | Ongoing   | <p>26/06/2020: Advised it would be good for the Shire to have an annual calendar of Aboriginal and Torres Strait events for greater awareness</p> <p>27/07/2020: Provided example calendar for reference and noted the need to determine what the Shire's involvement in these events should be (i.e. organiser/assistance/promotion). Requested Tjaltjraak and Ngadju reps to discuss with their organisations and advise if any additional/local events should also be included.</p> <p>31/08/2020: requested to resend calendar for review.<br/>19/10/2020: requested information from Tahnee at ETNTAC.<br/>10/12/2020: requested information from Tahnee at ETNTAC.<br/>25/01/2021: requested information from Tahnee at ETNTAC.<br/>22/02/2021: RAP WG Meeting – no quorum for endorsement.</p> |
| NAIDOC Week                      | Ongoing   | <p>26/06/2020: Theme – Always was and always will be<br/>Noted that this year, NAIDOC week has been postponed until November 8-15<br/>Requested to investigate other Shire's NAIDOC activities and present back to Group<br/>Raised possibility of promotional items (hats, flags, t-shirts etc.) noted that previous resources provided by Reconciliation Australia focused more on posters/information rather than items such as these. Requested to investigate whether these type of materials may be available.</p>  |

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|                                    |           | <p>Discussed possibility of engagement activities that may be undertaken as part of NAIDOC week, including shop displays, posters and school activities.</p> <p>Possibility of banner design competition for schools, where the winning design would be made into a street banner and displayed.</p> <p>31/08/2020: Adjust next meeting to 19/10/2020 to include discussion for NAIDOC week celebrations.</p> <p>19/10/2020: Shire to arrange colouring competition to be run in the lead up to NAIDOC week 2020, email banner with NAIDOC logo and theme, display in council reception area window, promotion on website/social media/newsletters, street banners displayed, assisted with Flag Raising event.</p> |
| Meeting frequency                  | Completed | <p>26/06/2020: Determined that monthly meetings would be appropriate, to be held at 2pm on the last Monday of each month.</p> <p>27/07/2020: Discussed whether the day of meeting/frequency should change as Cr Obourne is unable to attend at current meeting time. Decided that the next meeting would be 2pm Monday 31 August as normal, however member's availability should be reviewed in the meantime and discussed further at the next meeting.</p> <p>31/08/2020: Agreed to remain monthly at 2pm on Mondays, however next meeting would be pushed back due to public holiday.</p>   |
| Meeting venue                      | Completed | <p>26/06/2020: Identified that the Council Chamber may be too formal for the Group and perhaps the Council Reception area or Tjaltjraak meeting room may be more suitable in future. This would be discussed further at the next meeting.</p> <p>27/07/2020: Decided to hold the next meeting in the Council Reception Room to see if this allows for better discussion.</p> <p>31/08/2020: Happy with Council Reception room as a venue.</p>   |
| Progress Report                    | Completed | <p>26/06/2020: Requested that a report be presented to the Group each month with updates on the deliverables within the RAP</p> <p>27/07/2020: Requested to update progress report to include discussion points and progress</p> <p>31/08/2020: Requested to update to include due dates and responsible officer names for reference.</p>   |
| Welcome to Country/Acknowledgement | Completed | <p>27/07/2020: Discussion around removing Ngadju from the Welcome to Country/Acknowledgement when on Nyungar lands – decided to keep current wording.</p>   |

|                  |           |   |
|------------------|-----------|---|
|                  |           | <p>Noted that a Welcome to Country cannot be done by someone with no connection to Country. Annie and Valma provided some background on who can do this. Also noted that this would form part of the Cultural Protocols Policy.</p>   |
| Welcome Signage  | Ongoing   | <p>C8.2<br/>27/07/2020: Discussed whether this would be placed at Shire boundaries or at border of Nyungar/Ngadju lands. Requested that Tjaltjraak and Ngadju determine and advise further.</p>   |
| Grant Funding    | Completed | <p>27/07/2020: discussed that there are various grants available, questions raised whether Shire is able to apply in order to support initiatives. Noted that any funding queries should be forwarded to the Shire's Community Development team for review.</p> <p>31/08/2020: discussed what the Shire's role in regard to grant funding and linkages to community groups.</p> |
| Naming of places |           | <p>31/08/2020: discussed potential naming opportunities for walktrails, subdivision, parks etc. noted that the Esplanade pathway does not currently have an official name, ETNTAC to discuss and come back to us. Greater sculptures and signage. Naming of the well part of a development plan.</p>  |

**8. CLOSURE**