



NOTICE OF ABORIGINAL LIAISON COMMITTEE MEETING

Notice is hereby given that an Aboriginal Liaison Committee Meeting of Snowy Valleys Council will be held in the Riverina Room located on the Ground Floor of the Riverina Highlands Building, 76 Capper Street, Tumut on, **Wednesday, 21 November, 2018**, commencing at **10:00 AM**.

Distribution: 15	Present:	Apology:	Absent:
Clr G Pritchard (Delegate)			
Community Dev. Team Rep. (Delegate)			
Sue Bulger – Elder (Chairperson)			
Shirley Marlowe – Community Transport (Deputy Chairperson)			
Margaret Berg – Elder			
Coral Bulger – AECG			
Winnie Bulger – Tumut High School			
Meegan Cameron			
Lenard Connolly – Community Health			
Pat Connolly – Elder			
Mary Greenhalgh – Brungle/Tumut LALC			
Sonia Piper – Elder			
Stan Russell – Coo-ee Cottage			
Cathy Williams – Community Rep.			
Mary Williams – Community Rep.			
Public			

Business

1. Apologies
2. Confirmation of Minutes
3. Business arising from Minutes
4. Committee Reports
5. Correspondence
6. General Business

M Hyde
General Manager



ABORIGINAL LIAISON COMMITTEE MEETING – AGENDA

Wednesday, 21 November, 2018, commencing at 10:00 AM.

APOLOGIES

CONFIRMATION OF MINUTES OF PREVIOUS MEETING/S-

- . Aboriginal Liaison Committee Meeting – 18/07/2018 3

BUSINESS ARISING FROM MINUTES

DECLARATIONS OF INTEREST AND REPORTABLE POLITICAL DONATIONS

COMMITTEE REPORTS

- . Aboriginal Liaison Committee - November 2018 11

GENERAL BUSINESS

NEXT MEETING

The next meeting date is scheduled to be held Wednesday, 20 February 2019.

* * * * *

MEETING COMMENCEMENT: 3.50pm

PRESENT:

Participants:	Present:	Apology:	Absent:
Clr G Pritchard (Delegate)	X		
Community Dev. Team Rep. (Delegate)	X		
Sue Bulger - Elder	X		
Margaret Berg – Elder			X
Coral Bulger – AECG		X	
Winnie Bulger – Tumut High School		X	
Meegan Cameron		X	
Lenard Connolly – Community Health			X
Pat Connolly – Elder			X
Mary Greenhalgh – Brungle/Tumut LALC	X		
Shirley Marlowe – Community Transport	X		
Sonia Piper – Elder			X
Stan Russell – Coo-ee Cottage			X
Cathy Williams – Community Rep.			X
Mary Williams – Community Rep.			X

Council staff in attendance were **Trudy Crawford** .

APOLOGIES:

AL05. RESOLVED that the apologies from Winnie Bulger, Coral Bulger and Meegan Cameron be received.

Sue Bulger / Shirley Marlowe

CONFIRMATION OF MINUTES:

AL06. RESOLVED that the minutes of the **Aboriginal Liaison Committee** held on **09-May-2018** be accepted as read.

Mary Greenhalgh / Clr Geoff Pritchard

BUSINESS ARISING FROM MINUTES:

- Minutes are to be tabled as general discussion and no personal names to be mentioned next to items.
- Geoff Pritchard resigned as Deputy Chairperson of the Aboriginal Liaison Committee. Nominations from the floor were called for. Sue Bulger nominated Shirley Marlowe as the deputy chairperson for the next 12 months.

ALC07. RESOLVED that Shirley Marlowe be elected as the Deputy Chairperson of the Aboriginal Liaison Committee for the next 12 months.

Sue Bulger / Mary Greenhalgh

- Times of meetings were discussed and to be changed to 10am.

ALC08. RESOLVED that meetings of the Aboriginal Liaison Committee be held at 10am on the third Wednesday of the month.

Shirley Marlowe / Sue Bulger

DECLARATION OF INTEREST AND REPORTABLE POLITICAL DONATIONS:

Nil

COMMITTEE REPORTS:

Aboriginal Liaison Committee (.)

GENERAL BUSINESS:

Sue Bulger welcomed all present to the Aboriginal Liaison Committee.

Adopted Aboriginal Liaison Committee Terms of Reference

Some changes were made to the Aboriginal Liaison Committee (attached).

RECOMMENDATION

That Council adopt the amended Aboriginal Liaison Committee Terms of Reference with the following changes:

Point 8(a) – Change meeting time to 10am.

Shirley Marlowe / Sue Bulger

MoU between the Aboriginal Community and Snowy Valleys Council

The MoU will be discussed at meetings with the Aboriginal Community in the next two months and brought back to the Aboriginal Liaison Committee for discussion at the September meeting. The MoU has been provided to the Brungle Tumut Local Aboriginal Community for distribution and discussion at meetings.

NAIDOC Week 2018

A successful program of events was undertaken for NAIDOC. The Art Exhibition will remain at the Tumut Library until the end of July. The Flag raising in Tumut is growing in numbers each year and the Brungle Tumut Lands Council is the appropriate place to host the flag raising with the morning tea at the Library. The Flag raising in Tumberumba would be best as just an informal flag raising followed by a morning tea. The evening with Nova Peris was well attended.

Snowy Valleys Council Acknowledgement of Country

The wording of the Snowy Valleys Council Acknowledgement of Country will be discussed at meetings with the Aboriginal Community in the next two months and brought back to the Aboriginal Liaison Committee for discussion at the September meeting.

Aboriginal Cultural Protocols and Practices Policy

The Aboriginal Cultural Protocols and Practices Policy will be discussed at meetings with the Aboriginal Community in the next two months and brought back to the Aboriginal Liaison Committee for discussion at the September meeting. The MoU has been provided to the Brungle Tumut Local Aboriginal Community for distribution and discussion at meetings.

Training Opportunities for Young Aboriginal People

Geoff Pritchard and Sue Bulger liaised with Robyn Harvey and Jerry Mooketsi regarding applying for Elsa Dixon funding for Local Government Cadetships.

NEXT MEETING

The next meeting will be held on Wednesday 19th September at 10am.

CLOSED:

The meeting closed at 4.50pm.



**DRAFT Aboriginal Liaison
Committee**

Terms of Reference

ToR No: SVC-TofR-09-01

1. NAME

The name of the Committee is the Aboriginal Liaison Committee.

2. STATUS

Being an advisory committee, the Aboriginal Liaison Committee does not have executive power or authority to direct staff nor does it enjoy the delegation of any powers, functions or duties of Council.

3. DELEGATION

All decisions of the Committee will, therefore, constitute recommendations to Council and other major stakeholders where relevant.

42. PURPOSE

The purpose of the committee is to:

- Provide a forum for discussion between Council and the Aboriginal Community of the Snowy Valleys Council on key issues.

53. OBJECTIVES OF THE COMMITTEE

The Aboriginal Liaison Committee is a committee of Council responsive to community needs. The effectiveness of the committee depends on community support.

- To report on activities and functions in the community.
- To raise the profile of aboriginal issues within the Shire.
- To facilitate partnerships with Aboriginal organisations and community members ~~in the Council~~ to assist in the delivery of the Community Strategic Plan.

6. DECISION MAKING

It is intended that the Committee will make decisions based on consensus. If it is not possible to arrive at a consensus on a particular item the recommendation to Council should note the dissenting views.

7. MANAGEMENT AND OPERATION OF THE COMMITTEE

a) STRUCTURE / MEMBERSHIP

The Committee shall be comprised of citizen/community representatives, the General Manager or nominated delegate and one Councillor. It is desirable that there is a representation from the entire Shire, a reasonable gender balance and age distribution on the Committee.

b) APPOINTMENT AND SELECTION OF MEMBERS

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The Snowy Valleys Council will call for applications from community members within the Council area for all community member positions.

The applications will be assessed on their merit and suitable persons will be appointed to the Aboriginal Liaison Committee by Snowy Valleys Council. Persons can be self-nominated, or can represent a group or organisation.

c) TERM

The term should be in line with the term of Council. Any vacancies which occur will be advertised and appointed from nominations received or in the case of an organisation that group can nominate a replacement representative.

Members of the Aboriginal Liaison Committee may cease to hold office:

- By death, mental incapacitation or by serving of a criminal sentence;
- If the member provides a written resignation;
- If a member is absent from three consecutive meetings (with or without apology), without having obtained a formal leave of absence.

d) CHAIRPERSON

The Chairperson shall be elected by the committee by a simple majority vote taken from members present at the first meeting of each calendar year and shall serve a term of one year.

The Deputy Chairperson shall be elected by the committee by a simple majority vote taken from members present at the first meeting of each calendar year and shall serve a term of one year.

In the absence of the Chairperson, the Deputy Chairperson shall chair that meeting.

e) SECRETARIAT

A staff member from Snowy Valleys Council Community Development Team shall perform the Secretariat duties for the Committee.

f) COUNCIL STAFF MEMBERS ON COMMITTEES

Snowy Valleys Council staff members who attend Committee meetings shall:

- Not be considered as part of the quorum;
- Have no voting rights
- Not be able to enact the role of Chairperson or Vice Chairperson at any meeting;
- Be considered as an ex-officio member of the committee at all times.

g) PECUNIARY INTERESTS AND CONFLICTS OF INTEREST

Members of the Committee must, having reviewed the agenda for a meeting, or when becoming aware of a potential conflict of interest or pecuniary interest in any matters being discussed by the Committee, immediately advise the Chairperson.

The Committee member must refrain from participating in the discussion and if deemed appropriate by the voting members present, leave the meeting whilst the matter is discussed and not participate in any decision making related to the issue. The interest will be recorded in the minutes.

h) QUORUM

A quorum of the Committee will be 4 of appointed voting members present.

If a quorum is not reached within 10 minutes of the appointed starting time, the meeting shall:

- a) be adjourned to a time determined by the Chairperson in consultation with the staff member performing Secretariat duties to ensure that the adjourned time does not clash with other scheduled meetings or;
- b) continue as an Inquorate discussion (refer 5i).

i) INQUORATE MEETINGS

In the event that a meeting does not have the required quorum, those members present can determine whether they would like to continue with the meeting as an Inquorate Discussion.

In this case, recommendations for decisions cannot be made, but can be carried forward to subsequent meetings where a quorum is present.

Minutes of an inquorate discussion must take the form of Inquorate Discussion Notes. The members present at an inquorate discussion cannot put or carry any motion or resolution.

j) DECISIONS AND VOTING

The Committee's business is conducted on a simple majority vote by those appointed members present.

Each appointed member of the Committee present at any meeting shall have one vote on any matter.

Major decisions and recommendations will be referred to Council for adoption prior to implementation by the Committee.

The Committee shall make recommendations to Council on matters that relate to the objectives of the Aboriginal Liaison Committee for the Snowy Valleys Shire. Only those Councillors appointed to the Aboriginal Liaison Committee have voting rights.

k) ATTENDANCE OF NON MEMBERS

The Committee may, at its discretion, allow non-members, observers and advisers to attend meetings of the committee to facilitate exchange of information and to provide specialist advice and counsel to the Committee.

l) WORKING GROUPS

The Committee is able to form a Working Group as required to address specific issues or undertake specific activities. The Working Group must report to each Committee meeting.

Non-members may be co-opted to a working group. A member of the Committee shall act in the capacity of Chairperson of the working group.

The Committee shall determine a statement of the purpose/objectives, responsibilities and tasks to be achieved by the Working Group at the time that it is formed.

8. COMMITTEE OPERATION AND MEETINGS

a) MEETINGS

Meetings will be held bi-monthly ~~at 3.30pm~~ on the third Wednesday of the month, at the Riverina Highlands Building, Tumut.

b) SPECIAL MEETINGS

Special meetings may be called by the Chairperson, or at least two voting members of the Committee in consultation with the Secretariat to avoid potential clashes.

c) NOTICE OF MEETINGS

The Notice of Meeting will be provided to each Committee member in writing, setting out the date, time and place of the meeting; and be accompanied by a business paper which includes an agenda for the meeting, minutes of the previous meeting and any reports to the Committee.

The agenda for ordinary meetings of the committee will be provided to members of the Committee at least three working days prior to the meetings.

A minimum of twenty four hours notice shall be given for any Special meetings of the Committee.

A copy of the notice of meeting, agenda and accompanying reports shall be placed on public exhibition at the Council office, Council website and libraries.

d) MINUTES

Minutes shall be kept of all meetings of the Committee and any working group. Each Committee members will receive copies of the minutes with the notice of meeting for the next meeting.

Other arrangements to receive minutes from the meetings can be made by resolution of the voting members of the Committee.

The minutes shall be confirmed at the next committee meeting with or without amendments.

Copies of the minutes will be supplied to Council before its next meeting following that of the Committee if recommendations are included.

e) MEETING PROCEDURES AND PROTOCOL

The procedures and protocols to be observed at the Committee meetings are those of the Code of Meeting Practice was established in accordance with the provisions of Section 360(2) Local Government Act of 1993.

9. SUPPORT AND RESOURCING THE COMMITTEE

Council will provide administrative services and other resources, including a venue, preparation and distribution of agendas/minutes) to support the function of the Committee and any working groups.

10. MEDIA COMMENT AND CONFIDENTIALITY

The Committee has no delegated authority to make comments to the media on behalf of the Committee without the express permission of the General Manager.

The Committee does not have the authority to make comments on behalf of Snowy Valleys Council.

Members of the Committee should appreciate that the Committee may, from time to time, deal with sensitive matters of a confidential nature. The confidentiality of such information should be respected by all members.

11. DOCUMENTATION / COUNCIL AND EXTERNAL REFERENCES

Snowy Valleys Council Code of Meeting Practice was established in accordance with the provisions of Section 360(2) Local Government Act of 1993. The objective of the Code is to provide procedures and standards for the proper, conduct of Council business and decision making.

Snowy Valleys Council Code of Conduct sets the minimum requirements of conduct for council officials in carrying out their functions. The Model Code is prescribed by regulation and was developed to assist council officials understand the standards of conduct that are expected of them.

12. AMENDING THE TERMS OF REFERENCE

Recommendations for amendments to the Terms of Reference can be made at any time provided that suggested changes are noted on the Agenda, a quorum is present at the meeting and the majority of voting members present support the recommendation.

Amendments to the Terms of Reference must be approved by Snowy Valleys Council.

13. DISSOLUTION

Council may at any time dissolve the Committee.

14. LIABILITY OF MEMBERS

In accordance with Division 2 Section 731 of the Local Government Act 1993, A matter or thing done by the Minister, the Director-General, a council, a councillor, a member of a committee of the council or an employee of the council or any person acting under the direction of the Minister, the Director-General, the council or a committee of the council does not, if the matter or thing was done in good faith for the purpose of executing this or any other Act, and for and on behalf of the Minister, the Director-General, the council or a committee of the council, subject a councillor, a member, an employee or a person so acting personally to any action, liability, claim or demand.

15. SUPERSEDING POLICY NO AND TITLE

Aboriginal Liaison Committee Terms of Reference, ToR No: 01, Version: 1.4

16. TERMS OF REFERENCE PREPARED AND AMENDED BY:

Coordinator Community Development

17. HISTORY TABLE

Version No	Approval Date	Resolution Number	Date to be Reviewed
1.0	24 May 2018	M142/18	01/07/2020

REPORT NUMBER: ALC1
SUBJECT: Aboriginal Liaison Committee - November 2018
(.)
REPORT AUTHOR: Trudy Crawford
RESPONSIBLE MANAGER: Gus Cox

PURPOSE OF REPORT: To present current Aboriginal Liaison Committee matters for discussion

KEY ISSUES

- 1. MOU between the Aboriginal Community and Snowy Valleys Council**
- 2. Aboriginal Cultural Protocols and Practices Policy**
- 3. Snowy Valleys Council Acknowledgement of Country**

BACKGROUND

MOU between the Aboriginal Community and Snowy Valleys Council

At the Aboriginal Liaison Committee meeting held 9th May the MOU between the Aboriginal Community and Snowy Valleys Council was reviewed and changes made. The revised MOU was distributed to the community through the Brungle Tumut Local Aboriginal Lands Council and the Toomaroombah Kunama Namadgi Indigenous Corporation for comment. The MOU is attached for further discussion and final approval.

Aboriginal Cultural Protocols and Practices Policy

At the Aboriginal Liaison Committee meeting held 18th July the Aboriginal Cultural Protocols and Practices Policy was reviewed and changes made. The revised Policy was distributed to the community through the Brungle Tumut Local Aboriginal Lands Council and the Toomaroombah Kunama Namadgi Indigenous Corporation for comment. The Policy is attached for further discussion and final approval.

Snowy Valleys Council Acknowledgement of Country

At the Aboriginal Liaison Committee meeting held 18th July the wording for the Snowy Valleys Council Acknowledgement of Country was reviewed and changes made. The revised wording was distributed to the community through the Brungle Tumut Local Aboriginal Lands Council and the Toomaroombah Kunama Namadgi Indigenous Corporation for comment. The proposed wording is:

"I would like to acknowledge the traditional custodians of this land and to pay respects to Elders past and present".

RECOMMENDATION

That Council endorse the MOU between the Aboriginal Community and Snowy Valleys Council, the Aboriginal Cultural Protocols and Practices Policy and the Snowy Valleys Council Acknowledgement of Country.

ATTACHMENTS

1. MOU between the Aboriginal Community and Snowy Valleys Council
2. Aboriginal Cultural Protocols and Practices Policy

**Memorandum of Understanding
Between
Aboriginal Community of Snowy Valleys
And
Snowy Valleys Council**



INTRODUCTION

Snowy Valleys Council acknowledges that Aboriginal Australians were the first people of this land and that Wiradjuri, Wolgalu and Ngarigo people have a special association with this region.

Snowy Valleys Council accepts and acknowledges:

- that in order to address the issues that challenge us today, we must first acknowledge the past, including the forced removal and separation of Aboriginal peoples from their traditional lands and their cultural connections through customs and practices and the removal of Aboriginal children from their families, the effects of which continue today.
- the potential lasting effects for current local Aboriginal descendants resulting from past Government policies and community practice, as well as the stolen generation
- the shared responsibility of all Australians to respect and encourage the development of an awareness of each other's heritage and culture.
- that the heritage, culture, sacred sites and special places of Wiradjuri, Wolgalu and Ngarigo enrich our region and LGA.

Snowy Valleys Council expresses its sincere sorrow and compassion for the pain, the grief and the suffering experienced by Aboriginal peoples as a result of past laws, government policies and actions.

Snowy Valleys Council and the Aboriginal Community of Snowy Valleys acknowledge that there is a mutual obligation to this Memorandum of Understanding and it requires both parties to work towards success of this Memorandum of Understanding as a representation of Aboriginal and local government unity.

STATEMENT OF COMMITMENT

Snowy Valleys Council supports:

- The rights of all Indigenous peoples as outlined in the United Nations Declaration on the Rights of Indigenous People 1993 of which Australia has supported in 1997; and
- The vision as expressed by the Council for Aboriginal Reconciliation of a united Australia which respects this land of ours, values the Aboriginal and Torres Strait Islander heritage and provides justice and equality of all.
- The International Labour Organisation (ILO) Convention No.169, Article 3(1) of which states "Indigenous and tribal peoples shall enjoy the full measure of human rights and fundamental freedoms without hindrance or discrimination", of which the National Congress of First Peoples supports the ratification and implementation of ILO 169 by Australia in 2011, as an important step towards respecting the cultures and ways of life of Indigenous peoples, rights to land and natural resources, and rights to determine priorities for development.
- The Convention of Biological Diversity which Australia has implemented through environmental legislation, The EPBC Act and subsequent state and local legislation, regulations and policies; and in particular Article 8(j) of parties to respect, preserve and maintain traditional knowledge relevant to the conservation and sustainable use of biological diversity; and Article 10(c) protect and encourage customary use of biological resources in accordance with traditional cultural practices.



Snowy Valleys Council is committed to:

- Participating in processes which enhance the understanding and awareness of Aboriginal heritage and preserves and presents that heritage in a sensitive and dignified manner; and
- Adopting and promoting policies and programs which are non-discriminatory and which recognise the needs of our Aboriginal community; and
- Being representative of all members of our community in ensuring that the principles and commitments of this Memorandum of Understanding are upheld.

Snowy Valleys Council agrees to:

1. Hold a 'Welcome to Country' ceremony at appropriate civic occasions in line with the *Aboriginal Cultural Protocols and Practices Policy*. This ceremony is to be performed by one or more local elders of the Snowy Valleys Council. When a local Aboriginal elder is not in attendance Snowy Valleys Council agrees to conduct an 'Acknowledgement of Country' at each Snowy Valleys Council formal occasion with the words

*"I would like to acknowledge the traditional custodians of this land
and to pay respects to Elders past and present."*

The Local Aboriginal Community agrees to:

1. Conduct a 'Welcome to Country' ceremony at appropriate civic occasions subject to an agreed cultural protocol. This ceremony is to be performed by one or more local elders of the Snowy Valleys Council where in attendance.

Snowy Valleys Council agrees to:

2. As part of the process of unity, Snowy Valleys Council agrees to celebrate declared Aboriginal ceremonies and events, including NAIDOC Week.

The Local Aboriginal Community agrees to:

2. Provide input into the planning and organising of declared Aboriginal ceremonies and events.

Snowy Valleys Council agrees to:

3. As part of the process of unity, Snowy Valleys Council agrees to fly the Aboriginal flag at Council's Customer Service Centre's in Tumut and Tumbarumba on a work day basis.

The Local Aboriginal Community agrees to:

3. Conduct a flag raising ceremony as a part of NAIDOC Week.

Snowy Valleys Council agrees to:

4. Involve Aboriginal people in appropriate civic events which Snowy Valleys Council arranges and coordinates.

The Local Aboriginal Community agrees to:

4. Be involved in appropriate civic events which Snowy Valleys Council arranges and coordinates.



Snowy Valleys Council agrees to:

5. Assist, encourage and promote employment opportunities for Aboriginal people both in its own workforce and in the broader community.

The Local Aboriginal Community agrees to:

5. Aboriginal elders and community support and mentor Aboriginal employment and education.

Snowy Valleys Council agrees to:

6. Make appropriate consultation with the Brungle/Tumut Local Aboriginal Lands Council and Ngarigo Toomaroombah Kunama Namadgi Indigenous Corp. relating to projects/programs concerning the Aboriginal community of Snowy Valleys Council.

The Local Aboriginal Community agrees to:

6. The Brungle/Tumut Local Aboriginal Lands Council and Ngarigo Toomaroombah Kunama Namadgi Indigenous Corp. will work with Council on projects/programs concerning the Aboriginal community of Snowy Valleys Council.

Snowy Valleys Council agrees to:

7. Develop a greater community understanding of Aboriginal culture in the Snowy Valleys Council by fostering opportunities for Aboriginal cultural tourism.

The Local Aboriginal Community agrees to:

7. Continue to demonstrate their support of Snowy Valleys Council by promoting and communicating relevant Aboriginal cultural tourism opportunities and interests.

Snowy Valleys Council agrees to:

8. Develop in consultation with the Brungle/Tumut Local Aboriginal Lands Council criteria for when to refer development applications to the Land Council for comment.

The Local Aboriginal Community agrees to:

8. Work with Council to develop criteria for when development applications will be referred to the Brungle/Tumut Local Aboriginal Lands Council or Ngarigo Toomaroombah Kunama Namadgi Indigenous Corp. for comment.

When appropriate comment on development applications within the required timeframe.

Snowy Valleys Council agrees to:

9. Undertake appropriate community planning to address social, economic or cultural disadvantage experienced by local Aboriginal people in the Snowy Valleys Council.

The Local Aboriginal Community agrees to:

9. Provide input into community planning to address social, economic or cultural disadvantage experienced by local Aboriginal people in the Snowy Valleys Council.



Snowy Valleys Council and the Local Aboriginal Community:

10. Acknowledges that to be fully effective the Memorandum of Understanding (MOU) needs to be the head policy and provide the way for subordinate policy as required between Local Government and the local Aboriginal Community.

Review of Memorandum of Understanding

Snowy Valleys Council and the Aboriginal community of Snowy Valleys agree to:

1. Renew this Memorandum of Understanding at least every four years and within the first twelve months of the newly elected Council.
2. Meet to identify and discuss matters which they feel should be considered in relation to this Memorandum of Understanding at a formal review.

History Table

Adoption Date	Date to be reviewed
24.07.2007	24.07.2011
24.03.2010	02.04.2014
31.07.2014	31.07.2018



Acknowledgement by Signatories

The signatories to this Memorandum of Understanding acknowledge that there are many descendants of the Wiradjuri, Wolgalu and Ngarigo and these are represented in this Memorandum of Understanding.

Councillor James Hayes
Mayor of Snowy Valleys Council _____

Dated this _____ day of _____ in the year _____.

Matthew Hyde
General Manager of Snowy Valleys Council _____

Dated this _____ day of _____ in the year _____.

Douglas Cameron
Elder of Aboriginal Community of Snowy Valleys _____

Dated this _____ day of _____ in the year _____.

Mary Greenhalgh
Brungle/Tumut Local Aboriginal Land Council
Elder of Aboriginal Community of Snowy Valleys _____

Dated this _____ day of _____ in the year _____.

Sonia Piper
Elder of Aboriginal Community of Snowy Valleys _____

Dated this _____ day of _____ in the year _____.

XXXXXXX
Ngarigo Toomaroombah Kunama Namadgi Indigenous Corp.
Elder of Aboriginal Community of Snowy Valleys _____

Dated this _____ day of _____ in the year _____.



Title	Aboriginal Cultural Protocols and Practices Policy
Category	Council Policy
Number & Version	SVC-ComDev-PO-033-01
Owner	Community Development
Status	Draft
Endorsed by	General Manager (via recommendation from ELT)
Approved by	Council
Effective date	<Insert effective date>
Due date for review	September 2020
Keywords	Welcome to Country, Acknowledgment of Country, Traditional Custodians, Wiradjuri, Wolgalu, Ngarigo

Disclaimer

*Please note that this policy may not be current as Snowy Valleys Council (Council) regularly reviews and updates its policies and procedures. The latest controlled version can be found in Council's Records Management System or contact Council's Coordinator Governance and Risk on policy@snowyvalleys.nsw.gov.au for a hard copy of the latest version. **A hard copy of this electronic document is uncontrolled.***

Where there is a delegation identified in this policy, the reader will need to confirm if an alternative delegation exists in the Delegations Register. To the extent that there is any conflict perceived between the delegation/s identified in this policy and of those contained in the Delegations Register, then the delegation/s in the Delegations Register takes precedence. The General Manager will, if necessary, be the sole arbiter in resolving any issues of conflict.

1 ACKNOWLEDGEMENT

The Snowy Valleys Council (Council) acknowledges the Wiradjuri, Wolgalu and Ngarigo people who are the traditional custodians of the land and pays respect to Elders both past and present.

The Council has a long history and association with the local Aboriginal communities within the Local Government Area (LGA).

Council values the diversity of our local community and supports reconciliation by working consistently in partnership with its local Aboriginal community, always ensuring that the process is based on respect, trust and a spirit of openness.

2 PURPOSE

The aim of this document is to provide a comprehensive resource for all Council personnel to use when liaising, consulting and engaging with the Aboriginal community. This document also provides cultural and historical context to assist Council personnel when working with the local community.

Observing cultural protocols of a community demonstrates respect for the cultural traditions, history, diversity and the continued connection to Country of that community. It illustrates a willingness to acknowledge that the processes and procedures of one cultural community are equally valid and worthy of the same respect as one's own cultural protocols. Cross cultural engagement requires patience, understanding and a commitment from all parties.

3 'MEMORANDUM OF UNDERSTANDING BETWEEN ABORIGINAL COMMUNITY OF SNOWY VALLEYS AND SNOWY VALLEYS COUNCIL

The *Memorandum of Understanding between Aboriginal Community of Snowy Valleys and Snowy Valleys Community (MOU)* is an agreement between the two parties that states Snowy Valleys Council and the Local Aboriginal Community acknowledges that to be fully effective the *MOU* needs to be the head agreement and provide the way for subordinate documentation as required between Local Government and the local Aboriginal Community.

4 CULTURAL INFORMATION

4.1 THE STOLEN GENERATIONS

The Stolen Generations are the Aboriginal and Torres Strait Islander individuals who were removed from their families through official government policy from 1909 to 1969. In 1883 the NSW Government established the Aboriginal Protection Board taking control over nearly all aspects of Aboriginal people's lives, including the power to remove Aboriginal children without parental consent or a court order.

4.2 ELDERS

Traditionally, Elders are members of the community who have been through various levels of initiations and hold the knowledge of their people's history, kinship systems, and cultural lore (equating to European Law) that govern their community.

They are the custodians of their people's traditional knowledge and customs and hold the responsibility to provide guidance on important matters as well as making decisions on the ceremonial and cultural obligations of their people.

5 CULTURAL PRACTICES

5.1 USING THE TERMS 'ABORIGINAL' AND 'INDIGENOUS'

Locally, Aboriginal is the preferred term when referring to Australia's First People and should always be adjoined to people, community etc. It is also respectful to use a capital letter when using both Aboriginal and Indigenous in the written form. Refer to 'Aboriginal people' and 'Aboriginal community' not 'Aborigines'.

5.2 USING THE TERM 'TRADITIONAL CUSTODIANS'

Traditional custodians is the preferred term to describe the recognised Aboriginal or Torres Strait Islander people who inhabited an area. Traditional custodians today are descendants of the original inhabitants and have ongoing spiritual and cultural ties to the land and waterways where their ancestors lived.

5.3 GENDER PROTOCOLS (MEN'S AND WOMEN'S BUSINESS)

It is important to be aware that there are many matters where the Aboriginal community view specific knowledge as sacred to either men or women. For example, some sacred sites can only be visited by men or women. Traditional stories may also be gender specific and will only be passed down to those in the appropriate gender.

5.4 SACRED SITES

Sacred sites are places of cultural significance to Aboriginal people. They may be hills, rocks, trees and springs that are not always spectacular or interesting to the non-Aboriginal eye. They may be places that are significant because they mark a particular act of a creation or being. They also include burial grounds and places where particular ceremonies have been held.

5.5 NAMING THE DECEASED

Following the death of an Aboriginal person, it is offensive to show photographic images of the deceased or refer to them by name in publications during the mourning period, unless agreed to by the relevant family. The mourning period is not a set timeframe and may change depending on each family unit.

5.6 WELCOME TO COUNTRY

A 'Welcome to Country' is where the traditional custodians of the land, in most cases a recognised Elder within the local community, welcomes people to their land and gives blessing to an event. A 'Welcome to Country' should always occur in the opening ceremony of the event in question, preferably as the first item. There is no exact wording for 'Welcome to Country'. It may consist of a single speech or it can also include a performance of some description. Performances may include a traditional welcome song, a traditional dance, a didgeridoo performance or a combination of any of the above.

A Welcome to Country should be performed at all significant/ major Council events throughout the calendar year, this includes openings, launches or where it is appropriate to welcome people into the local community.

5.6.1 Collaboration and Negotiation

Aboriginal representatives should be contacted either personally or through a formal letter inviting them to perform the 'Welcome to Country' ceremony. To assist in this process the Aboriginal Community will:

- develop a list of Elders available for conducting 'Welcome to Country' ceremonies and make available for Council and event organisers; and
- on receipt of an invitation to conduct a 'Welcome to Country' will respond and nominate one or more Elders to deliver the Welcome to Country and liaise with the events coordinator in relation to specifics of the event.

The primary contacts for the Aboriginal Community in the SVC LGA are the:

- Brungle/Tumut Local Aboriginal Land Council (Tumut Region)
- Toomarombah Kunama Namadgi Indigenous Corporation (Tumbarumba Region)

5.7 ACKNOWLEDGEMENT OF COUNTRY

An 'Acknowledgement of Country' is where other people acknowledge and show respect for the traditional custodians of the land on which an event is taking place. An 'Acknowledgment of Country' is a way that all people can show respect for Aboriginal culture and heritage and the ongoing relationship the traditional custodians have with the Land.

At the beginning of the meeting or function, the Chair or Speaker begins by acknowledging that the meeting is taking place in the Country of the traditional custodians.

Events which should include an acknowledgement of Country are citizenship ceremonies, formal Council meetings, major launches of Council's programs etc

As outlined in the *MOU* the wording for Acknowledgement of Country is:

"I would like to acknowledge the traditional custodians of this land and to pay respects to Elders past and present".

5.8 SMOKING CEREMONY

Smoking ceremonies are undertaken to cleanse the space in which the ceremony is taking place. The Smoking Ceremony is a ritual of purification and unity and is always undertaken by an Aboriginal person with specialised cultural knowledge.

This is a very sacred ceremony to be performed only at events deemed appropriate on advice of local Elders with cultural expertise.

6 FEES FOR SERVICE

Community representatives should be appropriately remunerated for their time and commitment. Council should have provision for those performing a 'Welcome to Country' to be paid. Fees for performers should be negotiated prior to the event as not all Elders wish to be reimbursed for their services.

At the Snowy Valleys Aboriginal Liaison Committee held NOVEMBER 2018 it was recommended:

"That Elders who deliver 'Welcome to Country' at Council civic ceremonies be provided with the option of payment up to the value of \$100 in appreciation for their time and service".

7 ABORIGINAL FLAGS

Flags represent a country's historical past and signify the important symbols of the countries values, people and culture. The Australian Aboriginal flag was proclaimed as an official flag of Australia under section 5 of the Flags Act 1953 on 14 July 1995.

An Aboriginal flag is flown each day alongside the National Australian flag at Council's Customer Service Centres with the Aboriginal Community agreeing to conduct a flag raising ceremony as a part of NAIDOC Week. When Council is notified a local Elder has passed, as a mark of respect, all flags are to be flown at half-mast.

8 SIGNIFICANT ABORIGINAL EVENTS

As part of the process of unity, Council agrees to celebrate declared Aboriginal ceremonies and events, including NAIDOC Week. The Aboriginal Community will assist by providing input into the planning and organising of declared Aboriginal ceremonies and events.

9 RESPONSIBILITIES /ACCOUNTABILITIES

It is the responsibility of the chair of the meeting or the event organiser to ensure that the appropriate Aboriginal acknowledgement is undertaken at that function.

Coordinator of Community and Cultural Development – To ensure this policy is available as required and the policy and the *MOU* are kept current.

10 RELEVANT LEGISLATION

There is currently no legislation. According to the NSW Government Aboriginal Affairs, Protocols should be compiled in consultation with the Aboriginal Community.

11 RELATED POLICIES/DOCUMENTS

Snowy Valleys Council "Memorandum of Understanding between the Aboriginal Community of Snowy Valleys and the Snowy Valleys Council" M499

12 RELATED FORMS

NIL

13 SUPERSEDING POLICY / PROCEDURE NUMBER AND TITLE

ComDev.07 Aboriginal Cultural Protocols and Practices Policy (former Tumut Council policy)

14 REVISION HISTORY

Date	Version Number	Activity log	Resolution Number	Resolution date
05.01.2018	0	New		

15 CONTACT OFFICER

Position: Coordinator of Community and Cultural Development

Section: Community & Cultural Development