

11.1 RECONCILIATION ACTION PLAN UPDATE - ATTACHMENTS

Attachment Titles:

1. 2023-2024 Reflect Reconciliation Action Plan

Attachment 1 - 2023-2024 Reflect Reconciliation Action Plan

SNOWY VALLEYS COUNCIL – REFLECT RECONCILIATION ACTION PLAN 2023-2024

RELATIONSHIPS

	Action	Deliverable	Timeline/ Target	Responsibility	Progress	2023 – 2024
1	Establish and strengthen mutually beneficial relationships with First Nations stakeholders and organisations	Identify First Nations peoples, communities, stakeholders and organisations within our local area or sphere of influence with the intent of connecting with on our reconciliation journey	June 2024	Community Development Officer	Completed	Council continues to work closely with Brungle Tumut Local Aboriginal Land Council (BTLALC), Toomaroombah Kunama Namadgi Indigenous Corporation (TKNIC) and local Elders residing in the LGA and welcomes the opportunity to engage with First Nations Peoples. A committee member recruitment drive is underway. The committee has welcomed one new member from the northern end of LGA
		Research best practice and principles that support partnerships with First Nations stakeholders and organisations to inform future activities	June 2024	Community Development Officer Coordinator People and Culture	Progressing	Working with the First Nations Liaison Committee to identify opportunities to deliver Cultural Awareness training to staff.
		Review the Community Engagement Strategy to ensure inclusion of Aboriginal stakeholders in council led engagement	June 2024	Community Development Officer	Progressing	A review of the Community Engagement Strategy is scheduled for 2023-24
		Continue to facilitate the First Nations Liaison Committee as a forum for discussion and a source of information for	June 2024	Community Development Officer	Complete	Quarter 1. August 2023 Committee meeting Quarter 2. November 2023 Committee meeting

	Action	Deliverable	Timeline/ Target	Responsibility	Progress	2023 – 2024
		protocols and key information				Quarter 3. February 2024 Committee meeting Quarter 4. Scheduled May 2024 Committee meeting
2	National Reconciliation Week (NRW)	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff	June 2024	Community Development Officer	Completed	National Reconciliation week is shared to all staff through the May 2023/2024 Insider newsletter
		Investigate funding to support the appropriate council staff participation in an external NRW event	June 2023/24	Coordinator Place Activation Coordinator People and Culture	Ongoing	No external funding has been identified to support this action to date, staff will continue to investigate any opportunities for funding.
3	Promote reconciliation through our sphere of influence	Communicate our commitment to reconciliation to all staff through: <ul style="list-style-type: none"> ○ Council and committees of council minutes (Acknowledgement of Country) ○ Staff gatherings (Acknowledgement of Country) ○ Provide an understanding and reminder of significant Aboriginal days 	June 2024	Chief Executive Officer	Completed	Acknowledgement to Country provided by alternating councillors prior to commencement of monthly Ordinary Meetings and any Extraordinary Meetings of Council.

	Action	Deliverable	Timeline/ Target	Responsibility	Progress	2023 – 2024
		e.g. NAIDOC week and Sorry Day ○ Reinforcement of the Council Values				
		Identify external stakeholders that our organisation can engage with to support our reconciliation journey	June 2024	Community Development Officer	Ongoing	Reconciliation Australia, TKNIC and BTLALC have contributed to the development of the RAP and continue to support Council with our reconciliation Journey. Hume and Hovell track Strategic Plan –Destination Riverina Murray/Crown Land consultation Round 2 August 2023 Participation and funding for the 2024 Koori Kids NAIDOC week Schools initiatives – to provide our kids with a greater understanding on the importance of friendship and cultural diversity. The competitions reflect Aboriginal ancestry and promote the growth of positive attitudes in all students towards Aboriginal people. Working with Reconciliation Australia with the development of the Innovate RAP.
		Promote our RAP and commitment to reconciliation through: ○ Developing and implementing a plan to engage and inform key internal stakeholders of their responsibilities within our RAP	June 2023	Coordinator Communication and Engagement	Complete	Actions within the RAP have been created and tasked to the relevant responsible council officers to report against. The RAP was placed on the SVC website following adoption by council.

	Action	Deliverable	Timeline/ Target	Responsibility	Progress	2023 – 2024
		<ul style="list-style-type: none"> ○ Promoting the RAP on Council's webpage ○ Promoting NRW, NAIDOC and relevant events and activities Inclusion and reporting on progress in the Delivery Program, Operational Plan and budget				
4	Promote positive race relations through anti-discrimination strategies	Identify existing anti-discrimination provisions and future needs as part of the scheduled review of HR policies and procedures Research best practices and policies in areas of race relations and anti-discrimination to inform future policy development	June 2024	Co-ordinator People and Culture	Progressing	Awaiting reply from Anti Discrimination Board in response to Council's request for them to assist with reviewing our policies for compliance and best practice as well as providing a quote for the provision of Anti-Discrimination training.

RESPECT

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
5	Understanding value and recognition of First Nations cultures, histories, knowledge and rights through cultural learning	Work with internal stakeholders to develop a program to increase understanding, value and recognition of First Nations cultures, histories, knowledge and rights within our organisation	June 2024	Coordinator People and Culture	Progressing	We are planning a section in our employee handbook, careers page and onboarding program specifically around our First Nations culture and history. Work with stakeholders is underway to develop a program with the aim of gathering information, input and resources to inform the program.
		Confirm resourcing requirements for implementation of the program	June 2024	Community Development Officer	Progressing	Work with stakeholders is underway to develop a program with the aim of gathering information, input and resources to inform the program.
		Include a provision in the Council onboarding program to cover: <ul style="list-style-type: none"> o A high-level overview of Council's diverse Aboriginal community. o A copy of the RAP and related documents 	June 2024	Coordinator People and Culture	Progressing	The onboarding program now includes provision of a copy of the RAP to all new staff. The high level overview has been flagged for inclusion in the current review of the employee handbook - this will be completed in alignment with action 5.1
6	Raise awareness of cultural protocols	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within the	June 2024	Community Development Officer	Progressing	Working with committee to identify opportunities to undertake cultural awareness training. Through the First Nations Liaison Committee and Aboriginal community, Community Development

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
		Snowy Valleys Local Government Area (LGA)				continues to develop and understand the local Traditional Custodians of the lands and waters within the LGA.
		Work with stakeholders to coordinate the development of a map that indicates traditional custodianship of the lands and waters within the Snowy Valleys LGA	June 2024	Community Development Officer	Progressing	Community Development and the GIS Team are working with the First Nations Liaison Committee, TKNIC and BTLALC on developing a map. August 2023 meeting GIS presented updated information regarding Mapping and is seeking feedback from the committee. The committee have provided additional feedback and work continues with the development of the Snowy Valleys Council Regional Indigenous Lands Map.
		Develop and implement a plan to raise awareness and understand the meaning and significance behind Acknowledgement of Country and Welcome to Country protocols (including any local cultural protocols)	December 2022	Community Development Officer	Completed	Through the review and adoption of the First Nations Cultural Protocols in September 2022, included the meaning and significance behind both an Acknowledgement of Country and Welcome to Country. The document is available to both staff and the broader community on Councils website. Local Elders are invited to deliver Welcome to Country for all significant/major Council events throughout the calendar year. Local Elders engage with the community at these major events and are educating the community by raising awareness and explain the meaning and significance behind Welcome to Country.
		Encourage Aboriginal representatives to provide a Welcome to Country at relevant Council organised and civic events	June 2024	Chief Executive Officer Community Development Officer	Ongoing	2023 NAIDOC week celebrations. At the beginning of each First Nations Liaison Committee meeting. 2023 Arden School Visit

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
						2024 Australia Day and Citizenship Ceremonies 2024 Seniors Expo
		Include an Acknowledgement of Country on our public website	June 2023	Coordinator Communications and Engagement	Complete	An Acknowledgement of Country is included on the SVC corporate website
		Include appropriate wording for Acknowledgement of Country in our email signatures	December 2022	Community Development Officer	Complete	Acknowledgment of Country in SVC email signature now reflects the adopted Acknowledgment of Country as per the First Nation Cultural Protocols.
7	Build respect for First Nations cultures and histories by celebrating NAIDOC Week	Raise awareness and share information amongst our staff about the meaning of NAIDOC Week	July 2023	Chief Executive Officer Community Development Officer	Complete	The community including staff were invited to attend 2023 NAIDOC week Flag Raising ceremonies in both Tumbarumba and Tumut. Promoted through local papers and online promotion of the events. 3 Councillors and 6 staff members attended the events. NAIDOC Week activities promoted via Council social media/website/media release; Councillors advised & invited to events via Councillor Calendar; included in GM's weekly update to Councillors.
		Share promotional information for community organised NAIDOC events through Council's digital channels	July 2022	Co-ordinator Communications and Engagement	Complete	NAIDOC WEEK 2023 was promoted via council's social media channels in the first week of July Promotion and coverage included flag raising ceremonies in both Tumut and Tumbarumba and sharing what NAIDOC week represents. Similar information was also placed on the SVC website
		Host flag raising ceremonies to recognise NAIDOC week annually	July 2023	Chief Executive Officer Community Development Officer	Complete	NAIDOC Tumbarumba – July 2023 Flag Raising Ceremony – Uncle Craig Wilesmith delivered the Welcome to Country. Jenna Small and Sandra Casey assisted in the flag

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
						<p>raising. Uncle Craig Wilesmith and Mark Small performed the smoking ceremony. 70 attended the event.</p> <p>Cr Livermore gave the Council Address. Following the Flag ceremony Council partnered with NTKNIC to deliver an event that provided an opportunity for our First Nations people and the broader the community to enjoy a Yarn and Brunch. 60 attended.</p> <p><u>NAIDOC – Tumut – July 2023</u></p> <p>Flag Raising Ceremony – Aunty Coral Bulger delivered the Welcome to Country.</p> <p>Cr Hughes and Cr Thomson assisted in the flag raising. 30 attended the event.</p> <p>Cr Thomson gave the Council Address.</p> <p>Following the flag raising ceremony, Council partnered with BTLALC and delivered a morning tea at the Riverside Café. 40 Attended.</p>
		Promote NAIDOC week activities to the workforce and encourage participation	July 2023	Chief Executive Officer Community Development Officer	Complete	<p><u>Quarter 1.</u></p> <p>All staff invited to attend the flag raising and morning tea ceremonies held on Ngarigo and Wiradjuri Country in celebration of NAIDOC week.</p> <p>Promotions through radio, social media and posters.</p>
		Encourage the RAP working group to support and participate in an external NAIDOC event	July 2024	Chief Executive Officer Community Development Officer	Complete	<p>A RAP Working Group has been established with the inaugural meeting held in March 2024.</p> <p>RAP Working Group have been encouraged to participate in upcoming NAIDOC event.</p>

OPPORTUNITIES

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
8	Develop employment opportunities for First Nations people	Increase exposure of Council's employment opportunities through: <ul style="list-style-type: none"> ○ First Nations Liaison Committee members and their networks ○ First Nations Employment Services such as The New Careers for Aboriginal People (NCAP) ○ Promoting traineeship opportunities through First Nations Liaison Officers and corporate business ○ Existing work with local school communities 	June 2024	Coordinator People and Culture	Progressing	Council has made contact with local committees and organisations to establish networks particularly for provision of information relating to recruitment opportunities. Council is also working with the local high schools relating to developing school based traineeship and apprenticeship opportunities through the Elsa Dixon Grant program.
		Build understanding of current First Nations staffing profile to inform future employment and professional development opportunities	June 2024	Coordinator People and Culture	Complete	Council has collected information on staff who identify as First Nations people to build our understanding of our staffing profile and future employment and professional development needs.

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
		Continue to investigate opportunities for Aboriginal identified roles within the SVC outdoor and indoor teams, including school-based traineeships	June 2024	Greater Leadership Team Coordinator People and Culture	Progressing	Council is currently working with the local high schools relating to developing school based traineeship and apprenticeship opportunities through the Elsa Dixon Grant program. A number of work areas have been identified for this program.
		Support staff who identify as First Nations Peoples to participate in the Consultative Committee and provide input regarding positive employment opportunities and outcomes for First Nations Peoples	June 2024	Coordinator People and Culture	Progressing	Council has reviewed our Consultative Committee terms of reference to include a First Nations representative position on the committee which has commenced. We are actively seeking input via this representative from our identified First Nations employees into Consultative Committee matters.
9	Investigate First Nations supplier diversity to support improved economic and social outcomes	Develop a business case for procurement from First Nations owned businesses	March 2023	Chief Financial Officer	Not yet achieved	This will be undertaken with a broader review of procurement practices.
		Investigate Supply Nation membership	June 2023	Manager Utilities, Open Space and Facilities	Completed	Membership for Council is \$8,000 annually. Council would need to consider allocating this from general funds. Given the current financial sustainability issues of Council these costs are prohibitive.

GOVERNANCE

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
10	Establish, Review and maintain an effective internal RAP Working Group (RWG)	Formalise the RWG to support the RAP implementation	June 2024	Chief Executive Officer and Executive Leadership Team	Complete	A RAP Working Group has been established with the inaugural meeting held in March 2024.
		Draft a Terms of Reference for the RWG for approval by the Executive	June 2024	Governance Executive Director Community and Corporate	Complete	Terms of Reference for the RAP Working Group were passed by the Safety, Risk and Quality Committee in December 2023, with the final Terms of Reference adopted in February 2024 and sits under the Executive Leadership Team.
		Invite and encourage First Nations staff to participate in the RWG	June 2024	Governance Executive Director Community and Corporate	Progressing	RAP Working Group has been established, Coordinator People & Culture to invite First Nations Staff to participate in the RAPWG
		Establish a reporting and evaluation program that aligns with the Integrated Planning and Reporting (IPR) framework	June 2024	Coordinator Place Activation Coordinator Communication and Engagement	Complete	The implementation of the RAP was added as an action item within the 2023-2024 Operational Plan. An action within the RAP has been created and tasked to the relevant responsible council officers to report against.
11	Provide appropriate support for effective implementation of RAP commitments	Define annual resourcing requirements for RAP implementation and include in Operational Plan and budget process	June 2024	Coordinator Place Activation	Complete	Community Development and Coordinator Place Activation reviewed actions and established cost associated with the RAP. Community Development budget was allocated to this cost. Budget requests for 2024-2025 have been submitted

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
		Engage senior leaders in the delivery of RAP commitments as integrated into the annual Operational Plan and budget	June 2023	Chief Executive Officer	Progressing	Regular meetings have been established with all responsible staff members. RAPWG members includes senior leaders who have committed to the delivery of the RAP
		Define appropriate systems and capability to track, measure and report on RAP commitments consistent with the IPR framework	June 2024	Coordinator Communications and Engagement	Complete	The implementation of the RAP was added as an action item within the 2023-2024 Operational Plan. An action within the RAP has been created and tasked to the relevant responsible council officers to report against.
12	Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia	July 2024	Coordinator Place Activation	Complete	Submitted September 2023
		Complete and present an annual progress report including the RAP Impact Measurement Questionnaire as part of Council's Annual report	June 2024	Community Development Officer	Complete	Annual progress report from 2022-2023 was presented to Council in December 2023. RAP update provided as part of Councils Annual Report
		Promote the RAP progress report through Council's communication	June 2024	Coordinator Communications and Engagement	Progressing	RAP progress provided alongside Councils Annual Report

	Action	Deliverable	Timeline/ Target	Responsibility		2023-2024
		<p>channels alongside the Annual Report</p> <p>Liaise with Reconciliation Australia to commence development of next Innovate RAP based on learnings, challenges and achievements</p>	<p>June 2024</p>	<p>Community Development Officer</p>	<p>Progressing</p>	<p>The First Nations Liaison Committee have agreed to develop an Innovate RAP. An Innovate RAP outlines actions for achieving the organisation's vision for reconciliation. It is a two-year plan and focuses on strengthening relationships with Aboriginal and Torres Strait Islander people and piloting strategies for further reconciliation commitments and to empower Aboriginal and Torres Strait Islander people.</p> <p>Council have registered with Reconciliation Australia and received the template for the Innovate RAP. Work is underway to develop the Innovate RAP.</p>