



AGENDA

Reconciliation Advisory Committee Meeting

Monday, 26 February 2024

I hereby give notice that a Reconciliation Advisory Committee Meeting will be held on:

Date: Monday, 26 February 2024

Time: 1:30 PM

**Location: Meeting Room Bidjpidji (Meeting Room 1)
Level 1, Civic Centre
Harry Chan Avenue, Darwin**

Webcasting:

**Simone Saunders
Chief Executive Officer**

RECONCILIATION ADVISORY COMMITTEE MEMBERS

Councillor Peter Pangquee
ABC Radio Charlie King
City of Darwin, Chief Executive Officer Simone Saunders
Larrakia Nation David Kurnoth
NT Indigenous Business Network Deb Anstess-Vallejo
NT Public Health Network Jace Berry
NT Public Health Network Melinda Phillips
Community Member Charles Briston
Community Member Libby Collins
Community Member Rosanna De Santis
Community Member Leah Gardiner
Community Member Patrik Ralph
Alternate Councillor Jimmy Bouhoris

OFFICERS

Executive Manager Community & Cultural Services, Angela O'Donnell
Reconciliation Action Lead, Kylie Hampton

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1 MEETING DECLARED OPEN

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence

3.3 Leave of Absence Notified

4 ELECTRONIC ATTENDANCE

4.1 Electronic Attendance

4.2 Electronic Attendance Notified

5 DECLARATION OF INTEREST

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Reconciliation Advisory Committee Meeting - 13 November 2023

7 ACTIONS ARISING FROM Previous Minutes

8 PRESENTATIONS

9 OFFICER REPORTS

9.1 UPDATE ON PROJECTS

Author: Reconciliation Action Lead
Authoriser: Executive Manager Community and Cultural Services
Attachments: Nil

RECOMMENDATIONS

1. THAT the report Update on Projects be received and noted.

PURPOSE

The purpose of this report is to provide an update on current and upcoming projects relating to Reconciliation at City of Darwin.

KEY ISSUES

- Reconciliation Roadshow
- First Nations Staff Support Network
- Implementation Group
- Larrakia Cultural online training
- Arts and Culture
- Policy development

DISCUSSION

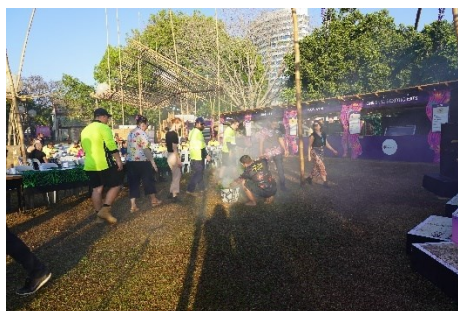
City of Darwin operates on Larrakia Country.

Our Reconciliation Action Plan acknowledges our shared history, including past injustices, and celebrates the unique contribution of the First People of this land- the Larrakia. We want to build stronger relationships with Larrakia and other First Nations People and organisations to move towards a more reconciled community.

Our Reconciliation Action Plan is guided by Elected Members, staff, our First Nations Staff Support Network, our Reconciliation Advisory Committee, and our internal Reconciliation Implementation Group.

Reconciliation Roadshow

Our current RAP commits City of Darwin to delivering a reconciliation roadshow to all staff launching our new RAP (December 2023). An official launch took place in August 2023 with all staff, elected members and key stakeholders invited. Images below.



All City of Darwin staff will participate in a Reconciliation Roadshow, a series of sessions that will play a significant role in honouring the City of Darwin's ongoing commitment to actively supporting reconciliation. Originally scheduled for late last year this has been postponed to March due to staff availability and organisational demands in the training space.

As a part our relationships in the Reconciliation Action Plan (RAP) the City of Darwin promotes reconciliation through our sphere of influence.

Staff have received an invitation from the CEO to participate in sessions in mid-March which will run for approx. 1.5 hours and take place across three locations. These sessions will be run by the Reconciliation Action Lead and Executive Manager of Community and Cultural Services and are designed for all staff to get to know the Reconciliation Action Plan and how they can participate.

First Nations Staff Support Network (FNSSN)

There are several items across our RAP that outline our commitment to supporting and developing our First Nations workforce. These include the support for the FNSSN.



City of Darwin's First Nations Staff Support Network meets quarterly to discuss items of importance for First Nations Staff and to inform the broader organisation. At the November FNSSN meeting 27 members from across the organisation attended. Councillor Pangquee also attended as an invited guest. Some members are pictured in the photo attached. Tony Vincent is the Chair for the FNSSN.

Agenda items included:

- Membership of the Implementation Group. (Two FNSSN members have joined)
- Graphic design for uniforms or t-shirts
- Training to sit on Interview panels

The FNSSN meet again on 19 February and agenda items included:

- First Nations representation on sponsorship and grant panels
- Reconciliation Roadshow
- Reconciliation Week program ideas

Implementation Group

Our RAP commits to an internal implementation group as a means to help drive our RAP commitments.

The Implementation Group membership has been confirmed for 2024 and of the first meeting will take place in April. There are 16 members in the Implementation Group.

The implementation group is made up of representatives across all areas of City of Darwin at different levels.

Larrakia Cultural online training

City of Darwin have been in discussion with Larrakia Nation Aboriginal Corporation to develop an online Larrakia training session. This will be used for City of Darwin's internal staff and Larrakia Nation will also use this training for other service providers. City of Darwin will be seeking a First Nations filming company to work in collaboration with this and Officers are currently developing the brief.

Arts and Culture

City of Darwin is committed to supporting and growing the local creative, arts and cultural communities for the benefit of all who live, work, visit and study here.

In line with our newly developed Creative Strategy (endorsed by Council on 6 February 2024) Officers have prioritised projects that fit under the 3 priority areas of Celebrating Larrakia, Distinctly Darwin and Invigorating Spaces.

Irrigation Tanks Artworks Project

The Irrigation Tanks Artwork project contracts local artists to create and design new works for the purposes of upgrading and beautifying local infrastructure in the community. The project allows for collaborations between visual artists and digital artist-designers and responds to the

themes of water, local ecology, and the natural elements within the Darwin region. The first series was completed in December 2023 and features works by Larrakia Artist Denise Quall in collaboration with Ciella Williams across four water tanks in the Waters Ward.



Jason Lee's artwork design *Gunamidirra* (meaning saltwater in Larrakia) will be realised in a new colourway for this project and reflects the presence, life, and importance of saltwater to Darwin as connected to its country and peoples. *Gunamidirra* currently features on a range of infrastructure including planter boxes in blue colourway throughout the CBD. Images above.

Policy development

Our RAP commits City of Darwin to the development of a First Nations Cultural Safety Policy and an Engagement Plan for our work with First Nations stakeholders and organisations. Both of these documents are in draft and will be presented to the Reconciliation Advisory Committee and circulated to key stakeholders in the coming months.

PREVIOUS COUNCIL RESOLUTION

Nil

STRATEGIC PLAN ALIGNMENT	5 A Vibrant and Creative City 5.2 By 2030, Darwin will be a more connected community and have pride in our cultural identity
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Nil
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: For note and discussion.
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).

9.2 RECONCILIATION WEEK AND NAIDOC WEEK

Author: Reconciliation Action Lead
Authoriser: Executive Manager Community and Cultural Services
Attachments: 1. 2023 Reconciliation Week program example [↓](#)

RECOMMENDATIONS

1. THAT the report on Reconciliation Week and NAIDOC Week be received and noted.

PURPOSE

The purpose of this report is to provide information on funding, events and activities for Reconciliation Week and NAIDOC Week 2024.

KEY ISSUES

- Reconciliation Week runs from 27 May to 3 June in 2024. This year's theme is 'Now More Than Ever'.
- NAIDOC Week runs from 7 July to 14 July in 2024. This year's theme is 'Keep the Fire Burning! Blak, Loud & Proud'.
- Reconciliation and NAIDOC Week funding
- Reconciliation Week events and activities
- NAIDOC Week events and activities

DISCUSSION

City of Darwin's Reconciliation Action Plan August 2023- July 2025 (RAP) outlines our commitments and includes the following actions:

- Develop a First Nations Community Development Program incorporating sponsorship of key calendar events, community celebrations and community education programs.
- Continue to provide funding, sponsorship and in-kind support to First Nations businesses for NAIDOC Week to promote understanding and celebrate the achievements of First Nations people.
- Including celebrating National Reconciliation Week (NRW) to encourage and
- support RAP Working Group Members, Elected Members, and staff across all City of Darwin departments to participate in an external NRW event.
- Reconciliation Implementation Group to participate in an external NAIDOC Week event and to actively encourage participation from other staff and share information with the community about NAIDOC Week and related events.

Reconciliation and NAIDOC Week funding

As part of our RAP commitments City of Darwin is trialling Reconciliation and NAIDOC Week funding during 2024.

Applications will open on 1 March and close on 28 March 2024 at 3pm and must be submitted through the Smartygrants portal.

First Nations community groups or organisations can apply for between \$5,000 and \$25,000 for activity.

A communications plan is underway to advertise this new opportunity and materials will be distributed to the committee, stakeholders and through a variety of communication channels.

Reconciliation events and activities

Last year during Reconciliation Week City of Darwin ran three events for staff the program for these is at **Attachment 1**. These were:

- **Lunch and Learn with Reconciliation Network NT**

Larrakia woman Nicole Brown did Welcome to Country and Damien Mick outlined the establishment of the first Reconciliation Network for the NT and answered questions about this topic.

- **Reconciliation BBQ Breakfast and First Nations History**

A BBQ followed by a discussion on Reconciliation and First Nations history. Guest Speaker talked about Reconciliation Week and what it means for us all. They also talked about historical events for First Nations people.

- **Larrakia Lunch Experience a Taste of Bush Food**

Larrakia representative will Welcome us to Country. Guest Speaker Daniel Motlop from Something Wild will prepare a taste of traditional food and provide information about his Larrakia traditional food business and share stories.

Reconciliation Week is celebrated from 27 May to 3 June this year will be discussed with the FNSSN members to be included in the decision making for event and activity ideas that will be

<p>held during this week. The FNSSN Committee members will meet next on 19 February 2024.</p> <p>City of Darwin welcome input from the Committee about other planned events.</p> <p>NAIDOC Week events and activities</p> <p>City of Darwin and Larrakia Nation Aboriginal Corporation have a 3-year sponsorship agreement for \$25 000 per year to support NAIDOC Week events run by LNAC. 2024 will be the second year of this agreement.</p> <p>City of Darwin's current EBA includes an entitlement for employees to be provided with up to 1 full day paid leave to attend NAIDOC Week activities including the NAIDOC Week March.</p>	
<p>PREVIOUS COUNCIL RESOLUTION</p> <p>At the 23 June 2023 meeting Council resolved:</p> <p>RESOLUTION ORD337/23</p> <ol style="list-style-type: none"> 1. THAT the report entitled Reconciliation Action Plan 2023 to 2025 be received and noted. 2. THAT Council endorse the Reconciliation Action Plan 2023 to 2025 for submission to Reconciliation Australia for review. 	
<p>STRATEGIC PLAN ALIGNMENT</p>	<p>6 Governance Framework</p> <p>6.2 Roles and Relationships</p>
<p>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</p>	<p>No additional funding required – budget is allocated from Reconciliation and supported by Reconciliation Action Lead.</p>
<p>LEGISLATION / POLICY CONTROLS OR IMPACTS</p>	<p>NIL</p>
<p>CONSULTATION, ENGAGEMENT & COMMUNICATION</p>	<p>Engagement Level: Involve</p> <p>Tactics:</p> <p>Funding opportunity and events to be advertised in line with communications plan.</p> <p>Opportunities for Staff participation to be promoted internally.</p> <p>External:</p> <p>Stakeholders and community to be advised and consulted on program development as appropriate.</p>
<p>DECLARATION OF INTEREST</p>	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>

RECONCILIATION WEEK EVENTS

29 MAY - 4 JUNE 2023

Lunch n Learn with Reconciliation Network NT

Date: Monday 29 May

Time: Midday to 1pm

Location: Function Room, Civic Centre

Event details:

Larrakia woman Nicole Brown (Chair of City of Darwin's Reconciliation Advisory Committee) will Welcome us to Country. Guest Speaker Damien Mick will outline the establishment of the first Reconciliation Network for the NT and answer any questions about this topic.

Catering: Provided.

Bookings: Essential. To RSVP email reconciliation@darwin.nt.gov.au

This event has limited spots.

Reconciliation BBQ Breakfast and First Nations History

Date: Thursday 1 June

Time: 7am to 8am

Location: Operations Centre

Event details:

A BBQ Breakfast followed by a discussion on Reconciliation and First Nations history. Larrakia woman Lee Turner (Reconciliation Action Lead) will Welcome us to Country. Our Guest Speaker will lead a talk about Reconciliation Week and what it means for us all. They will also talk about historical events for First Nations people.

Catering: Provided.

Breakfast commencing at 7am with talk proceeding at 7.20am.

Bookings: Not required.

This event is for Operations Centre staff only.

Larrakia Lunch Experience a Taste of Bush Food

Date: Friday 2 June

Time: Midday to 1pm

Location: Forecourt, Civic Centre

Event details:

Larrakia representative will Welcome us to Country. Guest Speaker Daniel Motlop from Something Wild will prepare a taste of traditional food and provide information about his Larrakia traditional food business and share stories. Nicole Brown who is the Chair of the City of Darwin Reconciliation Advisory Committee and Shannon Motlop from Aboriginal Community Harvesters will also attend.

Catering: Provided.

Bookings: Essential. To RSVP email reconciliation@darwin.nt.gov.au

This event has limited spots.



**PROMOTING
RECONCILIATION**

**FOR MORE RECONCILIATION WEEK EVENTS,
VISIT CITY OF DARWIN LIBRARIES FACEBOOK PAGE
AND NRW.RECONCILIATION.ORG.AU**



9.3 MEMBERSHIP UPDATE

Author: Executive Assistant Community

Authoriser: Executive Manager Community and Cultural Services

Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Membership Update be received and noted.

A verbal update will be provided on the status of current membership.

9.4 REVIEW TERMS OF REFERENCE - RECONCILIATION ADVISORY COMMITTEE

Author: Reconciliation Action Lead
Authoriser: Executive Manager Community and Cultural Services
Attachments: 1. [Functions and Membership Sections](#) [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Review of Terms of Reference – Reconciliation Advisory Committee be received and noted.
2. THAT the Reconciliation Advisory Committee endorse any proposed changes to the Functions and Membership sections at **Attachment 1** and refer these to Council for approval.

PURPOSE

The purpose of this report is to seek endorsement on the review of the Reconciliation Advisory Committee's Functions and Membership sections of the terms of reference.

KEY ISSUES

- In accordance with the current terms of reference a review is to take place, these were last reviewed 27 June 2023 and endorsed by Council.
- At the Reconciliation Advisory Committee meeting on 13 November 2023 the committee were informed that a review would be undertaken at the first scheduled meeting in 2024.
- City of Darwin Officers have conducted a review of the Functions and Membership sections and no changes are suggested.

DISCUSSION

A review of the Functions and Membership sections of the terms of reference has been undertaken and no changes are suggested in the document at **Attachment 1**.

Following consideration of any suggested changes by the committee at the meeting, City of Darwin's Governance team will incorporate these into the standard template for Council's approval.

PREVIOUS COUNCIL RESOLUTION

At the 13 November 2023 meeting, the Reconciliation Advisory Committee Council resolved:

COMMITTEE RESOLUTION RAC001/23

4. THAT the Reconciliation Advisory Committee notes that the Terms of Reference will be reviewed at the first scheduled meeting in 2024.

STRATEGIC PLAN ALIGNMENT

2 A Safe, Liveable and Healthy City
 2.2 By 2030, Darwin will be increasingly recognised as a liveable city

BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: <i>Local Government Act 2019</i>
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).</p>



Reconciliation Advisory Committee

Terms of Reference Review

1 Functions

The functions of the Reconciliation Action Committee are to:

- Guide the implementation of City of Darwin's Reconciliation Action Plans (RAP)
- Represent the reconciliation needs of the Darwin community to the City of Darwin
- Advise Council on ways to actively contribute to the development and implementation of best practice policies, procedures, planning and programming to support reconciliation outcomes
- Identify actions that City of Darwin may take to improve reconciliation within its facilities, services and programs
- Identify gaps, issues and challenges in achieving reconciliation that City of Darwin can advocate for and/or partner with businesses, services and organisations to address
- Advocate for reconciliation as an active goal by providing education and information to improve community awareness of the importance of reconciliation, by promoting the histories, cultures and contributions of First Nations people to the City of Darwin, and
- Keep Council informed of industry developments, standards and legislation which can improve reconciliation within City of Darwin services, facilities, and programs.





2 Membership

The domains of expertise relevant to this Committee are:

- Understanding and experience of issues impacting on First Nations communities
- Community services and cultural development
- Education, employment, and training
- Recruitment and/or human resourcing, and
- Safety and well-being services

Membership Provisions

- Up to four (4) community members, and
- Up to six (6) organisational memberships consisting of representation from:
 - Larrakia Nation Aboriginal Corporation
 - Larrakia Development Corporation
 - Organisation with a higher status RAP than City of Darwin ('Stretch' or 'Elevate')
 - Commonwealth or Northern Territory Government
 - Education, Employment or Training provider, and
 - Community or Not-for-Profit organisation
- One Elected Member (and one Alternative Elected Member)
- City of Darwin Chief Executive Officer
- Any other peak First Nations organisations that the majority of members agree to approach

[A variation of this section will be across all Advisory Committees:](#)

Membership will expire if a member does not attend three (3) consecutive regular meeting occasions without an approved leave of absence.

Representatives shall be nominated by a member organisation and are required to send a briefed alternative delegate should the nominee be unavailable.

The Term of Membership for Community members is two (2) years. Community members if absent, are unable to send a proxy.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

10 MEMBER REPORTS

11 GENERAL BUSINESS

12 NEXT MEETING

13 CLOSURE OF MEETING



MINUTES

Reconciliation Advisory Committee Meeting

Monday, 13 November 2023

**MINUTES OF CITY OF DARWIN
RECONCILIATION ADVISORY COMMITTEE MEETING
HELD AT THE MEETING ROOM BIDJPIDJI (MEETING ROOM 1), LEVEL 1, CIVIC CENTRE,
HARRY CHAN AVENUE, DARWIN
ON MONDAY, 13 NOVEMBER 2023 AT 1:30 PM**

PRESENT:

Councillor Peter Pangquee
City of Darwin, Chief Executive Officer Simone Saunders
Larrakia Nation David Kurnoth
NT Public Health Network Jace Berry
NT Public Health Network Melinda Phillips
Community Member Charles Briston
Community Member Libby Collins
Community Member Milika De Santis
Community Member Patrik Ralph

OFFICERS:

Clare Black (Acting Executive Manager Community & Cultural Services)
Kylie Hampton (Reconciliation Action Lead)
Heather Docker (Community Development Officer)

APOLOGY:

ABC Radio Charlie King
NT Indigenous Business Network Deb Anstess-Vallejo

GUESTS:

Nil

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1 MEETING DECLARED OPEN

The Chair declared the meeting open at 1.36 pm.

2 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

3 APOLOGIES & LEAVE OF ABSENCE

3.1 Apologies

NT Indigenous Business Network Deb Anstess-Vallejo

ABC Charlie King

3.2 Leave of Absence

Nil

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Councillor Pangquee

Simone Saunders

Charles Briston

Libby Collins

Milika De Santos

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5.1 Declaration of Interest by Members

Nil

5.2 Declaration of Interest by Staff

Nil

6 CONFIRMATION OF PREVIOUS MINUTES**COMMITTEE RESOLUTION RAC027/23**

Moved: Larrakia Nation David Kurnoth
Seconded: NT Public Health Network Jace Berry

That the minutes of the Reconciliation Advisory Committee Meeting held on 11 September 2023 be confirmed.

CARRIED 9/0**7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS**9.1 INTRODUCTIONS - NEW MEMBERS AND NEW RECONCILIATION ACTION LEAD****COMMITTEE RESOLUTION RAC028/23**

Moved: NT Public Health Network Melinda Phillips
Seconded: Larrakia Nation David Kurnoth

THAT the report entitled Introductions be received and noted.

CARRIED 9/0**9.2 MEMBERSHIP REVIEW****COMMITTEE RESOLUTION RAC029/23**

Moved: NT Public Health Network Jace Berry
Seconded: Larrakia Nation David Kurnoth

1. THAT the report entitled Membership Review be received and noted.

CARRIED 9/0

9.3 MEETINGS DATES AND COMMITTEE REVIEW

COMMITTEE RESOLUTION RAC030/23

Moved: Councillor Peter Pangquee

Seconded: Community Member Rosanna De Santis

1. THAT the report entitled Frequency of Meetings and Committee Review be received and noted.
2. THAT the Reconciliation Advisory Committee sets its meeting schedule for 2024 as follows:
 - a) meetings to be held on Mondays
 - b) meetings to be held from 1:30 – 3pm
 - c) meetings to be held at Civic Centre and electronically via Teams
 - d) meetings to be held on:
 - i. Monday 26 February
 - ii. Monday 20 May
 - ii. Monday 19 August
 - iv. Monday 18 November
3. That the Reconciliation Advisory Committee notes the review undertaken for 2023 at **Attachment 1**.
4. That the Reconciliation Advisory Committee notes that the Terms of Reference will be reviewed at the first scheduled meeting in 2024.

CARRIED 9/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

Nil

12 NEXT MEETING

26 February 2024

13 CLOSURE OF MEETING

The Chair declared the meeting closed at 2:50pm