



# **AGENDA**

## **Reconciliation Advisory Committee Meeting Monday, 20 May 2024**

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

**Date: Monday, 20 May 2024**

**Time: 1:30 PM**

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

**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 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

Alternate Councillor Jimmy Bouhoris

## **OFFICERS**

Reconciliation Action Lead, Kylie Hampton

## Order Of Business

|           |   |           |
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| <b>1</b>  | <b>Meeting Declared Open .....</b>  | <b>5</b>  |
| <b>2</b>  | <b>Acknowledgement of Country .....</b>   | <b>5</b>  |
| <b>3</b>  | <b>Apologies and Leave of Absence .....</b>   | <b>5</b>  |
| <b>4</b>  | <b>Electronic Attendance .....</b>  | <b>5</b>  |
| <b>5</b>  | <b>Declaration of Interest .....</b>  | <b>5</b>  |
| <b>6</b>  | <b>Confirmation of Previous Minutes .....</b>   | <b>5</b>  |
| <b>7</b>  | <b>Actions Arising From Previous Minutes .....</b>  | <b>5</b>  |
| <b>8</b>  | <b>Presentations .....</b>  | <b>5</b>  |
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| 9.1       | Election of Chairperson .....   | 6         |
| 9.2       | DRAFT Policies: First Nations Cultural Safety Enrichment and Inclusion Policy<br>and Anti-Discrimination Policy ..... | 8         |
| 9.3       | Update on Projects.....   | 15        |
| <b>10</b> | <b>Member Reports .....</b>   | <b>21</b> |
| <b>11</b> | <b>General Business.....</b>  | <b>21</b> |
| <b>12</b> | <b>Next Meeting .....</b>   | <b>21</b> |
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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**

**6 Confirmation of Previous Minutes**

Reconciliation Advisory Committee Meeting - 26 February 2024

**7 Actions Arising From Previous Minutes**

**8 Presentations**

## 9 OFFICER REPORTS

### 9.1 ELECTION OF CHAIRPERSON

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

#### RECOMMENDATIONS

1. THAT the report entitled Election of Chairperson be received and noted.
2. THAT that Reconciliation Advisory Committee elect \_\_\_\_\_ as the Chairperson for the term 19 August 2024 to 30 August 2026.

#### PURPOSE

The purpose of this report is for the Committee to elect a Chair.

#### KEY ISSUES

- The Committee chair is vacant due to the resignation of Deb Anstess-Vallejo, NT Indigenous Business Network organisational representative.
- Per the Reconciliation Advisory Committee's terms of reference, the chair will be elected by committee members.
- An interim chair was elected for the meeting held on 26 February 2024.

|   |  |
|---|--|
| <b>DISCUSSION</b><br><br>As per the Reconciliation Advisory Committee Terms of Reference, the committee chair will be elected by committee members.<br><br>The committee chair may be called upon to represent the committee to Council.  |  |
| <b>PREVIOUS COUNCIL RESOLUTION</b><br><br>At the 10 July 2023 meeting the Reconciliation Advisory Committee resolved:<br><br><b>COMMITTEE RESOLUTION RAC034/23</b><br><br>THAT Reconciliation Advisory Committee elected Deb Anstess-Vallejo to hold the position as Chairperson on the Reconciliation Advisory Committee up to the 31 December 2023. |  |
| <b>STRATEGIC PLAN ALIGNMENT</b>   | 5 A Vibrant and Creative City<br><br>5.2 By 2030, Darwin will be a more connected community and have pride in our cultural identity  |
| <b>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</b>   | Nil  |
| <b>LEGISLATION / POLICY CONTROLS OR IMPACTS</b>   | <b>Policy:</b><br>Advisory and Other Committees Policy No. 0093.100.E.R  |
| <b>CONSULTATION, ENGAGEMENT &amp; COMMUNICATION</b>   | Nil  |
| <b>DECLARATION OF INTEREST</b>  | The report author does not have a conflict of interest in relation to this matter.<br><br>The report authoriser does not have a conflict of interest in relation to this matter.<br><br>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 DRAFT POLICIES: FIRST NATIONS CULTURAL SAFETY ENRICHMENT AND INCLUSION POLICY AND ANTI-DISCRIMINATION POLICY**

**Author:** Acting General Manager Corporate  
Reconciliation Action Lead

**Authoriser:** Executive Manager Community and Cultural Services

**Attachments:** 1. Draft First Nations Cultural Safety Enrichment and Inclusion Policy

**RECOMMENDATIONS**

1. THAT the report entitled Draft Policies: First Nations Cultural Safety Enrichment and Inclusion Policy and Anti-Discrimination Policy be received and noted.
2. THAT the Committee review and provide feedback on the Draft First Nations Cultural Safety Enrichment and Inclusion Policy.
3. THAT the Committee review and provide feedback on the Draft Anti-Discrimination Policy.

**PURPOSE**

The purpose of this report is to update the Committee on the development of the Draft First Nations Cultural Safety Enrichment and Inclusion Policy and the Draft Anti-discrimination Policy to seek feedback.

**KEY ISSUES**

- City of Darwin's Reconciliation Action Plan 2023-2025 includes a commitment to engage with Larrakia and First Nations organisations to inform our Cultural Safety Policy.
- City of Darwin's Reconciliation Action Plan 2023-2025 includes a commitment to review, strengthen and communicate City of Darwin's anti-discrimination policy and to engage with First Nations staff and First Nations Advisors to consult on our anti-discrimination policy review.
- The draft First Nations Cultural Safety Enrichment and Inclusion Policy at **Attachment 1** has been developed for comment.
- A draft Anti-Discrimination Policy will be supplied in the meeting.
- The Reconciliation Advisory Committee and the First Nations Staff Support Network have been invited to provide feedback on these policies.



|  |   |
|--|---|
| <p><b>DISCUSSION</b></p> <p>City of Darwin's Reconciliation Action Plan 2023-2025 includes a commitment to engage with Larrakia and First Nations organisations to inform our Cultural Safety Policy.</p> <p>The draft First Nations Cultural Safety Enrichment and Inclusion at <b>Attachment 1</b> has been developed and Senior Leadership Team have provided feedback. The policy scope has been extended to include reference to enrichment and inclusion.</p> <p>Acting General Manager Corporate will present the draft policy at <b>Attachment 1</b> and a draft of the Anti-Discrimination Policy to the committee.</p> <p>The Reconciliation Advisory Committee and the First Nations Staff Support Network have been invited to provide feedback.</p> <p>The First Nations Staff Support Network have been presented with the drafts and this was discussed in their meeting on 13 May. Once feedback has been received by the Reconciliation Advisory Committee to the draft document at <b>Attachment 1</b> it will also be shared with Larrakia organisations for comment.</p> |   |
| <p><b>PREVIOUS COUNCIL RESOLUTION</b></p> <p>At the 23 June 2023 meeting Council resolved:</p> <p><b>RESOLUTION ORD337/23</b></p> <ol style="list-style-type: none"> <li>1. THAT the report entitled Reconciliation Action Plan 2023 to 2025 be received and noted.</li> <li>2. THAT Council endorse the Reconciliation Action Plan 2023 to 2025 for submission to Reconciliation Australia for review.</li> </ol>   |   |
| <b>STRATEGIC PLAN ALIGNMENT</b>  | <p>5 A Vibrant and Creative City</p> <p>5.2 By 2030, Darwin will be a more connected community and have pride in our cultural identity</p>  |
| <b>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</b>  | <b>Nil</b>  |
| <b>LEGISLATION / POLICY CONTROLS OR IMPACTS</b>  | <p><b>Legislation:</b></p> <p>Local Government Act 2019 (NT)</p> <p>Anti-Discrimination Act 1992</p> <p><b>Policy:</b></p> <p>City of Darwin Reconciliation Action Plan August 2023-July 2025</p>                 |
| <b>CONSULTATION, ENGAGEMENT &amp; COMMUNICATION</b>  | <p><b>Engagement Level:</b> Consult</p> <p><b>Tactics:</b></p> <p>Drafts developed for comment.</p> <p><b>Internal:</b></p> <p>Drafts shared with First Nations Staff Support Network</p> <p><b>External:</b></p> |

|                                |   |
|--------------------------------|---|
|                                | Drafts shared with the Reconciliation Advisory Committee  |
| <b>DECLARATION OF INTEREST</b> | <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> |



# First Nations Employment - cultural safety, enrichment and inclusion

## Policy No. 8045.100.I.R

### 1 Purpose

This policy outlines City of Darwin's principles and approach in relation to First Nations cultural safety, enrichment and inclusion. It informs the development and review of policies, procedures and processes as they relate to City of Darwin as a workplace, and guides planning, decision making and delivery of matters that affect First Nations people in the workplace.

### 2 Scope

This policy applies to all functions and processes that impact First Nations workplace participants' employment experience at City of Darwin directly or indirectly, and contribute to the broader workplace culture.

### 3 Policy Statement

City of Darwin, through its Reconciliation Action Plan, is committed to providing employment and development opportunities for First Nations people and creating an inclusive workplace in which First Nations people feel culturally safe and can thrive.

#### 3.1 Policy commitment and principles

City of Darwin is committed to providing an environment where all workplace participants are treated fairly and with respect.

Principles within this policy and associated procedures include:

- communication and engagement
- workplace culture
- policy development
- human resources
- education and training.

|          |                  |                |                   |
|----------|------------------|----------------|-------------------|
| Version: | Decision Number: | Adoption Date: | Next Review Date: |
| DRAFT X  | XXXXX            | Select date.   | Select date.      |

Responsible Officer: Enter name

Electronic version current. Uncontrolled copy valid only at time of printing.



## Communication and engagement

Elements of effective communication and engagement at City of Darwin include:

- clear, appropriate messages communicated to workplace participants in accessible forms across workplace locations
- regular communication of achievements relating to City of Darwin's Reconciliation journey
- engagement opportunities with First Nations workplace participants through the First Nations Staff Support Network on relevant issues.

## Workplace culture

A culturally safe, inclusive workplace culture is supported by:

- active leadership by all workplace participants, particularly people leaders, in continuing to build a positive, inclusive workplace culture
- a program of recognition and awards for achievements in Reconciliation
- ongoing recognition of the role that First Nations people play across our organisation and our community.

## Policy development

Consideration and appropriate engagement opportunities must be given to First Nations people in the development of relevant policies.

## Human resources

Procedures for recruitment, onboarding and retention of workplace participants will be developed in line with the published commitment to build a workplace that reflects our community.

## Education and training

Education and training opportunities will be offered to develop and enrich the experience of First Nations Workplace Participants as follows:

- all workplace participants will be offered opportunities to increase understanding and awareness of First Nations knowledge, history and experience
- participation levels of First Nations workplace participants in training and development opportunities will be reviewed regularly
- participation levels of the broader organisation in cross cultural awareness opportunities will be monitored.

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First Nations Employment - cultural safety, enrichment and inclusion - 8045.100.I.R

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Version:

Decision Number:

Adoption Date:

Next Review Date:

DRAFT X

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Select date.

Select date.

Responsible Officer: Enter name

Electronic version current. Uncontrolled copy valid only at time of printing.



## 4 Definitions

**Cultural safety** is a concept developed internationally and adapted to the Australian context for First Nations people. Cultural safety seeks to address the negative impacts of racism, colonisation, privilege and intergenerational trauma.

**First Nations** is a term commonly used to describe the first people of a place. In the context of this policy First Nations refers to the first people of Australia, also referred to as Aboriginal and Torres Strait Islander people.

**First Nations Staff Support Network** is a group of First Nations workplace participants who meet quarterly to aid in the implement of City of Darwin's Reconciliation Action Plan and provide input and support to Senior Management on issues concerning First Nations staff.

**Workplace participant** is the term used to collectively refer to employees, volunteers, work experience placements, contractors, consultants, and labour-hire staff of City of Darwin.

## 5 Legislative References

*Local Government Act 2019 (NT)*

*Anti-Discrimination Act 1992 (NT)*

## 6 Procedures / Related Documents

City of Darwin Reconciliation Action Plan August 2023-July 2025

4001.100.I.R. Anti-Discrimination and Equal Employment Opportunity (EEO) Policy

0015.100.E.R Elected Member Protocols and Interactions Policy

0094.100.E.R Breach of Code of Conduct – Elected Members

1040.010.I.N Register of Delegations and Sub-Delegations

4000.010.I.R Code of Conduct – Employees

1350.100 E.R. Community Engagement Policy

1350.010.I.R Community Engagement Framework Procedure

### First Nations Engagement Plan

First Nations Employment - cultural safety, enrichment and inclusion - 8045.100.I.R

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| Version:                        | Decision Number: | Adoption Date: | Next Review Date: |
|---------------------------------|------------------|----------------|-------------------|
| DRAFT X                         | XXXXX            | Select date.   | Select date.      |
| Responsible Officer: Enter name |                  |                |                   |

*Electronic version current. Uncontrolled copy valid only at time of printing.*



7     Responsibility / Application

The General Manager Corporate is responsible for managing the implementation of this policy.

This policy will be reviewed every three years or as required.

All City of Darwin workers and managers are responsible for ensuring that they understand and adhere to this policy. It covers all workplace participants including those who during their employment, have responsibilities for recruitment, training, retention and management of other workplace participants.

8     Document Control

DRAFT

**9.3 UPDATE ON PROJECTS**

**Author:** Reconciliation Action Lead  
**Authoriser:** Executive Manager Community and Cultural Services  
**Attachments:** 1. Reconciliation Week Events

**RECOMMENDATIONS**

1. THAT the report entitled 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**

- Outcomes of the Reconciliation Roadshow
- First Nations Staff Support Network
- Implementation Group
- Reconciliation Week Plans
- Outcomes of the Reconciliation Week and NAIDOC Week grant programs



**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 Events**

Our current RAP commits City of Darwin to delivering a reconciliation roadshow to all staff launching our new RAP (December 2023).

From 11 March to the 10 April the Reconciliation Roadshow took place at both Civic Centre with 79 attendees and the Casuarina Library with 28 staff attending and Operations Centre with 107 attendees. A total of 214 attendees from across the City of Darwin.

We have received great feedback from staff who attended and said that they enjoyed how engaging this workshop was delivered by Angela O'Donnell (RAP Champion) and Kylie Hampton - Reconciliation Action Lead. Positive comments from staff said it was creative using Language maps as an activity to break up sessions showing First Nations languages spoken on the AIATSIS Map of Indigenous Australia. Staff were actively involved participating in activities, answering a variety of questions relating to the map and languages spoken.

**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.

**Aboriginal and Torres Strait Islander Mental Health First Aid**

There will be an Aboriginal and Torres Strait Islander Mental Health First Aid course delivered to First Nations staff on the 21 May 2024. The course is delivered by one two one and aims to cover the following.

- The Aboriginal and Torres Strait Islander Mental Health First Aid course teaches participants how to provide initial support to an Aboriginal and Torres Strait Islander adult who may be experiencing mental health problems or mental health crisis, until professional support is received, or the crisis resolves.
- This strengths-based course has been developed and reviewed in consultation with Australia's First Nation people. The course is tailor-made to suit each State or Territory receiving the training and the trainer would be a local First Nation person. For our FN Staff with City of Darwin a First Nation local born Darwin person would facilitate/ deliver this course content in a culturally appropriate way to our cultures and beliefs up here in the Top End.

This is designed to benefit First Nations staff members from the City of Darwin and once this session has finished Learning and Development Team may roll this out for other staff members if interested.



The FNSSN met on 13 May 2024, prior to this report being finalised.

### **Reconciliation Week Plans**

As part of the current Reconciliation Action Plan (RAP) the City of Darwin promotes, encourages and support Elected Members and staff across all departments to participate in Reconciliation and NAIDOC Week events. Refer to **Attachment 1**.

On Monday 27 May we have the Youth Mill performing at the Civic Centre for staff and key stakeholders to attend during lunch. This event will kick off with a Welcome to Country, then is 3 Vocalists and classical musicians will perform original Australian Classics. Youth Mill Performing Arts Company will take us on a journey of cultural exploration, artistic preservation, and celebration of the world's oldest living culture through music, and storytelling in the Civic Centre forecourt.

On Thursday 30 May we have a Smoking ceremony with Larrakia Elder Joey Raymond and a BBQ Breakfast for the staff at Operations Centre.

On Friday 31 May we have Welcome to Country and Smoking Ceremony by Joey Raymond at the Casuarina Library. This is combined with June Mills local Larrakia elder performing the Witladla "Muk Muk the Owl" puppet show and sharing cultural history and stories in our public space for the local community and staff. The Fun Bus and creative activities including painting and traditional weaving will be combined in this event celebrating National Reconciliation Week.

### **Implementation Group**

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

The Implementation Group membership has met on 16 April 2024. There are 18 members in the Implementation Group including 2 First Nations staff members.

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

Agenda items were:

- Update on the RAP

The Reconciliation Roadshow was a success we had some great feedback engaging in the workshop actively participating in cultural activity created from the Australian Indigenous Languages maps and their local communities and demographics.

Attendance: Civic Centre had 79 from Operations Centre 107 and the Casuarina Library had 28 attendees which is a Total of 214 staff who attended.

Language maps have been framed and will be distributed to different areas for staff to learn more about First Nations languages and communities. This will be promoted in different areas across the City of Darwin during Reconciliation Week.

## Reconciliation and NAIDOC Week funding

City of Darwin's first ever Reconciliation and NAIDOC Grants closed on the 28 March 2024.

The Reconciliation Week and NAIDOC Week funding supports activities taking place during Reconciliation Week and NAIDOC Week. The total funding approved by Council based on applications received and recommended by the panel is \$36,606.45.

Reconciliation Week runs from 27 May to 3 June and theme for this year is '*More than ever*'. A reminder to all of us that Aboriginal and Torres Strait Islander fights for rights and justice will and must always continue.

NAIDOC Week programs start from the 7-14 July and the theme for this year is 'Keep the Fire Burning! Blak, Loud & Proud' which will celebrate First Nations history and achievements through a variety of storytelling, history and achievements and cultural activities taking place.

Priority in this funding is given to:

- Activities taking place in Reconciliation Week celebrating Reconciliation.
- Activities taking place during NAIDOC Week celebrating Larrakia or other First Nations achievements or history.
- Broad community engagement and participation.

Council has approved the following 4 projects for funding in the Reconciliation and NAIDOC Week program for a total of \$30,606 they are:

- Enterprise Learning Projects \$10,000 for the Impact North Reconciliation Week Changemaker Event.
- Shaun Francis with Wanderers Football Club \$4,545 for NAIDOC Week mural celebrating dual Nichols medallist Ted Cooper.
- Mayala-Bol by Menah Mckenzie \$9,061 for Community engagement program during NAIDOC Week- Blak history, resilience, and joy at Browns Mart.
- Ironbark Aboriginal Corporation \$7,000 for their NAIDOC Event with Berrimah Businesses.

Reconciliation Action Lead had the privilege of joining Larrakia Nation on the NAIDOC panel and judging the NAIDOC 2024 winning design and runner-up for NAIDOC Darwin t-shirts this month.






Larrakia Nation

March 26 at 12:11 PM · 🌐

Judges Serena Dalton, Kylie Hampton & Roque Cubillo said "it was a challenging decision as all seven pieces showcased exceptional quality. Ultimately, we favoured an art piece that not only possessed the potential to serve as a stellar shirt design but also effectively convey the desired messaging for this year's NAIDOC theme."

[#NAIDOCWeek](#) [#naidoc2024](#) [#larrakiafirst](#)

|   |  |
|---|--|
| <div>   <p>Natalie Quall<br/>NAIDOC 2024 winning design for NAIDOC Darwin t-shirts</p>  </div> |  |
| <b>PREVIOUS COUNCIL RESOLUTION</b><br>Nil   |  |
| <b>STRATEGIC PLAN ALIGNMENT</b>   | 5 A Vibrant and Creative City<br>5.2 By 2030, Darwin will be a more connected community and have pride in our cultural identity  |
| <b>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</b>   | Nil  |
| <b>LEGISLATION / POLICY CONTROLS OR IMPACTS</b>   | Nil  |
| <b>CONSULTATION, ENGAGEMENT &amp; COMMUNICATION</b>   | <b>Engagement Level:</b> For note and discussion   |
| <b>DECLARATION OF INTEREST</b>  | The report author does not have a conflict of interest in relation to this matter.<br>The report authoriser does not have a conflict of interest in relation to this matter.<br>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). |

# RECONCILIATION WEEK EVENTS

## 27 MAY - 31 MAY 2024

### The Youth Mill Performing Arts Company

**Date:** Monday 27 May

**Time:** 12pm to 1 pm

**Location:** Forecourt, Civic Centre

**Event details:**

Youth Mill Performing Arts Company will take us on a journey of cultural exploration, artistic preservation and celebration of the world's oldest living culture through music, and storytelling in the Civic Centre forecourt.

**Catering:** Not provided, BYO lunch.

### Smoking Ceremony followed by BBQ Breakfast

**Date:** Thursday 30 May

**Time:** 7.30 am to 9.30am

**Location:** Operations Centre

**Event details:**

Smoking Ceremony by Larrakia Elder Joe Raymond followed by BBQ Breakfast.

**Catering:** Provided.

Breakfast commencing at 7.30am

**Bookings:** Not required.

This event is for Operations Centre staff only.

### Witladla - "Muk Muk the Owl" Puppet Show by Larrakia Elder June Mills

**Date:** Friday 31 May

**Time:** 9.00am to 12 pm

**Location:** Casuarina Library

**Event details:**

Larrakia Elder Joe Raymond will deliver a Smoking Ceremony and Welcome to Country. Larrakia Elder

June Mills will present Witladla "Muk Muk the Owl" puppet show and share cultural history and stories. Fun Bus and creative activities including painting and traditional weaving.

**This event has limited spots.**

**FOR MORE RECONCILIATION WEEK EVENTS,  
VISIT CITY OF DARWIN LIBRARIES FACEBOOK PAGE  
AND [NRW.RECONCILIATION.ORG.AU](https://www.nrw.reconciliation.org.au)**



**PROMOTING  
RECONCILIATION**



**10 MEMBER REPORTS**

**11 GENERAL BUSINESS**

**12 Next Meeting**

**13 Closure of Meeting**



# **MINUTES**

## **Reconciliation Advisory Committee Meeting**

**Monday, 26 February 2024**

**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, 26 FEBRUARY 2024 AT 1:30 PM**

**PRESENT:**

Councillor Peter Pangquee  
City of Darwin, Chief Executive Officer Simone Saunders  
Larrakia Nation David Kurnoth  
Community Member Charles Briston  
Community Member Milika De Santis (Chair)  
Community Member Patrik Ralph

**OFFICERS:**

Angela O'Donnell (Executive Manager Community & Cultural Services)  
Kylie Hampton (Reconciliation Action Lead)  
Heather Docker (Community Development Officer)

**APOLOGY:**

NT Indigenous Business Network Deb Anstess-Vallejo  
NT Public Health Network Jace Berry  
NT Public Health Network Melinda Phillips

**GUESTS:** Nil

**Order Of Business**

|           |   |          |
|-----------|---|----------|
| <b>1</b>  | <b>Meeting Declared Open .....</b>                                  | <b>4</b> |
| <b>2</b>  | <b>Acknowledgement of Country .....</b>                             | <b>4</b> |
| <b>3</b>  | <b>Apologies &amp; Leave Of Absence .....</b>                       | <b>4</b> |
| <b>4</b>  | <b>Electronic Attendance .....</b>                                  | <b>4</b> |
| <b>5</b>  | <b>Declaration of Interest of Members and Staff .....</b>           | <b>4</b> |
| <b>6</b>  | <b>Confirmation of Previous Minutes .....</b>                       | <b>5</b> |
| <b>7</b>  | <b>Actions Arising from Previous Minutes .....</b>                  | <b>5</b> |
| <b>8</b>  | <b>Presentations .....</b>  | <b>5</b> |
| <b>9</b>  | <b>Officer Reports.....</b>   | <b>5</b> |
| 9.1       | Update on Projects.....   | 5        |
| 9.2       | Reconciliation Week and NAIDOC Week .....                           | 5        |
| 9.3       | Membership Update .....   | 6        |
| 9.4       | Review Terms of Reference - Reconciliation Advisory Committee ..... | 6        |
| <b>10</b> | <b>Member Reports .....</b>   | <b>6</b> |
| <b>11</b> | <b>General Business.....</b>  | <b>6</b> |
| <b>12</b> | <b>Next Meeting .....</b>   | <b>7</b> |



## **APPOINTMENT OF CHAIR**

Milika De Santis is appointed as chair for the meeting.

### **1 MEETING DECLARED OPEN**

The Chair declared the meeting open at 1.43 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 (Chair)

NT Public Health Network Jace Berry

NT Public Health Network Melinda Phillips

#### **3.2 Leave of Absence**

Nil

#### **3.3 Leave of Absence Notified**

Nil

### **4 ELECTRONIC ATTENDANCE**

Councillor Peter Pangquee

Community Member Charles Briston

Angela O'Donnell (Executive Manager Community & Cultural Services)

### **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 RAC016/24**

Moved: Community Member Milika De Santis

Seconded: Larrakia Nation David Kurnoth

That the minutes of the Reconciliation Advisory Committee Meeting held on 13 November 2023 be confirmed.

**CARRIED 6/0**

**7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

**8 PRESENTATIONS**

Nil

**9 OFFICER REPORTS****9.1 UPDATE ON PROJECTS****COMMITTEE RESOLUTION RAC017/24**

Moved: Larrakia Nation David Kurnoth

Seconded: Councillor Peter Pangquee

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

**CARRIED 6/0**

**9.2 RECONCILIATION WEEK AND NAIDOC WEEK****COMMITTEE RESOLUTION RAC018/24**

Moved: Community Member Milika De Santis

Seconded: Community Member Charles Briston

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

**CARRIED 6/0**

### 9.3 MEMBERSHIP UPDATE

**COMMITTEE RESOLUTION RAC019/24**

Moved: Community Member Patrik Ralph

Seconded: Councillor Peter Pangquee

THAT the report entitled Membership Update be received and noted.

**CARRIED 6/0**

### 9.4 REVIEW TERMS OF REFERENCE - RECONCILIATION ADVISORY COMMITTEE

**COMMITTEE RESOLUTION RAC020/24**

Moved: Community Member Charles Briston

Seconded: Larrakia Nation David Kurnoth

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.

**CARRIED 6/0**

## 10 MEMBER REPORTS

### 10 MEMBER REPORTS

**COMMITTEE RESOLUTION RAC021/24**

Moved: Community Member Milika De Santis

Seconded: Larrakia Nation David Kurnoth

That the member reports be received and noted, noting the following:

Community Member Milika De Santis requested consideration of other key dates for First Nations people ie. Apology Day, and an update on the Sister City Relationship with Milikapiti.

Larrakia Nation David Kurnoth informed new 2IC appointed and City of Darwin arrange to meet.

Community Member Patrik Ralph informed starting new role as Executive Assistant to Deputy Chief Minister Chansey Paech.

**CARRIED 6/0**

## 11 GENERAL BUSINESS

Nil

**12      NEXT MEETING**

20 May 2024

The Chair declared the meeting closed at: 3.02pm

Unconfirmed

**Attachment 1****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.