



AGENDA

FOR INTERCULTURAL STRATEGY AND PARTNERSHIPS SUB COMMITTEE MEETING TO BE HELD ON

**4 DECEMBER 2023 AT THE CONCLUSION OF THE ASSET MANAGEMENT
SUB COMMITTEE**

**IN THE WITTBER & DR RUBY DAVY ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY**

MEMBERS

Cr J Chewparsad (Chair)
Mayor G Aldridge (ex officio)
Deputy Mayor, Cr C Buchanan
Cr S McKell
Cr S Ouk (Deputy Chair)
Cr S Reardon

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
Deputy Chief Executive Officer, Mr C Mansueto
General Manager City Infrastructure, Mr J Devine
General Manager Community Development, Mrs A Pokoney Cramey
General Manager City Development, Ms M English
Manager Governance, Mr R Deco
PA to the General Manager City Infrastructure, Ms H Prasad

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Intercultural Strategy and Partnerships Sub Committee Meeting held on 09 October 2023.

REPORTS

ISPS1 Reconciliation Action Plan Strategy 5

QUESTIONS ON NOTICE

There are no Questions on Notice.

MOTIONS ON NOTICE

There are no Motions on Notice.

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice CEO Update)

CLOSE



**MINUTES OF INTERCULTURAL STRATEGY AND PARTNERSHIPS SUB
COMMITTEE MEETING HELD IN WITTBER & DR RUBY DAVY ROOMS,
SALISBURY COMMUNITY HUB, 34 CHURCH STREET, SALISBURY ON**

9 OCTOBER 2023

MEMBERS PRESENT

Cr Johnny Chewparsad (Chair)
Mayor G Aldridge (ex officio)
Deputy Mayor, Cr C Buchanan
Cr S Ouk (Deputy Chair)

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
A/General Manager City Infrastructure, Mr M Purdie
A/General Manager Community Development, Mrs V Haracic
A/General Manager City Development, Mr L Lopez Digon
Manager Governance, Mr R Deco
PA to GM Community Development, Ms S Howley

The meeting commenced at 7:34pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

APOLOGIES

An apology has been received from Cr S McKell.

PRESENTATION OF MINUTES

Moved Cr S Ouk
Seconded Mayor G Aldridge

The Minutes of the Intercultural Strategy and Partnerships Sub
Committee Meeting held on 14 August 2023, be taken as read and
confirmed.

CARRIED

REPORTS

ISPS1 Intercultural Bridge Signage

Moved Cr C Buchanan
Seconded Cr S Ouk

That Council:

1. Approves amended text for bridge signage to display on the Main North Road Footbridge to read ‘An Intercultural and Inclusive City’ rather than the previously approved text ‘The City of Salisbury is an intercultural city that welcomes and celebrates cultural diversity’.
2. Approves Option D as the preferred option as outlined in the report (Item ISPS1, Intercultural Strategy and Partnerships Sub Committee, 9 October 2023).
3. Approves similar messaging to be displayed on all the digital signage screens, including the large digital screen at the Salisbury Community Hub.
4. Notes progress on the intercultural bridge signage project for the Main North Road Footbridge to promote City of Salisbury as an Intercultural and Welcoming City, as included in this report (Item ISPS1, Intercultural Strategy and Partnerships Sub Committee, 9 October 2023).

CARRIED

QUESTIONS ON NOTICE

There were no Questions on Notice.

MOTIONS ON NOTICE

There were no Motions on Notice.

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice CEO Update)

There were no Other Business Items.

CLOSE

The meeting closed at 7:48pm.

CHAIRMAN.....

DATE.....

ITEM	ISPS1 INTERCULTURAL STRATEGY AND PARTNERSHIPS SUB COMMITTEE
DATE	04 December 2023
HEADING	Reconciliation Action Plan Strategy
AUTHOR	Raini Nailer, Senior Social Planner – Reconciliation & Community Transport, Community Development
CITY PLAN LINKS	1.3 People are valued and they feel safe, included and connected 1.4 We are proud of our strengths, achievements and cultural diversity 4.4 We plan effectively to address community needs and identify new opportunities
SUMMARY	Changes to the Reconciliation Action Plan (RAP) Working Group are proposed to support the development of the City of Salisbury's third Reconciliation Action Plan.

RECOMMENDATIONThat Council:

1. Notes that Council's Reconciliation Action Plan is due to be updated and a review has been undertaken prior to updating the new Reconciliation Action Plan.
2. Approves changes to the Reconciliation Action Plan Working Group, including:
 - a. renaming it to the First Nations Strategic Group;
 - b. updating the Terms of Reference as outlined in Attachment 1 (Item ISPS1, Intercultural Strategy and Partnerships Sub Committee, 04 December 2023);
 - c. updating the position descriptions for the Chair and Members, as outlined in Attachment 2 and Attachment 3 (Item ISPS1, Intercultural Strategy and Partnerships Sub Committee, 04 December 2023).
3. Approves the remuneration of the external members of the First Nations Strategic Group in line with the State Government Remuneration Framework for Government of South Australia Boards and Committees.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. First Nations Strategic Group - Terms of Reference
2. First Nations Strategic Group Chair Position Description
3. First Nations Strategic Group Member Position Description

1. BACKGROUND

- 1.1 The City of Salisbury is home to the second largest First Nations community in the Adelaide metropolitan area.
- 1.2 In recognition, Council has a long history of support for Reconciliation initiatives, including formalising its commitment through its use of Reconciliation Australia's Reconciliation Action Plan (RAP) Framework.
- 1.3 The RAP Framework provides organisations with a structured approach to advancing Reconciliation and is organised into four categories (Reflect, Innovate, Stretch and Elevate); reflecting an organisation's maturity along the Reconciliation journey.
- 1.4 Each RAP commits to a range of actions and progress is independently assessed by Reconciliation Australia. This assessment also determines the readiness of an organisation to progress through the four RAP categories.
- 1.5 Council established its first 'Reflect' RAP in 2013.
- 1.6 This was followed by a second RAP in 2019 at the Innovate level with a vision to "*Enhance recognition, relationships and respect for Aboriginal culture to enrich our inclusive community*". This was implemented through a focus on providing events, building relationships and increasing recognition through plaques, artworks and establishing acknowledgement protocols.
- 1.7 This RAP has now expired and the commitments reviewed by Reconciliation Australia as 'achieved'. Reconciliation Australia has recommended that Council's next RAP remain at the '*Innovate*' stage.

2. EXTERNAL CONSULTATION / COMMUNICATION

- RAP Working Group Members
- Warringa Committee
- Select Members of Northern Nungas Network
- Wellbeing SA - Aboriginal Health Promotion Division
- Reconciliation Australia
- City of Adelaide
- City of Tea Tree Gully
- Inner West Council (NSW)
- National Indigenous Australians Agency
- Yarra Ranges Shire (VIC)
- South Australian Government

3. DISCUSSION

- 3.1 Council has utilised a Reconciliation Action Plan (RAP) Working Group as a critical mechanism for supporting reconciliation and management of Council's RAP(s).
- 3.2 A review of Council's second RAP, undertaken in 2022, invited feedback from external RAP members who identified an opportunity to improve mechanisms for governance and engagement with the Aboriginal community. Primarily, this included:
- 3.2.1 The opportunity to move towards a more strategic approach that embeds the Reconciliation initiatives into business strategies across Council.
- 3.2.2 Strengthening the operation of the RAP Working Group.
- 3.3 The current RAP Working Group was established in 2013. Membership consists of six external members (including the Chairperson) and six City of Salisbury members (currently including the Mayor and Deputy Mayor).
- 3.4 Whilst the current design of this RAP Working Group has successfully supported Council's early Reconciliation endeavours, a refreshed approach is recommended. This will reflect Council's growing maturity in supporting Reconciliation, and the need to attract a membership that can influence, establish new relationships, lead change and provide ongoing advice.
- 3.5 To achieve this, it is recommended that the current RAP Working Group be updated to help realise the next steps in Council's Reconciliation journey and be renamed to the First Nations Strategic Group (FNSG) to reflect this update.
- 3.6 The FNSG roles would remain largely consistent with the current RAP Working Group roles and comprise of:
- Chairperson (First Nations Community Leader)
 - Kurna Representative
 - Elder Representative
 - Youth representative (under 25 years old)
 - Education/Employment and/or Health/families Industry professionals
 - Mayor – ex-officio
 - Deputy Mayor
 - General Manager, Community Development
 - City of Salisbury Representative.
- 3.7 Consistent with advice received from the South Australian Government, a targeted approach will be taken to attract membership to the Chairperson, Kurna and Elder Representatives roles.
- 3.8 Membership to the remaining roles will be facilitated by the Chairperson, Kurna Representative, Elder Representative, Council Representative and Council.
- 3.9 A Draft Terms of Reference, Chair Position Description and Member Position Description are attached as Attachment 1, Attachment 2 and Attachment 3 in this report.

- 3.10 The objectives as outlined in the Draft Terms of Reference (Attachment 1) have been transposed from the original Terms of Reference of the RAP Working Group with the exception of the additions of points 3 and 4.
- 3.11 The FNSG would meet quarterly with a primary focus on developing and implementing Council's RAP, whilst also providing broader input/advice as required.
- 3.12 Reflecting the time, cultural and intellectual input, it is proposed that external members (from Council) be remunerated in line with the State Government Remuneration Framework for Government of South Australia Boards and Committees Members (noting where a Member attends as a paid employee of a non-government organisation, then that organisation is eligible to claim the fee otherwise payable to the Member).
- 3.13 Council has discussed the proposed changes to the RAP Working Group with Uncle Frank Wanganeen as the existing Chair.
- 3.14 To manage the change associated with the establishment of FNSG, the below formal process is proposed:

Action	Description
Meet with RAP Working Group members	Outline approach and invite application for membership which will be assessed against the proposed role descriptions
Letter from Mayor to RAP Working Group members	Formal communication and thank you for their contribution to date.
Recruit FNSG members	Chairperson appointed by the Chief Executive Officer Chairperson participates in member selection
FNAP Member Induction and Initial Planning	Introduction to Council Role of FNSG RAP planning
Business As Usual – RAP development and implementation	

- 3.15 The establishment of FNSG will provide the basis for the development of a new RAP for consideration by Council, ensuring that new RAP actions meet evidence-based principles for achieving First Nations wellbeing and Council's vision.
- 3.16 The FNSG membership will be for the duration of the RAP (up to 3 years).

4. FINANCIAL OVERVIEW

4.1 The *State Government Remuneration Framework for Government of South Australia Boards and Committees* will be utilised to inform membership remuneration (non-Council members only), as outlined below:

Level	Criteria	Chair's fee (per 4 hour session)	Members' fee (per 4 hour session)
4	Boards and committees which: <ul style="list-style-type: none"> • exist for the purpose of consultation, advice and liaison with a local community, and/or local community management of that community's resources or assets; or • provide advice on the regulation of development for the benefit of a local community; or • provide policy and/or operational advice on a single segment of a government agency's operations; or • administer a small trust fund. 	\$129	\$103

4.2 This group would meet at least quarterly amounting to an ongoing operating cost of \$2,164 per annum to Council. This can be funded through existing budget provisions. Additional meetings if required of this group are not included in this budget amount. This will be met from existing resources.

5. CONCLUSION

5.1 Council has successfully completed its second Reconciliation Action Plan (RAP).

5.2 To progress its third RAP it is recommended that an updated membership of the current RAP Working Group be implemented.

5.3 This update will better support Council's growing maturity in Reconciliation, in addition to clarifying the roles of the group members, achieving greater community representation, and better supporting strategic outcomes.

5.4 The renamed First Nations Strategic Group (FNSG) membership would comprise of:

- Chairperson (First Nations Community Leader)
- Kurna Representative
- Elder Representative
- Youth Representative
- Education, Employment or Health Industry professionals
- Mayor
- Deputy Mayor
- General Manager, Community Development
- City of Salisbury Representative.

5.5 The update of this group will provide the basis for the development of a new RAP at the '*Innovate*' level for consideration by Council.



First Nations Strategic Group Terms of Reference

The City of Salisbury acknowledges the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.

1. Purpose

The First Nations Strategic Group (FNSG) has been created to enhance representation and provide a direct connection between the Aboriginal and Torres Strait Islander community of Salisbury and the City of Salisbury (CoS). The purpose of this connection is to engage in reciprocal dialogue on matters relating to First Nations people and provide advice on planning, development and implementation of relevant initiatives.

The major focus of this group is the City of Salisbury's third Reconciliation Action Plan (RAP).

2. Objectives

The objectives of the First Nations Strategic Group are to:

- 2 Provide guidance for and support the implementation of the CoS's RAP and broader Reconciliation activities.
- 3 Provide feedback and advice to CoS, as required, on its policies, plans, services and projects that impact First Nations communities.
- 4 Consider and provide advice on key Government initiatives, programs and reviews that impact on First Nations communities and have a direct impact on the CoS.
- 5 Advocate on behalf of First Nations communities.
- 6 Assist Council to promote the benefits of diversity and enhance understanding about the barriers to equality facing First Nations communities.
- 7 Provide advice to CoS in relation to its communication, engagement and consultation with First Nations communities.
- 8 Provide leadership and advocacy to encourage community awareness and support for the objectives of the RAP and broader CoS work.
- 9 Continually explore new opportunities and solutions to support identified projects and the ongoing implementation of the RAP.
- 10 Explore and support partnerships with other organisations to address access, equity and inclusion issues experienced by members of the First Nations community in the City of Salisbury.

11 Status of the Committee

The FNSG is an external group to Council and exists for the purpose of providing advice, guidance and/or support to CoS in regards to the RAP and broader Reconciliation actions undertaken by CoS.

12 Meeting Procedures

The FNSG will meet to discuss relevant issues, which will be documented through agenda and minutes. The actions and advice arising from these meetings will be provided to Councils Resp Council's representative General Manager Community Development and the General Manager Community Development will report 6 monthly to Council.

The Committee may from time to time, seek input and advice from First Nations community members and organisations when examining specific matters. All members of the Committee are required to adhere to Council's Code of Conduct.

13 Meeting Frequency

The FNSG meetings are scheduled on a quarterly basis. Interim meetings may be called under special circumstances, which will be agreed to by all members of the FNSG and CoS.

6 Administration of FNSG Meetings and Activities

The administrative duties related to the FNSG will be the responsibility of the Senior Social Planner-Reconciliation and Community Transport. These duties will include but are not limited to:

- Set and give notice of meetings, prepare reports and agenda, keep minutes and perform any other administrative duties relevant to the FNSG.
- Liaise with Council staff to address issues and questions relating to the FNSG committee.
- Ensure the operation and implementation of actions advised by the FNSG and approved by CoS.
- Organise training and orientation activities as required for all FNSG members.
- Cancel a meeting in consultation with the Chairperson if there is no business to be considered.
- Ensure that relevant recommendations from the FNSG are considered by CoS.
- If required, organise staff or other guest speakers to attend FNSG meetings.

7 Location of Meeting

The meetings are held primarily in the meeting rooms of the Salisbury Community Hub. Additionally, other communication methods such as conference or video call may be used as agreed and appropriate.

8 Membership

The membership of the FNSG comprises community and professional members who have an interest in Reconciliation in the City of Salisbury. These members will include a mixture of community members who reside in or have substantial ties to the City of Salisbury and professionals representing external organisations or specific areas of expertise. Membership of this group, which is external to CoS, is aimed at people who identify as Aboriginal and/or Torres Strait Islander. Membership to the committee is for the duration of the RAP (up to 3 years).

Positions Include:

- Chairperson (First Nations Community Leader)
- Kurna Representative
- Elder Representative
- Youth representative
- Education, Employment or Health Industry professionals
- Mayor
- Deputy Mayor
- General Manager, Community Development
- City of Salisbury Representative

9 Payment

All members acting in a community capacity will receive reimbursement for their time for attendance at meetings (occurring quarterly). Remuneration will be made in line with the State Government Remuneration framework for Government of South Australia boards and committees-level 4.

10 Quorum

Quorum is four members, including at least two CoS representatives and two external members.

11 Meeting Attendance

All members are required to attend all meetings. Where this is not possible an apology should be provided prior to the meeting. If organisation representatives are unable to attend the meeting they can arrange for a proxy from the same organisation to attend. If a member or organisation fails to attend 75% of meetings within a year, their membership to the FNSG may be reviewed.

12 Chairperson

A FNSG member will be nominated and voted in as Chairperson at the beginning of each year. An acting Chairperson can be identified as the proxy at meetings as required when the Chairperson is unable to attend.

First Nations Strategic Group Chair Position Description

The City of Salisbury acknowledges that we are on the traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

Background

The City of Salisbury (CoS) is a local government entity located on Kaurna Country in Adelaide's North, encompassing an area of 158km². We are a customer focused organisation, providing essential services to residents and visitors, in a dynamic and inclusive environment.

For many years, the CoS has had a deep commitment to Reconciliation and has undertaken two Reconciliation Action Plans (RAP), provided a dedicated annual higher education scholarship to First Nations students, and celebrated significant events such as Sorry Day, Reconciliation and NAIDOC Weeks. Most recently, Council formally provided support for the 'Yes' vote in the upcoming Referendum to enshrine an Aboriginal and Torres Strait Islander Voice to parliament.

The CoS is looking to progress its Reconciliation journey and have greater positive impact on the lives of First Nations residents. To achieve this, CoS is developing and implementing its third RAP with a focus on strong outcomes in employment, education, health and general wellbeing of First Nations residents.

A newly created First Nations Strategic Group (FNSG) will be appointed to support the development and implementation of this RAP, as well as provide advice on broader matters relating to First Nations people.

Position Purpose

The purpose of the FNSG Chair is to guide and support the broader FNSG in providing sound advice and initiatives that will achieve significant community impact. The Chair will be responsible for facilitating the FNSG meetings, and making representation on behalf of the Group when required.

Duties and Responsibilities

- Demonstrate leadership and behaviour to enable the Group to operate as an inclusive, well-functioning team.
- Establish the agenda, in partnership with CoS, for Group meetings in consultation, so that:
 - the right matters are considered during the meeting;
 - matters are considered carefully and thoroughly; and
 - the committee makes clear decisions and gives adequate guidance to CoS.
- Foster a culture aligned with the CoS's strategies and desired outcomes
- Provide guidance to other members about what is expected of them
- Ensure all FNSG members are given the opportunity to effectively contribute.
- Liaise regularly with the Senior Social Planner- Reconciliation and Community Transport
- Engages in appropriate external activities as a representative of CoS and the FNSG.
- Utilise networks to promote the FNSG its goals and initiatives
- Regularly review with FNSG, Cos Staff and Councillors, recommendations and progress on important initiatives and significant issues facing the community

Required Attributes and Competencies

- Be of Aboriginal or Torres Strait Islander decent
- Live, work or have strong connections to the CoS
- Ability to liaise with and be involved in community activities
- Extensive knowledge and understanding of the First Nations community in the City of Salisbury and/ or contribute professional knowledge in the areas of education, employment and health
- Understanding of the role and function of the City of Salisbury

Time Commitment

Two-hour meetings will be scheduled quarterly, with interim meetings set as required. It is required that each member of the FNAC attend 75% of these meetings to remain an active member of the group.

Remuneration

Remuneration is provided to all community members serving on the FNSG. Remuneration will be in accordance with the State Government Remuneration framework for Government of South Australia boards and committees- level 4. For a Chair this is \$129 per four-hour meeting.

First Nations Strategic Group Member Position Description

The City of Salisbury acknowledges that we are on the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.

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For many years, the CoS has had a deep commitment to Reconciliation and has over these years undertaken two Reconciliation Action Plans (RAP), provided a dedicated annual higher education scholarship to First Nations students, and celebrated significant events such as Sorry Day, Reconciliation and NAIDOC Weeks. Most recently, Council formally provided support for the 'Yes' vote in the upcoming referendum to enshrine an Aboriginal and Torres Strait Islander Voice to parliament.

The CoS is looking to progress its Reconciliation journey and have greater positive impact on the lives of First Nations residents. To achieve this, CoS is implementing its third RAP with a focus on strong outcomes in employment, education, health and general wellbeing of First Nations residents.

A newly created First Nations Strategic Group (FNSG) will be appointed to support the development and implementation of this RAP, as well as provide advice on broader council matters relating to First Nations people.

Position Purpose

The purpose of FNSG Members is to contribute, guide and raise discussion using professional and personal expertise to ensure the FNSG achieves the best possible outcomes. FNSG members will liaise with CoS to discuss items of interest and provide sound advice to assist with achieving significant community impact.

Duties and Responsibilities

- Operate in an inclusive and cooperative manner to ensure FNSG operates as a cohesive body
- Provide robust discussion, evidence and perspectives on items for discussion
- Raise any relevant agenda items to be discussed by FNSG
- Liaise as appropriate with the Senior Social Planner- Reconciliation and Community Transport about matters relating to FNSG, reconciliation or CoS
- Engage in appropriate external activities as a representative of CoS and FNSG as directed by CoS
- Utilise networks to promote the CoS and FNSGC, including its goals and initiatives
- Regularly review with FNSG, CoS, recommendations and progress on important initiatives and significant issues facing the community

Required Attributes and Competencies

- Be of Aboriginal or Torres Strait Islander descent
- Live, work or have strong connections to the CoS
- Ability to liaise with and be involved in community activities
- Extensive knowledge and understanding of the First Nations community in the City of Salisbury and/ or contribute professional knowledge in the areas of education, employment and health
- Understanding of the role and function of the City of Salisbury

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Two-hour meetings will be scheduled quarterly, with interim meeting set as required. It is required that each member of the FNSGC attend 75% of these meetings to remain an active member of the group.

Remuneration

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