

AGENDA



INNER WEST COUNCIL

ABORIGINAL AND TORRES STRAIT ISLANDER REFERENCE GROUP

Tuesday 4 April 2017
6:30PM

Petersham Service Centre – Level 3, 2-14 Fisher Street, Petersham NSW 2049

Please RSVP to Joshua Staines
Joshua.Staines@innerwest.nsw.gov.au or 9716 1843

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Item No: Item 5

Subject: Summary of Recommendations from Previous Aboriginal and Torres Strait Islander Strategic Reference Group Meeting

Prepared by: Joshua Staines – Community Development Worker Aboriginal Programs

SUMMARY

To advise the Aboriginal and Torres Strait Islander Reference Group of the status of the recommendations from the previous meeting.

RECOMMENDATION:

That the information in the summary of recommendations be received and noted by the Aboriginal and Torres Strait Islander Reference Group.

Background

The first meeting of the Aboriginal and Torres Strait Islander Reference Group was held on 27th February 2017.

This report is being provided by way of keeping the reference group members informed and updated with regards to any recommendations arising from the meetings.

Financial Implications

N/A

Attachments

Summary of recommendations from previous meeting.

Summary of Recommendations Aboriginal and Torres Strait Islander Reference Group			
Date of Meeting	Items	Recommendations	Status
27-Feb-17	Item 5 - Aboriginal and Torres Strait Islander Reference Group – Draft Terms of Reference	RECOMMENDATION (ATSISRG – 17/01)	
		1. That the Aboriginal and Torres Strait Islander Reference Group adopts the Draft Terms of Reference, noting that:	
		a) The first meeting of the Reference Group takes place at Ashfield Civic Centre and that subsequent meetings will take place at the Inner West Council Petersham Service Centre.	Adopted
		b) Council staff will communicate with Reference Group members via email, and that the members can email all of the three Aboriginal staff or phone any one of the three Aboriginal staff.	Adopted
		c) The Reference Group chairperson will be nominated, and that Council staff will support and guide the chairperson during meetings.	Adopted
		d) Quorum will state that minimum of eight (8) members is required for the meeting to go ahead.	Adopted
		e) Reference Group members will advise any one of the Aboriginal Staff members one day in advance if they are unable to attend a meeting in order to achieve the meeting quorum.	Adopted
		RECOMMENDATION (ATSISRG – 17/02) – NOMINATION OF CHAIRPERSON	
		1. Ben Bowen chairperson for the Aboriginal and Torres Strait Islander Reference Group	Adopted

	Item 6 - Inner West Council – Statement of Vision and Priorities	RECOMMENDATION (ATSISRG – 17/03)	
		1. That the Aboriginal and Torres Strait Islander Reference Group note the Inner West Council Draft Statement of Vision and Priorities.	No response required from council
		2. That the Aboriginal and Torres Strait Islander Reference Group actively engages with the community consultation processes for the development of a Community Strategic Plan for the Inner West.	No response required from council. However Council will be holding a consultation session at the April SRG meeting to allow an opportunity for SRG members to actively engage with the Community Strategic Plan consultation process.
	Item 7 - Inner West Council – Draft Inclusion Action Plan	RECOMMENDATION (YLRG – 17/04)	
		1. That the Aboriginal and Torres Strait Islander Reference Group note this report, provide feedback on the Draft Inclusion Action Plan (IAP) during the public exhibition period and refer to it in addressing their work.	No response required from council
	Item 9 - Naming of the new Marrickville Library and Community Spaces Site	RECOMMENDATION (ATSISRG – 17/05)	
		1. That the Aboriginal and Torres Strait Islander Reference Group support the proposal to name the new Marrickville Library and community spaces site ' <i>Patyegarang</i> ' Place and that this proposed name will be presented to the March 2017 LRAC meeting.	Adopted

Item No: Item 6

Subject: Inner West Council Community Strategic Plan Consultation
with Aboriginal and Torres Strait Islander Reference Group

Prepared by: Prue Forman
Communication and Engagement Coordinator

SUMMARY

Robust input from the Strategic Reference Groups (SRGs) is a vital component of the development of the Inner West's first Community Strategic Plan (CSP). Input to the CSP is one of the core roles of the SRGs.

RECOMMENDATION:

1. That the Aboriginal and Torres Strait Islander Strategic Reference Group note the process for development of the CSP.
 2. That the Aboriginal and Torres Strait Islander Strategic Reference Group determine how members would like to participate in the process.
-

Background

The Community Strategic Plan (CSP) is the most important plan that sits above all Council's other plans and policies. The CSP identifies the community's main priorities and aspirations for the future, and plans strategies to achieve them. It takes into account the issues and pressures affecting the community, and the level of resources that will realistically be available.

While Council is responsible for managing the planning process on behalf of the Inner West, delivery of the plan's long-term outcomes relies on strong partnerships including with state agencies, community groups and the wider community. A successful CSP is one in which the whole community feels ownership.

The CSP addresses four key questions for the community:

- Where are we now?
- Where do we want to be in 10 years' time?
- How will we get there?
- How will we know we've arrived?

The Inner West's CSP will be based on principles of:

- social justice (equity, access, rights and participation)
- ecologically sustainable development.

The SRGs are a key stakeholder in developing the CSP and input will be sought across the whole process including development of the vision, objectives and strategies. Council will partner with the SRG in each aspect of the decision including the development of alternatives and the identification of the preferred solutions.

Financial Implications

The CSP is developed in conjunction with a Resourcing Strategy that includes a

- Long Term Financial Plan
- Workforce Management Plan
- Asset Management Plan
- Information and Communications Technology (ICT) Plan

This ensures that the outcomes can be delivered with the level of resources that will realistically be available.

Conclusion

Input from the Inner West Strategic Reference Groups is a vital component of developing a successful CSP. SRG advice and recommendations on the issues, vision, objectives and strategies will be included in the decisions made about the CSP to the maximum extent possible.

Item No: Item 7

Subject: Eastern Region Local Government Aboriginal and Torres Strait Islander Forum request for membership

Prepared by: Joshua Staines
Community Development Worker – Aboriginal Programs

SUMMARY

Former Leichhardt Municipal Council had previously been a member council of the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum. The Forum prior to amalgamations also consisted of five other member councils including; Randwick City Council, Waverley Council, City of Botany Bay, Woollahra Municipal Council and City of Sydney.

RECOMMENDATION:

1. That Inner West Council contribute as a member Council to the ERLGATSIF to the value of \$9,500 per annum for the 2017 – 2018 and 2018 – 2019 financial years.
2. Inner West Council contribute to the strategic planning, Terms of Reference and Action Plan as they relate to the ERLGATSIF.

Background

The Forum was first established in 1998 and over the years ERLGATSIF has held bimonthly meetings to discuss affairs, events and celebrations that affect Aboriginal and Torres Strait Islander peoples across the Sydney region. During Reconciliation Week each year, ERLGATSIF coordinates the Pauline McLeod Awards for Reconciliation and a Primary Schools Art Competition. The Pauline McLeod Awards for Reconciliation recognise community members and organisations as the quiet achievers in promoting Reconciliation in their community. Reconciliation Week Primary Schools Art Competition encourages local students to learn about Aboriginal and Torres Strait Islander cultures and history and to celebrate it through artwork.

The ERLGATSIF Co-ordinator position was established to assist council staff to carry out the aims and objectives of ERLGATSIF. Each member Council on a two year rotational basis will host the Forum Coordinator position; as resources of member Council's allow. Responsibility for convening, planning meetings, minutes and agendas is the role of the Forum Coordinator. Actions agreed within the Forum will be undertaken by relevant officers in member Councils.

Financial Implications

ERLGATSIF is seeking \$9,500 from the Inner West Council in exchange for membership to the ERLGATSIF for the 2017 – 2018 financial year.

Conclusion

Inner West Council seeks feedback from the Aboriginal and Torres Strait Islander Strategic Reference Group.

Attachments

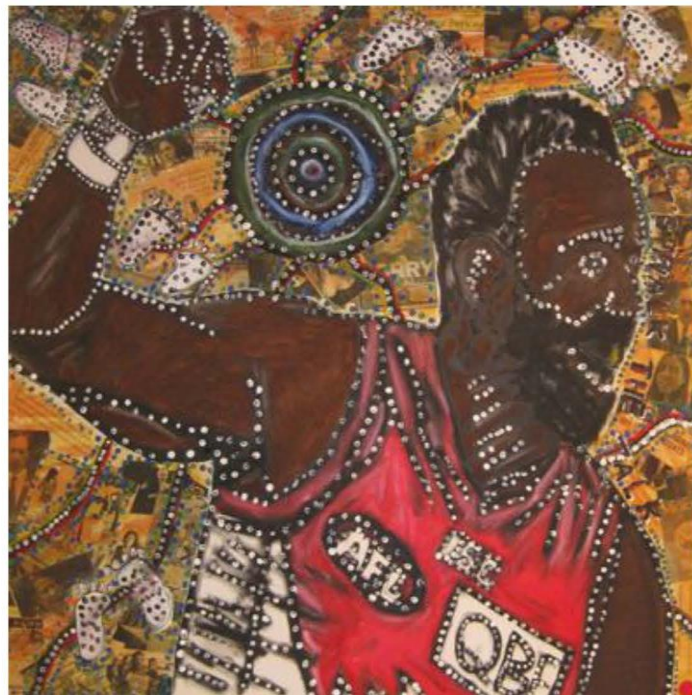
1. ERLGATSIF Action Plan 2014 – 2016
2. Dominic Wy-Knak letter to Rik Hart, General Manager- Inner West Council
3. ERLGATSIF General Information

ATTACHMENT 1



**Eastern Region Local Government Aboriginal and
Torres Strait Islander Forum**

ACTION PLAN



October 2014 – July 2016

About the Cover Art

"The most important goal is Reconciliation" - Orange Grove Public School, 2014

Winner, Group Category in the 2014 Pauline McLeod Reconciliation Week Primary School Art Competition Awards

For Further Information

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Acknowledgement

The Eastern Region Local Government Aboriginal and Torres Strait Islander Forum (ERLGATSIF) Acknowledges the Gadigal, Bidjigal and Wangal clans, who are the traditional custodians of the regions in which the member Councils of the Forum are situated.

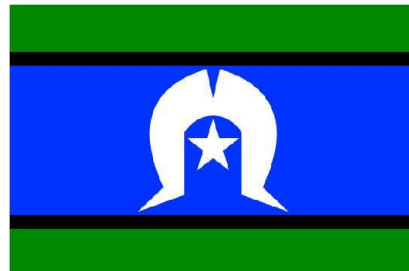
We celebrate the survival of Aboriginal and Torres Strait Islander cultures, heritage, beliefs and their relationship to the land and waters. We acknowledge the continuing importance of this relationship to Aboriginal and Torres Strait Islander peoples living today. We also acknowledge the ongoing contributions made by Aboriginal and Torres Strait Islander peoples to the life of Australia.

We express our sorrow for past injustices and support the rights of Aboriginal and Torres Strait Islander peoples to determine their own futures.

ERLGATSIF also acknowledges other Aboriginal and Torres Strait Islander language groups and works closely with all Aboriginal and Torres Strait Islander communities to advance Reconciliation across the region.



Aboriginal Flag, designed by Harold Thomas, 1971



Torres Strait Islander Flag, Bernard Namok, 1992

Foreword from Chairperson



It is my privilege as the Chairman of the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum to present our Action Plan. This is the guiding document for the ERLGATSI Forum and outlines the actions and targets the Forum will aim to achieve during the next two years.

Established in 1998, the ERLGATSI Forum is a partnership between City of Botany Bay, Leichhardt Municipal Council, Randwick City Council, City of Sydney, Waverley Council and Woollahra Municipal Council. These six member Councils have come together to support Aboriginal and Torres Strait Islander communities across the region.

Over the years ERLGATSI has bimonthly meetings to discuss affairs, events and celebrations that affect Aboriginal and Torres Strait Islander peoples across our region. We have had special guest speakers and also participate in many Aboriginal and Torres Strait Islander events and programs. During Reconciliation Week each year, ERLGATSI coordinates the Pauline McLeod Awards for Reconciliation and a Reconciliation Week Primary Schools Art Competition. The Awards are posthumously named in honour of Pauline McLeod, an icon in Australian media and entertainment who worked across many platforms to teach and celebrate her Aboriginal heritage with an Australian audience of all ages. The Pauline McLeod Awards for Reconciliation recognise community members and organisations as the quiet achievers in promoting Reconciliation in their community. Our Reconciliation Week Primary Schools Art Competition encourages local students to learn about Aboriginal and Torres Strait Islander cultures and history and to celebrate it through artwork.

I am proud that with this Action Plan, the ERLGATSI Forum will continue to make positive contributions to Aboriginal and Torres Strait Islander affairs, events and celebrations at a Local Government level across the region.



Cr Dominic WYKanak Waverley Council

Chairman, Eastern Region Local Government Aboriginal and Torres Strait Islander Forum

About ERLGATSIF

The Eastern Region Local Government Aboriginal and Torres Strait Islander Forum is a partnership between six Councils. They include City of Botany Bay, Leichhardt Municipal Council, Randwick City Council, City of Sydney, Waverley Council and Woollahra Municipal Council.

Established in 1998, the Forum aims to address and participate at a regional level in the affairs, events and celebrations that impact our local Aboriginal and Torres Strait Islander communities.

Events in the Forum's calendar include the Reconciliation Week Primary Schools Art Competition and the Pauline McLeod Awards for Reconciliation. Each Member Council of the Forum also hosts their own program of events during Reconciliation Week and NAIDOC Week which are promoted across the region by the Forum.

Our Region

ERLGATSIF currently includes the six Member Councils of Randwick, Sydney, Waverley, Woollahra, Botany Bay and Leichhardt. The Local Government Areas of these six Councils border on one another, with some suburbs being shared between Councils. The combined area covered by the six ERLGATSIF Member Councils is 119.75km². According to 2011 Census data, there were 5504 Aboriginal and Torres Strait Islander peoples living in this region. The Forum acknowledges the boundaries of its Councils differ from the traditional boundaries of Aboriginal nations and clans. This area is also governed by two Local Aboriginal Land Councils: Metropolitan Local Aboriginal Land Council and La Perouse Local Aboriginal Land Council. The Forum works in partnership with Local Aboriginal Land Councils wherever possible.



Map of the six Council areas: (clockwise) Leichhardt Municipal Council, City of Sydney, Woollahra Municipal Council, Waverley Council, Randwick City Council and City of Botany Bay.

Our Terms of Reference

AIM:

The aim of the ERLGATSI Forum is to continue member Council's commitment to Aboriginal and Torres Strait Islander communities through Reconciliation and the principles of:

- Connections & Engagement
- Respect & Understanding
- Advocacy
- Accountability.

OBJECTIVES:

Develop co-operative projects and strategies which will:

- Continue to raise awareness of Reconciliation across the Local Government Areas of all Councils that are members of ERLGATSI
- Successfully implement annual Pauline McLeod Awards for Reconciliation
- Successfully implement annual Reconciliation Week Art Competition
- Provide employment for and build the capacity of an Aboriginal Forum Coordinator
- Build and maintain relationships through information sharing, networking and supporting member Council initiatives

MEMBERSHIP:

Councillors and relevant officers from City of Botany Bay, City of Sydney, Leichhardt, Randwick, Waverley and Woollahra Councils and other Councils as agreed. ERLGATSI is open to participation by Aboriginal and Torres Strait Islander Advisory Committees through member Councils, and as agreed.

GOVERNANCE AND FINANCE:

All member Councils will confirm their financial commitment to the ERLGATSI Forum on an annual basis, in line with budget cycles. The host Council will send out invoices to ALL member Councils in the first quarter of the financial year, and will provide an annual acquittal at the end of the financial year. All decisions will be made at Forum meetings by an informed consensus. Expenditure will be a standing agenda item.

CONVENORS:

Each member Council on a two year rotational basis will host the Forum Coordinator position; as resources of member Council's allow. Responsibility for convening, planning meetings, minutes and agendas is the role of the Forum Coordinator. Actions agreed within the Forum will be undertaken by relevant officers in member Councils.

FREQUENCY OF MEETINGS:

Meetings shall be held every two months on specific dates and for a period of two hours. Working group meetings and special extraordinary meetings may be called by the Forum Coordinator or the host Council.

REVIEW:

These Terms of Reference will be reviewed every two years

DATE ADOPTED: October 2014

REVIEW DATE: October 2016

Our Action Plan

The Eastern Region Local Government Aboriginal and Torres Strait Islander Forum is committed to delivering the events and programs outlined in this Action Plan and achieving the targets which will benefit Aboriginal and Torres Strait Islander peoples across the region.

ERLGATSIF over the next two years will be guided by the principles of:

- Connections & Engagement
- Respect & Understanding
- Advocacy
- Accountability

The Connections and Engagement section acknowledges the strong partnership between all six of the ERLGATSIF Member Councils and the support provided by all six Councils to ERLGATSIF endeavours. This section also outlines the external connections between ERLGATSIF and communities. It encourages the maintenance of existing relationships and the development of new partnerships.

The second section of the Action Plan is titled Respect and Understanding which outlines ways in which ERLGATSIF Members can recognise, appreciate and teach Aboriginal and Torres Strait Islander history and cultures across the region.

Advocacy is the third heading of the ERLGATSIF Action Plan. Actions include employing and supporting a Forum Coordinator, recognising and utilising skilled Aboriginal and Torres Strait Islander peoples for their expertise, and promoting relevant information, employment, education and cultural services across the region. ERLGATSIF also advocates for each member Council to continuously improve Reconciliation in their own organisations and regions.

The Action Plan's final section is Accountability. This section outlines annual reports, financial reports, as well as maintenance of the Forum's Action Plan and Terms of Reference.

1. Connections & Engagement

	ACTION	STRATEGIES	RESPONSIBILITY	RESOURCES	IMPLEMENTATION YEAR		OUTCOMES
					2014 2015	2015 2016	
1.1	Convene the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum bimonthly	Arrange meetings, agendas and take minutes. Members attend the bi-monthly meetings. Minutes are distributed to Members within 2 weeks of the meeting. Invite guest presenters as required to attend meetings Organise extraordinary meetings when required Update minute& agenda templates each year	ERLGATSIF Coordinator, Meeting host ERLGATSIF Members ERLGATSIF Coordinator ERLGATSIF Coordinator ERLGATSIF Coordinator ERLGATSIF Coordinator	Venue – Meeting host, in kind Catering – Meeting host, in kind Staff Time Support from Council hosting Coordinator Staff Time (through networks) Venue – Meeting host, in kind Catering – Meeting host, in kind Staff Time	✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓	Bimonthly meetings, up to date meeting documents Attendance record, target 70% over the year Minutes for the bimonthly meetings Attendance record of special guests, target 1 special guest annually As required Up to date templates for minutes and agendas
1.2	Extend invitation of Membership to appropriate Councils	Send Letters of Invitation to Marrickville Council and Ashfield Council addressed to the General Managers,	ERLGATSIF Chairperson ERLGATSIF Coordinator	Staff Time	✓	✓	Response from two Councils regarding joining ERLGATSIF in 2015/2016

		Mayors and Aboriginal Consultative Committees (AACC & MACC)					
1.3	Review and update ERLGATSIF flyer	Coordinator to update templates each year	ERLGATSIF Coordinator	Staff Time	✓	✓	Flyer is kept up to date
1.4	Investigate development of a website for the promotion of ERLGATSIF	Consult with website designers and ERLGATSIF members	ERLGATSIF Coordinator David Beaumont	Staff Time	✓	✓	Decision by ERLGATSIF to proceed with website or not by March 2015.
1.5	Construct and maintain website content (following agreement from Forum)	Update website content monthly, or as necessary	ERLGATSIF Coordinator	TBA	✓	✓	Website is kept current with information. Quarterly reviews.
1.6	Implement the annual Pauline McLeod Reconciliation Week Primary Schools Art Competition Awards	Select the Council to host each year	ERLGATSIF Chairperson, Members	Staff Time	✓	✓	Hosting Council selected by August each year
		Arrange venue for the PMA art competition exhibition and awards ceremony	Council hosting PMAs, Coordinator	Staff Time	✓	✓	Venue organised by October each year
		Develop and distribute an information pack about Reconciliation Week & the art competition	ERLGATSIF Coordinator	\$3,000	✓	✓	Information pack developed before Reconciliation Week 2015 and distributed to all schools in the region
		Advertise & promote the Art Competition to local primary schools (at least 6 contacted by each Council)	ERLGATSIF Coordinator ERLGATSIF Members	Staff Time	✓	✓	Number of schools participating out of the 36 schools invited. Number of artworks submitted
		Collect artworks entered from schools & deliver to PMA host or Coordinator's Council	ERLGATSIF Coordinator, Members	Staff Time	✓	✓	No. of artworks dependent on venue capacity.

		Participate in selection/ judging process	ERLGATSIF Members	Staff Time	✓	✓	1 representative from each Council on judging panel Winners chosen in categories: K – Year 2, Years 3 – 4, Years 5 – 6 and Group
		Arrange and set up exhibition at PMA venue	ERLGATSIF Coordinator	Part of PMA budget (See section 1.7)	✓	✓	Number of attendees, overall rating of event
		Organise travelling exhibition of winners of art completion	ERLGATSIF Coordinator	Staff Time	✓	✓	Travelling exhibition is displayed by each member Council
		Artworks returned to schools and feedback from schools collected	ERLGATSIF Coordinator, Members	Staff Time	✓	✓	Number of award certificates presented/ sent out to schools. Feedback included in event review
1.7	Produce the Pauline McLeod Awards for Reconciliation annually	Advertise the submission period for nominations for the Pauline McLeod Awards for Reconciliation	ERLGATSIF Members, with support from Coordinator	Staff Time	✓	✓	Distributed through networks of each member Council
		Promote the Pauline McLeod Youth Award during National Youth Week by having information available at Youth Week stalls	ERLGATSIF Coordinator	Staff Time	✓	✓	PMA information pack available at Youth Week stalls
		Participate in selection/ judging process	Select ERLGATSIF Members	Staff Time	✓	✓	1 member from at least 4 Councils on judging panel. Nominations collated and provided prior to judging. Min. 1 Youth Award, 4 General Awards

		Invite members of local Councils and communities to attend awards presentation	ERLGATSIF Members	Staff Time	✓	✓	Attendance target of 50 people
		Set up awards presentation venue, master of ceremonies speaking notes, invite guest speakers, risk assessment, event run sheet, catering, certificates (winners and participants), prizes and gifts	ERLGATSIF Coordinator with support from members	\$10,000 plus contingency	✓	✓	Art competition artworks displayed. Catering and gifts sourced from Aboriginal business
		Collect feedback from attendees/survey & write event review	ERLGATSIF Coordinator with support from members	Staff Time	✓	✓	Evaluation of event by attendees. Evaluation report completed annually
1.8	Improve engagement with local primary schools	Develop new program to engage with local primary schools e.g. Spelling Bee	ERLGATSIF Coordinator with support from members	Staff Time	✓	✓	Each Member Council has an engagement target of 6 schools
		Deliver new program	ERLGATSIF Coordinator with support from members	\$3,000	✓	✓	Program delivered to 1 school in each LGA
1.9	Develop event or program to engage with local high schools in region	Research avenues of promoting Reconciliation in high schools	ERLGATSIF Coordinator	Staff Time	✓	✓	Encourage submission of nominations for the PMAs in the Youth Category
		Deliver new program to engage LGA high schools e.g. Debating	ERLGATSIF Coordinator	\$3,000	✓	✓	Program delivered to 1 school in each LGA
1.10	Support the exchange of skills and knowledge across the region by sharing information and resources	Information sharing at each meeting and via email	ERLGATSIF Coordinator ERLGATSIF Members	Staff Time	✓	✓	Information archive collated by Coordinator
		Share contact lists or connections to resources	ERLGATSIF Coordinator	Staff Time	✓	✓	Report on the information shared presented each year

1.11	Members to attend and encourage staff from each Council to participate in Aboriginal & Torres Strait Islander events & functions	Invite staff & executive teams from each Council to attend Aboriginal & Torres Strait Islander functions & events across the region	ERLGATSIF Coordinator ERLGATSIF Members	Staff Time	✓	✓	Participation from member Councils in events across the region
1.12	Promote local Aboriginal & Torres Strait Islander programs, events & functions across the region	Circulate flyers, invites and information within Local Government Area	ERLGATSIF Coordinator ERLGATSIF Members	Staff Time	✓	✓	Communities across the region are aware of current and future events
1.13	Work in partnership with Aboriginal & Torres Strait Islander organisations and government departments: 1. Local Aboriginal Lands Councils: La Perouse & Metropolitan 2. Gadigal Information Service 3. Tranby College 4. Others not listed	Connect with regional Aboriginal & Torres Strait Islander organisations Regular communication between ERLGATSIF and organisations	ERLGATSIF Coordinator ERLGATSIF Members ERLGATSIF Coordinator, with support from Members	Staff Time Staff Time	✓ ✓	✓ ✓	Contact as required for events and programs ERLGATSIF Coordinator talks over the phone or meets in person with representatives of organisations at least once per year.
1.14	ERLGATSIF represented at the Local Government Aboriginal Network Conference (LGAN) annually	Coordinator attends LGAN on behalf of ERLGATSIF each year Member Councils encourage any interested NSW local government Councillors to attend LGAN Members encourage Council officers and staff particularly Aboriginal and Torres Strait Islander staff to attend LGAN	ERLGATSIF Coordinator, support from Host Council ERLGATSIF Members ERLGATSIF Members	\$2500, Staff Time Staff Time Staff Time	✓ ✓ ✓	✓ ✓ ✓	Coordinator reports back to Forum on LGAN discussion and events Increased participation of Councillor from member Councils Increased participation of staff from member Councils

2. Respect & Understanding

	ACTION	STRATEGIES	RESPONSIBILITY	RESOURCES	IMPLEMENTATION YEAR		OUTCOMES
					2014 2015	2015 2016	
2.1	Understand and respect the protocols of 'Acknowledgement of Country' and 'Welcome to Country' at ceremonies, meetings & events	At each meeting and event hosted by ERLGATSIF conduct an 'Acknowledgement of Country' or 'Welcome to Country'	ERLGATSIF Members	Covered in each project/event budget	✓	✓	Protocols applied to all meetings and events
2.2	Embrace and respect Aboriginal and Torres Strait Islander cultures through civic functions	Members encourage their Councils to display & fly the Aboriginal flag from Local Government buildings (especially during major Aboriginal & Torres Strait Islander events and celebrations, NAIDOC week)	ERLGATSIF Members	Staff Time	✓	✓	All member Councils fly the Aboriginal flag. The Torres Strait Islander flag is flown on significant days
		Investigate display of Aboriginal language map in a prominent position within all Council Civic Centres or equivalent	ERLGATSIF Members	Staff Time	✓	✓	Map displayed in 1 location within each member Council's LGA
		Promote and distribute copies of publications & media about/ created by Aboriginal & Torres Strait Islander peoples	ERLGATSIF Members	Staff Time	✓	✓	Koori Mail and Indigenous Times to be available in all member Councils libraries.

2.3	Aim to protect the historical & archaeological significance of sights within Local Government Area.	Connect with LALCs, Councils and relevant agencies to investigate ways to preserve sites	ELRGATSIF members	Staff Time	✓	✓	Up to date information on strategies to preserve significant and sacred sites shared across the region
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3. Advocacy

	ACTION	STRATEGIES	RESPONSIBILITY	RESOURCES	IMPLEMENTATION YEAR		OUTCOMES
					2014 2015	2015 2016	
3.1	Member Councils of ERLGATSIF employ and support an Aboriginal Forum Coordinator	ERLGATSIF Coordinator employed by host Council for 2 years.	ERLGATSIF Members Coordinator position hosted by Leichhardt Council from Jan 2014 to June 30 2016	\$35,000 annually	✓	✓	ERLGATSIF Coordinator position is occupied and delivers outcomes.
3.2	Encourage Aboriginal and Torres Strait Islander employment within the Members' local Council	Support Councils to employ Aboriginal and Torres Strait Islander people	ERLGATSIF Members	Staff Time	✓	✓	Number of Aboriginal and Torres Strait Islander people employed by Councils increases or remains stable.
3.3	Promotion of ERLGATSIF as a forum for Reconciliation to the wider community	Engagement with communities, organisations and Land Councils	ERLGATSIF Chairperson, Members & Coordinator	\$2,000	✓	✓	Awareness of ERLGATSIF in NSW
3.4	Promote and utilise Aboriginal & Torres Strait Islander community members and their skills across the region	Employing community members for functions e.g. Welcome to Country	ERLGATSIF Members ERLGATSIF Coordinator	Covered in each project/event budget	✓	✓	Local community members engaged and employed where possible
3.5	Promote scholarships, internships, placements, traineeships provided by external institutions, services & businesses throughout the LGA	Information sharing	ERLGATSIF Coordinator ERLGATSIF Members	Staff Time	✓	✓	List of resources shared
		Development of a calendar of events, submission dates and programs across the region	ERLGATSIF Coordinator	Staff Time	✓	✓	Calendar sent out each month to each member Council for circulation
3.6	Engage and promote Aboriginal and Torres Strait Islander businesses for ERLGATSIF functions/ events	Pauline McLeod Awards gifts and catering sourced from Aboriginal businesses and corporations	ERLGATSIF Coordinator ERLGATSIF Members	2015: \$10,000 plus \$2000 contingency	✓	-	Local businesses engaged and employed where possible each year
			ERLGATSIF Coordinator ERLGATSIF Members	2016: \$11,000 plus \$2000 contingency	-	✓	

3.7	Discuss and promote Aboriginal & Torres Strait Islander awareness, recognition, health & education campaigns E.g. 'Recognise' and 'Closing the Gap'	Participate in discussion and advisory boards/ panels	ERLGATSIF Coordinator ERLGATSIF Members	Staff Time	✓	✓	Members attend events concerning such campaigns
		Explore holding a regional event to support the 'Recognise' campaign	ERLGATSIF Coordinator ERLGATSIF Members	\$2,000	✓	✓	Capacity to hold event for 'Recognise' campaign decided upon in 2015
		Research possible roles ERLGATSIF can play in Closing the Gap	ERLGATSIF Coordinator	TBC	✓	✓	Each member Council acknowledges National Close the Gap Day (22 nd March) – signatures collected for the Oxfam campaign
		Develop a future program or event to support 'Closing the Gap'	ERLGATSIF Coordinator with member support	TBC	✓	✓	Capacity to run an event or a program decided upon in 2015
3.8	Provide a forum for openly discussing the diversity of community views in Aboriginal and Torres Strait Islander affairs, and how it relates to the work of local governments in New South Wales	Members bring news and developments regarding Aboriginal and Torres Strait Islander affairs to the attention of the Forum for discussion	ERLGATSIF Members, Coordinator	Staff Time	✓	✓	Members are kept up to date on developments in Aboriginal and Torres Strait Islander affairs to be in a position to better advise their Council
		Discuss and submit responses to community and government reviews	ERLGATSIF Members, Coordinator	Staff Time	✓	✓	A broader representation of local government views relevant to the Aboriginal and Torres Strait Islander community reflected in major legislation and policy reviews

4. Accountability

	ACTION	STRATEGIES	RESPONSIBILITY	RESOURCES	IMPLEMENTATION YEAR		OUTCOMES
					2014 2015	2015 2016	
4.1	Annual Report on the Action Plan every year	Report each year	ERLGATSIF Chairperson, Coordinator & Host Council	Covered by host Council	✓	✓	Evaluates the success of the ERLGATSIF
		Distribute to all Councillors of ERLGATSIF	ERLGATSIF Coordinator	Staff Time	✓	✓	Illustrates the value of ERLGATSIF to Councils
4.2	Refresh Action Plan every two years	Extraordinary meeting held by host Council to refresh Action Plan	ERLGATSIF Chairperson ERLGATSIF Coordinator	Covered by host Council	✓	✓	New 2 year Action Plan
4.3	Financial records collected and reported on annually	Financial Report each year	ERLGATSIF Chairperson ERLGATSIF Coordinator Host Council	Covered by host Council	✓	✓	Financial transparency and capability to plan future strategies. Each member Council receives financial report
4.4	A Councillor Chairperson is elected by Members annually	Nominations to be made and seconded by Councillor forum representatives	ERLGATSIF Chairperson ERLGATSIF Members	Staff Time	✓	✓	Chairperson to be confirmed each year
		The selection is accompanied by a consensus process	ERLGATSIF Chairperson ERLGATSIF Members	Staff Time	✓	✓	Consensus on the elected Chairperson

ATTACHMENT 2



Monday 19 December 2016

Rik Hart
General Manager
Inner West Council
7 – 15 Wetherill St
Leichhardt NSW 2040

Dear Rik Hart,

As the Chairman of the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum (ERLGATSI), I am writing to discuss the future of the Forum.

The ERLGATSI Forum is a partnership between six Councils including: City of Sydney, Bayside Council, Inner West Council, Randwick City Council, Waverley Council and Woollahra Municipal Council.

This Forum was established in 1998 with the focus of advancing Reconciliation in the Sydney region. Each member Council of the Forum pays an annual membership fee which is used to employ a Forum Coordinator and to fund events like the annual Reconciliation Week event, The Pauline McLeod Awards, and other Forum projects and events. The Forum is an internal committee between six Councils and works to develop effective Aboriginal and Torres Strait Islander strategies, promote Council partnerships and advocate for the community.

Prior to amalgamation, Leichhardt Council was a member of the ERLGATSI Forum and had paid their annual contribution for the 2016/2017 financial year. This means the former Leichhardt Council local government area will be involved in our services and events until 30 June 2017.

In light of amalgamations, we are proposing to amend the Membership Fees to incorporate the newly amalgamated Councils. The new fees are based on the population of each Council's local government area and the funds required to expand the services and actions of the Forum. Please refer to the proposed 2017/2018 fee structure attached. This structure was ratified at the December 2016 Forum Meeting.

The ERLGATSI Forum recommends that each Council consider their continued participation in light of this new fee structure. It is recommended that Forum membership contributions are considered as part of each Council's budget preparation. For Inner West Council, the annual membership fee will be \$9,500.

On behalf of the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum, I want to thank and acknowledge Inner West Council (and the former Leichhardt Council) for its membership with the Forum. I hope that Inner West Council continues on as a member of the ERLGATSI Forum. We value the relationship between the six Councils and the positive outcomes achieved for not only the Aboriginal and Torres Strait Islander communities, but also the entire region.

If you need more information please feel free to contact myself Cr Dominic Wy Kanak by email Dominic.Kanak@waverley.nsw.gov.au or by phone on 0499 291 333. You can also contact our Forum Coordinator Rebekah Raymond. Rebekah works part-time out of Inner West Council - Leichhardt office and is in the office on Wednesday and Friday. She can be reached by email rebekah.raymond@innerwest.nsw.gov.au and phone (02) 9367 9106.

Thank you for the time and consideration of your Council, I hope to see Inner West Council continue on as a member of the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum.

Yours sincerely,



Cr Dominic WY Kanak
Waverley Council
Chairman
Eastern Region Local Government Aboriginal and Torres Strait Islander Forum



Proposed New Membership Fees

Current Forum Income

Council	Contribution
City of Sydney	\$4,500
Botany (Bayside)	\$4,500
Leichhardt (Inner West)	\$4,500
Randwick	\$4,500
Waverley	\$4,500
Woollahra	\$4,500
TOTAL	\$27,000

Determining new fee structure

9 combined Councils @ \$4,500each = \$40,500 ÷ Population Percentage

Council	Population	Percentage	Fee
Eastern Beaches	277,828	33.8%	\$13,689
City of Sydney	205,339	25%	\$10,125
Inner West	185,990	22.6%	\$9,153
Bayside	152,814	18.6%	\$7,533
TOTAL	821,971	100%	\$40,500

The above values were then rounded up or down in correlation to each Council's population percentage.

We are recommending the following membership fees:

2017/2018 ERLGATSIF Fees

Councils	Combined Budget	New Fee	Difference
Waverley Woollahra Randwick	\$4,500 \$4,500 } \$13,500 \$4,500	\$14,000	↑\$500
City of Sydney	\$4,500	\$10,500	↑\$6,000
Leichhardt Ashfield } Inner West Marrickville	\$4,500 \$4,500 } \$13,500 \$4,500	\$9,500	↓\$4,000
Botany Rockdale } Bayside	\$4,500 \$4,500 } \$9,000	\$8,000	↓\$1,000
TOTAL		\$42,000	

ATTACHMENT 3

The Eastern Region Local Government Aboriginal and Torres Strait Islander Forum (ERLGATSIF) is a partnership between Bayside Council, City of Sydney, Inner West Council, Randwick City Council, Waverley Council and Woollahra Municipal Council.

The Forum has existed since 1998, and has grown to today's six member Councils that have come together to support Aboriginal and Torres Strait Islander communities across the region and are committed to Reconciliation.

During Reconciliation Week each year, ERLGATSIF coordinates the Pauline McLeod Awards. The Awards are named after Pauline McLeod, an icon in Australian media and entertainment who worked across many platforms to teach and celebrate her Aboriginal heritage with Australian audiences of all ages.

This event presents the Pauline McLeod for Reconciliation and two schools competitions: the Pauline McLeod Primary Schools Art Competition and the Pauline McLeod High School Short Film Competition. The Pauline McLeod Awards recognise those 'silent achievers' who work to promote Reconciliation through selfless acts. The two school competitions ask local students to learn about Reconciliation, Aboriginal and Torres Strait Islander history and cultures, and to celebrate them through artwork.

ERLGATSIF has bimonthly meetings to discuss affairs, events and celebrations that affect Aboriginal and Torres Strait Islander peoples across our region. ERLGATSIF members are active in the community, participating in many Aboriginal and Torres Strait Islander events and programs.



EASTERN REGION LOCAL GOVERNMENT ABORIGINAL and TORRES STRAIT ISLANDER FORUM

TERMS OF REFERENCE

AIM:

The aim of the ERLGATSI Forum is to continue member Council's commitment to Aboriginal and Torres Strait Islander communities through Reconciliation and the principles of:

- Connections & Engagement
- Respect & Understanding
- Advocacy
- Accountability.

OBJECTIVES:

Develop co-operative projects and strategies which will:

- Continue to raise awareness of Reconciliation across the Local Government Areas of all Councils that are members of ERLGATSIF
- Successfully implement annual Pauline McLeod Awards for Reconciliation
- Successfully implement annual Reconciliation Week Art Competition
- Provide employment for and build the capacity of an Aboriginal Forum Coordinator
- Build and maintain relationships through information sharing, networking and supporting member Council initiatives

MEMBERSHIP:

Councillors and relevant officers from City of Botany Bay, City of Sydney, Leichhardt, Randwick, Waverley and Woollahra Councils and other Councils as agreed. ERLGATSIF is open to participation by Aboriginal and Torres Strait Islander Advisory Committees through member Councils, and as agreed.

GOVERNANCE AND FINANCE:

All member Councils will confirm their financial commitment to the ERLGATSI Forum on an annual basis, in line with budget cycles. The host Council will send out invoices to ALL member Councils in the first quarter of the financial year, and will provide an annual acquittal at the end of the financial year. All decisions will be made at Forum meetings by an informed consensus. Expenditure will be a standing agenda item.

CONVENORS:

Each member Council on a two year rotational basis will host the Forum Coordinator position; as resources of member Council's allow. Responsibility for convening, planning meetings, minutes and agendas is the role of the Forum Coordinator. Actions agreed within the Forum will be undertaken by relevant officers in member Councils.

FREQUENCY OF MEETINGS:

Meetings shall be held every two months on specific dates and for a period of two hours. Working group meetings and special extraordinary meetings may be called by the Forum Coordinator or the host Council.

REVIEW:

These Terms of Reference will be reviewed every two years

DATE ADOPTED: October 2014

REVIEW DATE: October 2016



Proposed New Membership Fees

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TOTAL		\$42,000	



Proposed New Budget*

Item	Cost	Notes
PMA's x 2	\$20,000	Split PMA's into 2 to help w/ venue capacity
Coordinator wage	\$24,000	\$30 an hour x 15hr per week
LGAN Conference	\$1,750	Based on two previous years costs
Meeting Expenses	\$500	
Other event/s	\$2,000	
TOTAL	\$48,250	

Budget Details

PMA's x2	The Pauline McLeod Awards are a regional event held in Reconciliation Week. The Awards Ceremony hosts the presentation of community recognition awards, a primary school art competition and a high school short film competition. In the past two years, the event has grown to an attendance of 250 people, and over 90 student artworks exhibited. With amalgamations, it is believed the attendance and student participation will grow further. It will be necessary to have separate ceremonies to cater for the larger number of artworks to be displayed and the attendees. \$10,000 per ceremony - this is a generous estimate.
Coordinator	The Forum employs an Indigenous Forum Coordinator, in a part-time role. Due to budget constraints, the Coordinator currently works 10 hours a week. With an increased in funds, the Coordinator would work 15 hours a week. The Coordinator organises meetings and events, is a support worker for Aboriginal staff in Member Councils, and works on strategic policies for the benefit of all 6 Councils.
LGAN Conference	The Local Government Aboriginal Network (LGAN) Conference is held in August/ September each year. This is an opportunity for the Forum Coordinator to promote the work of the Forum and network with other Indigenous workers from local government across NSW.
Meeting expenses	Catering costs, or transport costs for the Coordinator.
Other events	These other events are decided by the Forum and may respond to current affairs and community proposals.

*This budget is subject to change and is flexible to respond to community needs.