



BUSINESS PAPER

Notice is hereby given in accordance with the *Local Government Act 1993* and Local Government (General) Regulation 2005 of the below mentioned meeting.

Aboriginal Advisory Committee Meeting

Wednesday, 19 June 2024

Commencing at 3:30 PM

Shellharbour Civic Centre

AGENDA

1 Acknowledgement to Country

2 Apologies / Leave of Absence

3 Confirmation of Minutes

4 Disclosures of Interest

5 Presentations

5.1 Library Website Presentation

6 Reports

6.1 Standing Item - Aboriginal Employment Update

6.2 Standing Item - Aboriginal Interpretive Centre Update

6.3 Standing Item - Projects / Assets Update

6.4 Aboriginal Events Update

6.5 Reconciliation Action Plan (RAP) Update

6.6 Review of Aboriginal Cultural Policies Update

7 General Business

8 Next Meeting

1. Acknowledgement to Country

Shellharbour City Council acknowledges the Traditional Custodians of the Dharawal Country and recognise their continued connection to the land we meet on today. We pay our respects to Elders past, present and emerging and the contribution they make to the life of this city and this region and extend our recognition to their descendants who continue to live on country.

2. Apologies / Leave of Absences

3. Confirmation of Minutes

3.1 Aboriginal Advisory Committee Meeting 17 April 2024

That the Minutes from the Aboriginal Advisory Committee Meeting held on 17 April 2024 as circulated, be taken as read and confirmed as a correct record of proceedings.

3.2 Extraordinary Aboriginal Advisory Committee Meeting 16 May 2024

That the Minutes from the Extraordinary Aboriginal Advisory Committee Meeting held on 16 May 2024 as circulated, be taken as read and confirmed as a correct record of proceedings.

4. Disclosures of Interest

Note: Councillors and staff who declare an Interest at the Meeting are also required to complete a Declaration of Interest form.

5. Presentations

5.1 Library Website Presentation

6 Reports

6.1 Standing Item - Aboriginal Employment Update

Author: Bonnie Hittmann, Manager Community Life

Manager: Matt Sutherland, Executive Manager Community and Creative Services

Approver: Kate Jessep, Executive Director Community and Culture

The purpose of this report is to provide an update on Aboriginal employment within Council. This update focuses on the newly developed Aboriginal-targeted role of Library Programs Officer.

Recommendation

That the Aboriginal Advisory Committee receive and note the Aboriginal Employment Update report.

Background

On Monday 27 May 2024, during the Reconciliation School Flag Walk, Jesse Evans commenced his first day of employment with Council as the First Nations Library Programs Officer. After a competitive recruitment process, Jesse was successful in being offered the role, and a number of other candidates were placed on a talent pool to be considered for future employment opportunities with Council.

Attachments

1. Recruitment Advertisement-Library Programs Officer (First Nations Targeted)
2. Screenshot of FaceBook Post
3. Flyer

Library Programs Officer (First Nations targeted) - Re-advertised

Job No: SHELL967

Location: Shellharbour NSW

We're looking for someone local, a storyteller, who identifies as an Aboriginal and/or Torres Strait Islander person to join our dynamic Shellharbour City Libraries team. You will enjoy engaging with people and have experience or interest in delivering programs to local First Nations communities across the Illawarra.

You will work collaboratively within the Library Programs & Partnerships Team to develop and deliver program initiatives that meet the needs of diverse audiences. Your focus will be on programs that engage with the First Nations community and promote greater understanding of First Nations culture to the wider community.

The role is based at our City Library and we encourage people from all walks of life to apply for this role.

Click [here](#) for a video which provides more information about the role and the potential candidates we are looking for in this exciting role.

If you have any questions or wish to discuss your personal circumstances, please reach out to the contact people for a yarn.

About us:

Shellharbour City, located in the Illawarra region, is just 80 minutes south of Sydney and is home to over 76,000 people in a city that spans 154 square kilometres. It's an area of great natural beauty - stretching west from the picturesque coastline to rolling pastures, set against the majestic backdrop of the Illawarra escarpment.

Our dedication to be financially sustainable in an evolving environment, while striving for a great organisational culture and committing to employing staff who embrace our Core Values, has made Shellharbour City Council an employer of choice.

We have been recognised with a wealth of state and national awards in 2019, 2020 & 2021 including our [5 star](#) Civic Centre building, Museum space and City Library, Winner in 2021 for Small Regional Airport of the year, and recently being presented an AR [Bluett](#) Memorial Award for Most Progressive Metropolitan and Regional Council in NSW.

Shellharbour City Council has recently celebrated the adoption of our first Reflect Reconciliation Action Plan (RAP), detailing our future intentions towards reconciliation. It will build upon the steps that we have already taken towards reconciliation within the local community and offers further opportunities for Council to implement meaningful actions.

Attachment 1.

We offer:

Shellharbour City Council offers a high performing and sustainable organisation to deliver outcomes for the community through leadership, collaboration and innovation. We have exciting, rewarding career opportunities and flexible working arrangements and work/life balance in a relaxed coastal lifestyle.

- Permanent full time, 35 hours per week with access to flexi-time
- [7 day](#) roster including evening and weekend shifts
- Commencing salary range from \$58,507.80 - \$62,088.52 per annum (dependent on skills and experience)
- 11% superannuation
- Great organisational culture with a strong, values led and progressive team
- Access to local government benefits such as; LSL after five years, three weeks sick leave per annum, Fitness Passport, Provident Fund activities etc.

Please Note: This position requires a Working with Children Check (WWCC) clearance. If you are successful in the role and do not already hold a WWCC, we can provide assistance with your application.

For further information about the position, click [here](#) for the position description.

Contact:

- Joseph [Schwartzkopf](#), Team Leader Library Programs and Partnerships on 0492 133 895.
- Maiquilla Brown, Aboriginal Community Liaison Officer on 0458 768 818.

Closing date: Sunday, 14 April 2024 at 11:30pm.

Note: Shellharbour City Council holds an exemption under Section 126 of the ['Anti Discrimination Act'](#) 1977 (NSW) for this position.

Apply now...

Complete the application below by answering the questions, describing how your skills and experience are relevant to the position.

Your Resume and qualifications can be attached on the NEXT page.

Once you start your online application, you may save and return to this later, however incomplete applications will not be considered. You may wish to prepare your responses in a word document and then COPY and PASTE into the fields below. Your Resume and qualifications can be attached on the NEXT page.

When you have submitted your application, an email confirmation will be sent to your nominated email address. **Please ensure you have the correct email address and check your inbox (including your "junk" inbox).**

For further information about the selection process including tips on how to address the selection criteria, please view our [Guide To Applying](#).

Attachment 2.

 **Shellharbour City Council**
March 21 at 6:01 PM · 🌐

🔔 Job alert - Library Programs Officer (First Nations targeted) - Re-advertised.

We're looking an inspiring storyteller who identifies as an Aboriginal and/or Torres Strait Islander person to join our dynamic Shellharbour City Libraries team. 📖

Your focus will be on programs that engage with the First Nations community and foster a deeper connection of their culture among the broader community. ❤️

Find out more and apply today 👉 bit.ly/3Pw4cr0

Applications close Sunday 14 April 2024 at 11:30pm.



Hi, I'm Maiquilla, I'm the ACLO,

You, Susan Brown, Shane Venables and 38 others 5 comments 14 shares

 Like  Comment  Share 

Attachment 3.



Do you enjoy yarning with people and have experience or interest in delivering programs to our First Nations communities across the Illawarra?

The Shellharbour City Libraries team are looking for an inspiring storyteller or creative, to help us develop and deliver programs that engage with the First Nations community and promoting greater understanding of First Nations culture to the wider community.

This role is targeted towards someone who identifies as an Aboriginal and/or Torres Strait Islander and is passionate about sharing their culture with others through collaboration and skill sharing.



Find out more about the role by scanning the code or visit www.shellharbour.nsw.gov.au/working-here/jobs-council

6.2 Standing Item - Aboriginal Interpretive Centre Update

Author: Bonnie Hittmann, Manager Community Life

Manager: Matt Sutherland, Executive Manager Community and Creative Services

Approver: Kate Jessep, Executive Director Community and Culture

An extraordinary AAC meeting was held on 16 May 2024 to discuss a move for the proposed Aboriginal Interpretive Centre to be relocated to the Bass Point end of the Shell Cove Business Park land.

Recommendation

That the Aboriginal Advisory Committee receive and note the update report on the Aboriginal Interpretive Centre.

Background

An extraordinary meeting was called for the full AAC on Thursday 16 May 2024, and a progress report on the status of the Aboriginal Interpretive Centre was provided to all members of the AAC, with the following recommendation being carried unanimously:

That the Aboriginal Advisory Committee receive and note the update report on the Aboriginal Interpretive Centre (AIC) and recommend that Council prepare a Business Case for a facility on the southern end of the Shell Cove development land Bass Point Road, Shell Cove (not the previously endorsed site at the corner of Harbour Boulevard and Bass Point Road) to enable the AIC project to progress.

This recommendation will be put to Council at the next Council meeting on 25 June for consideration.

Attachments

None

6.3 Standing Item - Projects / Assets Update

Author: Bonnie Hittmann, Manager Community Life

Manager: Matt Sutherland, Executive Manager Community and Creative Services

Approver: Kate Jessep, Executive Director Community and Culture

A verbal update on Projects / Assets will be provided to the Aboriginal Advisory Committee.

Recommendation

That the Aboriginal Advisory Committee receive and note the Projects / Assets Update.

Background

A verbal update will be provided to the Committee.

Attachments

None

6.4 Aboriginal Events Update

Author: Bonnie Hittmann, Manager Community Life

Manager: Matt Sutherland, Executive Manager Community and Creative Services

Approver: Kate Jessep, Executive Director Community and Culture

The purpose of this report is to provide an update on the Aboriginal-focused events that are occurring in 2024.

Recommendation

That Council receive and note the Aboriginal Events Update.

Background

Reconciliation School Flag Walk – Monday 27 May 2024

This year's Reconciliation School Flag Walk event took place on Monday 27 May 2024, located between Warilla Surf Club and at Reddall Reserve East (Kiyong Bay).

The day was well attended by over 700 school students, teaching staff and families. The event began with the call of the yidaki (didgeridoo) signalling the start of the Reconciliation Walk from Warilla Surf Club. The walk was completed by school students, local Aboriginal Elders and community leaders, as well as members of the local Aboriginal community, and local services and organizations.

The Reconciliation Walk continued onwards to Reddall Reserve, where participants were met by a traditional smoking ceremony and were welcomed by local Elder Aunty Lindy Lawler.

Over 30 local leaders including Aboriginal Elders, Councillors, civic leaders and community members participated in the flag exchange ceremony with school representatives.

Overall the event was attended by AAC representatives, Aboriginal Elders, local schools, Council leadership and also local Aboriginal community services and organisations including members of the Illawarra Aboriginal Community Based Working Group (IACBWG).

The event will followed a similar format to previous years including :

- Flag walk with local school students, community members, AAC members, Councillors and Council leaders;
- Flag exchange ceremony; and
- Free BBQ lunch and activities for students.

It is estimated that around 1000 people attend the event, making it the biggest Reconciliation School Flag Walk to date. This event is the embodiment of Council's commitment to creating and sustaining respectful relationships with the local Aboriginal and Torres Strait Islander communities within Shellharbour.

Shellharbour NAIDOC Community Day – Monday 8 July 2024

This year's Shellharbour NAIDOC Community Day will be held on Monday 8 July 2024 at the Shellharbour Civic Centre. The event will follow a similar format to previous years and include a formal Welcome to Country and smoking ceremony, followed by a free BBQ lunch and a community fun day to celebrate Aboriginal and Torres Strait Islander culture and heritage.

An Expression of Interest form has been sent out to previous stall holders, as well as through the Illawarra Aboriginal Community Based Working Group (IACBWG).

The National NAIDOC Committee has announced the 2024 theme as "Keep the fire burning - Blak, Loud and Proud". This year's theme celebrates the unyielding spirit of our communities and invites all to stand in solidarity, amplifying the voices that have long been silenced.

Council has applied for grant funding through Aboriginal Affairs to secure additional funding for cultural workshops and activities to be held during the community day, or during the remainder of NAIDOC Week depending on local availability of facilitators.

Image 1 – Shellharbour NAIDOC Community Day promotional material



**KEEP THE FIRE
BURNING!
BLAK, LOUD
AND PROUD**

7-14 JULY 2024

SAVE THE DATE



NAIDOC Community Day
Date – Monday 8 July 2024
Shellharbour Civic Centre
11am – 2pm

Regional NAIDOC Awards – Saturday 27 July 2024

The Local Government Regional NAIDOC Awards will take place at Shoalhaven Entertainment Centre on Saturday 27 July 2024.

Shoalhaven City Council is the host Council for the 2024 event and will be supported by the Planning Committee made up of representatives from the three partnering councils – Shellharbour, Kiama and Wollongong.

The event planning is well underway, as the planning committee has accomplished the following actions:

- Sponsorship packages have closed after totalling \$65,000 in sponsorship
- Nominations period has closed after receiving over 40 individual nominations
- The independent selection panel has chosen the winners of the 2024 Award categories

- Ticket sales have sold out, with a limited number of tickets reserved for potential sale over the next month

Attachments

None

6.5 Reconciliation Action Plan (RAP) Update

Author: Bonnie Hittmann, Manager Community Life

Manager: Matt Sutherland, Executive Manager Community and Creative Services

Approver: Kate Jessep, Executive Director Community and Culture

The purpose of this report is to provide an update on Council's Reflect Reconciliation Action Plan (RAP).

Recommendation

That the Aboriginal Advisory Committee receive and note the Reconciliation Action Plan (RAP) Update report.

Background

Council officers continue working towards actions outlined in the RAP and will continue using the action plan as a framework for future opportunities for reconciliation.

Current RAP Actions which have been recently completed include:

Action	Deliverable	Key
Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	2.2.1
	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	2.2.2
	Review and update Council's Welcome to Country and Acknowledgement of Country protocols	2.2.3
Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's National Reconciliation Week resources and reconciliation materials to our staff.	1.2.1
	RAP Working Group members to participate in an external National Reconciliation Week event.	1.2.2
	RAP Working Group members to participate in Reconciliation Schools Flag Walk event during National Reconciliation Week	1.2.3
	Encourage and support wider Council staff attendance at Reconciliation Schools Flag Walk event during National Reconciliation Week	1.2.4

	Encourage and support staff and senior leaders to also attend external National Reconciliation Week events to increase their connection with Community	1.2.5
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Action Status Summary:

Not Started	In progress	Completed
2	19	18
	39	

The two actions which have ‘not started’ are time-sensitive, and cannot be completed until all other actions are finalised. There are a number of actions ‘in progress’ which are also time-sensitive and linked to activities like promoting and creating awareness of NAIDOC Week.

It is anticipated that the majority of actions will be completed but the 30 June 2024 expiration of the Reflect RAP.

Attachments

None

6.6 Review of Aboriginal Cultural Policies Update

Author: Bonnie Hittmann, Manager Community Life

Manager: Matt Sutherland, Executive Manager Community and Creative Services

Approver: Kate Jessep, Executive Director Community and Culture

The purpose of this report is to support the review and renewal of Council's Aboriginal cultural policies including the *Welcome/Acknowledgement of Country And Elders Protocol*, and the *Aboriginal & Torres Strait Islander Cultural Protocols*.

Recommendation

That the Aboriginal Advisory Committee receive and note the Review of the Aboriginal Cultural Policies Update report.

Background

Council is currently conducting a review of the *Welcome/Acknowledgement of Country And Elders Protocol*, and the *Aboriginal & Torres Strait Islander Cultural Protocols*. This review will include a series of workshops with various stakeholders to collect valuable feedback and consultation to inform the renewal of the policies.

The AAC Reconciliation Reference Group will be invited to a workshop to review and provide comments and feedback on the current protocols and policies. Separate workshops will be conducted for the Council RAP Working Group, and general Council Officers who deliver and book in Welcomes and Acknowledgements to provide feedback on how the policy is delivered internally.

All feedback will be collated into an update for the Aboriginal Advisory Committee and presented at the next available AAC meeting.

Attachments

None

7. General Business

8. Next Meeting

To be confirmed