

**TWEED SHIRE COUNCIL  
MEETING TASK SHEET**

**Action Item - COUNCIL MEETING Thursday, 5 December 2019**

Action is required for Item **29** as per the Council Resolution outlined below.

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**TITLE: [SUB-AAC] Minutes of the Aboriginal Advisory Committee Meeting held Tuesday 24 September 2019**

**Cr P Allsop  
Cr K Milne**

**RESOLVED** that:

1. The Minutes of the Aboriginal Advisory Committee Meeting held Tuesday 24 September 2019 be received and noted; and
2. The Executive Leadership Team's recommendations be adopted as follows:
  - A1. Fingal Holiday Park ACHMA

*That in relation to the Fingal Holiday Park Aboriginal Cultural Heritage Management Assessment, the Aboriginal Advisory Committee requests that the successful tenderer consults with it regarding the performance and consultation requirements for the archaeologist consultant prior to the commencement of work.*

The Motion was **Carried**

**FOR VOTE - Unanimous  
ABSENT. DID NOT VOTE - Cr R Byrnes**

**TITLE: [SUB-AAC] Minutes of the Aboriginal Advisory Committee Meeting held Tuesday 24 September 2019**

**SUBMITTED BY: Community and Cultural Services**

mhm



People, places and moving around  
*Who we are and how we live*

**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK:**

3	People, places and moving around
3.1	People
3.1.2	Community and Cultural Development - To provide community and cultural development services to foster and improve social and cultural well-being.

**ROLE: Leader**

**SUMMARY OF REPORT:**

The Minutes of the Aboriginal Advisory Committee Meeting held Tuesday 24 September 2019 are reproduced in the body of this report for the information of Councillors.

**RECOMMENDATION:**

**That:**

1. **The Minutes of the Aboriginal Advisory Committee Meeting held Tuesday 24 September 2019 be received and noted; and**
2. **The Executive Leadership Team's recommendations be adopted as follows:**

**A1. Fingal Holiday Park ACHMA**

***That in relation to the Fingal Holiday Park Aboriginal Cultural Heritage Management Assessment, the Aboriginal Advisory Committee requests that the successful tenderer consults with it regarding the performance and consultation requirements for the archaeologist consultant prior to the commencement of work.***

**REPORT:**

The Minutes of the Aboriginal Advisory Committee Meeting held Tuesday 24 September 2019 are reproduced as follows for the information of Councillors.

**Venue:**

Minjungbal Aboriginal Museum & Cultural Centre

**Time:**

10.05am

**Present:**

Des Williams (Tweed Byron Local Aboriginal Land Council representative), Victor Slockee (Canowindra representative), Dale Williams (Bugalwena representative), Leweena Williams (Tweed Aboriginal Corporation for Sport representative) (arrived at 11.05am), Jackie McDonald (Tweed Wollumbin Aboriginal Education Consultative Group representative), Cr Chris Cherry (Tweed Shire Council).

**Ex-officio:**

Robyn Grigg, Chantelle Howse, Robert Appo, Gabby Arthur (Minutes) (Tweed Shire Council).

**Guests (in order of arrival):**

Stewart Brawley and Ian Bentley (Tweed Shire Council) (arrived at 10.00am); Suzanne Richmond (Tweed Shire Council) (arrived at 11.23am); Tim Mackney and Charlotte Neilson (Tweed Shire Council) (arrived at 11.30am).

**Apologies:**

Mayor Katie Milne, Tracey Stinson (Tweed Shire Council), Desrae Rotumah (Tweed Aboriginal Co-operative Society representative).

**Chair: Des Williams**

**Moved: Victor Slockee**

**Seconded: Cr Chris Cherry**

**RESOLVED** that the Chair was declared vacant and nominations were called. Des Williams was nominated and was unanimously elected to Chair the meeting.

Des opened the meeting with a welcome to all present and paid respect to Elders past, present and those emerging.

**Minutes of Previous Meeting:**

**Moved: Dale Williams**

**Seconded: Victor Slockee**

**RESOLVED** that the Minutes of the Aboriginal Advisory Committee meeting held Friday 2 August 2019 be accepted as a true and accurate record of the proceedings of that meeting.

## **Business Arising:**

### **Business Arising at meeting held on 2 August 2019 Agenda Item GB1.**

#### **BA1. Sign at Razorback**

Stewart confirmed that the signage at Razorback has been replaced and that removal of the sign was reported to the Police. Jackie advised that she has been speaking with Council's signwriters regarding the sign at the corner of Hillcrest Avenue and Philp Parade which has also been removed.

### **Business Arising at meeting held on 2 August 2019 Agenda Item GB2.**

#### **BA2. Support for retention of dry stone walls at new Tweed Hospital site**

Jackie advised that Wall 4 was dismantled on 23 September 2019 without any notice. The South Sea Islander community has been in contact with Geoff Provest MP regarding Wall 3. Ground penetrating radar was carried out but the results were not released.

### **Business Arising at meeting held on 2 August 2019 Agenda Item A4**

#### **BA3. Breach of conduct at Pottsville Community Association meeting on 31 July 2019**

Council sent a formal letter to the Pottsville Community Association and asked that it be read out to the members. A letter has been received from the Pottsville Community Association and there will be no further action. Jackie requested that a public statement be made by Council in the Tweed Link in relation to the breach of public conduct stating that Council will not tolerate harassment, racist slurs or bad behaviour at any meetings and referring to the Statement of Commitment. Council is developing a new policy and procedure re behaviour of the public towards Council officers. Council will consider placing an article in the Tweed Link regarding the Council's Statement of Commitment, Reconciliation Action Plan (RAP) and Aboriginal Cultural Heritage Management Plan.

**Action:** *CDO-Aboriginal and Manager Community & Cultural Services to liaise regarding Tweed Link article about Council's Statement of Commitment, Reconciliation Action Plan (RAP) and Aboriginal Cultural Heritage Management Plan.*

### **Business Arising at meeting held on 2 August 2019 Agenda Item GB3**

#### **BA4. Local Government Aboriginal Network Conference (LGAN)**

Rob advised that Council will be inviting a member of the Reconciliation Action Plan (RAP) Working Group to attend the LGAN conference. Victor confirmed that he will be attending the LGAN conference.

Business suspended for Agenda Item A2.

### **A2. Fingal Foreshore Park – Stewart Brawley and Ian Bentley (Tweed Shire Council)** **(a) Fingal Foreshore Park - Update**

Stewart advised that Council has received an 'Everyone Can Play' grant for upgrades to Fingal Foreshore Park and community consultation and a community open day in the park has been held. The principle of 'Everyone Can Play' is 'Can I get there, Can I play, Can I stay'. A document including feedback was tabled at the meeting and provided to the AAC members. Over 100 people attended the open day with 66 respondents. The main feedback was to keep the park as natural as possible with natural shade and natural-style play equipment. Ian tabled the master plan for the park that was circulated at the community open day. The Aboriginal Cultural Heritage Assessment for Fingal Holiday Park will include Fingal Foreshore Park and some of Queen Street, so decisions regarding

the design of Fingal Foreshore Park will be dependent on the outcome. It is important to be mindful of the timeframes for the funding. In the design, Council will be trying to incorporate play equipment with pathways, rocks for kids to climb on and garden beds so that they can create their own games in a natural playground. Des advised Eastern Brown snakes are prominent at Fingal Foreshore Park so signage should be included.

**Action:** *CDO-Aboriginal to liaise with Landscape Architect (Ian Bentley) to obtain a copy of the master plan for Fingal Foreshore Park for distribution to the AAC.*

**(b) Jack Evans Boat Harbour and Goorimahbah upgrade**

Following the site meeting with AAC members and vision for the Jack Evans Boat Harbour and Goorimahbah upgrade, the outcomes resolved by the AAC have been included in the Plan of Management. *Variety* Children's Charity will be providing \$30,000 funding for the design of the accessible park which will be carried out in consultation with schools, AAC and Council's Equal Access Advisory Committee. To acknowledge the funding, a plaque or sign will be incorporated on the edge of the playground with *Variety's* branding. Due to the significance of the park, Council is broadening the scope of how the playground fits into the park and would like to involve the AAC in the process to ensure themes are embedded in the playground. Possibility of a site visit to parks in Brisbane or Ipswich to visualise what has been done in other regions from a cultural interpretation perspective.

**Action:** *CDO-Aboriginal to liaise with Landscape Architect (Ian Bentley) regarding visit to accessible parks at Logan, Brisbane and Ipswich area with Dan Plumber, AAC and EAAC members and some young people in late October 2019 re co-designing the park.*

**(c) Ed Parker Park, Kingscliff**

Discussion in relation to risk warning signage in parks near creeks. The AAC suggested a warning sign be placed in Ed Parker Park adjacent to the Kingscliff bridge due to the water current in the creek.

**(d) Koala Beach Park/Playground**

Des advised that the park/playground with the fig tree at Koala Beach is a site of importance and recommended that the park/playground be closed, fenced and locked so that it can't be entered.

Leweena Williams arrived at 11.05am

**Action:** *TBLALC (Des Williams) to provide further information to Manager Parks & Active Communities (Stewart Brawley) regarding park/playground at Koala Beach.*

Stewart Brawley left meeting at 11.14am

**Agenda Items:**

**A1. Fingal Holiday Park ACHMA**

Rob advised that unfortunately Sally Cooper and Andrew Illingworth were unable to attend the meeting and he has been asked to update the AAC regarding discussions held by the evaluation panel for the Fingal Holiday Park Aboriginal Cultural Heritage Management

Assessment (ACHMA) consultant. Rob read the evaluation report to the AAC and advised that the panel is requesting advice from the AAC regarding appointment of the consultant.

Suzanne Richmond arrived at 11.23am

Tim Mackney and Charlotte Neilson arrived at 11.30am

It was noted that each of the nominated consultants to be used by the tenderers were assessed in the evaluation process.

As a result of the limited information available at the meeting, the Aboriginal Advisory Committee noted the recommendation of Council's evaluation panel for the appointment of the tenderer for the Fingal Holiday Park Aboriginal Cultural Heritage Management Assessment.

**Moved: Victor Slockee**

**Seconded: Dale Williams**

**RECOMMENDATION:**

That in relation to the Fingal Holiday Park Aboriginal Cultural Heritage Management Assessment, the Aboriginal Advisory Committee requests that the successful tenderer consults with it regarding the performance and consultation requirements for the archaeologist consultant prior to the commencement of work.

Business suspended for Agenda Item A4.

**A4. Presentation on People Communication & Governance Directorate – Suzanne Richmond (Tweed Shire Council)**

Suzanne provided an overview of her portfolio which includes human resources, engagement, consultation and communication with the community, governance and risk management. Suzanne advised that the structure is about to change as a new Director Corporate Services is being recruited and the two business units of People Communication & Governance and Financial Services & Information Systems will come back together.

- Council is consulting with local employment agencies regarding Council's recruitment practices with a view to being more inclusive and remove barriers for Aboriginal people. The AAC will be included in this process.
- Council has endorsed Aboriginal Cultural Awareness training.
- Implementation of an Aboriginal Planning Officer position cadetship. Leweena applauded Council for the implementation of a designated Aboriginal position and suggested that the position be provided with the opportunity to work with the AAC. Council will work with the AAC regarding best places to advertise the position to encourage local Aboriginal people to apply but cannot specify that only local Aboriginal people can apply. Leweena asked that Suzanne investigate whether Tweed is the first council to look at these opportunities and the process, and provide advice to the AAC. Suzanne advised that an Aboriginal staff member always sits on the interview panel for apprentice and traineeship positions.
- Suzanne advised that Council has signed a new contract with its labour hire organisation which includes a clause for the provider to strengthen the diversity of the staff they are employing who can then be placed at Council.

- Council's website will be redeveloped to make it more intuitive which will be a significant step forward.

**Action:** *CDO-Aboriginal to liaise with Acting Executive Manager People Communication & Governance (Suzanne Richmond) re whether Tweed is the first council to look at the opportunities and process for Aboriginal employment, and provide advice back to the AAC.*

Leweena Williams left the meeting at 12.45pm

#### **A5. Indigenous Procurement – Tim Mackney and Charlotte Neilson (Tweed Shire Council)**

At its meeting on 5 July 2019, the AAC enquired whether there would be any weighting and identification of local indigenous businesses in the Procurement Policy. Tim advised that indigenous procurement has been included in the updated version of the Procurement Policy as Council wishes to have a clear statement of intent to encourage as much business as possible from indigenous businesses. Due to legislative changes, some additions are being made to the policy before it is recommended to Council for adoption.

Cr Cherry asked whether Council has a policy regarding gifts offered by Council being indigenous. Cr Cherry was advised that discussions have been held with the Events Officer and a number of indigenous gifts have been given out to award recipients.

Charlotte advised that indigenous businesses are encouraged to register their interest by visiting the 'Request for Offer' tenders section of Council's website. Once the business has registered and selected its preferences, it will be added to the mailing list and invited to provide a tender for any relevant goods or services.

Tim advised that the Contracts Unit are in discussion with Supply Nation which is an organisation that evaluates Aboriginal businesses able to manage large government contracts. Council is required to pay a substantial membership fee before it can access the information and there may be no local providers.

Tim noted that Council is coming to the end of the RAP and it is time to review what has been achieved and identify the additional things it would like to see in that space.

Tim advised that Council is looking internally at the way it is managing the process for engaging archaeologists with a view to establishing consistency. The same process is being reviewed for Registered Aboriginal Parties/representatives within the Aboriginal community. Tim advised that further discussions will be held with the AAC regarding this process in the future.

Tim advised Jackie that in response to her query about unit rates for people on site and registered Aboriginal parties, he will come back to the AAC once some consistency has been established.

Tim Mackney and Charlotte Neilson left the meeting at 1.20pm

### **A3. Robert Appo (Tweed Shire Council)**

#### **(a) Draft Placemaking and Public Art Policy – On Exhibition**

Rob tabled the Draft Placemaking and Public Art Policy on behalf of Community Development Officer-Cultural Planning, David Burgener and advised that it is on public exhibition and will be available on Council's website in the near future. Rob encouraged the AAC to provide comment or feedback and he will forward it to David Burgener.

Robyn noted that Council seeks guidance from the Aboriginal community as to how it plans and makes placemaking designs work. Given the experience the AAC has in Council officers approaching them, the AAC and Aboriginal community are encouraged to use their collective history and cultural knowledge to provide feedback to strengthen the policy.

**Action:** *CDO-Aboriginal to send email to AAC advising the closing date for the Draft Placemaking and Public Art Policy submissions.*

#### **(b) Possible Create NSW Story re the Aboriginal Cultural Heritage Management Plan or 20 year AAC/TSC Anniversary**

Rob advised that Council's Community Development Officer-Cultural Planning, David Burgener has been contacted by Create NSW Story which is impressed with the AAC and how it has been maintained over so many years. Create NSW has asked if the AAC has any objection to Council providing a 200 word story on the positive interaction between Council and the AAC and acknowledging the 20 year celebration. The AAC advised it has no objection, that it encouraged the positive story, and requested Rob work with David to prepare the story.

### **General Business:**

#### **GB1.October 2019 meeting**

There will not be an AAC meeting held in October 2019 due to the Aboriginal Knock-Out Competition and the commitments of members. The next meeting will be held on 1 November 2019.

#### **Next Meeting:**

The next meeting of the Aboriginal Advisory Committee will be held Friday 22 November 2019.

The meeting closed at 1.50pm.

### **EXECUTIVE LEADERSHIP TEAM COMMENTS:**

#### **A1. Fingal Holiday Park ACHMA**

Nil.



**EXECUTIVE LEADERSHIP TEAM'S RECOMMENDATIONS:*****A1. Fingal Holiday Park ACHMA***

**That in relation to the Fingal Holiday Park Aboriginal Cultural Heritage Management Assessment, the Aboriginal Advisory Committee requests that the successful tenderer consults with it regarding the performance and consultation requirements for the archaeologist consultant prior to the commencement of work.**

**COUNCIL IMPLICATIONS:****a. Policy:**

Code of Meeting Practice.

Terms of Reference - Aboriginal Advisory Committee adopted 19 September 2013 (ECM 3146605).

**b. Budget/Long Term Financial Plan:**

Not applicable.

**c. Legal:**

Not Applicable.

**d. Communication/Engagement:**

**Inform** - We will keep you informed.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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