

City of Melville Stretch Reconciliation Action Plan June 2017- June 2021



Plan developed by:

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Neighbourhood Development

Acknowledgements

The City of Melville acknowledges the Bibbulmun people as the Traditional Owners of the land on which the City stands today and pays its respects to the Whadjuk people, and Elders both past and present.

The City of Melville would like to thank the Elders, members of the community, and staff from across the organisation who have provided valuable input to the second development of this plan through participation in the Reconciliation Action Plan (RAP) Continuous Improvement Team (CIT).

The City of Melville would like to acknowledge the artwork by Brenda Hill, Else Woods, Laurel Nannup, Tania Spencer, Jason Hirst, Kath Wheatley and Kaya Morrison.

The City of Melville appreciates the support of Reconciliation Australia in developing its second RAP. The goal of Reconciliation Australia is building relationships, respect and trust between the wider Australian Community and Aboriginal and Torres Strait Islander Peoples.



Welcome / Foreword from the Mayor / CEO

Mayor



I am pleased to present the Reconciliation Action Plan (RAP) for 2017-2021 for the City of Melville.

The City's journey to reconciliation started back in 1995, with the Willagee Aboriginal Reconciliation Program and the employment of the Aboriginal Liaison Officer and from this has continued to work towards new initiatives in an effort to build a stronger community for all.

According to the 2011 Census, 564 City of Melville residents were of Aboriginal or Torres Strait Islander background, this gives us great encouragement to continue our ongoing commitment to our vision for reconciliation and efforts in creating strong relationships, opportunities and respect within our

community.

This is the City's second RAP, and is the next stage in our RAP journey. The particular RAP type we developed is called a Stretch RAP, a Stretch RAP aims at challenging organisations and embedding tried and tested strategies through clear and measurable targets. The City has had a number of key achievements associated to the RAP over the last three years, including the development of the Directions from Aboriginal Communities 2015 – 2018 initiative, which guides the City when working with communities to help to identify and build on strengths, recorded oral histories - working with a local Elder, Laurel Nannup, the City has filmed personal stories for the Indigenous Community Stories project and held Noongar language workshops.

The next step will involve greater engagement with the community and working relationships and broadening our networks to advance the great opportunities already in place. Having this plan allows Melville to delve deeper into the reconciliation process to ensure stronger outcomes and positive impacts on our community. The RAP is our commitment to continuously work towards improving relationships, opportunities and respect, and efforts to reconcile our community.



Russell Aubrey
Mayor
City of Melville

Message from The CEO, Reconciliation Australia

City of Melville Stretch RAP: CEO Statement



Reconciliation Australia congratulates the City of Melville on its deep commitment to reconciliation as it implements its second Reconciliation Action Plan (RAP).

The implementation of a Stretch RAP signifies that the City of Melville is a leading advocate for reconciliation, and is demonstrating a deep dedication to making progress across the key pillars of the RAP program - respect, relationships, and opportunities.

The City of Melville understands the importance of building and maintaining respectful relationships with Aboriginal and Torres Strait Islander peoples in order to produce mutually beneficial outcomes. It champions this by taking a local approach to establishing partnerships with organisations and communities within its sphere of influence, such as the Djidi Djidi Women's Aboriginal Corporation.

Respect for Aboriginal and Torres Strait Islander peoples, histories and cultures is key to the City of Melville's core values and vision for reconciliation. This is exemplified by its commitment to build on the achievements of its 2013-16 RAP by expanding its oral history collection, and continuing to collect, archive and share Bibbulmun and Whadjuk oral histories in a culturally sensitive manner.

The City of Melville is dedicated to driving reconciliation through employment and training opportunities for Aboriginal and Torres Strait Islander peoples, as demonstrated by its actionable goal to increase Aboriginal and Torres Strait Islander employment to 1.6% over the next four years, and advertise all employment vacancies in Aboriginal and Torres Strait Islander media.

On behalf of Reconciliation Australia, I commend the City of Melville on its Stretch RAP, and look forward to following its ongoing reconciliation journey.

Justin Mohamed
Chief Executive Officer
Reconciliation Australia



Executive Summary

This Stretch Reconciliation Action Plan (RAP) has been developed as a tool for the City of Melville to take the next step in its commitment to reconciliation. This Plan builds on our work on the *Reconciliation Action Plan 2013-2016*, adding targets and benchmarking so that we, as a City, can have tangible indicators of our progress on key actions such as employment and training.

The key themes as set by Reconciliation Australia are:

- Relationships
- Respect
- Opportunities

The City of Melville has created goals and actions against these themes. Actions under the theme of 'Relationships' are based on acknowledging key dates in the Aboriginal and Torres Strait Islander calendar, developing our relationships with Aboriginal communities and organisations, and promoting our RAP, and our commitment to it, to the broader community.

Actions under the theme of 'Respect' are focused on building our knowledge of past and current cultural practices, cultural protocols, as well as history, including the hurt that has been caused through past Government policies. We have made a commitment to staff training and community educational programs to improve our understanding and awareness.

The theme of 'Opportunities' is largely focused on setting targets for the employment of Aboriginal and Torres Strait Islander peoples at the City of Melville, as well as increasing our engagement of Aboriginal organisations and businesses.

From an Australian Business Excellence Framework perspective this Plan addresses most categories to some extent. The key principles addressed are as follows:

- 1 Clear direction and mutually agreed plans enable organizational alignment and a focus on the achievement of goals.
- 2 Understanding what customers and other stakeholders value now, and in the future, enables organisational direction, strategy and action.
- 3 All people work in a system. Outcomes are improved when people work on the system and its associated processes.
- 4 Engaging people's enthusiasm, resourcefulness and participation improves organisational performance.
- 5 Innovation and learning influence the agility and responsiveness of the organisation.
- 6 Effective use of facts, data and knowledge leads to improved decisions.

- 7 Sustainable performance is determined by an organisations ability to create and deliver value for all stakeholders in an ethical, socially and environmentally responsible manner.
- 8 Leaders determine the culture and value system of the organisation through their decisions and behaviours

Based on community consultation, examination of corporate and organisational risks, corporate priorities and benchmarking of other local governments the following goals have been determined as priorities for the City:

Goal	Objectives
Respectful relationships	Create opportunities for staff and Aboriginal and Torres Strait Islander community members to develop relationships through shared activities and increased learning.
Respect for Aboriginal and Torres Strait Islander culture	Increased understanding of Aboriginal and Torres Strait Islander protocols, history and culture.
Increased opportunities for Aboriginal and Torres Strait Islander peoples	Develop and deliver educational, employment and economic development initiatives and projects for Aboriginal and Torres Strait Islander peoples and businesses to enhance life opportunities within an inclusive community.



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1 Use of Terms

The use of terms in this document has been guided by the advice of the Aboriginal members of the City of Melville's RAP Continuous Improvement Team (CIT). 'Aboriginal and Torres Strait Islander' is used in preference to 'Indigenous' to refer to the First Australians. The term 'Bibbulmun people' is used in preference to 'Noongars' to refer to Aboriginal people from the southwest portion of Western Australia including Perth. Bibbulmun is considered to be a more inclusive term because the term 'Noongars' (alternative spellings include Nyungars, Nyoongars, Nyoongahs, Nyungahs, Nyugahs, and Yungas) specifically refers to 'men' and there is a separate term, Yorgas, for 'women'.

It has been acknowledged that traditionally the region of Perth in which the Bibbulmun people resided was part of the Whadjuk (or Wadjuk) territory (see Figure 1). Tindale (1974) explains the Whadjuk's territory as extending: "[From the] Swan River and northern and eastern tributaries inland to beyond Mount Helena; at Kalamunda, Armadale, Victoria Planes, south of Toodyay, and western vicinity of York; at Perth; south along the coast to near Pinjarra".

Figure 1



South - west 'tribal' boundaries after Tindale, 1974

2 Our Business

The City of Melville is one of the largest local government areas in the Perth metropolitan region. The City encompasses a total land area of about 52 square kilometres. It is bounded in the north by the Swan River, in the east by the Canning River and the City of Canning, in the south by the City of Cockburn, and in the west by the City of Fremantle and the Town of East Fremantle. The river plays an important part in the identity of the City of Melville with over 18 kilometres of foreshore for recreation and leisure, and 210 parks and reserves including 600 hectares of public open space and 300 hectares of bushland. A number of significant Aboriginal sites are located in the City, including Djoondalup (Point Walter), Goolugatup (Heathcote), Yagan's Lookout (Wireless Hill Park) and Bidi Katitjiny (Piney Lakes Aboriginal Women's Trail).

The City is predominantly residential and includes eighteen suburbs. It is serviced by several commercial areas, including Garden City Booragoon and a number of district and neighbourhood shopping centres. The Myaree Mixed Business precinct is the largest industrial-service commercial area, providing a diversity of business, retail and industrial functions.

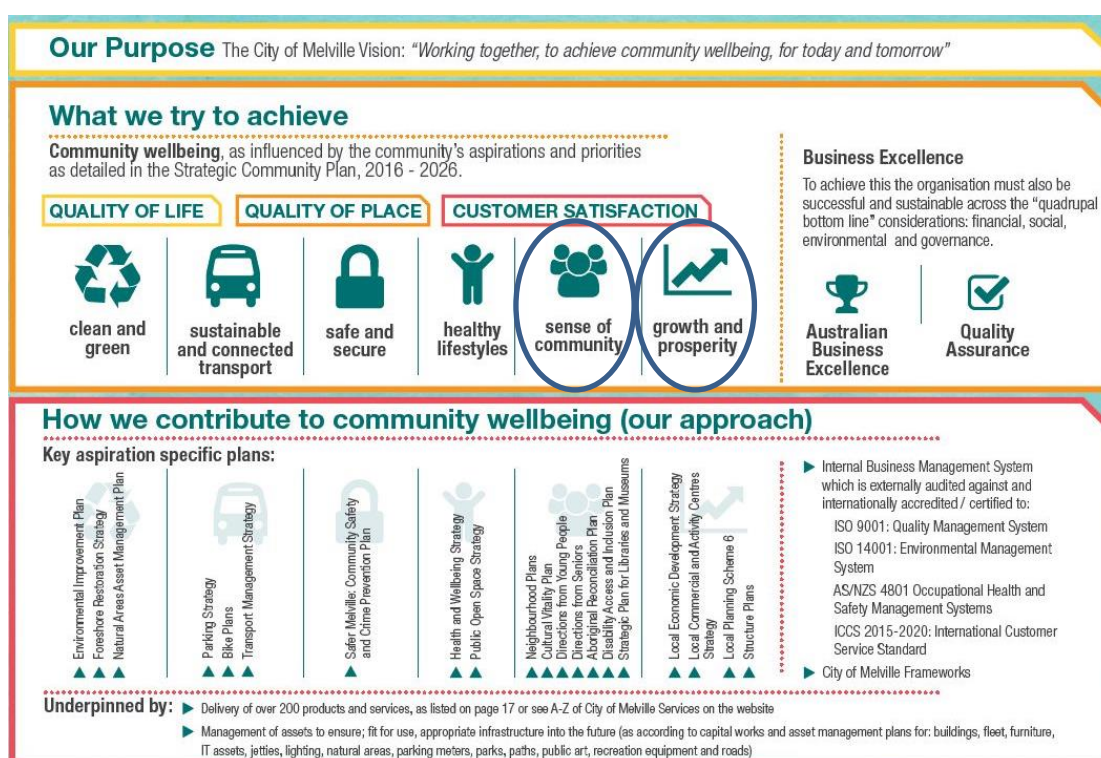
The City of Melville's estimated resident population is close to 102,135 and 564 residents of Aboriginal and Torres Strait Islander background were counted in the 2011 Census.

Our core business is the delivery of a range of services to residents and businesses in the City. These services include cultural and community development, health and well being, safety and security, environmental health, waste and recycling, planning and building. In addition the City is responsible for providing and maintaining facilities and infrastructure, including roads, footpaths, parks and reserves, and community facilities. The City also partners with a number of community organisations to provide services and assistance to our diverse community, including young people, seniors, people with a disability and their carers, and families with children.

757 staff are employed by the City of Melville, over fourteen work locations, with 0.5 % identifying themselves as "Indigenous".

3 Linkages to the City of Melville Corporate Business Plan 2016-2020

3.1 Strategic Community Plan and Corporate Business Plan Integration





Alignment between Aspirations from the Strategic Community Key Priorities and Strategies from the City of Melville						
Document: People Place Participation 2016 - 2026	Key Aspirations	Clean and green Sustainable and connected transport Safe and secure Healthy lifestyle Sense of community Growth and prosperity	Clean and green Sustainable and connected transport Safe and secure Healthy lifestyle Sense of community Growth and prosperity	Clean and green Sustainable and connected transport Safe and secure Healthy lifestyle Sense of community Growth and prosperity	Clean and green Sustainable and connected transport Safe and secure Healthy lifestyle Sense of community Growth and prosperity	Sense of community
Document: City of Melville Corporate Business Plan 2016 - 2020	City of Melville Key Priorities	Key priority: Restricted current revenue base and increasing/changing service demands impacts on rates Key strategies: <ol style="list-style-type: none"> Explore opportunities for increased residential density and commercial investment in strategic locations, aligned to the local planning objectives and coupled with the exploration of special area rating Creating greater revenue from our current and potential land, property and facility holdings Pursue productivity and efficiency improvements 	Key priority: Meeting the demand to provide fit for use/appropriate infrastructure into the future Key Strategies: <ol style="list-style-type: none"> Optimise facilities to achieve 'fit for use' facilities for current and future beneficiaries. Includes amalgamation of like groups into hubs and shared use of facilities (private sector, State Govt., other LG and community groups) Review the standards and management model that we assess our asset gap against (the technical standards and from a customer perspective regarding their expectations) 	Key priority: Urban development creates change in amenity (positive and negative) Key Strategies: <ol style="list-style-type: none"> Ensure higher density developments in strategic locations, consistent with the local planning framework and structure plans, design guidelines for interface areas and ensuring measured change in established areas and consideration of parking and traffic issues Enhance amenity and vibrancy and enhancing community safety through streetscapes, public art, pedestrian and cycle paths, place making and creating well designed, attractive public spaces 	Key priority: Degradation of natural resources within the City Key Strategies: <ol style="list-style-type: none"> Holistic and integrated strategies for protection of the City's natural resources (includes urban forest, foreshore protection, public open space and streetscapes) Ameliorate loss of vegetation from private property development Explore with current and potential partners the next generation waste treatment technology and implement 	Key priority: The challenge of meeting community expectations regarding community engagement Key strategies: <ol style="list-style-type: none"> Improve communication mechanisms to make information easy to access regarding community engagement, including improving website, addressing misinformation in the community and optimising use of social media Continue participatory budgeting that involves the community (such as Project Robin Hood) and then taking it further Improve engagement with the business community

4 Introduction

4.1 Purpose: Objectives and Desired Outcomes

The City of Melville's vision for reconciliation between Aboriginal and Torres Strait Islander peoples and other Australians is for a positive shared future grounded in respect and strong relationships. The special place that the First Australians have in the development of our nation and our communities is recognised and celebrated. Acknowledgement of past hurts and injustices has helped bring about healing. United and working together, we are able to build a stronger community for the benefit of all. The purpose of this plan is to provide the City of Melville with a guiding document to support the way we work and set targets to this end.

4.2 Background

This Plan, our second RAP is the next stage in the Reconciliation Australia RAP journey, and is defined by Reconciliation Australia as a 'Stretch' RAP. A Stretch RAP, the third level RAP, is for organisations ready to challenge themselves by setting targets for the actions outlined in their RAP. A Stretch RAP will give the City of Melville the opportunity to focus on tried and tested strategies and programs and set clear and measurable targets to deepen its impact.

This RAP follows the themes and actions set by Reconciliation Australia. Actions are measurable and deliverable in specific timeframes, and linked to positions within the organisation. They are developed around the three themes of:

Relationships

Respect

Opportunities.

The City of Melville has been taking steps over a number of years to engage more effectively with Aboriginal and Torres Strait Islander residents and community organisations, and demonstrate respect for Bibbulmun culture. Our reconciliation journey began in 1995 with the Willagee Aboriginal Reconciliation Project, and the subsequent employment of an Aboriginal Liaison Officer (now called Community Development Officer - Aboriginal Engagement). With the support of the Council, the City of Melville was one of the first metropolitan local governments to create such a role. The City developed its first RAP in 2013. Achievements over three years include the following:

Key Achievements of the Reconciliation Action Plan 2013 to 2016:

- Welcome to Country and Acknowledgement of Country Policy to guide staff on protocols and embed respectful processes in City of Melville events and activities. Acknowledgement signage installed at Civic Centre.
- Recorded oral histories of four local Aboriginal community members.
- Filming of oral history of local Elder Laurel Nannup with support from the Film and Television Institute WA Inc. (FTI) - Indigenous Community Stories (ICS) grant.
- Opportunities for staff and the community to participate in Aboriginal cultural activities, such as Noongar language workshops, cultural tours at Piney Lakes, Wireless Hill & Willagee and shared stories, to mark significant days in the Aboriginal and Torres Strait Islander calendar, such as National Reconciliation Week and NAIDOC Week events.
- Incorporation of Noongar history and culture in the design of projects such as Carawatha Park, Wireless Hill interpretive signage and bus shelters.
- Delivery of cross cultural awareness training to staff and elected members.
- Developed a reconciliation banner for display at events and programs.
- Increased participation by Aboriginal and Torres Strait Islander artists in the City of Melville's annual art award.
- Continuous Improvement Team established and maintained to monitor progress of the 2013-2016 RAP.
- Developed 'Engaging with Traditional Owners', a guide for staff working on land use projects.
- *Aboriginal Engagement Strategy: Directions from Aboriginal Communities 2015 – 2018* completed, guiding City staff on working with communities to identify and build on strengths and passions in our community. Achievements under key themes are included below:

Youth and children – Noongar language classes, traditional dance workshops, afterschool sports, school holiday activities and after school library homework program.

Community – sewing group, NAIDOC Week family event, new parents networking and workshop series

Sense of place –Djeran Day at Piney Lakes

Culture – Aboriginal art projects, adult language classes, cultural tours

- Engaged with Elders and family members on the feasibility of installing a memorial for the Stolen Generations people within the City of Melville.
- New signage at Piney Lakes Environmental Education Centre entry recognising it is a significant Aboriginal women's site.
- As an outcome of engaging more Aboriginal people in business, The City of Melville has contracted twenty Aboriginal and Torres Strait Islander businesses during the reporting period.
- Acknowledgement of Aboriginal contribution to the defence of Australia in the City of Melville War Memorial.

The City's commitment to developing our second Reconciliation Action Plan builds on and extends these earlier steps.

4.3 Who Champions our RAP Internally

The City of Melville has 1 FTE Community Development Officer – Aboriginal Engagement. 0.6 FTE of this role is allocated to overseeing the implementation of the RAP, and championing Reconciliation at the City of Melville. Support for this position, and for the implementation of the RAP, is provided by the Coordinator Community Development West, Manager Neighbourhood Development and Director Community Development. RAP implementation is monitored and supported by the RAP CIT (Continuous Improvement Team), which includes staff from relevant areas of responsibility. Members of the CIT are invited to participate, as well as self nominating. For example, as our Stretch RAP has a particular focus on employment, staff from Employee Services will be an essential component of the CIT for the duration of the Stretch RAP, and will be invited to participate. Informally, other internal champions spread the message of reconciliation to their team members, and push for better reconciliation outcomes in their service units. Our RAP Champion from Senior Management is Leanne Hartill, Manager Neighbourhood Development.

4.4 Scope

This document is focused on City of Melville processes, policies and strategies. However as a Local Government body, we acknowledge that our reach into the community is significant. Our targeted approach to increase Aboriginal contractors and our marketing of this plan will use this influence to further reconciliation aims. This document does not cover work that is more directly with the Aboriginal and Torres Strait Islander community. This is covered by *Aboriginal Engagement*

Strategy: Directions from Aboriginal Communities 2015 – 2018, and Engaging with Traditional Owners.

4.5 Risk

The City of Melville has a strong focus on risk management and best practice in local government.

The risk of not developing the *City of Melville Stretch RAP 2017-2021* include but are not limited to:

- The impact on the City's reputation;
- Potential loss of a valuable asset to the organisation eg. employment of Aboriginal and Torres Strait Islander peoples in City of Melville positions;
- Community perception – 'what are you doing for reconciliation?'
- Impact on relationships with stakeholders eg. SWALSC, Djidi Djidi, Walyalup Reconciliation Group;
- Impact on future planning and development both socially and fiscally across all areas of council.

5 Strategic Context

5.1 Legal Requirements

The City abides by the Occupational Health and Safety Act 1984, Fair Work Act 2009, Equal Opportunity Act 1984 and City of Melville People Framework. ISO 26000 Social Responsibility shares best practices relating to social responsibility, globally. It is aimed at all types of organisations regardless of their activity, size or location. Social responsibility is defined as responsibility of an organisation for the impacts of its decisions and activities on society and the environment, through transparent and ethical behaviour that:

- Contributes to sustainable development, including health and the welfare of society
- Takes into account the expectations of stakeholders
- Is in compliance with applicable law and international norms of behaviour
- Is integrated throughout the organisation and practiced in relationships

5.2 National

Reconciliation Australia commenced in 2001 and is the lead body on reconciliation in the nation. They are an independent not for profit organisation promoting and facilitating reconciliation by building relationships, respect and trust between the wider Australian community and Aboriginal and Torres Strait Islander peoples. Their vision is based on five inter-related dimensions; race relations, equality and equity, unity, institutional integrity and historical acceptance. These five dimensions do not exist in isolation; they are inter-related and Australia can only achieve full reconciliation with progress in all five dimensions and by weaving them together to become a whole. Their focus is connecting and educating people through sharing life experiences, expectations and knowledge - about Aboriginal & Torres Strait Islander histories, cultures, identities and successes. Their vision is to wake to a reconciled, just and equitable Australia.

5.3 City of Melville

The RAP is aligned with a range of community driven, corporate and strategic documents from across the City of Melville, such as the Strategic Community Plan, Corporate Plan and Natural Areas Asset Management Plan. The RAP reflects the organisation's values of well being, excellence, relationships and vibrancy. Many of the actions identified by the RAP Continuous Improvement Team (CIT) have links to existing plans.

The Stretch Reconciliation Action Plan 2017-2021 complement Council Policy CP084 – Disability Access and Inclusion – acknowledging that: “The City of Melville is committed to promoting and facilitating equal opportunity, inclusion and access to all members of its community”.

5.4 Goals and Objectives

Goal	Objectives
Respectful relationships	Create opportunities for staff and Aboriginal and Torres Strait Islander community members to develop relationships through shared activities and increased learning.
Respect for Aboriginal and Torres Strait Islander culture	Increased understanding of Aboriginal and Torres Strait Islander protocols, history and culture.
Increased opportunities for Aboriginal and Torres Strait Islander peoples	Develop and deliver educational, employment and economic development initiatives and projects for Aboriginal and Torres Strait Islander peoples and businesses to enhance life opportunities within an inclusive community.

6 Stakeholder Consultation

Development of the City's *Stretch RAP* was largely an internal review. As Reconciliation Australia specify a great deal of the actions, and the plan is internally focused, a large scale community engagement process was not considered appropriate. Stakeholder engagement with the following have contributed to this document:

- RAP 2013-2016 Continuous Improvement Team, including staff and local community members. Members had responsibility for past actions and were invited to comment on successes and challenges of the *2013-2016 RAP*. From this feedback, actions were maintained and added as new items.
- Djidi Djidi Aboriginal Women's Group was invited to attend Continuous Improvement Team meetings. Their input was ongoing for the duration of the *2013- 2016 RAP* and was used to develop *CoM Stretch RAP 2017-2021*.
- Walyalup Reconciliation Group representatives were invited to RAP CIT meetings. In addition City of Melville staff regularly attended Walyalup Reconciliation Group meetings to give updates and seek input on RAP actions.
- RAP 2017-2021 Continuous Improvement Team including staff and local community members was created to comment on the development of the City's *Stretch RAP 2017-2021*. This group will continue in the RAP Continuous Improvement Team.

- Individual City of Melville staff who had relevant expertise were invited to contribute ideas and actions related to their areas. Meetings have been held with relevant stakeholders from across the organisation to discuss and finetune the second action plan, and gain commitment.
- Reconciliation Australia have reviewed and endorsed this document.

7 Implementation: Actions

7.1 Goal 1 - Respectful relationships



Getting to know each other better assists us to communicate more effectively and develop empathy and understanding. Respectful relationships enable us to learn from each other and develop an inclusive strong community.

Actions to make it happen	Measures of Success	Timeline	Responsible Officer
<ul style="list-style-type: none"> RAP CIT actively monitors RAP development and implementation 	<ul style="list-style-type: none"> Development, endorsement and launch of the Stretch RAP. Aboriginal and Torres Strait Islander peoples are on the RAP CIT. At least four meetings held per year to monitor and report on RAP implementation. Internal RAP Champion/s from senior management appointed. Terms of Reference for the RAP CIT established. 	<p>May 2017</p> <p>Four meetings each year – March, July, September & November 2017, 2018, 2019, 2020 and 2021</p> <p>December 2017</p>	<p>Manager–Neighbourhood Development</p> <p>Manager Neighbourhood Development</p>
<ul style="list-style-type: none"> Celebrate National Reconciliation Week (NRW) to strengthen and maintain relationships between Aboriginal and Torres Strait Islander staff and other staff 	<ul style="list-style-type: none"> One internal NRW event organized each year. NRW events registered via Reconciliation Australia's NRW website. Staff and senior leaders encouraged to participate in external events to recognise and celebrate NRW. All events happening throughout the City for NRW are collated and promoted in 'About Melville' section of Community News to raise awareness and participation. Reconciliation WA is supported. 	<p>27 May – 3 June, 2017, 2018, 2019, 2020 and 2021</p> <p>May 2017, 2018, 2019, 2020 and 2021</p> <p>May 2017, 2018, 2019, 2020 and 2021</p>	<p>Manager Neighbourhood Development</p> <p>Senior Marketing Officer</p> <p>Manager Neighbourhood Development</p>
<ul style="list-style-type: none"> Maintain and leverage mutually beneficial relationships with Aboriginal and Torres 	<ul style="list-style-type: none"> Review and implement our Engagement plan for working with our Aboriginal and Torres Strait Islander stakeholders in reviewed and implemented. SWALSC and local 	<p>June 2017</p> <p>June 2018</p>	<p>Manager Neighbourhood Development</p>

<p>Strait Islander peoples, communities and organisations to support positive outcomes</p>	<p>organisations are consulted to maintain an awareness of correct protocols and changing requirements.</p> <ul style="list-style-type: none"> Formal two-way partnership is established to build capacity in Aboriginal and Torres Strait Islander organisations and/or communities relevant to our sphere of influence. (Eg. Willagee Boys & Girls Dance group and Djidi Djidi Women's Aboriginal Corporation). 	<p>June 2019</p>	
<ul style="list-style-type: none"> Raise internal and external awareness of our RAP to promote reconciliation across our business and sector 	<ul style="list-style-type: none"> A strategy to communicate our RAP to all internal and external stakeholders is developed and implemented. Reconciliation is promoted through ongoing active engagement with all stakeholders. Senior leaders are engaged in the delivery of RAP outcomes for example, Aboriginal Employment Strategy. 	<p>May 2017,</p> <p>May 2017, 2018, 2019 2020 and 2021</p> <p>Dec 2017</p>	<p>Manager Neighbourhood Development</p> <p>Employee Services Co-ordinator</p>



7.2 Goal 2 - Respect for Aboriginal and Torres Strait Islander culture



Learning about Aboriginal and Torres Strait Islander culture and heritage in our area helps build respect and understanding. Demonstrating respect shows that we value and acknowledge the unique skills, knowledge, cultural protocols and experiences of First Australians.

Actions to make it happen	Measures of Success	Timeline	Responsible Officer
<ul style="list-style-type: none"> Increase knowledge and understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements 	<ul style="list-style-type: none"> Cultural awareness training strategy is developed for staff which defines continuous cultural learning needs of employees in all areas of our business and considers various ways cultural learning can be provided (online, face to face workshops or cultural immersion). 	December 2017	Manager Neighbourhood Development and Employee Services Co-ordinator Manager Neighbourhood Development and Employee Services Co-ordinator
	<ul style="list-style-type: none"> Online cultural learning activities for all new staff as part of their induction training. 	June 2019	
	<ul style="list-style-type: none"> Face to face cultural workshop learning activities delivered to at least 20 staff per year. 	May 2017, 2018, 2019, 2020 and 2021	
	<ul style="list-style-type: none"> Five staff to undertake cultural immersion learning activities. 	December 2021	
	<ul style="list-style-type: none"> All RAP CIT members undertake cultural learning activities. 	June 2019	
	<ul style="list-style-type: none"> All senior executive staff under-take cultural 	December	



	<ul style="list-style-type: none"> learning activities. Reconciliation Australia's Share Our Pride online tool is promoted to all staff. Aboriginal content is added to Libraries for all age groups to support the areas of recreational and informational reading, literacy and lifelong learning. Oral history collection is expanded by continuing to collect Bibbulmun/Whadjuk oral histories. Oral histories are archived and shared. Photographic material is collected and archived in a culturally appropriate manner that is respectful of cultural wishes. Local Aboriginal community are engaged in the collation of historical material for future museum exhibitions or historical displays. Aboriginal location names are used for relevant sites, localities, parks, roads and work. State Departments are engaged with to encourage dual naming of roads and locations. Three locations added per year. Minimum of five cultural education programs (Yarning about Noongar Boodja) are delivered to the wider community and ten cultural education programs (Noongar Boodja Waakiny) are 	<p>2021</p> <p>June 2017</p> <p>June 2018, 2019, 2020 and 2021</p> <p>December 2017, 2018, 2019, 2020 and 2021</p> <p>July 2017, 2018, 2019, 2020 and 2021</p> <p>December 2018</p> <p>December 2017, 2018, 2019, 2020 and 2021</p> <p>December 2017, 2018, 2019, 2020 and 2021</p>	<p>Manager Cultural Services</p> <p>Director Urban Planning</p> <p>Environmental Co-ordinator</p> <p>Manager Neighbourhood Development</p>
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	<p>delivered to various school groups per year through Piney Lakes Environmental Education Centre.</p> <ul style="list-style-type: none"> Four key themes (Children and Youth, Community, Sense of Place and Culture) of the Aboriginal Engagement Strategy: Directions from Aboriginal Communities 2015 to 2018 are addressed through community programs. 	December 2017, 2018, 2019, 2020 and 2021	
<ul style="list-style-type: none"> Demonstrate respect to Aboriginal and Torres Strait Islander peoples and communities by embedding cultural protocols as part of the way our organisation functions 	<ul style="list-style-type: none"> Welcome to Country and Acknowledgement of Country Policy and Procedure are reviewed and maintained. Traditional Owner is invited to provide a Welcome to Country at all Citizenship Ceremonies and significant events such as Point Walter Concert. An Acknowledgement of Country is delivered at all public events. List of key contacts for organising a Welcome to Country is reviewed. Acknowledgement of Country is included at the commencement of important internal meetings. Acknowledgment of Country text is displayed in our offices and community buildings. Memorial for Stolen Generations people within the City of Melville is installed. Contemporary works by Aboriginal and Torres Strait Islander Artists based in remote, regional and urban areas, as well as those with 	<p>December 2018 and 2020</p> <p>December 2017, 2018, 2019, 2020 and 2021</p> <p>December 2018 and 2020</p> <p>December 2018</p> <p>June 2019</p> <p>December 2020</p>	<p>Manager Neighbourhood Development</p> <p>Manager Neighbourhood Development</p> <p>Manager Cultural Services</p>



	connections to City of Melville, greater Perth and Western Australia are acquired.		
<ul style="list-style-type: none"> Celebrate NAIDOC Week and provide opportunities for Aboriginal and Torres Strait Islander staff to engage with culture and community during NAIDOC Week 	<ul style="list-style-type: none"> HR policies and procedures are reviewed to ensure there are no barriers to staff participating in NAIDOC Week. NAIDOC Week event is held and all staff are supported to attend. External NAIDOC Week community events are supported. City of Melville acknowledges NAIDOC Week and its importance by sharing the theme, holding events, social media to the broader community and supporting community initiatives. All events happening throughout the City for NAIDOC Week are collated and promote in 'About Melville' section of Community News to raise awareness and participation Opportunities are provided for all Aboriginal and Torres Strait Islander staff to participate in local NAIDOC Week events. Staff are supported to participate in NAIDOC Week events in the local community. 	<p>May 2017</p> <p>July 2017, 2018, 2019, 2020 and 2021</p> <p>July 2017, 2018, 2019, 2020 and 2021</p> <p>July 2017, 2018, 2019, 2020 and 2021</p> <p>July 2017, 2018, 2019, 2020 and 2021</p> <p>July 2017, 2018, 2019, 2020 and 2021</p> <p>July 2017, 2018, 2019, 2020 and 2021</p>	<p>Employee Services Co-ordinator</p> <p>Manager Neighbourhood Development</p> <p>Manager Neighbourhood Development</p> <p>Manager Neighbourhood Development</p>

7.3 Goal 3 - Increased opportunities for Aboriginal and Torres Strait Islander peoples



Actions to make it happen	Measures of Success	Timeline	Responsible Officer
<ul style="list-style-type: none"> • Increase Aboriginal and Torres Strait Islander recruitment and retention 	<ul style="list-style-type: none"> • Aboriginal and Torres Strait Islander employment is increased to 1.6 % staged over four years. • An Aboriginal and Torres Strait Islander Employment and Retention Strategy is developed, which includes Section 51 and 50d positions, traineeships, mentoring, employment networks, professional development, targets and community development initiatives to reduce barriers to employment. • Existing Aboriginal and Torres Strait Islander staff are consulted on employment strategies, training and including professional development. • All job vacancies are advertised in Aboriginal and Torres Strait Islander media. • Create partnerships with high profile Aboriginal organisations targeting industry specific areas of studies such as administration and horticulture to support increasing Aboriginal employment opportunities. • Employment initiatives are customised to provide genuine 	<p>Dec 2018 (1%), Dec 2019 (1.3%) Dec 2020 (1.6%)</p> <p>Dec 2017</p> <p>July 2017 June 2017, 2018, 2019, 2020 and 2021</p> <p>Dec 2017</p> <p>July 2018</p> <p>Dec 2017</p>	<p>Employee Services Co-ordinator</p> <p>Manager Neighbourhood Development, Employee Services Co-ordinator</p> <p>Employee Services Co-ordinator</p> <p>Employee Services Co-ordinator</p> <p>Employee Services Co-ordinator</p> <p>Employee</p>

	<p>& flexible employment opportunities for Aboriginal and Torres Strait Islander people within the City of Melville.</p> <ul style="list-style-type: none"> • City of Melville's Recruitment Policy and Procedures are reviewed. • Success stories/case studies are showcased. • A workplace buddy is allocated to each new Aboriginal and Torres Strait Islander employee. 	<p>December 2017</p> <p>December 2018</p>	<p>Services Co-ordinator</p> <p>Employee Services Co-ordinator Manager Neighbourhood Development Employee Services Co-ordinator</p>
<ul style="list-style-type: none"> • Increase Aboriginal and Torres Strait Islander supplier diversity 	<ul style="list-style-type: none"> • CP-023 in the <i>Procurement of Products and Services/SP-019</i> Purchasing and Procurement Procedure/Request for Quote Work Instruction Policy Update is promoted, encouraging staff to use the Aboriginal Business Directory WA. • At least two new commercial relationships with Aboriginal and/or Torres Strait Islander businesses are developed per year. • An annual procurement target for the use of four Aboriginal and Torres Strait Islander businesses per year. • Aboriginal and Torres Strait Islander procurement strategy is reviewed and implement • Set procurement target for goods and services from Aboriginal and Torres Strait Islander owned businesses. 	<p>June 2017, 2018, 2019, 2020 and 2021</p> <p>July 2017, 2018, 2019, 2020 and 2021</p> <p>December 2017</p> <p>November 2019</p> <p>July 2017, 2018, 2019, 2020 and 2021</p>	<p>Strategic Procurement Contracts Risk Program Manager</p> <p>Manager Neighbourhood Development</p> <p>Manager Neighbourhood Development</p> <p>Strategic Procurement Contracts Risk Program Manager</p> <p>Strategic Procurement Contracts Risk Program Manager</p>

<ul style="list-style-type: none"> Strengthen community linkages 	<ul style="list-style-type: none"> Strengthen linkages in relation to Aboriginal education, employment and training to maintain positive working partnerships for Council initiatives and programs. 	December 2018	Manager Neighbourhood Development
	<ul style="list-style-type: none"> Continue to advocate for culturally appropriate health and social services in the City of Melville. 	December 2017, 2018, 2019, 2020 and 2021	Manager Neighbourhood Development
	<ul style="list-style-type: none"> Maintain City of Melville Aboriginal Engagement Officer's position. 	December 2021	
	<ul style="list-style-type: none"> Continue relationships with other Local Councils to share reconciliation learnings, challenges, and to collaborate on RAP initiatives. 	July 2017, 2018, 2019, 2020 and 2021	Manager Neighbourhood Development
	<ul style="list-style-type: none"> Continue to hold events at significant places. 	November 2017, 2018, 2019, 2020 and 2021	Manager Neighbourhood Development
	<ul style="list-style-type: none"> Review and maintain the Aboriginal Engagement Strategy: Directions from Aboriginal Communities 2015 to 2018 	September 2017, 2018, 2019, 2020 and 2021	Manager Neighbourhood Development

7.4 Tracking Progress and Reporting



Action	Target	Timeline	Responsibility
Report RAP achievements, challenges and learnings to Reconciliation	Required: <ul style="list-style-type: none"> Complete and submit the RAP Impact Measurement 	30 September 2017, 2018, 2019, 2020 and 2021	Manager Neighbourhood Development



Australia for inclusion in the RAP Impact Measurement Report	<ul style="list-style-type: none">• Questionnaire to Reconciliation Australia.• Investigate participation in the RAP Barometer.• Develop and implement systems and capability needs to track, measure and report on RAP activities.• Include actions in Service Area Business plans	September 2017, 2018, 2019, 2020 and 2021	
Report RAP achievements, challenges and learnings internally and externally	<ul style="list-style-type: none">• Publically report our RAP achievements, including in the City's annual report.• Continue to discuss our achievements, challenges and learnings in the CIT.	30 June 2017, 2018, 2019, 2020 and 2021	CDO (AE) Marketing and Communications Co-ordinator (MCC) Community Development Co-ordinator (CDC)
Review, refresh and update RAP	<ul style="list-style-type: none">• Liaise with Reconciliation Australia to review, refresh and update RAP based on learnings, challenges and achievements using Results Based Accountability where relevant.• Send draft RAP to Reconciliation Australia for formal feedback and endorsement.	July 2019	CDO (AE) Report to EMIS and EMT Report to Reconciliation Australia Marketing and Communications Strategy.

8 Performance Indicators

Goal	Indicator	Aspirational Targets
Respectful relationships	Stretch RAP is launched.	Launch of RAP
	Stretch RAP is monitored by the CIT.	At least three Aboriginal and Torres Strait Islander people and one senior manager are on the RAP CIT. Four meetings per year.
	National Reconciliation Week events are organised and external events supported.	One community and staff event organised. Collated list of events printed in About Melville.
	Ensure relevance of our engagement plan for working with our Aboriginal and Torres Strait Islander stakeholders.	Consult with SWALSC once per year.
Respect for Aboriginal and Torres Strait Islander culture	Build capacity in Aboriginal and Torres Strait Islander organisations and/or communities.	One partnership established to build capacity in Aboriginal and Torres Strait Islander communities.
	Cultural learning opportunities are available for staff.	Cultural Awareness Training Strategy is developed. Online learning for all new staff. Twenty staff participate in face to face cultural learning workshops per year. Five staff undertake cultural immersion learning activities.
	Aboriginal content is added to Libraries for all age groups.	Five new library items per year.
	Oral history collection is expanded by continuing to collect Bibbulmun/Whadjuk oral histories. Contemporary artworks by Aboriginal and Torres Strait	One new oral history per year. One new art work per year.



	Islander artists are acquired.	
	Aboriginal location names are used for relevant sites, localities, parks, roads and work. State Departments are engaged with to encourage dual naming of roads and locations. Three locations added per year.	Three new signage projects per year.
	<p>Cultural education programs are delivered to the wider community and to various school groups through Piney Lakes Environmental Education Centre.</p> <p>Four key themes (Children and Youth, Community, Sense of Place and Culture) of the Aboriginal Engagement Strategy: Directions from Aboriginal Communities 2015 to 2018 are addressed through community programs.</p>	<p>Five cultural education programs for the wider community and ten for schools.</p> <p>Fifteen Cultural workshops are delivered for young Aboriginal and Torres Strait Islander people per year.</p> <p>One intergenerational event for Aboriginal and Torres Strait Islander peoples is provided per year.</p>
Increased opportunities for Aboriginal and Torres Strait Islander peoples	Increase Aboriginal and Torres Strait Islander recruitment and retention	<p>Aboriginal and Torres Strait Islander employment is increased to 1.6 % staged over four years</p> <p>An Aboriginal and Torres Strait Islander Employment and Retention Strategy is developed</p>

	Increase Aboriginal and Torres Strait Islander supplier diversity	At least two new commercial relationships with Aboriginal and/or Torres Strait Islander businesses are developed per year. An annual procurement target for the use of four Aboriginal and Torres Strait Islander businesses per year.
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9. Review

The Stretch RAP will be a 4 year plan for the period of 2017-2021.

The plan will be reviewed every 12 months in alignment with the financial year.
Review with Reconciliation Australia after two years.

Reports will be provided annually to Reconciliation Australia, and annually in the City's Annual Report.

Appendix 1:

Reconciliation Action Plan 2017-2020 Continuous Improvement Team (CIT) Members

Community Representatives

Marissa Verma
Sharon Loo
Margaret Matassa
Val Warren
Lesley Gilroy
David Pigram
Sharon Gregory
Stephen Loo

City of Melville Representatives

Leanne Woods, Shahna Rind, Harinder Grewal & Kellie Bennett, Neighbourhood Development
Leeann Reid, Cathy Day, Gina Capes & Jenny Bawden - Cultural Services
Kellie Motteram, Nikki Stringer, Zoe Williamson and Jacklyn Buchanan - Parks and Environment

Martin Spencer - Strategic Planning
Kristina Silvestri, Nicholas Olds - Employee Services
Naomi Fowkes - Marketing and Communications



Appendix 2:

List of Abbreviations

RAP Reconciliation Action Plan
CIT Continuous Improvement Team
CDO (AE) Community Development Officer - Aboriginal Engagement
MCC Marketing and Communications Coordinator
ES Employee Services
CFO Civic Functions Officer
OMT Operational Management Team
LSC Library Services Coordinator
MLHO Museums and Local History Officer
MND Manager Neighbourhood Development
CDO – ARTS Community Development Officer - Arts
CDC Community Development Coordinator
AES Aboriginal Engagement Strategy
DIA Department of Indigenous Affairs
NDO Neighbourhood Development Officer

Appendix 3: Document Review History

References that may be applicable to this Plan

Legislative Requirements:

Delegated Authority:

Plan / Policy / Framework:

Procedures:

Work Instructions:

Forms / Supporting Documents (internal):

Supporting Documents (external):

ORIGIN/AUTHORITY ITEM NO.

Insert name of Council Meeting/Internal meeting/Officer Insert date of meeting
Insert Item No.

REVIEWS

Insert name of Council Meeting/Internal meeting/Officer Insert date of meeting
Insert Item No.



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