



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Nyoongar Cultural Advisory

Group Meeting

15 September 2020



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1. DECLARATION OF OPENING

The Presiding Member Cr Michael Ryan declared the meeting open at 3.04pm.

2. ATTENDANCE

Committee:

Presiding Member	M P Ryan
Shire President	C R Antonio
Davis Family	Kathy Davis (at 3.45pm)
Davis Family	Jermaine Davis
Moody Family	Donna Moody (at 3.12pm)
McGuire Family	Deborah Moody (at 3.11pm)
Garlett Family	Kirk Garlett
Stack Family	Elizabeth Stack (at 3.28pm, left at 4.07pm)
Kickett Family	Boyd Kickett (left at 4.34pm)
ATSI Representative	Yvonne Kickett (at 3.14pm, left at 4.21pm)

Staff:

Executive Manager Community Services	R Rayson (left at 4.37pm)
BKB Centre Coordinator	M Winmar
Executive Assistant to the CEO	N K Vinicombe

Gallery:

Northam Senior High School Representative	Peter Hinds (at 3.50pm, left at 4.51pm)
WACHS Representative	Janine Gliddon
Police Superintendent for the Wheatbelt	Tony Colfer (left at 3.52pm)
Indigenous Employment Advisor - Bunnings	Annie Young (at 3.56pm, left at 4.37pm)
Complex Manager - Bunnings	Hugh Berryman (at 3.52pm, left at 4.37pm)
Avon Environmental Society Representative	Peter Weatherly (at 4.52pm, left at 4.59pm)

2.1 APOLOGIES

McGuire Family	Maria Nickels
Garlett Family	Rod Garlett
ATSI Representative	Brenda DeAtta
Community Development Officer	J Hawkins
CEO	J B Whiteaker

2.2 APPROVED LEAVE OF ABSENCE

Nil.

2.3 ABSENT

Councillor
Stack Family
Slater Family
Ryder Family

A J Mencshelyi
Kate Stack
Agnes Lockyer
Joan Parfitt

3. DISCLOSURE OF INTERESTS

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

As defined in section 5.60A of the Local Government Act 1995, a **financial interest** occurs where a Councillor / Committee Member, or a person with whom the Councillor / Committee Member is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

As defined in section 5.61 of the Local Government Act 1995, an **indirect financial interest** includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

As defined in section 5.60B of the Local Government Act 1995, a person has a **proximity interest** in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; or a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

As defined in 34C of the Local Government (Administration) Regulations 1996, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Nil.				

4. CONFIRMATION OF MINUTES

4.1 COMMITTEE MEETING HELD ON WEDNESDAY 11 MARCH 2020

RECOMMENDATION

Minute No: NCAG.4

Moved: Cr Antonio

Seconded: Mr Jermaine Davis

That the minutes of the Nyoongar Cultural Advisory Group meeting held on Wednesday 11 March 2020 be confirmed as a true and correct record of that meeting.

CARRIED 6/0

5. COMMITTEE REPORTS

5.1 Bilya Koort Boodja Update

File Reference:	2.1.3.2
Reporting Officer:	BKB Centre Coordinator Michelle Winmar
Responsible Officer:	CEO Jason Whiteaker
Officer Declaration of Interest:	Nil.
Voting Requirement:	-
Press release to be issued:	Nil.

BRIEF

For the BKB Centre Coordinator to present an update on the Bilya Koort Boodja to the Committee.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

The Bilya Koort Boodja is the Aboriginal Interpretive Centre in the Shire of Northam, offering visitors a visual and immersive experience into Aboriginal culture, heritage and traditions through various displays and events.

A.1 Visitor Numbers

July 2020 has seen a significant increase in the number of visitations to the Centre, this is on the back of increased regional tourism numbers generally.

Month	BKB visitations - Normal	BKB Visitations - Free Pass	BKB Visitations - Concession	BKB Visitations - Average per day	BKB Entry Fees
Aug-20	231	0	179	25.42	3,205



A.2 Programed Activities

A critical element to the BKB and future success is providing weekend activities and engagement for both locals and tourists. With this in mind a program of activities has been developed and implemented for the Centre.

While the activities are being underwritten by the Centre, numbers of attendees have been encouraging. BKB staff are working on identifying WA State Government Funding to assist in the program delivery as the Council allocated budget is only limited in this area.



BILYA KOORT BOODJA

Winter 2020 Program

FAMILY DAY Saturday 1st August 12pm-7.30pm Cost: FREE	
12pm	Lighting of the fire pit
2pm-5pm	Learn how to build a Miya Miya
5pm	Taste hot damper with delicious roo stew cooked over an open fire (Gold coin)
6pm-7.30pm	Storytelling under the Milky Way
'MERINY' BUSHFOODS DEMONSTRATION Saturday 8th August 11am-1.30pm Cost: \$20 (pay at the door)	
Join Bindi Bindi Dreaming for an informative and delicious afternoon of learning.	
ARTEFACT MAKING Saturday 15th August 12pm-3pm Cost: \$20 (pay at the door)	
Walk the bush to collect materials to make a darp (knife). Make your own knife to take home.	
BASKET WEAVING Saturday 22nd August 10am-1pm Cost: \$20 (pay at the door)	
Join Lea Taylor for this fun-filled session learning about traditional basket weaving with native grains and other materials. Make your own basket to take home.	
RIVER WALK TO BURLONG POOL Saturday 29th August 11am Cost: FREE	
Follow our local guides to Burlong Pool, learning about our local culture & environment as you go	
Information 9622 2170 bkb@northam.wa.gov.au	
 bilyakoortboodja	
www.bilyakoortboodja.com	BILYA KOORT BOODJA CENTRE FOR NYOONGAR CULTURE & ENVIRONMENTAL KNOWLEDGE

A.3 Marketing

The consulting firm FORM have been engaged to assist the BKB in further developing the product and marketing for the Centre. Their official engagement began early September with a teleconference to discuss the terms of their engagement and expectations. FORM will be in the Community and visiting the Centre the week of the 14th September 2020. The scope of their engagement includes:

- Development of marketing plan
- Development of assets:
 - Brochure content & design
 - Video package (allowing for online and social media marketing)
 - Printing
 - Maps distribution
 - BKB Media Kit

The second phase will be the delivery of more extensive marketing across Western Australia once the above has been completed

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 4: Environment and Heritage
Outcome 4.2: Northam honours, and is recognised for, its unique heritage and cultural identity
Objective: There is a strong, respected and valued Aboriginal community and culture in the Shire of Northam

B.2 Financial / Resource Implications

Total Operating Expenditure Budget	\$572,116
Projected YTD Budget Expenditure	\$ 91,033
YTD Actual Expenditure	\$ 91,168
Total Operating Revenue Budget	\$ 82,700
Projected YTD Budget Revenue	\$ 7,723
YTD Actual Revenue	\$ 17,041

There is a level of concern as while the current expenditure is in line with budget expectations, there is a significant commitment to the ongoing programs which will begin to impact this position. In saying this the actual year to date revenue is significant higher than projected, which reflects the increased visitations.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Nil.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	The Centre fails to reach financial sustainability	Possible (3) x Medium (3)= 9 (Medium)	Development of marketing plan to promote centre Secure external funding
Health & Safety	N/A		
Reputation	The Centre fails to provide an experience that delivers expectation	Possible (3) x Medium (3)= 9 (Medium)	Ensure weekend activities are in place
Service Interruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	N/A		

C. OFFICER'S COMMENT

N/A

RECOMMENDATION

That Council receives the Bilya Koort Boodja update as presented.

COMMITTEE DECISION

Minute No: NCAG.5

Moved: Mr Jermaine Davis

Seconded: Mr Kirk Garlett

That Council receives the Bilya Koort Boodja update as presented and instructs the CEO to investigate ways of recognising significant individuals and/or sacred sites by the naming of rooms/areas at the Bilya Koort Boodja.

CARRIED 9/0

REASON FOR AMENDMENT TO OFFICER'S RECOMMENDATION:

The committee advised they would like to propose that Council instructs staff to investigate ways of recognising significant individuals and/or sacred sites by the naming of rooms/areas at the Bilya Koort Boodja. This had not been captured in the original officer's recommendation, therefore a new recommendation was sought by the committee.

Ms Deborah Moody entered the meeting at 3.11pm.

Ms Donna Moody entered the meeting at 3.12pm.

Ms Yvonne Kickett entered the meeting at 3.14pm.

Clarification was sought regarding the naming of rooms and areas at the Bilya Koort Boodja, with a suggestion to name one of the rooms after Mark 'Shadow' Davis. It was noted that staff would provide an item dedicated to this issue at the next committee meeting, and the recommendation above would be amended to reflect as such.

Clarification was sought regarding rumours that the Bilya Koort Boodja Centre was going to be closed down. The BKB Centre Coordinator advised that the Bilya Koort Boodja was not closing down and the rumours were untrue, however the centre was temporarily closed for several months during the COVID-19 pandemic, and this may be where confusion has arisen.

Ms Elizabeth Stack entered the meeting at 3.28pm.

5.2 Reconciliation Action Plan (RAP) Update

File Reference:	2.1.3.7
Reporting Officer:	Community Development Officer Jaime Hawkins
Responsible Officer:	CEO Jason Whiteaker
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	Nil

BRIEF

For the Community Development Officer to present an update on the Reconciliation Action Plan (RAP) to the Committee.

ATTACHMENTS

Attachment 1: Shire of Northam Reflect RAP 2020-2021 Actions

A. BACKGROUND / DETAILS

The Shire of Northam Reflect RAP was developed by the previous RAP Working Group and was endorsed by Reconciliation Australia in 2019.

A RAP is a strategic document that supports an organisation's business plan. It includes practical actions that will drive an organisation's contribution to reconciliation both internally and in the communities in which it operates. There are four stages of a RAP, reflect, innovate, stretch and elevate. The Shire of Northam is at the first reflect stage.

A Reflect RAP is primarily a scoping document. The Reflect RAP clearly sets out the steps the Shire should take to prepare for reconciliation initiatives in successive RAPs. Committing to a Reflect RAP allows the Shire to spend time scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding on our vision for reconciliation and exploring your sphere of influence, before committing to specific actions or initiatives. This process will help to produce future RAPs that are meaningful, mutually beneficial and sustainable.

The Reflect Reconciliation Action Plan (RAP) June 2020-June 2021 has been included as an attachment in this agenda.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 4: Environment and Heritage
 Outcome 4.2: Northam honours, and is recognised for, its unique heritage and cultural identity
 Objective: There is a strong, respected and valued Aboriginal community and culture in the Shire of Northam

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

The previous RAP Working Group were consulted in developing the Shire's RAP.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	Shire of Northam is seen as not supportive of reconciliation	Unlikely(2) x Minor(2) = Low (4)	Shire develops RAP in consultation with RAP Working group and endorsement of Reconciliation Australia
Service Interruption	N/A		
Compliance	N/A		

Property	N/A		
Environment	N/A		

C. OFFICER'S COMMENT

The Shire of Northam Reflect RAP has now been endorsed by Reconciliation Australia and Council. Shire Officers are now required to work with this committee and the community to ensure the actions of the RAP are implemented within the timeline.

The following actions currently due to be delivered are highlighted in Attachment 1.

RECOMMENDATION

Minute No: NCAG.6

Moved: Ms Deborah Moody

Seconded: Ms Yvonne Kickett

That Council accepts the update of the Shire of Northam Reflect RAP 2020-2021.

CARRIED 10/0

Clarification was sought regarding a spelling error within the Reconciliation Action Plan. The Executive Manager Community Services advised that the spelling error would be amended.

An update was provided by the Police Superintendent for the Wheatbelt Region regarding their own Reconciliation Action Plan – progress has been slowed due to the COVID-19 pandemic. The Police Superintendent for the Wheatbelt Region advised on progress regarding the indigenous police unit, and suggested a community day be held at the Bilya Koort Boodja facility to engage the local indigenous community in discussion with the local police force, particularly regarding cadetships. The Police Superintendent for the Wheatbelt Region advised that a presentation would be provided related to this item at the next committee meeting.

Attachment 1 – Shire of Northam Reflect RAP 2020-2021 Actions

Over the next 12 months the Shire of Northam commits to:

Relationships



Action 1 Continue to develop the RAP Working Group

Deliverable		Timeline	Responsibility
1.1	Ensure Aboriginal & Torres Strait Islander peoples are always represented on the RAP Working Group.	June 2020	Executive Manager Community Services / Community Development Officer
1.2	The RAP Working Group oversees the development, endorsement and implementation of the RAP.	June 2020	Executive Manager Community Services / Community Development Officer
1.3	The RAP Working Group meets a minimum of twice per year to monitor the implementation of the RAP.	July 2020 November 2020	Executive Manager Community Services / Community Development Officer
1.4	Ensure Membership of the RAP Working Group and the RAP Working Group Terms of Reference are reviewed in line with all Committees of Council.	June 2020	Executive Manager Community Services / Community Development Officer

Action 2 Build internal & external relationships

Deliverable		Timeline	Responsibility
2.1	Identify and develop a list of Aboriginal & Torres Strait Islander Elders, people, communities and organisations within the Shire of Northam or sphere of influence that we could approach to connect with on our reconciliation journey.	September 2020	BKB Coordinator
2.2	Develop a list of RAP organisations and other like-minded organisations that we could approach to connect with on our reconciliation journey.	September 2020	BKB Coordinator

Action 3 Participate in and celebrate National Reconciliation Week (NRW)

Deliverable	Timeline	Responsibility
3.1 Support and/or deliver an annual NRW event in collaboration with the local Aboriginal & Torres Strait Islander community.	27 May – 3 June 2021	Executive Manager Community Services / Community Development Officer / Events Coordinator
3.2 Register Shire of Northam NRW events on Reconciliation Australia's NRW website.	April 2021	Community Development Officer
3.3 Encourage Shire of Northam Councillors and Staff to attend NRW events.	27 May – 3 June 2021	Chief Executive Officer / All Executive Managers
3.4 Distribute and promote NRW fact sheets and other resources to Councillors, Staff and the wider community.	27 May – 3 June 2021	Community Development Officer / Community Services Administration Officer
3.5 Ensure our RAP Working Group participates in an external event to recognise and celebrate NRW.	27 May – 3 June 2021	Chief Executive Officer / Executive Manager Community Services

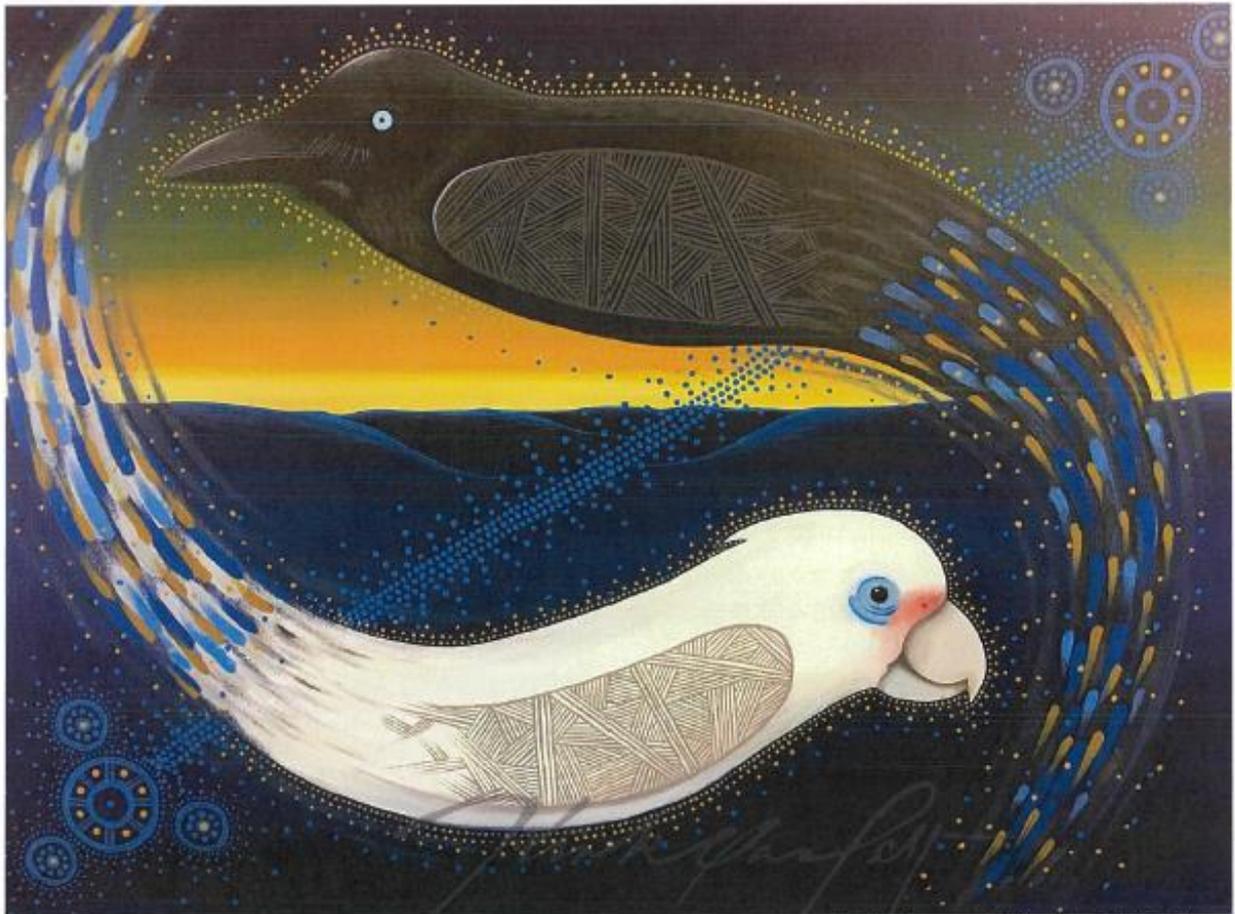
Action 4 Raise internal awareness of Council's RAP

Deliverable	Timeline	Responsibility
4.1 Ensure that all employees have an understanding of the Council's RAP commitment and how each department can contribute.	July 2020	All Managers
4.2 Develop and implement a plan to engage and inform key internal stakeholders of their responsibilities within our RAP.	July 2020	Executive Manager Community Services / Community Development Officer



Action 5 Promote positive race relations through anti-discrimination strategies

Deliverable	Timeline	Responsibility
5.1 Research best practice and policies in areas of race relations and anti-discrimination.	November 2020	Human Resources Coordinator
5.2 Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	January 2021	Human Resources Coordinator



Artwork: Wardong and Manidj by Kirk Garlett

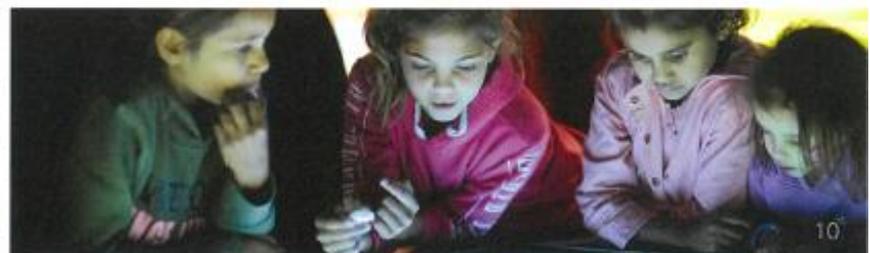
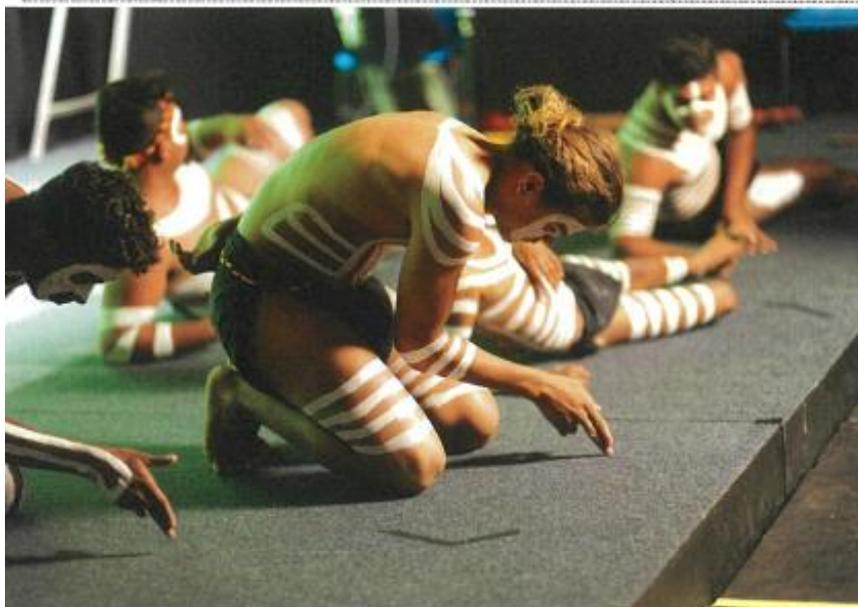


Respect



Action 6 Investigate Aboriginal & Torres Strait Islander cultural learning and development for Council

Deliverable	Timeline	Responsibility
6.1 Capture data and measure our staff's current level of knowledge and understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements	September 2020	BKB Coordinator / Human Resources Coordinator
6.2 Conduct a review of cultural awareness training needs within the Shire of Northam.	September 2020	Human Resources Coordinator / BKB Coordinator
6.3 Develop a project plan for increasing staff's knowledge and understanding of Aboriginal & Torres Strait Islander cultures, histories and achievements.	November 2020	BKB Coordinator



Action 7 Participate in and celebrate NAIDOC Week

Deliverable		Timeline	Responsibility
7.1	Raise awareness and share Information amongst Councillors, Staff and the wider community about the meaning of NAIDOC Week	November 2020	BKB Coordinator
7.2	Encourage Councillors and staff to participate in local NAIDOC Week events	November 2020	CEO / Executive Management / BKB Coordinator
7.3	Support and/or deliver a local NAIDOC Week event	8 November – 15 November 2020	BKB Coordinator / Community Development Officer / Events Coordinator
7.4	Ensure the RAP Working Group participates in an external NAIDOC Week event	8 November – 15 November 2020	Community Development Officer

Action 8 Raise internal understanding of Aboriginal & Torres Strait Islander cultural protocols

Deliverable		Timeline	Responsibility
8.1	Identify and develop a list of local Traditional Owners of land and water within the Shire of Northam	August 2020	BKB Coordinator / RAP Working Group
8.2	Identify and develop a list of respected local Elders who can perform Welcome to Country for the Shire of Northam	August 2020	RAP Working Group / BKB Advisory Committee / BKB Coordinator
8.3	Raise awareness of Aboriginal & Torres Strait Islander cultural protocols for Council and Staff, including understanding the meaning and significance of Welcome to Country and Acknowledgement of Country	August 2020	BKB Coordinator / RAP Working Group



Action 9 Publicly acknowledge and celebrate Aboriginal & Torres Strait Islander cultures, histories and achievements.

Deliverable		Timeline	Responsibility
9.1	Investigate the opportunity for Council to explore ways of appropriately acknowledging Traditional Owners of the local area, including Acknowledgement of Country in all meetings of Council, displaying an Acknowledgement in Council buildings, Council signage, and employee email signatures etc.	October 2020	RAP Working Group / CEO
9.2	Investigate flying the Aboriginal & Torres Strait Islander flags at Administration and other Council buildings.	September 2020	Governance Officer
9.3	Investigate opportunities for Aboriginal & Torres Strait Islander artworks to be displayed in Council facilities and to be commissioned as public art works.	August 2020	Community Development Officer / Art Advisory Committee
9.4	In consultation with local Traditional Owners, investigate the opportunity to incorporate dual naming, with the English and Nyoongar name to be printed on signage at significant landmarks.	December 2020	Manager Tourism & Events / Community Development Officer / RAP Working Group



Photos: BKB Centre Opening Event by Michelle Blackhurst

Opportunities



Action 10 Investigate opportunities for Aboriginal & Torres Strait Islander employment and retention within Council

Deliverable	Timeline	Responsibility
10.1 Capture baseline data on Aboriginal & Torres Strait Islander employment & retention within the Shire of Northam to inform future employment.	July 2020	Human Resources Coordinator
10.2 Investigate Aboriginal & Torres Strait Islander employment pathways for people to seek employment, traineeships and work experience within the Shire of Northam	October 2020	Human Resources Coordinator
10.3 Develop a plan to increase Aboriginal & Torres Strait Islander employment within the Shire of Northam	November 2020	Human Resources Coordinator

Photograph by Navigator Photografix



Action 11 Investigate Aboriginal & Torres Strait Islander supplier diversity.

Deliverable		Timeline	Responsibility
11.1	Develop an understanding of the mutual benefits of procurement from Aboriginal & Torres Strait Islander owned businesses	February 2021	Executive Manager Engineering Services/ Executive Manager Corporate Services/ Procurement Officer
11.2	Review Council's Procurement Policy to ensure that there are no barriers for procuring goods and services from Aboriginal & Torres Strait Islander businesses	January 2021	Executive Manager Corporate Services / Executive Manager Engineering
11.3	Promote Aboriginal & Torres Strait Islander businesses within the Shire of Northam	August 2020	BKB Coordinator
11.4	Support and/or create opportunities for Aboriginal & Torres Strait Islander business development within the Shire of Northam	January 2021	Executive Manager Community Services / BKB Coordinator
11.5	Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses	January 2021	BKB Coordinator / Procurement Officer

Photographs by Michelle Blackhurst



Governance & Tracking Progress



Action 12 Build Support for Council's RAP

Deliverable		Timeline	Responsibility
12.1	Define resource needs for RAP development and Implementation	July 2020	Executive Manager Corporate Services / Community Development Officer
12.2	Define systems and capability needs to track, measure and report on RAP activities	July 2020	Executive Manager Corporate Services / Community Development Officer
12.3	Complete the annual RAP Impact Measurement Questionnaire and submit to Reconciliation Australia	September 2020	Executive Manager Corporate Services / Community Development Officer
12.4	Include information on the implementation of the RAP in Council's annual report	April 2021	Executive Manager Corporate Services / Community Development Officer



Action 13 Review and Refresh RAP

Deliverable		Timeline	Responsibility
13.1	Review the progress of the RAP with the RAP Working Group	January 2021	Executive Manager Corporate Services / Community Development Officer
13.2	Draft and refresh a new RAP for the Shire of Northam based learning, achievements and challenges experienced in the previous RAP	January 2021	Executive Manager Corporate Services / Community Development Officer
13.3	Submit draft of new RAP to Reconciliation Australia	March 2021	Executive Manager Corporate Services / Community Development Officer



BILYA KOORT BOODJA
 CENTRE FOR NYOONGAR CULTURE
 & ENVIRONMENTAL KNOWLEDGE



Ms Kathy Davis entered the room at 3.45pm.

The meeting was adjourned at 3.46pm.

The Northam Senior High School Music Director entered the meeting at 3.50pm.

The Police Superintendent for the Wheatbelt Region left the meeting at 3.52pm.

The Indigenous Employment Advisor for Bunnings entered the meeting at 3.57pm.

The meeting resumed at 3.57pm.

The Complex Manager for Bunnings entered the meeting at 3.58pm.

5.2 Bunnings Development and Employment Opportunities

Address:	Corner of Peel Terrace and Oliver Street, Northam 6401
Owner:	Annie Young, Bunnings Northam
File Reference:	2.1.3.2
Reporting Officer:	N/A
Responsible Officer:	N/A
Officer Declaration of Interest:	Nil
Voting Requirement:	-
Press release to be issued:	Nil

BRIEF

For the Committee to discuss and recommend actions for future employment opportunities and actions relating to the new Bunnings Development.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

Bunnings are currently developing a new premises on the corner of Peel Terrace and Oliver Street in Northam. Bunnings are interested in holding discussions with the local Elders regarding potential employment opportunities

for local Nyoongar people, and hope to define some recommendations and action steps that can be pursued to create these opportunities.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 4: Environment and Heritage
Outcome 4.2: Northam honours, and is recognised for, its unique heritage and cultural identity
Objective: There is a strong, respected and valued Aboriginal community and culture in the Shire of Northam

B.2 Financial / Resource Implications

N/A

B.3 Legislative Compliance

N/A

B.4 Policy Implications

N/A

B.5 Stakeholder Engagement / Consultation

The local Elders will be consulted in the course of this committee meeting.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	N/A		
Service Interruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	N/A		

C. OFFICER'S COMMENT

Nil.

RECOMMENDATION

Minute No: NCAAG.7

Moved: Ms Kathy Davis

Seconded: Mr Kirk Garlett

That Council receives the briefing from Wesfarmers Bunnings on their plans to employ local Nyoongar people.

CARRIED 7/0

Clarification was sought regarding percentage employment of local indigenous people, demographics of employees, and employment roles. The Complex Manager for Bunnings advised that Wesfarmers have set the percentage employment for indigenous people at 3%, however within the Northam Bunnings store this figure would likely be much higher. The Complex Manager for Bunnings advised that all ranges of employment would be available, including full time, part time and casual, and the demographic of employees spanned from 15 years old to 60 years old.

Clarification was sought regarding cultural awareness in Bunnings stores and the protection of employees against racial discrimination. The Complex Manager for Bunnings advised that cultural awareness training, counselling services, and other services would be provided to all employees, and should any employee encounter racial discrimination from either another employee or customer, it would not be tolerated, and would be personally managed by the Complex Manager.

Ms Elizabeth Stack left the meeting at 4.07pm.

Clarification was sought regarding the official opening day celebrations. The Complex Manager for Bunnings advised that the soft opening was expected to occur on 20 November 2020, and although celebrations would be greatly diminished due to COVID-19 restrictions, there was still expected to be some form of celebrations. The Complex Manager for Bunnings advised that Bunnings Northam would prefer to incorporate Welcome to Country, smoking ceremonies and traditional indigenous activities into the opening day celebrations, and advised that committee members should liaise with the BKB Centre Coordinator if they had any ideas or suggestions with regard to the celebrations.

Clarification was sought regarding the size and location of the new Bunnings Northam store. The Complex Manager for Bunnings advised that the store would be located at the corner of Peel Terrace and Oliver Street, and although the store would be large enough to be zoned as a warehouse format (4600m²),

the store would be zoned as a small format, as this was the most economic decision and would be better for the community.

Clarification was sought regarding the supply of items from local businesses. The Complex Manager for Bunnings advised that there was potential for local businesses to provide stock to Bunnings, however there would be a process that local businesses would be expected to adhere to.

Ms Yvonne Kickett left the meeting at 4.21pm.

Clarification was sought regarding interviews with local indigenous youth. The Complex Manager for Bunnings and the Indigenous Employment Advisor for Bunnings advised that Bunnings had already visited and interviewed several youth from the Wirripanda Foundation and Klontarf campuses, though from the interview process it was evident that the interview process itself may have to be amended, due to cultural differences.

Mr Boyd Kickett left the meeting at 4.34pm.

The Complex Manager for Bunnings and the Indigenous Employment Advisor for Bunnings advised that committee members could provide further suggestions for improving the employment of local indigenous people at the new Bunnings Northam by liaising with the BKB Centre Coordinator or by emailing the Indigenous Employment Advisor for Bunnings.

The Complex Manager for Bunnings, the Indigenous Employment Advisor for Bunnings and the Executive Manager Community Services left the meeting at 4.37pm.

5.3 Northam Senior High School – Stolen Generation Musical Drama

Address:	Northam Senior High School, 38 Kennedy Street, Northam 6401
Owner:	Peter Hind
File Reference:	2.1.3.2
Reporting Officer:	N/A
Responsible Officer:	N/A
Officer Declaration of Interest:	Nil
Voting Requirement:	-
Press release to be issued:	Nil

BRIEF

For the Committee to consider the performance of a musical drama regarding the stolen generation, to be performed by Northam Senior High School students.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

Northam Senior High School is proposing the creation and performance of a musical drama regarding the stolen generation, and would like to discuss the matter with the local Elders.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 4: Environment and Heritage
Outcome 4.2: Northam honours, and is recognised for, its unique heritage and cultural identity
Objective: There is a strong, respected and valued Aboriginal community and culture in the Shire of Northam

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

The local Elders will be consulted in the course of this committee meeting.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	N/A		
Service Interruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	N/A		

C. OFFICER'S COMMENT

RECOMMENDATION

Minute No: NCAG.8

Moved: Ms Deborah Moody

Seconded: Cr Ryan

That Council supports in principle the Northam Senior High School – Stolen Generation Musical Drama.

CARRIED 7/0

Clarification was sought regarding the proposed date for the musical performance. The Northam Senior High School Music Director advised that 17 January 2021 was a possible date, but holding the performance during NAIDOC week may be preferable due to weather conditions and school holidays.

Clarification was sought regarding aspects of the musical performance. The Northam Senior High School Music Director advised that he would like to use Nyoongar language in the performance, and would like to interview people who have some background relating to the Stolen Generation. The Northam Senior High School Music Director advised that the performance could be conducted at Bernard Park (with a wet weather plan in place), or that the Town Hall or Northam Recreation Centre could provide alternative locations. The Northam Senior High School Music Director advised that committee members should liaise with the BKB Centre Coordinator if they had any ideas or suggestions regarding the musical performance.

The WACHS Representative left the meeting at 4.50pm.

The Northam Senior High School Music Director left the meeting at 4.51pm.

The Northam Environmental Society Representative entered the meeting at 4.52pm.

The WACHS Representative entered the meeting at 4.55pm.

5.4 Environmental Society – Enright Park Signage

Address:	Enright Park, 2 Fitzgerald Street East, Northam 6401
Owner:	Peter Weatherly, Environmental Society
File Reference:	2.1.3.2
Reporting Officer:	N/A
Responsible Officer:	N/A
Officer Declaration of Interest:	Nil
Voting Requirement:	-
Press release to be issued:	Nil

BRIEF

For the Committee to consider the design and installation of signage at Enright Park.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

The Environmental Society in the Shire of Northam are currently designing signage to be placed at the corroboree site of Enright Park, and would like to discuss the design and installation of the signage with the local Elders.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 4: Environment and Heritage
Outcome 4.2: Northam honours, and is recognised for, its unique heritage and cultural identity
Objective: There is a strong, respected and valued Aboriginal community and culture in the Shire of Northam

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

The local Elders will be consulted in the course of this committee meeting.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	N/A		
Service Interruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	N/A		

C. OFFICER'S COMMENT

RECOMMENDATION

Minute No: NCAG.9

Moved: Mr Kirk Garlett

Seconded: Mr Jermaine Davis

That Council receives the briefing from the Avon Environmental Society on the proposed Enright Park signage.

CARRIED 7/0

Clarification was sought regarding the date of the last known corroboree. The Avon Environmental Society Representative advised that he believed it to be in 1893. Ms Kathy Davis advised that she believed it to be in 1912. The Avon Environmental Society Representative advised that he would confirm this and discuss the item at a later time.

Clarification was sought regarding whether the committee accepted the proposed signage plans. The committee members advised that they would read the proposal (provided as a separate document during the meeting) and

would liaise with the BKB Centre Coordinator with any recommendations by the end of December 2020.

It was advised that a note would be put in the minutes to state that this item would be discussed again during the next committee meeting.

The Avon Environmental Society Representative left the meeting at 4.59pm.

6. URGENT BUSINESS APPROVED BY DECISION

Nil.

7. DATE OF NEXT MEETING

Tuesday 17th November at 3pm.

Clarification was sought regarding the frequency of meetings. The committee advised that the current frequency of meetings was not adequate, and suggested that meetings be held every two months.

8. DECLARATION OF CLOSURE

There being no further business, the Presiding Member Cr Michael Ryan declared the meeting closed at 5.00pm.

"I certify that the Minutes of the Nyoongar Cultural Advisory Group Committee meeting held on Tuesday, 15 September 2020 have been confirmed as a true and correct record."



Presiding Member

17-11-2020 Date