



# FPAC First People's Advisory Committee Meeting

## Agenda / Minutes & Actions

<b>Date</b>	Thursday 04 February 2021		<b>Venue:</b>	Committee Room, Level 3 Spence Street, Cairns	
<b>Time</b>	5.30pm – 7.00pm		<b>Minute Taker:</b>	Ray Rosendale	
<b>Present</b>	<p><b>FPAC:</b> David Hudson, Tommy Pau, Gill Mailman, Joann Schmider, Warren Martens, Gudju Gudju Fourmile and Gavin Singleton.</p> <p><b>CRC:</b> CR Terry James (Division 4), Cr Cathy Zeiger (Division 3), Stephen Foster, Geoff Burdon, Brett Spencer, Jane West, Julia Deleyev, Ellen Cox and Ray Rosendale.</p> <p>Guests: N/A</p>				
<b>Apologies</b>	Louise Hunter, Noel Zaro, Yodie Batzke, Trevor Tim, Cr Rhonda Coghlan (Division 8), Cr Amy Eden (Division 5) and Cr Brett Olds (Division 9)				
<b>Item</b>	<b>Lead</b>	<b>Topic</b>	<b>Comments and/or recommendations</b>	<b>Action</b>	
<b>Chair Welcome</b>	FPAC Chair David Hudson	Chairperson David Hudson opened the FPAC meeting at 5:30pm and acknowledged Traditional Owners – Past, Present and Emerging. Chairperson welcomed everyone to the first meeting of 2021 and thanked everyone for their attendance.			
<b>Council business</b>	Julia Deleyev, Ellen Cox, Geoff Burdon	<p><b>Procurement Presentation:</b></p> <ul style="list-style-type: none"> <li>- Procurement and Economic Development staff introductions.</li> <li>- Overview of current Procurement initiatives, legislation requirements and contracting principles that Council must adhere to.</li> <li>- Informed FPAC of the future opportunities under development which could be beneficial for Indigenous business, including assistance with the process of applying to become a registered provider.</li> <li>- Overview future engagement opportunities and avenues for contact with Council, including social media and online resources.</li> <li>- Described how effective social procurement policies could benefit both Council and the community through the development of business opportunities for small locally owned companies.</li> <li>- Explained the criteria required for tenders to Council, including the business profile weighting applied to local businesses.</li> </ul>	<p>FPAC members noted the following:</p> <ul style="list-style-type: none"> <li>- Many members of the Aboriginal and Torres Strait Islander business community don't seek out the opportunities discussed in presentation. FPAC can assist by promoting tender opportunities with Council to community networks.</li> <li>- FPAC and the community needed to know how to engage in this space and asked what Council can do to improve communication.</li> <li>- Procurement remains a priority for FPAC and that the dissemination of information regarding access was an important part of ensuring more Aboriginal and Torres Strait Islander business engage with Council.</li> <li>- The presentation provided a greater understanding of the procurement process, how assistance in accessing</li> </ul>	<p>FPAC members were asked what they expected from Council and also for feedback on how Council can make business opportunities more accessible.</p>	

		<ul style="list-style-type: none"> <li>- Provided overview of the Register of Pre-Qualified Suppliers, details about contractual arrangements, categories and timings for tender applications.</li> <li>- The procurement team are more than willing to assist any who approaches them to help with understanding the complexity of the tender process and procurement systems.</li> <li>- Legislation and policies relevant to Council business explained and how Local Govt differs from State and Federal Govt in procurement legislation and policy, particularly around quotas.</li> </ul>	<p>the system could be provided and opportunities that may be available to the business community.</p> <ul style="list-style-type: none"> <li>- FPAC Chair David Hudson thanked the team for the presentation.</li> </ul>	
	Gill Mailman	<p><b>Cairns Region Indigenous Business Network (CRIBN):</b></p> <ul style="list-style-type: none"> <li>- Discussed and explained CRIBN and how CRIBN can assist Council to engage with Indigenous providers.</li> <li>- Expressed support for inclusive and diverse regional excellence due to the unique position of the region.</li> <li>- The effort to achieve excellence is a team effort to ensure that the region can achieve an effective nation leading procurement policy that sets the standard nationally.</li> <li>- Support for a Cultural Centre based in Cairns.</li> <li>- Changing the way Cairns is seen, promoting the region as a safe, exciting and forward moving place to conduct business</li> </ul>	<p>FPAC members noted the following:</p> <ul style="list-style-type: none"> <li>- Questioned how much of the Northern Australia Development Fund is invested in Cairns.</li> <li>- Members agreed that it is vital that Indigenous businesses proactively take advantage of the current and future opportunities available in the region.</li> <li>- Cultural Centre recommendation requires further discussion.</li> <li>- Council should explore its relationship with CRIBN.</li> <li>- That there has been a proposal by a national events organiser regarding a major indigenous sporting event to be held in Cairns and this will likely involve CRIBN in some way.</li> </ul>	<p>Brett Spencer thanked Gill Mailman for her presentation and indicated he is happy to facilitate further contact between Council and CRIBN.</p> <p>David Hudson discussed that maintaining Commonwealth information is not a Council responsibility and that it was available online via Commonwealth Government sources.</p> <p>CRIBN will liaise with relevant Council Officers to meet and discuss the points and opportunities raised.</p>
	Ray Rosendale	<p><b>RAP Progress Report Brief:</b></p> <ul style="list-style-type: none"> <li>- RAP Progress Report PPT Presentation.</li> <li>- Outlined brief history of RAP development and the design layout of the progress report.</li> <li>- Progress percentages of deliverables provided, including over 66% of all deliverables meeting or exceeding deliverable requirements.</li> </ul>	<p>FPAC members noted the following:</p> <ul style="list-style-type: none"> <li>- FPAC has been integral in the development of the RAP and the RAP Progress Report.</li> <li>- Council must build on the achievements of this RAP and progress needs to be highlighted as a starting point and measurement tool in future reports and RAPs.</li> </ul>	<p>CSO-FP to ensure FPAC is provided a complete copy of the RAP Progress Report once endorsed by Council.</p>

		<ul style="list-style-type: none"> <li>- Over 27% of incomplete deliverables have commenced and are anticipated to meet requirements within the RAP timeframe.</li> <li>- Under 9% of deliverables not yet commenced and brief explanation of their status and proposed remediation measures.</li> <li>- Explained that the progress report is not the end of efforts but a snapshot of where Council is in relation RAP implementation.</li> </ul>	<ul style="list-style-type: none"> <li>- FPAC to be involved in the development of any proposed future RAP.</li> </ul>	
<b>General Business</b>	<p>Joann Schmider</p> <p>Ray Rosendale</p> <p>Tommy Pau</p> <p>Ray Rosendale</p>	<p><b>Cairns Indigenous Network:</b></p> <ul style="list-style-type: none"> <li>- Aboriginal and Torres Strait Islanders are great up-takers of social media and the CIN network is an opportunity for Council to engage at a broader community level to advertise tenders, media announcements, events and other Council opportunities.</li> </ul> <p><b>Literacy Heroes:</b></p> <ul style="list-style-type: none"> <li>- Confirmed that FPAC members were happy to be involved in the Literacy Heroes program as outlined via email to FPAC and would like to be provided the opportunity to assist libraries in producing the required media.</li> </ul> <p><b>Tombstone Paperwork Issues:</b></p> <ul style="list-style-type: none"> <li>- Members of the Torres Strait Islander community are becoming frustrated and are feeling that Council is being culturally insensitive regarding permissions being required prior to commencing work on headstones.</li> </ul> <p><b>Future Meeting Dates:</b></p> <ul style="list-style-type: none"> <li>- That the next meeting is proposed for 08 April 2021.</li> </ul>	<p>FPAC members noted the following:</p> <ul style="list-style-type: none"> <li>- It would be beneficial for Council to promote business opportunities and social/community events the Cairns Indigenous Network and CRIBN Facebook pages.</li> <li>- Elders should also be asked if they would like to be involved.</li> <li>- Members confirmed that they are willing but require appropriate timings to allow for their participation.</li> <li>- That this issue needs to be investigated to understand what the issue is and any possible rectifications to the process that may be required.</li> <li>- Agreed to meet in April as per the schedule.</li> </ul>	<p>CSO-FP will engage with the relevant areas within Council to support information, messages and promotions to be made accessible.</p> <p>CSO-FP will liaise with FPAC members and Libraries staff to facilitate involvement and will consult with FPAC members regarding Elders who may wish to participate.</p> <p>Brett Spencer informed FPAC that the issue would be investigated, and any findings/outcomes would be passed to FPAC.</p> <p>CSO-FP will forward meeting invites.</p>
<p><b>Meeting closed at: 7.25 pm</b>  <b>Next Meeting: 5:30pm, Thursday 08<sup>th</sup> April 2021</b>  <b>Committee Room, Level 3 Spence Street, Cairns</b></p>				