

Cairns Regional Council

Innovate Reconciliation Action Plan October 2019 - September 2021

Progress Report February 2021



RECONCILIATION
ACTION PLAN

INNOVATE



Cairns
REGIONAL COUNCIL

Foreword

'Respect, Relationships and Opportunity' are the three pillars of Cairns Regional Council's Reconciliation Action Plan (RAP). Council's Innovate RAP is part of a wider program to turn 'good intentions into action' in the national effort to close the gap between Aboriginal and Torres Strait Islander people and their fellow Australians. Despite 15 years of efforts to close the gap, the life expectancy of Aboriginal and Torres Strait Islander people is still 8.6 years shorter for men and 7.6 years shorter for women than non-Indigenous Australians. The Closing the Gap report 2020 also tells us that the burden of disease rate for First Nations people continues to be 2.3 times higher.

As a Council, we are the level of government closest to the people we serve. Through our actions towards reconciliation, we aim to lead by example in our workplace, and support our community to foster and build respect, relationships and opportunity for Aboriginal and Torres Strait Islander people. Now, more than ever, we need the combined strength, health and knowledge of our First Nations people as we look towards the future. The land and sea we inhabit together is increasingly in need of all its people working in harmony to protect our future.

In this Innovate RAP progress report, much like the process of reconciliation itself, we are looking at what has been done in the past, the actions we are taking now and how we can work together for a better future. Although we may sail in two boats, we share the same river of life and we need to walk the same path to make positive outcomes.

We are lucky in Cairns to be able to celebrate, appreciate and share many cultures and customs. We will be stronger and richer - all of us - for the relationships we can build and the knowledge we can share to embrace our future, while also acknowledging, learning from, and accepting our past.



Mayor: Cr Bob Manning OAM



Cultural Advisor: Mr David Hudson



Acknowledgements

Cairns Regional Council (Council) acknowledges the Aboriginal Tribes and Clans within our region who are the Traditional Custodians and First Peoples of this country. We recognise and respect your languages and the unique beliefs and pride within your customs and cultures that define your continuing relationships and responsibilities to your shared land and sea boundaries. This respect and honour extends to Elders both past and present.

Council also acknowledges other Aboriginal and Torres Strait Islander peoples who live within this region. We have made a commitment to maintain and strengthen our partnerships and respectful relationships with you in the true spirit of reconciliation so that together we can share in increasing opportunities for positive outcomes for all who live within the different communities in our region.

We would like to acknowledge those who have contributed to the development of the Council Reconciliation Action Plan (RAP) Report, both individually and within the RAP working group sessions. We also extend our appreciation to all those who shared their thoughts and ideas on reconciliation and equality. We look forward to working together to strengthen relationships, create opportunities and achieving positive outcomes for the future.





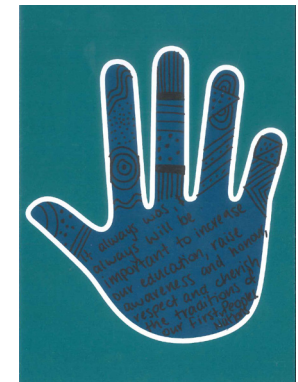
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Introduction

This report provides insight into the progress of Cairns Regional Council’s Innovate Reconciliation Action Plan (RAP). Developed in close consultation with Council’s First Peoples Advisory Committee (FPAC) and endorsed by Reconciliation Australia in July 2019, the RAP formalised Council’s commitment to delivering meaningful and sustainable contributions to the reconciliation process across the organisation and the broader Cairns local government area (LGA).

The report is presented as four main themes: Relationships; Respect; Opportunities and Governance, Tracking and Reporting and features program highlights providing greater detail on key reconciliation initiatives delivered by Council during the RAP term.





Acronyms

CEO	Chief Executive Officer	L&OD	Learning and Organisational Development
CRC	Cairns Regional Council	NAIDOC	National Aborigines and Islanders Day Observance Committee
CSO	Community Services Officer	NRW	National Reconciliation Week
CD/CS	Community Development/Community Services	RA	Reconciliation Australia
DATSIP	Department of Aboriginal and Torres Strait Islander Partnerships	RAP	Reconciliation Action Plan
FAQ	Frequently asked questions	RAPWG	Reconciliation Action Plan Working Group
FPAC	First Peoples Advisory Committee	RQI	Reconciliation Queensland Incorporated
FNQROC	Far North Queensland Regional Organisation of Councils	TO	Traditional Owner/s
GM/BM	General Manager/Branch Manager	ToR	Terms of Reference
HR	Human Resources	SQW	Skilling Queenslanders for Work

Green Hand
Ongoing/In Progress



Amber Hand
Commenced/In Progress









Red Hand
Not Yet Commenced










1

Relationships









Cairns Regional Council acknowledges that meaningful, respectful and productive relationships with First Peoples and communities are important to the reconciliation process. Relationships need to be fostered in a supportive environment, with the appropriate information and resources to be dynamic and effective.

RAP Initiative	Deliverable	Timeframe	Progress	Comments
<p>1.1 Reconciliation Action Plan working group</p> <p>RAP Working Group actively monitor RAP development, including implementation of actions and tracking progress</p>	Develop Terms of Reference for the RAP Working Group within the first six months of implementation, which includes minimum specifications for the RAP Working Group membership breakdown to include a cross section of Aboriginal and Torres Strait Islander staff and staff from other cultural backgrounds	October 2019		Terms of Reference developed and endorsed by FPAC and RAPWG in November 2019.
	Ensure the RAP Working Group is inclusive of internal and external representatives.	December 2019		Two FPAC members (plus a reserve) nominated to participate in RAPWG as external representatives. FPAC members are engaged and attending regular meetings.
	Ensure the Executive Team are represented on the RAP Working Group and attend meetings on a rotational basis	October 2019		General Manager, Community, Sport and Cultural Services represented on RAPWG.
	Ensure Aboriginal and Torres Strait Islander Peoples are represented on the RAP Working Group	December 2019		FPAC members and Community Services Officer - First Peoples are active and integral members of the RAPWG.
	RAP Working Group to meet twice per year to monitor and report on RAP implementation	Feb 2020, July 2020, February 2021, July 2021		Full RAPWG meetings held quarterly. Sub-RAPWG meetings held monthly with reps from CD, L&OD/HR and FPAC (only).
	Provide annual report on number of initiatives RAP Working Group assisted with to General Manager, FPAC and Reconciliation Australia	March 2020		Ongoing. RAP Impact Measurement Questionnaire submitted to Reconciliation Australia on 30 September 2020. Progress report to Council to be presented at Committee meeting on 10 February 2021.






RAP Initiative	Deliverable	Timeframe	Progress	Comments
1.2 Celebrate and participate in National Reconciliation Week (NRW) by providing opportunities to build and maintain relationships between Aboriginal and Torres Strait Islander peoples and other Australians	Support and host activities and initiatives as a part of National Reconciliation Week (NRW) from 27 May to 3 June each year.	May 2020, May 2021		Due to restrictions on public gatherings from April-June 2020, planned external NRW events, which included a public march for reconciliation in partnership with RQI, were cancelled. As an alternative, live RQI webinars were promoted via: <ul style="list-style-type: none"> • CSO email to external networks • email from CEO to all Council staff.
	Provide opportunities for all employees to build relationships with the local Aboriginal and Torres Strait Islander community.	May 2020, May 2021		Ongoing. Yirrgangydji Land and Sea Rangers were engaged and participated in the Great Northern Clean Up in September 2020. Other opportunities have been limited due to COVID-19 restrictions. CSO to actively manage during 2021.
	Encourage all Council employees to participate and engage in National Reconciliation Week.	May 2020, May 2021		NRW and RQI webinars were promoted via email from the CEO to all staff as an alternative following cancellation of events. All staff to be actively encouraged to engage with 2021 activities.
	Organise at least one internal event for NRW each year	May 2020, May 2021		Due to COVID-19 restrictions on gatherings, internal NRW 2020 events including a staff Reconciliation BBQ were cancelled and will be rescheduled to 2021. Activities delivered in 2020 were limited to: <ul style="list-style-type: none"> • all staff email from the CEO promoting NRW 2020, Council's RAP and RQI reconciliation webinars • CRC NRW desktop background to promote awareness.
	Register all NRW events via Reconciliation Australia's NRW website	May 2020, May 2021		Ongoing. All 2021 events will be registered on the NRW website and promoted via the CRC What's On website listing and My Cairns app.
	RAP Working Group will participate in an external event to recognise and celebrate NRW	May 2020, May 2021		Restricted in 2020 due to COVID 19. RAP working group will be encouraged to attend events in 2021.
	Develop an FAQ to be distributed via Safety Circle meetings during National Reconciliation Week	May 2020, May 2021		FAQ was developed in draft form but will now be included within the First Peoples Engagement Guidelines (refer 1.4).



RAP Initiative	Deliverable	Timeframe	Progress	Comments
1.3 Ensure Cairns Regional Council has an active and functioning First Peoples Advisory Committee	Ensure six FPAC meetings are held per year	October 2019		FPAC reestablished in October 2020 following local government election and lifting of COVID-19 restrictions. New Committee has an agreed bi-monthly meeting calendar, with the first meeting held 19 November 2020.
	All Councillors invited to each FPAC Meeting with any attendance recorded	October 2019		Ongoing. All Councillors are invited and at least one Councillor has been in attendance at most FPAC meetings during the reporting period.
	Provide advice and recommendations to Council on projects, programs, policy and other initiatives relevant to Aboriginal and Torres Strait Islander peoples and the reconciliation process	October 2019		FPAC ToR reflects the advisory role of FPAC. All advice and recommendations are considered for projects, programs, policy and other Council business relevant to Aboriginal and Torres Strait Islander peoples and the continuing reconciliation process.
	Include a standing agenda item to provide advice, direction and input to progress actions from the RAP	October 2019		RAP implementation is a standing item on FPAC meeting agendas.
	Submit a report to RAP Working Group following each bi-monthly meeting	October 2019		FPAC meeting minutes are emailed to RAPWG members and are available on the Council's public website.
1.4 Develop and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander peoples, communities and organisations to support positive outcomes	Develop and implement an engagement plan to work with our Aboriginal and Torres Strait Islander stakeholders	December 2020		Council Officers have developed a proposal to work with a consultant to develop guidelines for Council's First Peoples engagement, including Traditional Owners and broader community engagement. The project is budget dependent with an anticipated completion date of late 2021.
	Meet with local Aboriginal and Torres Strait Islander organisations to develop guiding principles for future engagement	December 2020		As per previous deliverable. Guidelines will be developed in close consultation with the FPAC and Traditional Owner groups in the Cairns Local Government Area.
1.5 Participation, access and understanding Create environments and opportunities for First Peoples and members of the wider community to come together, share ideas and improve relationships.	Standing agenda item to be included in FPAC and RAP Working Group meetings to share information about community events, services and issues	October 2019		Implemented and ongoing.



RAP Initiative	Deliverable	Timeframe	Progress	Comments
1.5 cont...	Develop an internal forum for officers to come together on a regular basis to discuss the RAP	March 2020		RAPWG meet regularly to discuss initiatives and activities relating to the RAP.
1.6 Raise internal and external awareness of our RAP to promote reconciliation across Council and the LGA	Develop and implement a strategy to communicate the RAP to all internal and external stakeholders	December 2019		Implemented and ongoing. Council's RAP has been communicated via: <ul style="list-style-type: none"> • corporate orientation training • staff cultural awareness training • Economic Development newsletter • the Loop staff newsletter • Council reports • emails to all staff and CS/CSO networks • Reconciliation Australia website.
	Promote reconciliation through ongoing active engagement with all stakeholders	December 2020		Reconciliation is promoted through avenues outlined above. RAPWG to continue promotion of and support to reconciliation activities, information and meaningful discussion throughout 2021.



NAIDOC Week 2020

Historically, NAIDOC Week is held across Australia in July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. In 2020, NAIDOC Week was postponed to 8 - 15 November due to COVID-19. With social distancing and restrictions on public gatherings, many of the region's signature NAIDOC activities were cancelled. This provided a unique opportunity for Council to focus on providing meaningful opportunities for Council staff and elected members to engage with NAIDOC Week and the 2020 national theme, "Always Was, Always Will Be". Specifically, Council staff and elected members were invited to:

- Wear their Council NAIDOC Week polo shirt.
- Participate in a 'Wall of Hands' by adding their coloured cardboard handprint and a written reflection about the 2020 NAIDOC Week theme to a Wall of Hands at the Council's Administration Building. This activity provided a vibrant, interesting and meaningful visual representation of NAIDOC and the diverse interpretations of this year's theme. This initiative allowed Council staff from multiple worksites across the region to become involved in NAIDOC in a manner that had not been done previously. The positive response – over 100 hands and messages - demonstrated the willingness of Cairns Regional Council officers to understand, engage with and discuss the importance of NAIDOC and reconciliation openly in a respectful and mature manner.
- Familiarise themselves once again with Council's Reconciliation Action Plan Innovate, which outlines key deliverables associated with NAIDOC Week, including Council support for internal and external NAIDOC Week events and awareness.
- Visit the NAIDOC Week website for resources to use and display in the workplace, including NAIDOC posters and signature blocks.






In addition to the above, Council acknowledged NAIDOC Week in a formal meeting of Council for the first time in 2020. The proceedings took place in the Council Chambers and involved a Welcome to Country ceremony performed by Gimuy Walubara Yidinji and Yirrganydji Traditional Owners, as well as a speech from Daniel Rosendale, a local Kuku Yalanji and Gugu Yimithir man and recipient of the Young Citizen Australia Day Award 2020, about how this year's NAIDOC theme resonated with him as a young Indigenous person who calls Cairns home. This initiative was a significant first for Cairns Regional Council and was well received by elected members, staff and members of the public present.












Cairns Regional Council staff and elected officials wearing NAIDOC shirts in front of the Wall of Hands

2 Respect





Cairns Regional Council will seek to increase its capacity to value and appreciate Australia's First Peoples and their cultures to deliver appropriate services and meet reconciliation goals. This will be achieved by Council supporting and delivering initiatives that foster respectful relationships and greater understanding between First Peoples and the wider Cairns community.

RAP Initiative	Deliverable	Timeframe	Progress	Comments
2.1 Engage employees in continuous cultural learning opportunities to increase understanding and appreciation of Aboriginal and Torres Strait Islander cultures, histories and achievements	Deliver Aboriginal and Torres Strait Islander Cultural Awareness training sessions via annual training calendar.	October 2019		Implemented and ongoing. Council Officers and FPAC members attended a pilot program conducted by TAFE (Qld) in March 2020 to assess suitability for wider Council participation. Upon review by Council Officers and FPAC members, the session was redesigned and a second pilot delivered by individual cultural trainers and DATSIP. Following feedback, the session will be fine-tuned and a mix of face to face and online training will be developed and delivered to staff in 2021.
	Ensure all Councillors attend Aboriginal and Torres Strait Islander Cultural Awareness training within their first year of office via Councillors induction program.	July 2020		Councillor cultural awareness training is planned for early 2021.
	Ensure 100% of Council leaders (GM/BMs) attend Aboriginal and Torres Strait Islander Cultural Awareness training every 2 years	July 2020		General Managers and Branch Managers undertook cultural awareness training in August 2019. Further training will be conducted in 2021.
	Identify and publicise two (2) opportunities for staff to participate in activities to improve cultural competency within the RAP term.	July 2020		Completed for 2020 NAIDOC Week. Strong staff participation and engagement with NAIDOC Week Wall of Hands and NAIDOC polo corporate uniform. Additional opportunities were impacted by COVID-19 and the cancellation of many activities and events.
2.2 Engage employees in understanding the significance of Aboriginal and Torres Strait Islander cultural protocols to ensure there is a shared meaning	Distribute Administrative Instruction which includes guidelines on when to deliver a Welcome to Country / Acknowledgement of Country at Council events	December 2019		Council's Traditional Custodian Welcome to Country and Acknowledgement of Country Policy currently outlines Officer responsibilities in relation to ensuring appropriate respect is paid to Traditional Owners at public Council events. This policy will be reviewed and updated as required in 2021.







RAP Initiative	Deliverable	Timeframe	Progress	Comments
2.2 cont ...	Ensure Traditional Owner/s are invited to conduct a Welcome to Country address at appropriate Council events in accordance with guidelines.	October 2019		Implemented and ongoing. As per Council's Traditional Custodian Welcome to Country and Acknowledgement of Country Policy. This policy will be reviewed and updated as required in 2021.
	Develop a FAQ on Welcome to Country	December 2019		After an initial draft FAQ and internal discussion, it was decided that FAQs and key definitions will form part of broader guidelines for Council staff on engaging with First Peoples (Refer 1.4).
	Develop a list of key contacts for agreed Traditional Owners to conduct a Welcome to Country	December 2019		Initial database completed but requires update. This will also form part of First Peoples engagement guidelines project (refer 1.4).
	Develop content on Cultural Awareness and protocols for Council's internal and external web sites	June 2020		Content review is ongoing, the First Peoples Engagement Guidelines consultation process will assist with completion of this deliverable (Refer 1.4).
	Review and implement the Welcome to Country Policy and ensure appropriate acknowledgment and involvement of Traditional Owners and other First Peoples of the region	December 2019		Review of policy to be undertaken in 2021 (Refer 1.4).
2.3 Participate and promote Aboriginal and Torres Strait Islander cultural celebrations	Executive Team to support and encourage staff involvement in Aboriginal and Torres Strait Islander cultural celebrations in writing and verbally.	October 2019		Ongoing. All staff email from CEO encouraging staff engagement and participation in NRW 2020 and NAIDOC Week 2020.
	Support Aboriginal and Torres Strait Islander employees' participation in NAIDOC Week events.	July 2020, July 2021		Completed for 2020 NAIDOC Week. Strong staff participation and engagement with NAIDOC Week Wall of Hands and NAIDOC corporate uniform.
	Review HR policies and procedures to ensure there are no barriers to staff participating in NAIDOC Week	July 2020, July 2021		Current Administrative Instructions and policies reviewed in 2020 with no existing barriers identified except for lack of awareness of some entitlements (for cultural leave etc.). All supervisors, branch managers and general managers were reminded of cultural leave entitlements for staff should they wish to participate in NAIDOC and cultural leave promoted via staff newsletter and allstaff email.
	Provide opportunities for Aboriginal and Torres Strait Islander staff to participate with their cultures and communities during NAIDOC Week	July 2020		Council focus on internal NAIDOC celebrations in 2020 resulted in strong engagement from both Indigenous and non-Indigenous staff (refer highlight on page 10).



RAP Initiative	Deliverable	Timeframe	Progress	Comments
2.3 cont ...	Increase number and type of Aboriginal and Torres Strait Islander cultural celebrations supported by Council within the term of the RAP	October 2021		Total of \$248,643 in grants awarded to Indigenous organisations or events in 19/20 Financial Year. Some programs/events deferred to next financial year due to COVID-19.
	Promote culturally significant events to workforce via email, staff notice boards, staff newsletter and other appropriate internal methods	July 2020		NRW was promoted via all-staff email (including links to webinars) and desktop background. NAIDOC 2020 was promoted widely via the staff newsletter, all-staff email from CEO, desktop background and Wall of Hands activity. There was also local media coverage of Council's NAIDOC activities, as well as promotion via Council's social media.
	Provide services and resources to ensure events of cultural significance are supported (e.g. Reconciliation Week, NAIDOC, Sorry Day, Mabo Day etc)	September 2020 and 2021		Implemented and ongoing (as above). Funding and in-kind support committed for NAIDOC Week, Mabo Day, Cairns Indigenous Art Fair (CIAF) and other Indigenous leadership programs, sports and events.
2.4 Libraries Cairns Libraries will work strategically and in partnership with First Peoples towards inclusive services, that are aligned to Queensland State Library Services Standards for Aboriginal and Torres Strait Islander peoples. Continue to develop respectful and positive community relationships through library activities and initiatives.	Report monthly to the General Manager Community, Sport and Cultural Services on the number and type of activities that are inclusive of and accessed by Aboriginal and Torres Strait Islander user groups	Monthly		Branch report updated monthly as required.



RAP Initiative	Deliverable	Timeframe	Progress	Comments
2.4 cont ...	Deliver inclusive programs and services that encourage and enhance library usage for the interests and specific needs of culturally and linguistically diverse people within our community	December 2019		NAIDOC Week: <ul style="list-style-type: none"> Indigenous themed First 5 Forever Storytime and Baby Rhyme Time activities delivered. First 5 Forever Family Storytime in the Park, and NAIDOC in the Park programs delivered off-site. Online NAIDOC activities and information made available on the Library website. Children’s Books with Indigenous themes or authors added to the library collection.
	Deliver six (6) storytelling sessions per year	December 2019		Seven (7) Indigenous themed First 5 Forever Storytime and Baby Rhyme Time sessions were delivered during NAIDOC Week at various libraries and offsite.
	Celebrate at least (3) key relevant events such as NAIDOC, National Reconciliation Week, Sorry Day and National Aboriginal and Islander Children’s Day	June 2020		Three (3) relevant events celebrated and delivered through social media, library displays and activities for: <ul style="list-style-type: none"> National Aboriginal and Islander Children’s Day Indigenous Literacy Day NAIDOC Week
	Engage Traditional Owners and Cultural Advisors in the library setting	December 2020		Engagement has been impacted due to COVID-19 and vacancy of Council’s identified CSO position. Consultation and liaison for future engagement is now underway in consultation with Council’s identified CSO.

Council NAIDOC Polo Shirts

The idea to include a polo in our corporate uniform featuring a design from a local Indigenous artist was first raised during a RAP Working Group meeting and supported by members of the First People's Advisory Committee.

Council engaged clothing supplier Bundarra who worked with local artist, Robert Levi, to design the artwork 'Rock Heart' for the Council polo. Robert is a Cairns local who was born in the Torres Strait, and has lived in many mainland Aboriginal communities.

Following an Expression of Interest to all Council staff, approximately one fifth of the workforce purchased polos. Many staff wear their polos on a daily basis and Council is proud of the fact that every time one of the shirts is worn it continues a conversation in the workplace, the community, or with family and friends about reconciliation. Moving forward, Council Officers are investigating the procurement of a second round of polo shirts, including a long sleeve polo and a PPE option for outdoor staff, enabling more of the workforce to proudly display Council's commitment to the reconciliation process.



Councillors (L-R) Cathy Zeiger, Amy Eden, Terry James, Max O'Halloran, Brett Moller, Brett Olds, Bob Manning and Kristy Vallely



Nicholas McGinness from our Spence Street Local Laws office

'The 2020 NAIDOC shirt is only one of the many ways that Cairns Regional Council, as an organisation, has expressed its desire to support the First Nation people of the community. The shirt also allows staff, on an individual basis, the opportunity to express their support for the First Nation people of the community that they serve'

'The polo shirt allows me to show my support of the reconciliation process, and Council's commitment to reconciliation and Closing the Gap'

'Being part of the initial concept of the polo shirts I feel a sense of gratitude. With Council incorporating both Aboriginal and Torres Strait Island recognition within the design of the shirts promotes a sense of pride within myself as a Torres Strait Islander. These shirts are a step towards creating cultural safety within the workforce and continuing our journey of reconciliation.'

'To me, being able to wear this polo in the workplace allows me to show my whole hearted acknowledgement and respect to the Traditional Custodians, past and present on whose land I walk, I work and I live on'









Ann-Marie Plasto from our McCoombe Street Animal Management office and Mahana Tai from our Materials Recovery Facility in Portsmith










Sydney Fatnowna and Dan Lee from our Martyn Street Depot Facilities Management office

3 Opportunities









Council will continue to create opportunities that provide First Peoples with the necessary skills, experience and employment opportunities required to build strong and resilient people and communities. This will include the development, implementation and enhancement of programs, systems and processes that contribute to 'Closing the Gap' for the First Peoples within the Cairns region.

RAP Initiative	Deliverable	Timeframe	Progress	Comments
3.1 Investigate opportunities to improve and increase Aboriginal and Torres Strait Islander employment outcomes within our workplace	Increase the recruitment and retention of Aboriginal and Torres Strait Islander employees within Cairns Regional Council	July 2020		Of Council's four SQW trainee positions starting in January 2021, two (50%) of the employees identify as Aboriginal and/or Torres Strait Islander. Council has a 90% success rate for temporary trainee positions converting to permanent employee appointments at the end of their training. A further six traineeship positions will be recruited by September 2021.
	Develop and maintain processes that capture accurate Equal Employment Opportunity (EEO) data and statistics	December 2019		HR have set up configuration for EEO data to be captured in Council's new OneCouncil system. Currently, the team is working with CSO - First Peoples, the RAPWG and FPAC to discuss the approach to collecting data.
	Report on percentage of staff who identify in EEO groups as part of Council's induction process during RAP review	July 2020		This deliverable has not been achieved as data is currently not collected or stored. RAPWG and HR to develop strategies for rectification in 2021 and consider a campaign during NRW.
	Report on number of identified and specified positions advertised by Council during annual RAP review	July 2020		The CSO First Peoples is the only position at CRC that is identified or specified within the organisation at this time.
	Support and encourage Council employees to self-identify through corporate induction and annual employee surveys	October 2019		This deliverable has not been achieved. RAPWG and HR to develop strategies for rectification in 2021 and consider a campaign during NRW.
	Report to General Manager, Human Resources and Organisational Change on Council involvement and participation in job expos and employment promotion activities	June 2020		Implemented and ongoing.








RAP Initiative	Deliverable	Timeframe	Progress	Comments
3.1 cont ...	Provide recruitment information sessions to Aboriginal and Torres Strait Islander job seekers and related service providers addressing: - advertising information and processes - application processes and job information packages - interviewing processes	June 2020		HR has delivered recruitment information sessions to: <ul style="list-style-type: none"> Navy Indigenous Development Program Business Liaison Association Careers Fair Project Booyah. These sessions were delivered by Council Officers including Indigenous staff. Other planned sessions were cancelled due to COVID-19 restrictions.
	Formalise training and development opportunities within Council for Aboriginal and Torres Strait Islander employees to advance their skill set	June 2020		This deliverable is difficult to plan for or deliver while Council does not have data on the Indigenous workforce. HR to prioritise once EEO data collection strategy has been implemented.
	Develop an overall Council Retention strategy, including Aboriginal and Torres Strait Islander cohorts with a focus on embedding a mentoring support program within Council's staff development processes	June 2020		HR is working with recruitment advisors regarding strategy creation. L&OD will oversee the implementation of mentor programs etc.
	Report to General Manager, Human Resources and Organisational Change on the number of Aboriginal and Torres Strait Islander job seekers placed in work experience, training and other opportunities that improve employment prospects	June 2020		This deliverable is incomplete and is dependent on data that will be available in the OneCouncil program. Effective production and utilisation of data will require further investigation from HR in 2021.
	Develop a pilot mentoring program for Aboriginal and Torres Strait Islander staff by mid-2020	December 2020		This deliverable requires Council to have accurate data on its Indigenous workforce. HR to prioritise once EEO data collection strategy has been implemented.
	Engage with existing Aboriginal and Torres Strait Islander staff to consult on employment strategies, including professional development.	July 2020		As above.
	Review HR and recruitment procedures to ensure there are no barriers to Aboriginal and Torres Strait Islander employees and future applicants participating in our workplace.	December 2019		HR have reviewed CRC policies and procedures. All recruitment is based on merit.




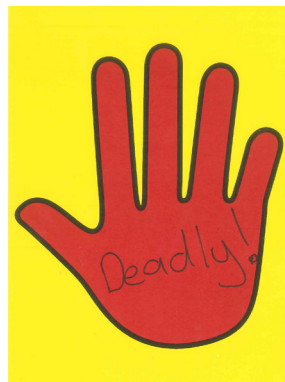
RAP Initiative	Deliverable	Timeframe	Progress	Comments
3.2 Incorporate Aboriginal and Torres Strait Islander supplier diversity with Council.	Increase opportunities for businesses owned by Aboriginal and Torres Strait Islander people to supply their goods and services to Council	October 2019		Ongoing. Procurement has engaged with other Local Government Authorities regarding the delivery of effective outcomes.
	Work with Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP) in the further development of a local Aboriginal and Torres Strait Islander business database	June 2020		This deliverable has not been achieved. Initial planning paused due to COVID-19. Procurement intend to re-engage with DATSIP to achieve deliverable in 2021.
	Actively promote the DATSIP register/database of local businesses owned or operated by Aboriginal and Torres Strait Islander people	June 2019		Implemented and ongoing. Procurement currently investigating further promotion potential during upcoming redevelopment of Procurement website in 2021.
	Link to DATSIP register/database added to Council's Economic Development web page by August 2019	October 2019		Implemented and ongoing.
	Promotion of the DATSIP register/database in a minimum of two (2) Economic Development newsletters per year for the life of the RAP	June 2019		Implemented and ongoing.
	Investigate Supply Nation membership	December 2019		Investigation complete. Supply Nation membership is \$8,000 ex GST per annum. Membership awaiting Council budgetary and regulatory consideration.
	In partnership with DATSIP, provide a minimum of two (2) procurement information sessions per year to grow the capability of local Aboriginal & Torres Strait Islander owner/operated businesses. Participation at annual "meet the buyer program" facilitated by DATSIP	June 2020		Initial planning and discussions held with DATSIP regarding provision of procurement information sessions but delivery on hold due to COVID-19 restrictions. Procurement to re-institute discussions with DATSIP in 2021.
3.3 Traditional Custodian and Owner group opportunities: Support the development and training of Traditional Owner groups and work collaboratively to care for country on which they live.	Report on number of partnerships, projects and initiatives established with Traditional Owner and Custodian groups during annual RAP review	July 2020		This deliverable is ongoing. Council plans to address inconsistencies through development of guidelines for First Peoples engagement, including Traditional Owners and broader community engagement (Refer 1.4).



RAP Initiative	Deliverable	Timeframe	Progress	Comments
3.3 cont ...	Report on number of partnerships, projects and initiatives established with Traditional Owner and Custodian groups during annual RAP review	December 2020		This deliverable is not yet quantifiable. Individual Council departments are actively engaged in partnerships, projects and initiatives although without a centralised data collection capability the data has not been recorded effectively. It is intended that the development of guidelines for First Peoples engagement will redress this inconsistency (Refer 1.4).
	Include external cultural advisors in capital works projects to meet cultural heritage protocols.	December 2019		Ongoing. Council has conducted four Native Title notifications to seek comment from Indigenous organisations on proposed future acts and facilitated 13 cultural heritage notifications seeking to consult with Indigenous organisations about management of activities to negate or minimise harm to cultural heritage sites.
3.4 Youth Initiatives Provide Aboriginal and Torres Strait Islander youth (especially those at risk of disengaging from school) with the opportunity to consider career options in Local Government.	Deliver a minimum of two information sessions each year to Aboriginal and Torres Strait Islander youth about employment opportunities and pathways within Local Governments	July 2020		Refer 3.1
	Partner with existing organisations throughout the life of the RAP to facilitate opportunities for disengaged Aboriginal and Torres Strait Islander youth to link in with employment and training, healthy lifestyle, volunteering and leadership programs	December 2019		Partnership with job network providers working with disadvantaged groups to fill traineeship positions established. Over one third of applicants for seven traineeship positions in 2020/21 identified as Aboriginal or Torres Strait Islander.
3.5 Health and Wellbeing/ Healthy Lifestyles: Improve Aboriginal and Torres Strait Islander access to health and lifestyle programs which are culturally sensitive and appropriate	Partner with external organisations and providers to deliver two (2) ongoing healthy lifestyle programs in accessible community locations each year	June 2020		Implemented and achieved through partnership with external organisations including: <ul style="list-style-type: none"> • Cairns Safer Streets to deliver the Space and Place Activities for Youth in Cairns (SPAYC) project in Cairns West. • Active Living project throughout suburban Cairns. • Outreach and development program with Tennis Queensland/SPAYC/ Clontarf and Queensland Education focusing on developing long-term Indigenous youth involvement in tennis and culminating in a major NAIDOC 2021 event. • Young Entrepreneurs Project – Indigenous Youth Innovation Workshops.



RAP Initiative	Deliverable	Timeframe	Progress	Comments
3.5 cont ...	Council will support external agencies to deliver healthy lifestyle programs for the Aboriginal and Torres Strait Islander community	June 2020		As above.





Traineeship/Apprentices Program

Cairns Regional Council's trainees and apprenticeship program helps to support employment and workforce development for Aboriginal and Torres Strait Islander people.

Council's apprentices and trainees are drawn from all sectors of the Cairns community, with targeted recruitment of Aboriginal and Torres Strait Islander trainees and apprentices additionally supported through funding from programs like the Queensland Government's Skilling Queenslanders for Work initiative.

Council works closely with employment agencies and advocacy groups in the region to promote opportunities for young people by attending careers fairs (such as Clontarf, pictured) and providing work experience opportunities and presentations to support the application process.

The most recent recruitment drive for six new trainees in September 2020 resulted in the appointment of two Indigenous trainees in the areas of Finance and Water and Waste.

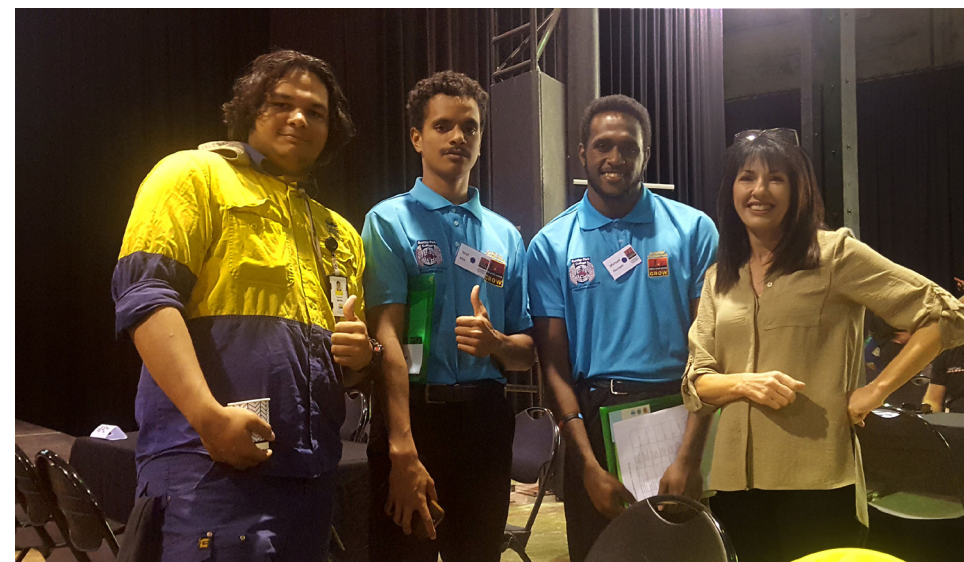
Previous programs have provided training opportunities and ongoing employment. Current staff members who have been through the program, like Sam Wallis (pictured), are now able to share their experience at career fairs and support new recruits.

Apprentices complete a certificate 3 and are placed in the trade areas of electrical, mechanical (various), horticulture, plumbing and construction.

Trainees work in vocational areas while they are learning and can gain a qualification at a certificate level 1, 2 or 3. The current program places trainees in the organisation for 6 to 24 months across the organisation in the following vocations: business, business administration, horticulture, civil construction and warehousing and logistics.

Cairns Regional Council understands the value of providing training opportunities for apprentices and trainees in our community and the importance of these programs in the reconciliation journey.

The program is a valuable pathway to training the future workforce and our emerging future regional leaders whilst contributing to reducing unemployment rates in our region.



Horticultural Apprentice Sam Wallis and Clontarf students Noah Kris and Michael Horope with Councillor Cathy Zeiger











Walter Nona, previously a Clontarf student, starts with Council as a Horticulture Apprentice in January 2021




4

Opportunities – Governance, Tracking and Reporting

Council will continue to create opportunities that provide First Peoples with the necessary skills, experience and employment opportunities required to build strong and resilient people and communities. This will include the development, implementation and enhancement of programs, systems and processes that contribute to 'Closing the Gap' for the First Peoples within the Cairns region.

RAP Initiative	Deliverable	Timeframe	Progress	Comments
4.1 Report achievements, challenges and learnings to Reconciliation Australia RAP Working Group meetings:	Complete and submit the RAP Impact Measurement Questionnaire to Reconciliation Australia annually	September 2020 and 2021		Submitted to RA in September 2020.
	Investigate participation in the RAP Barometer	May 2020		CSO will liaise with Reconciliation Australia to ascertain requirements and involvement in 2021.
	Develop and implement systems and capability needs to track, measure and report on RAP activities	August 2020		Implemented and ongoing.
4.2 Review RAP and related activities at each meeting to monitor progress and ensure continual improvement in RAP action areas.	Review implementation and tracking at six (6) Working Group meetings held per year.	January 2020		Implemented and ongoing.
4.3 First Peoples Advisory Committee meetings: Provide support and advice to the RAP Working Group on RAP implementation.	Standing agenda item on RAP implementation at each of the FPAC meetings held per year	October 2019		RAP implementation is a standing FPAC agenda item and discussed at bi-monthly FPAC meetings.
	One (1) RAP Working Group member to attend each of the FPAC meetings each year to provide report and note comments/feedback on RAP implementation.	February 2020		Implemented and ongoing.
4.4 Report RAP achievements, challenges and learnings internally and externally	Produce annual progress report to Council and Executive Team for noting	June 2020 and 2021		First progress report to go to Council and FPAC in February 2021.
	Produce Annual Progress Report to Reconciliation Australia noted by Council	March 2020 and 2021		RAP Impact Questionnaire submitted to RA in September 2020. First progress report to go to Council and FPAC in February 2021.



RAP Initiative	Deliverable	Timeframe	Progress	Comments
4.5 Review, refresh and update RAP	Liaise with Reconciliation Australia to develop a new RAP based on learnings, challenges and achievements	April 2021		Draft to be completed by end of 2021.
	Send draft RAP to Reconciliation Australia for review and feedback	May 2021		CSO will send completed and approved draft RAP in early 2022.
	Submit a draft RAP to Reconciliation Australia for formal endorsement	September 2021		Dependent on the abovementioned timelines being met.



First Peoples Advisory Committee

The First Peoples Advisory Committee (FPAC) is one of the important ways that Council engages and consults with our Aboriginal and Torres Strait Islander community.

FPAC provides comment, feedback and direction on issues that relate to Aboriginal and Torres Strait Islander people and their communities. It also works to enhance opportunities for participation and collaboration between local Aboriginal and Torres Strait Islander communities and Council.

Council understands the importance of actively promoting equity and equality while working together to build historical acceptance, cultural competency and strong relationships between Aboriginal and Torres Strait Islander people and the wider Cairns community so that everyone has the opportunity to participate in and enjoy life, the facilities and the opportunities that our region has to offer with dignity and respect.

FPAC members are Aboriginal and Torres Strait Islander people who live in the Cairns Regional Council Local Government Area and have been selected via an open Expression of Interest process for a three year Committee term.



FPAC member Yodie Batzke with Daniel Rosendale (Young Citizen of the Year 2020) at the NAIDOC Wall of hands



Community events supported by FPAC: dancers at the opening of the refurbished Court House



For more information, please contact Cairns Regional Council's Community Services Team:

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