

City of  
Cockburn



July 2011 – July 2013

# City of Cockburn Reconciliation Action Plan



# CITY OF COCKBURN RECONCILIATION ACTION PLAN

July 2011 – July 2013

## **Our Vision for Reconciliation**

The City of Cockburn's vision for reconciliation is to create an inclusive community with strong relationships across cultures based on mutual respect and understanding. Our actions will contribute to the goal of "closing the gap" between Aboriginal and Torres Strait Islander peoples and other Australians so that all people can be valued and participate fully in the Cockburn community.

## **Our Business**

City of Cockburn is a fast-growing West Australian metropolitan local government area with an approximate population of 88,500 comprising 1.7% (2006 Census) Aboriginal and Torres Strait Islander people. City of Cockburn acknowledges that it stands on the traditional lands of the Nyungar people.

Our core business is the delivery of a wide range of services to Cockburn residents including community safety; environmental health; waste collection and recycling, recreation and culture, planning and building, events, libraries, seniors, youth, and community development. Facilities and infrastructure provision and maintenance such as roads and footpaths; parks, community venues and ovals is also considered as part of our role. City of Cockburn also manages a number of grant-funded services providing direct service delivery to residents, including child care services, family support programs, financial counselling, early years program, targeted youth services, and services for the frail aged and people with disabilities.

702 staff are currently employed at Council (Full-time, Part-time permanent; contract positions and casual) with 1.3% being Aboriginal and Torres Strait Islander people.

## **Our RAP**

City of Cockburn has been taking action over the past number of years to build and strengthen relationships with Aboriginal and Torres Strait Islander people in the District via its Aboriginal Reference Group (established 2002), Aboriginal Community Development Officer staff position (since 2003), participation in Naidoc and Reconciliation Week activities and the provision of specific groups and support services.

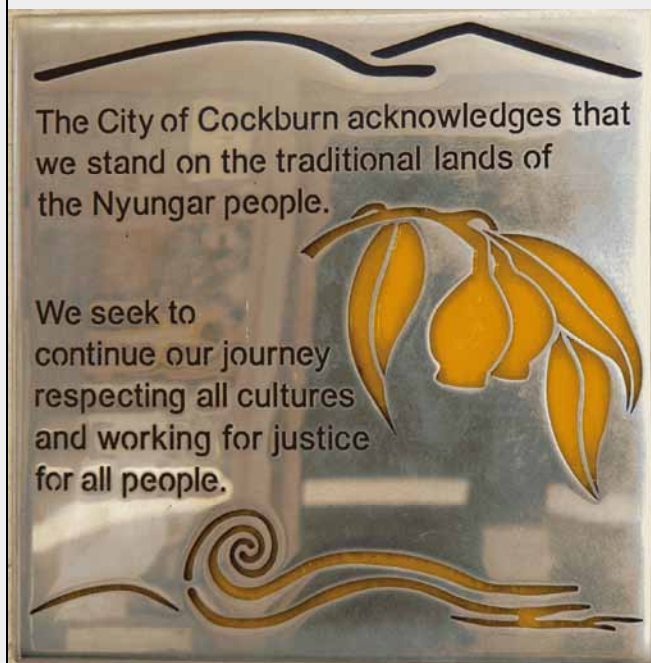
The City is keen to formalise these actions and goals and be part of a larger movement for Reconciliation, and as a result signed a Statement of Commitment to develop a Reconciliation Action Plan in November 2009. We have been guided by a Steering Group made up of City staff

from Human and Community Services, Libraries, Strategic Planning, Infrastructure, Parks and Environmental Services, and Communications area; residents; representatives from our Aboriginal Reference Group; and local Aboriginal service providers. In addition we have held consultations with seniors, youth, Walyalup Reconciliation Group, 'My Time' Aboriginal group and a general community forum.

Input from these consultations has been extensive and will be kept to inform both the current and future RAP's. We recognise that reconciliation is an on-going process and want our RAP to be a document that can realistically deliver actions and outcomes, and our Council to be truly working with all members of our diverse community and making a difference where there is still inequity. We have chosen to have a 2 year RAP as our first one, so that we can more easily work within Council's financial and budget processes. We have a clear goal to develop this RAP as one that is realistic and achievable.

There are a number of alternative spellings in use for the word Nyungar including Noongar, Nyoongar, Nyoongah, Nyungah, Nyugah and Yunga. After consultation with City of Cockburn's Aboriginal Reference Group and others, the majority agreement was to use the spelling 'Nyungar'. This will then be used by the City of Cockburn in a consistent manner.

#### **Our Commitments so far...**



In August 2009 Council adopted a Policy acknowledging the traditional owners of the Cockburn area:

Purpose: To acknowledge the Nyungar people as the traditional owners of the lands upon which all formal City of Cockburn Council Meetings and Civic Ceremonial functions and/or events take place.

Policy:

- (1) The City of Cockburn acknowledges that the Nyungar people originally inhabited the South West area of Western Australia, including that land contained within the City of Cockburn.
- (2) In expression of this, the City of Cockburn will recognise the Nyungar people as the traditional owners of the land upon which all Council meetings and Civic ceremonies/events/functions take place.
- (3) This recognition shall be presented by the Mayor, or other Council official presiding at the meeting or event, in the following statement: I would like to acknowledge the Nyungar people who are the Traditional Custodians of this Land. I would also like to pay respect to the Elders both past and present of the Nyungar nation and extend that respect to other Indigenous Australians who are or may be present.

In November 2009 City of Cockburn's CEO, Mr Stephen Cain, signed a Statement of Commitment to the development of a Reconciliation Action Plan:

This commits the City of Cockburn, Perth WA, to developing a Reconciliation Action Plan (RAP) by 30th April 2011, in consultation with Reconciliation Australia. Development of this RAP will involve consultation with Aboriginal and Torres Strait Islander and non-Aboriginal staff across the organisation, as well as external consultation with Aboriginal and Torres Strait Islander stakeholders. Areas for action will include:

- Training in cultural awareness and development training for Council staff in order to strengthen communication and service delivery
- Creating opportunities to build and strengthen relationships between Aboriginal and Non-Aboriginal people across City of Cockburn
- Increasing the participation of Aboriginal and Torres Strait Islander residents in mainstream activities
- Increasing the visibility of Aboriginal and Torres Strait Islander culture and peoples across City of Cockburn
- Embedding Aboriginal and Torres Strait Islander views in service delivery

#### **Artwork**

The artwork on the cover of City of Cockburn's 2011 Reconciliation Action Plan is a painting by local Nyungar artist, Marilyn Garlett, which was provided with her kind permission. Marilyn is a member of Council's Aboriginal Reference Group and an artist who has been involved in a number of projects, including paintings on local bus shelters around Cockburn, and displaying her art in the annual 'Show Off' Art Exhibition.

#### **Contact person for RAP**

*For any further information on City of Cockburn's RAP, contact:*

Family Services Manager

or

Aboriginal Community Development Officer

[barbara@cockburn.wa.gov.au](mailto:barbara@cockburn.wa.gov.au)

08 9411 3459

[hjaffrey@cockburn.wa.gov.au](mailto:hjaffrey@cockburn.wa.gov.au)

08 9411 3487

## RELATIONSHIPS

City of Cockburn values the diversity of the people in our community and understands that through respectful and genuine relationships we can learn from each other.

### Council's Strategic Initiatives:

- Lifestyle and Aspiration Achievement

Leading the way in building and strengthening respectful relationships between Aboriginal and Torres Strait Islander peoples and others, is important to Council in developing an inclusive, strong and healthy community.

### FOCUS AREA

- Creating opportunities to build and strengthen relationships between Aboriginal and Non-Aboriginal people across City of Cockburn

| Action   | Responsibility   | Timeline/ Resources  | Measurable Target   |
|--|--|--|---|
| 1. RAP STEERING GROUP:<br>- Establish a RAP Steering Group made up of Aboriginal and Torres Strait Islander peoples, community and organisation representatives, and Council staff   | -Manager Human Services<br>-Family Services Manager  | 30 June 2010<br><b>New Resources \$3500</b><br>11/12<br>May 2011<br>July 2013  | -Group established and operating, with close to equal representation of Indigenous and non-Indigenous within group achieved<br><br>-Meet at least quarterly.<br>-Meet 3 times/year once RAP is launched   |
| 2. EVENTS:<br>- Ensure that NAIDOC and Reconciliation Week events are increasingly supported by a broad base of Council staff. Develop strategies in conjunction with staff and community members to increase the percentage of Council staff attending each event | -Family Services Manager<br>-Aboriginal Community Development Officer<br><br>-Family Services Manager<br><br>-Communications Manager | July 2011<br><br><b>Existing Resources</b><br><br>March 2011<br><br>March 2011 | -The RAP Steering Group and Council's Aboriginal Reference Group had input into Reconciliation Week and NAIDOC week.<br><br>-Meet with all those providing NAIDOC WEEK activities to ensure a co-ordinated approach, and prepare a plan.<br>-Promotional plan to attract an increased |

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| <ul style="list-style-type: none"> <li>- Strengthen communication with Events Team and Arts/Culture area at Council to ensure inclusion of Aboriginal interests in concerts and events eg; Summer of Fun concerts, Christmas celebrations, Spring Fair etc</li> <li>- Provide a Cultural Bus tour during Reconciliation week in conjunction with Walyalup Reconciliation Group, for both Aboriginal and non-Aboriginal residents</li> </ul> | <ul style="list-style-type: none"> <li>-Aboriginal Community Development Officer</li> <li>-Communications Manager</li> <li>-Community Arts and Cultural Development Officer</li> <li>-Family Services Manager</li> <li>-Aboriginal Community Development Officer</li> </ul> | <p>July 2011<br/><b>Existing Resources</b></p> <p>August 2011<br/><b>Existing Resources</b></p> <p>June 2011<br/><b>New Resources \$2000 11/12</b></p> | <p>number of staff at these events developed with Communications Manager</p> <p>-Attendance of Council staff at Reconciliation Week and NAIDOC Week recorded.</p> <p>-Meeting with Communications Team, and Community Arts/Cultural Development Officer achieved and outcomes recorded.</p> <p>Bus Tour with Nyungar tour guide occurs with Aboriginal and non-Aboriginal people in attendance</p> |
| <p>3. CULTURAL AWARENESS AND DEVELOPMENT TRAINING FOR COMMUNITY:</p> <ul style="list-style-type: none"> <li>- Invite the Aboriginal Reference Group to attend meetings with community groups as an initial step towards future Cultural Awareness Training in the broader community.</li> </ul>   | <ul style="list-style-type: none"> <li>-Community Development Co-ordinator</li> <li>-Aboriginal Community Development Officer</li> </ul>  | <p>December 2011<br/><b>Existing Resources</b></p>   | <p>The Aboriginal Reference Group Chairperson and representative attended the Community Development Strategy meetings on an annual basis</p>   |
| <p>4. CITIZENSHIP:</p> <ul style="list-style-type: none"> <li>- Include a 'Welcome to Country' in each of Council's Citizenship ceremonies</li> </ul>   | <ul style="list-style-type: none"> <li>-Mayor's Personal Assistant</li> </ul>   | <p>Budget Proposal March 2012<br/><b>New Resources 12/13</b><br/>July 2012 \$3500</p>  | <p>A 'Welcome to Country' is included in each of Council's Citizenship ceremonies (approx. 10 per year)</p>  |
| <p>5. YOUTH:</p> <ul style="list-style-type: none"> <li>- Review the current Youth Advisory Council (YAC) model and the inclusion of Aboriginal young people. Build stronger liaison with the Aboriginal Reference Group.</li> </ul>  | <ul style="list-style-type: none"> <li>-Youth Services Manager</li> </ul>   | <p>June 2011<br/><b>Existing Resources</b></p>   | <p>Review provided and Plan developed for Youth Advisory Council</p>   |

## RESPECT

Respect for the local Nyungar people and those from other areas who have settled in Cockburn is an essential foundation for meaningful relationships and full participation in the community.

### Council's Strategic Initiatives:

- Governance Excellence
- Lifestyle and Aspiration Achievement

An understanding of the Aboriginal and Torres Strait Islander culture and history of this region is central to respect. Sharing this with others shows how we value and appreciate the diversity of the Aboriginal and Torres Strait Islander peoples in our community and the significance of the land and sites of significance across Cockburn.

## FOCUS AREA

- Increasing the visibility of Aboriginal and Torres Strait Islander culture and peoples across City of Cockburn
- Training in Aboriginal Cultural Awareness and Development for Council staff and others, in order to strengthen communication and service delivery

| Action   | Responsibility  | Timeline/ Resources                        | Measurable Target   |
|--|---|--|---|
| 1. ABORIGINAL CULTURAL AWARENESS:<br>- Deliver Aboriginal Cultural Awareness and Development Training for Council staff.   | -Family Services Manager<br>-Aboriginal Community Development Officer | June 2013<br>New Resources 12/13<br>\$9500 | -Data is maintained by HR on delivery and attendance at staff Aboriginal Cultural Awareness and Development training. Staff in direct customer service delivery and HR staff to be prioritised for this training. |
| - Include information on Aboriginal Cultural Awareness and Development Training, the Aboriginal Reference Group and the Reconciliation Action Plan in new staff inductions | -Human Resources Training Officer                                     | October 2011<br>Existing Resources         | -Information provided to new staff in their inductions , either verbally or via printed material  |

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| <p>2. WELCOME TO COUNTRY:</p> <ul style="list-style-type: none"> <li>- Implement Protocols for a 'Welcome to Country' at Events, and a Policy for an 'Acknowledgement of Country' to be included at Council meetings and Civic ceremonies</li> </ul>   | <p>Executive Services</p>   | <p>July 2011<br/>Existing Resources</p>   | <ul style="list-style-type: none"> <li>-Protocols followed for Events</li> <li>-Implementation of Policy (SC44) recorded in Council Minutes</li> </ul>   |
| <p>3. ABORIGINAL HISTORY IN COCKBURN</p> <ul style="list-style-type: none"> <li>- Develop an Aboriginal History Brochure for Cockburn; place on Council webpage and promote</li> <li>- Develop a plan in liaison with the Historical Society of Cockburn to expand the collections at the Azelia Ley Homestead, to include local Aboriginal and Torres Strait Islander information and resources.</li> <li>- Ensure maintenance of the Aboriginal and Torres Strait Islander Oral History project, particularly ensuring audio recordings are optimally preserved</li> <li>- Promote Aboriginal and Torres Strait Islander resources in library and develop means of promotion, and other resources</li> </ul> | <ul style="list-style-type: none"> <li>-Family Services Manager</li> <li>-Aboriginal Community Development Officer</li> <li>-Communications Manager</li> <li>-Manager Libraries</li> <li>-Manager Library Services</li> <li>-Manager Library Services</li> <li>-Communications Manager</li> </ul> | <p>June 2011<br/>Budget proposal for printing March 2011<br/>August 2011<br/>New Resources \$3000<br/>11/12<br/>December 2011</p> <p>July 2012<br/>Existing Resources</p> <p>June 2012<br/>Existing Resources</p> <p>December 2011<br/>Existing Resources</p> | <ul style="list-style-type: none"> <li>-Brochure design completed by June 2011</li> <li>-Printing funded and completed</li> <li>-Promotion strategy in place and acted on</li> <li>- Manager Library Services completed plan to extend Cockburn Aboriginal History resources across library services and Museum.</li> <li>-report delivered on preservation of current Oral History recordings and identifying any future plans</li> <li>-Promotional plan completed and underway</li> </ul> |

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| <p>4. SIGNAGE AND NAMING</p> <ul style="list-style-type: none"> <li>- Develop a list of appropriate names for use in naming new streets and Reserves, in consultation with the community eg; Aboriginal family names; Nyungar words</li> </ul>  | <ul style="list-style-type: none"> <li>-Aboriginal Community Development Officer</li> <li>-Strategic Planning</li> </ul>  | <p>March 2012</p> <p>Existing Resources</p>   | <p>List of names created and presented to Environmental and Strategic Planning Depts.</p>   |
| <p>5. FLAG RAISING:</p> <ul style="list-style-type: none"> <li>- Prepare a budget report for Council identifying the location and number of flagpoles required and a recommendation regarding the daily flying of Aboriginal and Torres Strait Islander flags</li> <li>- Develop Protocol regarding the annual NAIDOC Flag Raising</li> </ul>   | <ul style="list-style-type: none"> <li>-Family Services Manager</li> <li>-Manager Human Services</li> <br/> <li>-Aboriginal Community Development Officer</li> </ul>  | <p>June 2011</p> <p>New Resources 11/12 \$4700</p><br><p>July 2011</p>  | <ul style="list-style-type: none"> <li>-Discussion raised at Aboriginal Reference Group meeting and outcomes recorded</li> <li>-Budget report delivered to Council</li> <br/> <li>-Protocol developed and implemented for NAIDOC WEEK 2011</li> </ul>                             |
| <p>6. SCHOOLS:</p> <ul style="list-style-type: none"> <li>- Establish firmer links with the Aboriginal section of District Education Office</li> <li>- Provide Council's Aboriginal History Brochure as a strategy for teachers to use in schools in liaison with District Education Office. Involve Council's Environmental Education Officer.</li> <li>- Develop connections with School-based program 'Nyungar Rangers' currently held in 2 Cockburn schools.</li> </ul> | <ul style="list-style-type: none"> <li>-Family Services Manager</li> <br/> <li>-Family Services Manager</li> <li>-Environmental Education Officer</li> <br/> <li>-Aboriginal Community Development Officer</li> </ul> | <p>February 2011</p> <p>Existing Resources</p><br><p>September 2011</p> <p>Existing Resources</p><br><p>December 2011</p> <p>Existing Resources</p> | <ul style="list-style-type: none"> <li>- Manager Aboriginal Education invited on to the RAP Steering Group</li> <br/> <li>-Meeting held with Manager Aboriginal Education, and Environmental Education Officer</li> <br/> <li>-Meeting held with Nyungar Rangers staff</li> </ul> |

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| <p>7. ACKNOWLEDGING LEADERSHIP AND ROLE MODELS:</p> <ul style="list-style-type: none"> <li>- Ensure the inclusion of an Aboriginal Category at Council’s annual Volunteer Awards and promote Aboriginal Award winners as widely as possible</li> </ul>   | <ul style="list-style-type: none"> <li>-Family Services Manager</li> <li>-Volunteer Resource Centre Coordinator</li> <li>-Communications Manager</li> </ul>                            | <p>December 2011</p> <p>Existing Resources</p>   | <ul style="list-style-type: none"> <li>-Nominations received for Aboriginal Category</li> <li>-List of strategies for promotion developed and implemented</li> </ul>  |
| <p>8. POSITIVE PERCEPTIONS:</p> <ul style="list-style-type: none"> <li>- Promote Good News stories about Aboriginal and Torres Strait Islander people via a range of avenues: ‘Soundings’ newsletter, Nyungar Radio, print media, Council website, Facebook, and ‘You Tube’.</li> </ul>  | <ul style="list-style-type: none"> <li>-Communications Manager</li> <li>-Aboriginal Community Development Officer</li> </ul>   | <p>July 2011</p> <p>Existing Resources</p> <p>June 2013</p>  | <ul style="list-style-type: none"> <li>-Standing Agenda items implemented at ARG meetings, monthly Human Services team meetings, and Communications Team Meetings, to identify and publish any good news stories</li> <li>-Record number of good news stories on various media over the 2 year period.</li> </ul>   |
| <p>9. ABORIGINAL REPRESENTATION AT COUNCIL:</p> <ul style="list-style-type: none"> <li>- Investigate the possibility of having the Chairperson (or another nomination) of the ARG attend at official Council functions and meetings.</li> </ul>  | <ul style="list-style-type: none"> <li>-Manager Human Services</li> </ul>  | <p>August 2011</p> <p>Existing Resources</p>   | <ul style="list-style-type: none"> <li>-Meeting established with Mayor, Executive Staff and other key players to discuss. Outcome recorded.</li> </ul>  |
| <p>10. ARTWORKS:</p> <ul style="list-style-type: none"> <li>- Increase provision of public artworks created by local Aboriginal and Torres Strait Islander people, across Cockburn</li> <li>- Promote Council’s public artwork commissions amongst the Aboriginal and Torres Strait Islander community and encourage them to apply</li> <li>- Commit to purchasing an Aboriginal and Torres Strait Islander artwork annually for display at Council</li> </ul> | <ul style="list-style-type: none"> <li>-Community Arts and Cultural Development Officer</li> <li>-Communications Manager</li> <li>-Aboriginal Community Development Officer</li> </ul> | <p>February 2012</p> <p>Existing Resources</p> <p>December 2011</p> <p>Existing Resources</p> <p>July 2011 and July 2012</p> <p>Existing Resources</p> | <ul style="list-style-type: none"> <li>-2 public artworks by local Aboriginal and Torres Strait Islander people to be commissioned for parks/public spaces</li> <li>-Plan developed for the promotion of Commissioned art projects and implemented for every public art project</li> <li>- 1 Aboriginal and Torres Strait Islander Artwork purchased annually from</li> </ul> |

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| <p>11. STRENGTHENING RELATIONSHIPS:</p> <ul style="list-style-type: none"> <li>- Develop an avenue for Aboriginal and non-Aboriginal seniors to come together to share stories and build understanding and connection</li> </ul>  | <ul style="list-style-type: none"> <li>-Seniors Centre Co-ordinator</li> <li>-Aboriginal Community Development Officer</li> </ul> | <p><b>New Resources \$5000</b><br/>12/13</p> <p>February 2013</p> | <p>Council's 'Show-Off' Art Exhibition</p> <ul style="list-style-type: none"> <li>-Budget proposal completed</li> <li>- Event held at the Cockburn Seniors Centre bringing both Aboriginal and non-Aboriginal seniors together</li> </ul> |
| <p>12. NYUNGAR LANGUAGE:</p> <ul style="list-style-type: none"> <li>- Incorporate Nyungar language into aspects of Council's Aboriginal History Brochure currently being developed, as a means of acknowledging the significance of language for culture and identity.</li> </ul> | <ul style="list-style-type: none"> <li>-Family Services Manager</li> <li>-Steering Group, Aboriginal History Brochure</li> </ul>  | <p>June 2011</p> <p><b>Existing Resources</b></p>                 | <ul style="list-style-type: none"> <li>-Nyungar language included in the Aboriginal History brochure</li> </ul>   |

## OPPORTUNITIES

By creating employment, economic, educational and other opportunities for Aboriginal and Torres Strait Islanders in our region, the City of Cockburn will contribute to closing the unacceptable life expectancy gap, improving services, and achieving full participation of all its residents and visitors.

### Council's Strategic Initiatives:

- Employment and Economic Development
- Infrastructure Development
- Lifestyle and Aspiration Achievement

## FOCUS AREA

- Increasing the participation of Aboriginal and Torres Strait Islander residents in mainstream activities
- Embedding Aboriginal and Torres Strait Islander views in service delivery

| Action   | Responsibility                                      | Timeline/ Resources  | Measurable Target   |
|--|---|--|---|
| 1. COUNCIL SERVICES FOR ABORIGINAL AND TORRES STRAIT ISLANDER PEOPLE:<br>- Ensure that Council's Human Services are culturally appropriate and welcoming to Aboriginal and Torres Strait Islander people | -Manager Human Services                             | July 2012<br>Existing Resources  | -Record data on inclusion of Aboriginal and Torres Strait Islander people in Council's Human Service's activity and service provision, and increase participation |
| 2. CULTURAL CENTRE:<br>- Undertake a Feasibility Study for an Aboriginal Cultural Centre in Cockburn   | -Manager Human Services                             | New Resources \$15,000<br>11/12<br>Budget Proposal March 2011<br>June 2012 | -Budget proposal developed and grant application submitted<br><br>-Feasibility study completed  |
| 3. EMPLOYMENT:<br>- Develop an Aboriginal Employment Strategy as part of the Human Resources Management Strategy currently being developed   | -Manager Human Resources<br>-Manager Human Services | December 2011<br>Existing Resources  | Aboriginal Employment Strategy completed  |

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| <p>4. SENIORS:</p> <ul style="list-style-type: none"> <li>- Increase the range of activities for Aboriginal and Torres Strait Islander seniors at Kwoberup Aboriginal HACC service, in consultation with group members</li> </ul>   | <ul style="list-style-type: none"> <li>-Cockburn Community Care Manager</li> <li>-Centre Based Respite Coordinator</li> </ul>   | <p>December 2012</p> <p>Existing Resources</p>  | <p>- 2 new activities incorporated – 1 per year</p>  |
| <p>5. SCHOLARSHIPS, AWARDS and GRANTS:</p> <ul style="list-style-type: none"> <li>- Promote availability of current scholarships to the Aboriginal and Torres Strait Islander community (Junior Sports, Cultural grants, Youth Art Scholarships) and clarify guidelines and opportunities.</li> <li>- Investigate incorporating a new award specifically for an Aboriginal or Torres Strait Islander student, for each school receiving Council’s annual School Graduation Awards.</li> </ul> | <ul style="list-style-type: none"> <li>-Aboriginal Community Development Officer</li> <li>- Community Arts and Cultural Development Officer</li> <li>-Children’s Development Officer</li> </ul> | <p>June 2011</p> <p>Existing Resources</p> <p>July 2011 New budget proposal to Grants and Donations committee for additional funding.</p> <p>October 2011</p> <p>New Resources \$3000 11/12</p> | <p>Scholarships and awards promoted quarterly to Aboriginal community</p> <p>-Additional funds sourced.</p> <p>-New Awards implemented in time for 2011 School Graduation Awards</p>   |
| <p>6. HEALTH AND FITNESS:</p> <ul style="list-style-type: none"> <li>- Increase the participation of Aboriginal and Torres Strait Islander people in physical activity and healthy eating programs</li> </ul>   | <ul style="list-style-type: none"> <li>-Manager Human Services</li> <li>-Aboriginal Community Development Officer</li> </ul>  | <p>February 2011</p> <p>Existing Resources</p> <p>April 2012</p> <p>Existing Resources</p>  | <p>-‘Healthy Communities’ grant applied for within timeframe, for a Health promotions officer with specific strategies to target Aboriginal Health</p> <p>-Promote existing health and well-being programs to the Aboriginal and Torres Strait Islander community in a culturally appropriate manner</p> |

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| <p>7. TOURISM:</p> <ul style="list-style-type: none"> <li>- Ensure that a representative from Council's Aboriginal Reference Group (ARG) and a Council staff member attend the 'Indigenous Tourism Conference' being held in Perth, September 2011, as a first step towards developing local Aboriginal tourism activities</li> </ul> | <ul style="list-style-type: none"> <li>-Manager Community Services</li> <li>- Aboriginal Reference Group</li> </ul> | <p>October 2011</p> <p>Existing Resources</p> | <ul style="list-style-type: none"> <li>-ARG representative and Staff member attends Indigenous Tourism Conference 2011</li> <li>-Report written on conference and delivered to Aboriginal Reference Group and in Elected Members Newsletter. Recorded for future progress.</li> </ul> |
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### Tracking progress and reporting

| Action  | Responsibility                                    | Timeline  | Measurable Target   |
|---|---|---|---|
| Launch RAP once draft is accepted by Reconciliation Australia and Council   | RAP Steering Committee<br>Family Services Manager | July 2011   | RAP accepted by Reconciliation Australia and Council. Launch completed.                     |
| Monitor RAP progress regularly via RAP Steering Group meetings  | Human Services Manager                            | September, February and May annually                | Three meetings per year. Progress recorded in RAP.  |
| Produce RAP report annually and submit to Reconciliation Australia and to Council   | RAP Steering Group<br>Human Services Manager      | 30 <sup>th</sup> June annually (end Financial Year) | Reports submitted to Reconciliation Australia and to Council, and uploaded on both websites |
| Refresh City of Cockburn RAP every 2 years in consultation with Council's RAP Steering Group and Reconciliation Australia | RAP Steering Group<br>CEO and Mayor               | July every two years.<br>Next date July 2013.       | Refreshed RAP approved by Council and registered by Reconciliation Australia                |