

LatrobeCity

RECONCILIATION ACTION PLAN

OCTOBER 2020 TO
OCTOBER 2026



RECONCILIATION
ACTION PLAN

INNOVATE



LatrobeCity
a new energy

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Date of publication: [August, 2020].

Acknowledgement of Country

Latrobe City Council acknowledges that our business operates on the traditional lands of the Brayakaulung people of the Gunaikurnai Nation and pays respect to their Elders past and present.

The front cover image is by Gunaikurnai artist, Ronald Edwards-Pepper. The image is about reconciliation and sharing and building culture for future generations.

The hands represent everyone supporting each other in building the future for our next generation. The meeting places are for people to join as one to share culture with the Aboriginal and Torres Strait Islander people of Gippsland and there are walking tracks leading towards the shield which is the main meeting place where everyone meets to yarn for different reasons. There are Aboriginal and Torres Strait Islander people walking and being leaders and role models for each other and teaching and passing on cultural ways. The two main meeting places represent places for men's and women's business and other cultural practices.

Message from the Mayor



Latrobe City Council is very proud of our achievements towards reconciliation. I feel honoured to represent a Council with such a strong commitment to achieving the goals outlined in this document. The relationships we have built with the local Aboriginal and Torres Strait Islander community over many years are very important to us and we will continue to build on these over the life of the Reconciliation Action Plan.

A handwritten signature in black ink, which appears to read 'Dan Clancey'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Cr Dan Clancey
Latrobe City Mayor

Our Business

Latrobe City Council (LCC) is the local government body serving the Latrobe City municipality. It offers a range of services to the public as well as administering rates and local laws.

Latrobe City Council's headquarters are located at 141 Commercial Road in Morwell. There are also public service centres in Moe, Traralgon and Churchill.

Latrobe City Council currently employs 1018 people with a full time equivalent of 633.04.

Of these 1018 staff, ten identify as Aboriginal and/or Torres Strait Islander people. This equates to 1 percent. This includes four full time permanent, one full time temporary, two casual and three part time permanent staff.

Developing our RAP

The key focus of the RAP is to fulfil the intent of the adopted Statement of Commitment to Reconciliation. It is a clear acknowledgement and demonstration of the work that is required to improve the economic, social, environmental, cultural, health and educational outcomes for Aboriginal and/or Torres Strait Islander people.

Our RAP is championed by a RAP Working Group.

Image: Tyrell Dalton Hood dancing with The Boorun Boys



Our Vision for Reconciliation

Latrobe City Council's vision for reconciliation is to deepen our collaboration with the local Aboriginal and Torres Strait Islander community.

We will broaden our relationship with the local Aboriginal and Torres Strait Islander community, a relationship underpinned by respect for the rich and complex nature of local Aboriginal and Torres Strait Islander cultures.

We are committed to ensuring equal access to a fair system which protects the rights of individuals and is responsive to community needs.

We will consult with the local Aboriginal and Torres Strait Islander community, and include them in our decision making processes.

We will work in partnership with the local Aboriginal and Torres Strait Islander community to ensure that their culture is respectfully maintained and promoted.

Traditional Owners of Latrobe City

The Gunaikurnai nation are the Traditional Owners of Latrobe City. Today there are approximately 3000 Gunaikurnai people across the region, and their traditional lands cover the coastal and inland areas of Gippsland to the southern slopes of the Victorian Alps.

The Gunaikurnai nation is made up of five major clans. These are the Brabrálung Clan in Central Gippsland, Brataulung Clan in South Gippsland, Krauatungalung Clan near the Snowy River, Tatungalung Clan near Lakes Entrance and the Brayakáulung Clan whose traditional territory covers the Latrobe City municipality.

Latrobe City Council acknowledges and respects the special contributions made to our community by our Traditional Owners.

Latrobe City Council appreciates Traditional Owner representation on Council's committees and groups.

Latrobe City Council respects the role of the Traditional Owners and its' corporation in matters related to country, culture and Native Title.

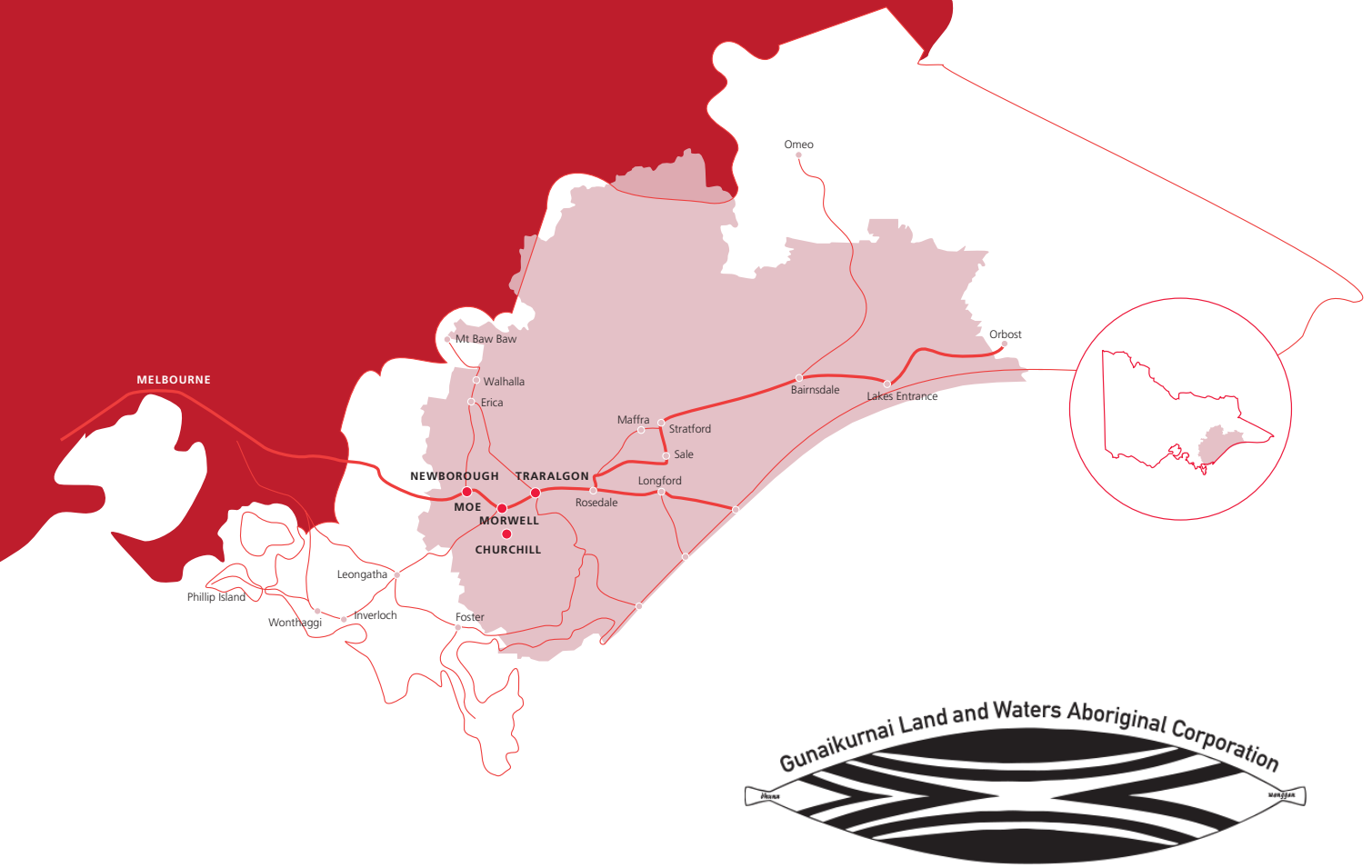
Latrobe City Council understands the history of dispossession and movement of Aboriginal and Torres Strait Islander peoples across Gippsland and the impact this has had to the cultural lores of the Traditional Owners.

Gunaikurnai Creation Story

The first Gunaikurnai came down from the mountains in Victoria's north-west carrying his canoe on his head. He was Borun, the pelican. He crossed over a deep river at what is now known as Sale, and walked on alone to Tarra Warackel (Port Albert) in the west. As he walked, he heard a constant tapping sound, but could not identify it. When he reached the deep water of the inlets, Borun put down his canoe and much to his surprise, there was a woman in it. She was Tuk, the musk duck. He was happy to see her and she became his wife and the mother of the Gunaikurnai people. They are the parents of the five Gunaikurnai clans.



Image: Borun and Tuk by Ronald Edwards-Pepper



Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC)

Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) represents Traditional Owners from the Brataualung, Brayakaulung, Brabralung, Krauatungalung and Tatungalung family clans, who were recognised in the Native Title Consent Determination, made under the new Traditional Owner Settlement Act 2010, the first such agreement under that Act.

GLaWAC is the Prescribed Body Corporate (PBC) for the Gunaikurnai people and claim area, as outlined in the agreement, providing joint management of 10 parks and reserves within the State.

GLaWAC is the Registered Aboriginal Party for the Gunaikurnai claim area, as decided by the Victorian Aboriginal Heritage Council under the Aboriginal Heritage Act, 2006.

GLaWAC has a membership of more than 600 Traditional Owners, all of whom have proven their ancestral links to one of 25 Apical Ancestors registered in the Native Title Consent Determination.

Latrobe City's Aboriginal and Torres Strait Islander Community

As well as Traditional Owners from the Gunaikurnai Nation, Latrobe City is home to Aboriginal and/or Torres Strait Islander peoples from many different areas of Australia.

Latrobe City's Elders and Community Members are very highly regarded and respected among the wider community. Their leadership within their community as well as the wider contribution to the community is significant and valued, as is their representation on the Brayakaulung Advisory Committee and other special and advisory committees.

Latrobe City has a vibrant, proactive and well-connected Aboriginal and/or Torres Strait Islander community who work together to deliver regular sporting, cultural and community strengthening events and projects.

Brayakaulung Advisory Committee

Latrobe City's Brayakaulung Advisory Committee is a Council Committee established in 1998 to acknowledge the Traditional Owners of the land, and to advise on issues associated with reconciliation. It meets six times per year to discuss issues relating to the local Aboriginal and/or Torres Strait Islander community.

The aims of the Committee are to:

- Advise Council on policies and how they relate to the local Aboriginal and/or Torres Strait Islander community
- Advise Council on reconciliation
- Facilitate major events including local Aboriginal and/or Torres Strait Islander input and participation
- Promote recognition and awareness of local Aboriginal and/or Torres Strait Islander cultures in Council and the wider community
- Ensure information sharing about Council strategies, policies and programs
- Maximise the promotion of opportunities for people through Council and other programs including training and employment for young people
- Encourage the promotion of positive messages about local Aboriginal and/or Torres Strait Islander initiatives and achievements



- Assist in the development of strategies for tackling identified problems
- Advise Council on Cultural heritage issues

Latrobe City Council adopted the Statement of Commitment to Indigenous People and Statement of Reconciliation in March 2000. This statement was reviewed and the Statement of Commitment to Reconciliation adopted in 2012.

Statement of Commitment to Reconciliation

Traditional Owners

Latrobe City Council acknowledges the Brayakaulung people were the occupiers and traditional owners of the land that is now known as Latrobe City, prior to colonial settlement.

Respect for Culture

Latrobe City Council's commitment to reconciliation is underpinned by respect for the rich and complex nature of Aboriginal and Torres Strait Islander culture. The richness of traditional language and the diversity and strength of Aboriginal people is valued.

Recognition

Latrobe City Council apologises for the pain, grief and suffering experienced by Aboriginal people as a result of past laws, government policies, actions and attitudes. Latrobe City Council expresses deep sorrow that these actions and attitudes have occurred and has determined that such occurrences will not be repeated. Latrobe City Council acknowledges the ongoing effects of such practices on the lives of Aboriginal people who continue to be disadvantaged from the effects of their displacement from their families, their land and traditional culture.

Connection with the Environment

Latrobe City Council recognises the distinctive and special spiritual and material relationship that Aboriginal people have with the land and water including trees, rocks, hills, valleys, creeks, rivers and flood plains of Latrobe City. Latrobe City Council recognises the historical and environmental significance of sacred sites and special features of the city.

Equality and Fairness

Latrobe City Council is committed to ensuring equal access to a fair system which protects the rights of individuals and is responsive to community needs.

Identity, Customs and Beliefs

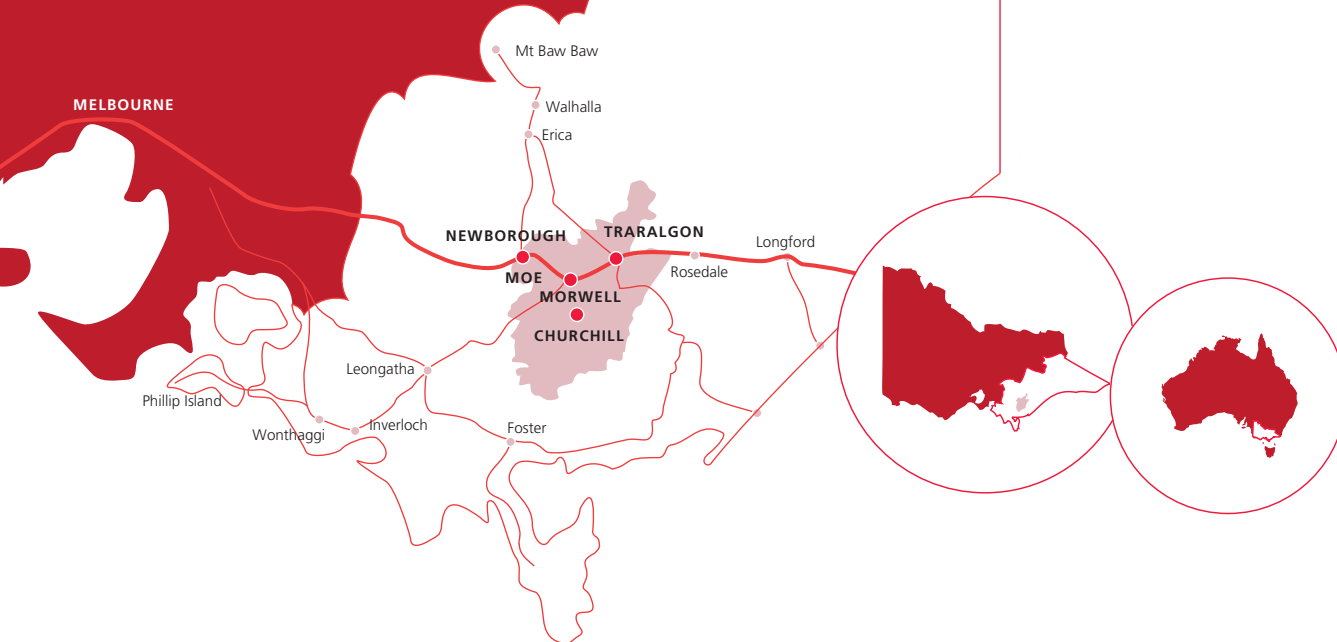
These needs include recognition of Aboriginal and Torres Strait Islander rights that relate to areas such as identity, culture, religion and language, cultural and intellectual property, land, customs, traditions and freedom from discrimination.

Working Together

Latrobe City Council recognises the importance of working in partnership with Aboriginal and Torres Strait Islander people. Latrobe City Council uses consultation, inclusion and empowerment wherever possible to ensure Aboriginal and Torres Strait Islander culture is promoted, maintained and developed.



Image: Waterhole Creek
Cultural Trail, Morwell



Latrobe City

A snapshot of the municipality

Latrobe City is located 140kms east of Melbourne with a population of approximately 74,000 residents, with 1,188 identifying as Aboriginal and/or Torres Strait Islander peoples.

Situated in the centre of Gippsland, Latrobe City is recognised as one of Victoria’s four regional centres, along with Ballarat, Bendigo and Geelong, and is the only city located in the eastern part of Victoria.

Latrobe City encompasses the four major towns of Traralgon, Morwell, Moe/Newborough and Churchill as well as the outer lying townships of Boolarra, Glengarry, Traralgon South, Toongabbie, Tyers, Yallourn North and Yinnar.

The area draws its name from the Latrobe River. The Latrobe River was named by William Adams Brodribb in honour of Charles LaTrobe, Lieutenant Governor of the Port Phillip District.

The original inhabitants of Latrobe City are the people of the Brayakaulung Clan of the Gunaikurnai Nation. It is thought that the Gunaikurnai people have lived in the Gippsland area for some 40,000 years. Evidence of human occupation at Cloggs Cave near Buchan, has been dated at up to 17,000 years, while occupation at New Guinea Cave in the same area has been dated to over 20,000 years.

European settlement in Latrobe City dates from the late 1830’s when pastoralists arrived. Land was used mainly for farming, cattle grazing and timber-harvesting. Growth was minimal until the 1850’s when it was bolstered by gold discoveries. Expansion took place in the 1880’s, stimulated by coal mining and the construction of railway lines.

Historically, brown coal electricity generation has been the backbone of the local economy but in more recent times the economy has diversified to include a range of industries including forestry and

paper manufacturing, agribusiness, retail, hospitality, aviation, health and education.

Latrobe City is now home to Australia’s largest yoghurt manufacturing facility, Federation University Australia, Latrobe Regional Health, Australia’s largest pulp and paper manufacturer, and the only commercial aircraft manufacturing facility in Australia based at Latrobe Regional Airport.

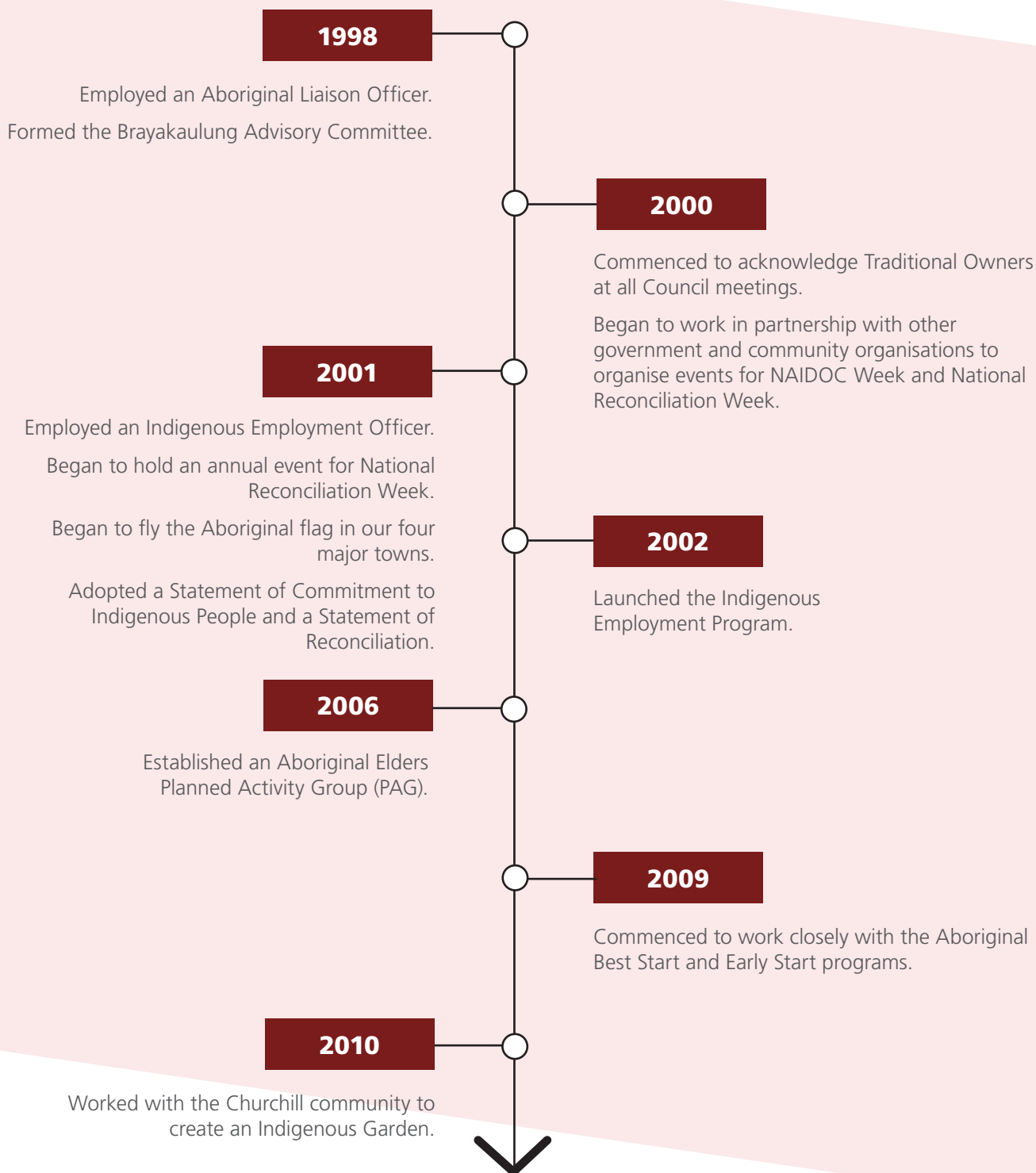
Latrobe City hosts many national and international events such as the Victorian Junior Tennis Championships and International Championships, the Latrobe City Pro Am and the Waterski Championships. Other highlights of the event calendar include the Latrobe Spring Racing Carnival, Sister Cities Festival and Boolarra Folk Festival. Week to week there is always something happening, whether it is a local market with fresh produce, a community event, an exhibition at Latrobe Regional Gallery or a live show at the Latrobe Performing Arts Centre.

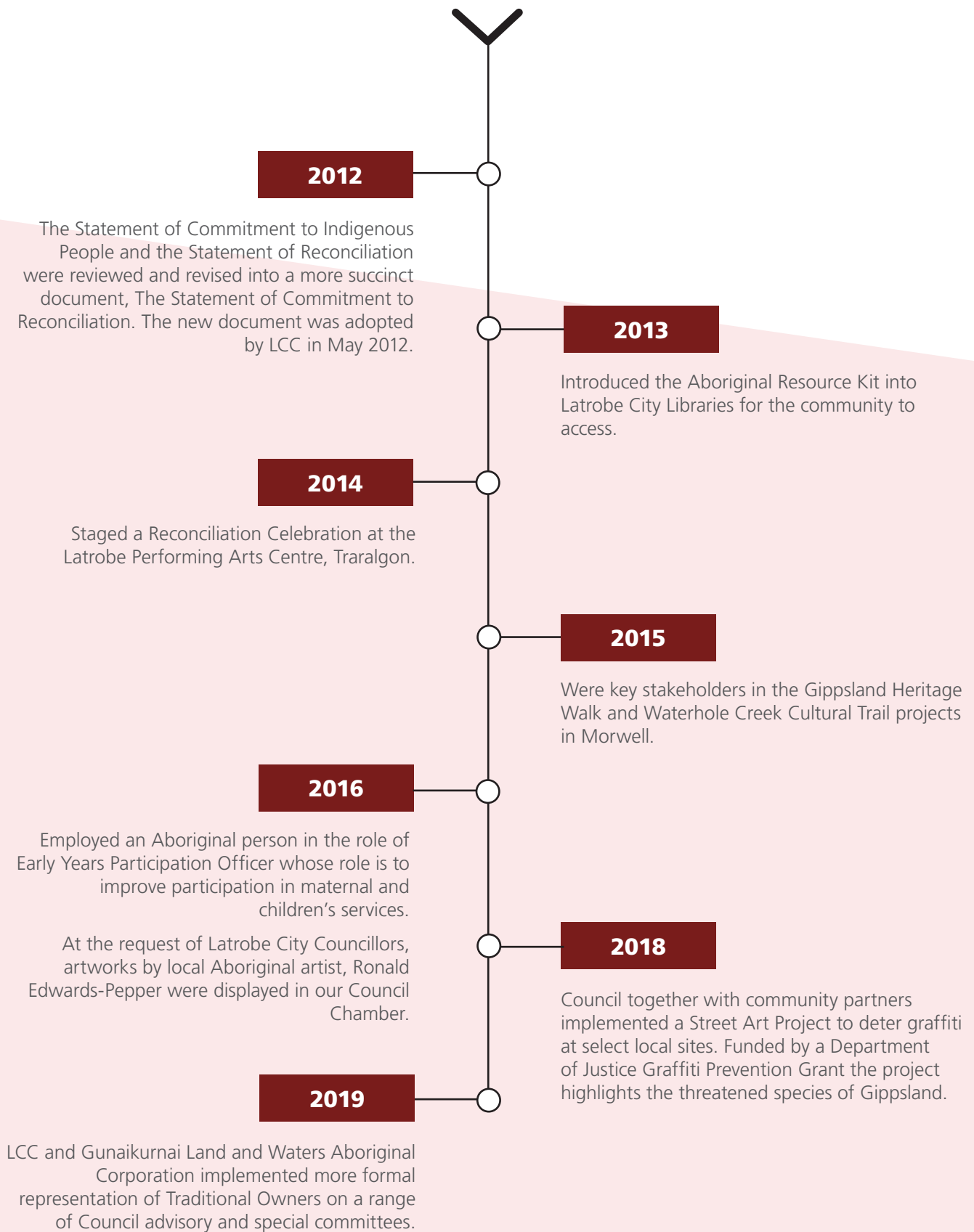
Acknowledgements

Latrobe City Council would like to thank the Gunaikurnai Land and Water Aboriginal Corporation, Reconciliation Australia, the Latrobe City RAP Working Group, the Brayakaulung Advisory Committee and local community members for collaborating with us on this project.



Major Initiatives Towards Reconciliation





1. Relationships



Latrobe City Council recognises the importance of working in partnership with Traditional Owners and other Aboriginal and/or Torres Strait Islander peoples. Latrobe City Council seeks


to consult with Aboriginal and/or Torres Strait Islander peoples wherever possible to ensure Aboriginal and Torres Strait Islander cultures are promoted and maintained.

Action 1.1: Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.

Deliverable	
1.1.1	Attend relevant local Aboriginal and Torres Strait Islander community meetings and events and assist the local Aboriginal and Torres Strait Islander community with the facilitation of these meetings and events, where possible.
1.1.2	Invite the Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) to participate in the Brayakaulung Advisory Committee and all other special and advisory Committees established by Council as a member of the Committee representing Traditional Owners.
1.1.3	Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.
1.1.4	Develop and implement an engagement plan to work with local Aboriginal and Torres Strait Islander stakeholders and organisations.

Action 1.2: Build relationships through celebrating National Reconciliation Week (NRW).

Deliverable	
1.2.1	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.
1.2.2	RAP Working Group members to participate in an external NRW event.
1.2.3	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.
1.2.4	Organise at least one NRW event each year.
1.2.5	Register all our NRW events on Reconciliation Australia's NRW website.



Action 1.3: Promote reconciliation through our sphere of influence.

Deliverable	
1.3.1	Develop a communication plan to promote and increase awareness of the RAP to all internal and external stakeholders.
1.3.2	Communicate our commitment to reconciliation publicly.
1.3.3	Implement strategies to engage our staff in reconciliation.
1.3.4	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.
1.3.5	Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation.
1.3.6	Collaborate with other local governments in Gippsland to share information on reconciliation and the role of Traditional Owner corporations.
1.3.7	Work with GLaWAC to establish consistent policies and procedures across Local Government Areas in relation to reconciliation.

Action 1.4: Promote positive race relations through anti-discrimination strategies.

Deliverable	
1.4.1	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.
1.4.2	Develop, implement and communicate an anti-discrimination policy for our organisation.
1.4.3	Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.
1.4.4	Educate senior leaders on the effects of racism.

Action 1.5: Continue to employ an Aboriginal Liaison Officer (ALO).

Deliverable	
1.5.1	Review position description annually and ensure position is filled.

2. Respect



Latrobe City Council's commitment to reconciliation is underpinned by respect for the rich and complex nature of Aboriginal and Torres Strait Islander cultures. The richness of traditional

and contemporary cultural practices and the diversity and strength of Aboriginal and Torres Strait Islander peoples is valued.


Action 2.1: Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.

Deliverable	
2.1.1	Work with GLaWAC to develop a Cultural Awareness Training package for Councillors as part of their Councillor Induction Process.
2.1.2	Provide Councillors with face to face Cultural Awareness Training as part of their Councillor Induction Process.
2.1.3	Conduct a review of cultural learning needs within our organisation.
2.1.4	Consult with GLaWAC and other approved Aboriginal and/or Torres Strait Islander advisors on the development and implementation of a cultural learning strategy.
2.1.5	Develop, implement and communicate a cultural learning strategy for our staff.
2.1.6	Provide opportunities for RAP Working Group members, HR managers and other key leadership staff to participate in formal and structured cultural learning.
2.1.7	Work with GLaWAC to develop an online Cultural Awareness Training module for all Latrobe City Council staff.
2.1.8	Roll out the mandatory online Cultural Awareness Training module to all staff.



Action 2.2: Celebrate and promote Aboriginal and Torres Strait Islander visual and performing arts and Authors and Illustrators.

Deliverable	
2.2.1	Latrobe Regional Gallery to hold at least one exhibition per year featuring a local Aboriginal and/or Torres Strait Islander Artist (or group).
2.2.2	Latrobe Regional Gallery to pursue opportunities to exhibit at least one exhibition per year featuring a national Aboriginal and/or Torres Strait Islander Artist (or group).
2.2.3	Latrobe Regional Gallery to run at least one Aboriginal and/or Torres Strait Islander artist talk or cultural workshop per year.
2.2.4	Latrobe Regional Gallery and Latrobe Creative Precinct to work with GLaWAC towards establishing an ongoing Aboriginal and Torres Strait Islander program in partnership with the local Aboriginal and/or Torres Strait Islander community that presents contemporary perspectives on local history and culture.
2.2.5	Latrobe Performing Arts Centre to present a minimum of one Aboriginal and/or Torres Strait Islander work/performance/show, engagement or opportunity per year.
2.2.6	Explore opportunities to program an Aboriginal and/or Torres Strait Islander performance or community engagement during National Reconciliation Week each year.
2.2.7	Work with the local Aboriginal and Torres Strait community to increase engagement with local Aboriginal and/or Torres Strait Islander performers and artists.
2.2.8	Each Latrobe City Library to showcase Aboriginal and/or Torres Strait Islander Authors and Illustrators during National Reconciliation Week each year.
2.2.9	Latrobe City Libraries to purchase at least one book by an Aboriginal and/or Torres Strait Islander Author per year.




Action 2.3: Develop and implement public cultural education initiatives.

Deliverable	
2.3.1	Latrobe City Libraries, Service Centres and the Visitor Information Centre to display at least one set of Aboriginal and Torres Strait Islander mini desk-flags at their reception desks.
2.3.2	Make the Gunaikurnai Whole of Country Plan available throughout Latrobe City Libraries.
2.3.3	Conduct weekly Aboriginal and/or Torres Strait Islander themed Storytimes at Latrobe City Libraries.
2.3.4	Utilise the Latrobe Valley Express, LCC noticeboard and LCC website, Intranet and Facebook page to update the community about events, meeting dates and dates of significance.
2.3.5	Latrobe City Libraries, Service Centres and the Visitor Information Centre to display at least one local Aboriginal and/or Torres Strait Islander artwork.
2.3.6	Design and purchase street banners to be displayed in Commercial Road, Morwell during National Reconciliation Week, featuring artworks by local Aboriginal and/or Torres Strait Islander artists.
2.3.7	Develop a dedicated web page on the Latrobe City Council website with information pertaining to the local Aboriginal and Torres Strait Islander community, including a link to GLaWAC's webpage, the Latrobe City Council Aboriginal and Torres Strait Islander Cultural Protocol Document and the Reconciliation Action Plan.
2.3.8	Consult with GLaWAC to install Acknowledgement of Country plaques in the four major towns at the Churchill Hub, Moe Service Centre and Library, LCC headquarters and the Traralgon Service Centre and Library.

Action 2.4: Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.

Deliverable	
2.4.1	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.
2.4.2	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.
2.4.3	Include an Acknowledgement of Country or other appropriate protocols at the commencement of all Council meetings and other important meetings.
2.4.4	Permanently fly the Aboriginal and Torres Strait Islander flags in the four major towns at the Churchill Hub, Moe Service Centre, LCC Headquarters, and the Morwell and Traralgon Service Centre and Libraries.
2.4.5	Comply with Aboriginal Heritage Act 2006.
2.4.6	Consult with GLaWAC when conducting Cultural Heritage Site Inspections.
2.4.7	Comply with 'Naming rules for places in Victoria, Statutory requirements for naming roads, features and localities 2016 (7.3 Developing an Aboriginal naming proposal)' to consult with GLaWAC before using Aboriginal names, words and symbols in the naming of Council owned and/or managed assets such as streets, parks and buildings.
2.4.8	Update the Latrobe City Event Planner to include information outlining the protocols around Welcome to Country/ Acknowledgement of Country. Encourage event organisers to include a Welcome to Country or Acknowledgement of Country at the beginning of their event.
2.4.9	Work with GLaWAC to develop, implement and communicate an external Aboriginal and/or Torres Strait Islander Cultural Protocol document.
2.4.10	Work with GLaWAC to develop, implement and communicate an internal Aboriginal and/or Torres Strait Islander Cultural Protocol Document which will complement Cultural Awareness Training for staff and Councillors.
2.4.11	Latrobe Regional Gallery to work with GLaWAC to develop a written acknowledgement at/within the Latrobe Regional Gallery that acknowledges the Gunaikurnai Nation as Traditional Owners of the land on which the Gallery stands.



Action 2.5: Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.

Deliverable	
2.5.1	Our RAP Working Group to participate in an external NAIDOC Week event.
2.5.2	Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week events.
2.5.3	Promote and encourage participation in external NAIDOC events to all staff.
2.5.4	Hold an external event with staff to promote awareness of the meaning of NAIDOC Week.
2.5.5	Provide financial support to the NAIDOC Week School Initiative Competitions.
2.5.6	Provide financial or in-kind support to an external NAIDOC Week community event.
2.5.7	Work with the local NAIDOC Week Committee to organise events in the Latrobe City community.


3. Opportunities



Latrobe City Council is committed to ensuring equal access to a fair system which protects the rights of individuals and is responsive to community needs.

Action 3.1: Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.

Deliverable	
3.1.1	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.
3.1.2	Include on all LCC job advertisements that all Aboriginal and/or Torres Strait Islander people are encouraged to apply.
3.1.3	Continue to collect data on whether new staff identify as being an Aboriginal and/or Torres Strait Islander person.
3.1.4	Provide the option to have a mentor/support person present at job interviews to provide support to Aboriginal and/or Torres Strait Islander applicants.
3.1.5	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.
3.1.6	Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy.
3.1.7	Latrobe City Council's Indigenous Employment Program to work in partnership with GLaWAC to explore employment and training opportunities within LCC.
3.1.8	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.
3.1.9	Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.
3.1.10	Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce.



Action 3.2: Collaborate with key organisations to advocate for and support initiatives that advance the health, wellbeing, economic and educative position of Aboriginal and/or Torres Strait Islander people.


Deliverable

- 3.2.1 Support GLaWAC in establishing a work centre and Aboriginal business hub in the Latrobe Valley.

Action 3.3: Continue to provide services, programs and information that are culturally relevant to Aboriginal and/or Torres Strait Islander people.

Deliverable

- 3.3.1 Seek ongoing funding to enable the continuation of the Aboriginal Elders' Planned Activity Group (PAG).
- 3.3.2 Work with GLaWAC and other Aboriginal organisations to grow the number of Elders engaging with the LCC Aboriginal Elders' PAG.
- 3.3.3 Advise and support all current and new Aboriginal and/or Torres Strait Islander clients to ascertain if they are eligible for the National Disability Insurance Scheme. Promote and facilitate information on the National Disability Insurance Scheme to the Aboriginal and Torres Strait Islander community.
- 3.3.4 Employ an Early Year's Participation Officer to improve access and support to Early Years services within Latrobe City for Aboriginal and/or Torres Strait Islander children and their families.
- 3.3.5 Implement programs that aim to connect Aboriginal and Torres Strait Islander children and their families to their culture, such as the First 1000 Days Program.



Action 3.4: Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.

Deliverable	
3.4.1	Include two new questions on the New Supplier Form that ask new suppliers to state whether they are an Aboriginal and/or Torres Strait Islander owned business or whether they currently employ Aboriginal and/or Torres Strait Islander people.
3.4.2	Keep a database of Aboriginal and/or Torres Strait Islander owned businesses that supply to Latrobe City Council.
3.4.3	Provide support, guidance and advice to established and emerging Aboriginal and/or Torres Strait Islander owned businesses through linking them in with our current business support services.
3.4.4	Partner with GLaWAC and other Aboriginal and/or Torres Strait Islander organisations to explore economic opportunities for Aboriginal and/or Torres Strait Islander people within the local economy. Support GLaWAC's representation on our Economic Development Advisory Committee.
3.4.5	Investigate opportunities to work with local Aboriginal and/or Torres Strait Islander artists to develop a range of local Aboriginal and/or Torres Strait Islander made and designed corporate gifts.
3.4.6	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.
3.4.7	Investigate Supply Nation membership.
3.4.8	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.
3.4.9	Review and update procurement policies and procedures to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.
3.4.10	Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.

4. Governance



Action 4.1: Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.

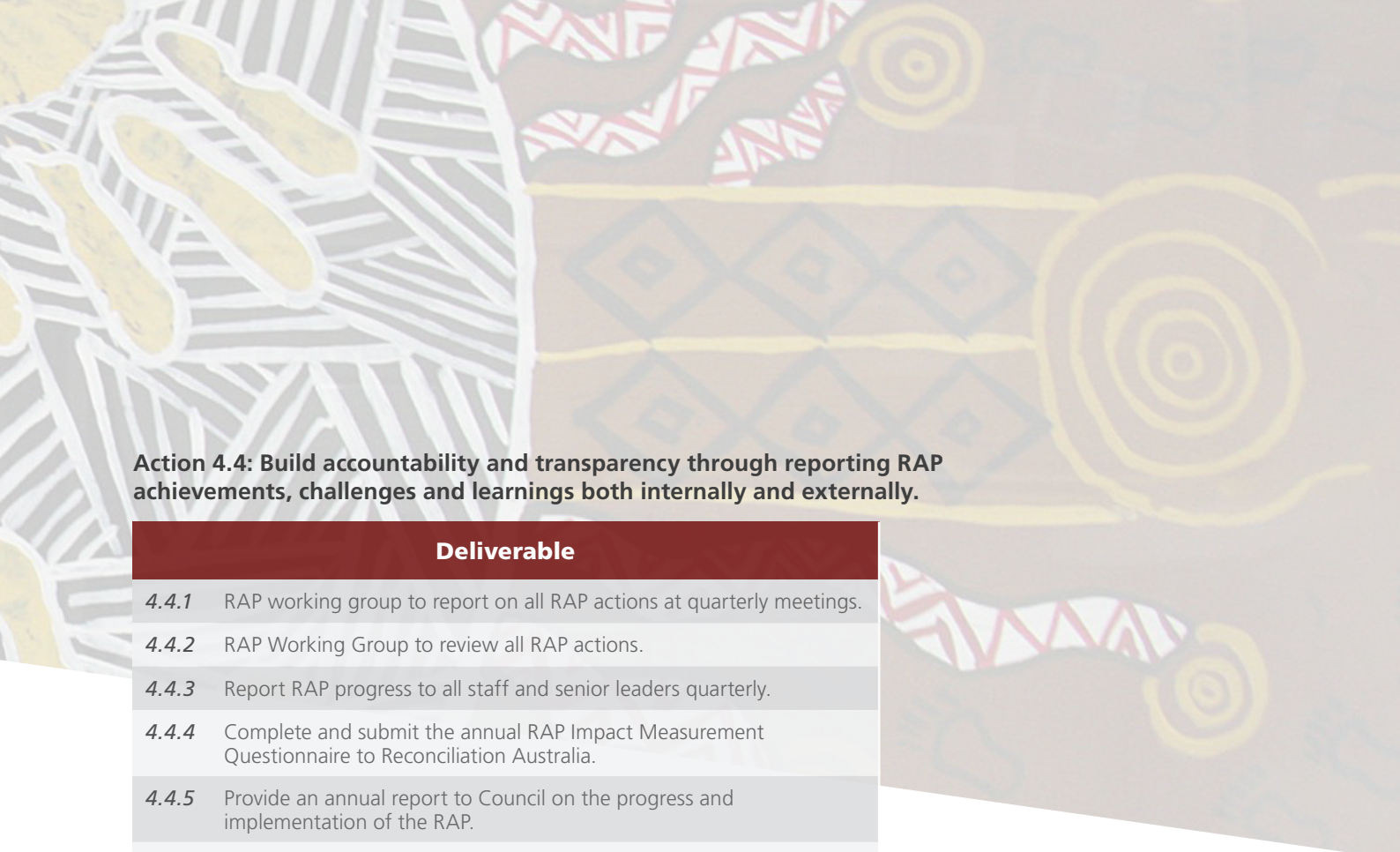
Deliverable	
4.1.1	Maintain Aboriginal and Torres Strait Islander representation on the RWG.
4.1.2	Review and update a Terms of Reference for the RWG
4.1.3	Meet at least four times per year to drive and monitor RAP implementation.

Action 4.2: Provide appropriate support for effective implementation of RAP commitments.

Deliverable	
4.2.1	Define resource needs for RAP implementation.
4.2.2	Engage our senior leaders and other staff in the delivery of RAP commitments.
4.2.3	Define and maintain appropriate systems to track, measure and report on RAP commitments.
4.2.4	Appoint and maintain an internal RAP Champion from senior management.

Action 4.3: Manage the ongoing operation of the Brayakaulung Advisory Committee as an Advisory Committee of Latrobe City Council.

Deliverable	
4.3.1	Hold bi-monthly meetings with agendas and minutes.
4.3.2	Regularly distribute news of relevant activities and events among the Brayakaulung Advisory Committee members.
4.3.3	Hold an End of Year Luncheon each year with members of the Brayakaulung Advisory Committee.
4.3.4	Develop and distribute an expression of interest process to join the Brayakaulung Advisory Committee to key Aboriginal and/or Torres Strait Islander people within the LCC sphere of influence.
4.3.5	Hold a Reconciliation Week Luncheon each year with members of the Brayakaulung Advisory Committee and Elders Planned Activities Group.



Action 4.4: Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.

Deliverable	
4.4.1	RAP working group to report on all RAP actions at quarterly meetings.
4.4.2	RAP Working Group to review all RAP actions.
4.4.3	Report RAP progress to all staff and senior leaders quarterly.
4.4.4	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.
4.4.5	Provide an annual report to Council on the progress and implementation of the RAP.
4.4.6	Publically report our RAP achievements, challenges and learnings, annually.
4.4.7	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.

Action 4.5: Continue our reconciliation journey by developing our next RAP.

Deliverable	
4.5.1	Register via Reconciliation Australia's website to begin developing our next RAP.

PROUDLY PRINTED IN
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**For more information,
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