

Section 4

Representative Engagement Groups

4.1 Background: Indigenous Accord

The Indigenous Accord 2020-2025 (the Accord) is Ipswich City Council's strategic framework for reconciliation and community governance with Traditional Owners and the Aboriginal and Torres Strait Islander communities. It contains targeted and specific actions and sets the agenda for cooperation, collaboration, engagement and partnership between Ipswich City Council, the Traditional Owners and the Aboriginal and Torres Strait Islander communities.

https://www.ipswich.qld.gov.au/_data/assets/pdf_file/0011/132023/ICC-Indigenous-Accord_2020_Web.pdf

The Accord is structured into seven themes identified by the Ipswich City Council Indigenous Accord Working Group and endorsed by Council:

1. Cultural Recognition, Respect and Community Engagement
2. Traditional Owners
3. Employment, Education and Skills Development
4. Business Development
5. Housing
6. Health and Wellbeing
7. Community Safety

Each theme begins with a preamble statement and then details the outcomes, actions, timeframes, and responsibilities under each theme.

The outcomes and actions within the Accord include provisions for engagement with a range of different demographics, including establishment of five Representative Engagement Groups. These five Groups as identified in the Accord are detailed in Table 2. Engagement with the additional demographics, including youth and the community organisations, is described in Table 3.

This Draft Engagement Guide supports the finalisation and/or further progression of the Representative Engagement Groups (as listed in Table 2) and sets out the process and governance around the meaningful and culturally responsive engagement between Council and these Representative Engagement Groups.

Representative engagement groups identified in the Accord:

Representative Engagement Group	Accord Reference	Status
1. Indigenous Accord Working Group Members: as per the Accord Terms of Reference	Outcome 1.10 Action 1.10.1	Formed
2. Native Title and Cultural Heritage Advisory Group Members: 1. Pre-Native Title Determination: Native Title Party (Applicants) to Registered Native Title Claim covering Ipswich LGA 2. Post-Native Title Determination: Prescribed Body Corporate (PBC)	Outcome 2.2 Action 2.2.1	Not formed
3. Traditional Owner Representative Steering Committee Proposed Members: Those persons who are descendants of the Apical Ancestors listed on the Form 1 of a registered Native Title Claim over the Ipswich Local Government Area. and any registered Indigenous Respondents to the registered Native Title Claim.	Outcome 1.3 Action 1.3.2 Outcome 2.1 Action 2.1.1 Outcome 2.4 Action 2.4.1 / 2.4.2 Outcome 2.5 Action 2.5.1 Outcome 2.6 Action 2.6.1	Not formed

Representative Engagement Group	Accord Reference	Status
4. Indigenous Elders Group Proposed Members: Respected Aboriginal and Torres Strait Elders in the community that have connections to Ipswich.	Outcome 1.3 Action 1.3.1 Outcome 1.5 Action 1.5.2 Outcome 1.7 Action 1.7.2	Not formed
5. Aboriginal and Torres Strait Islander Employee Working Group Members: Aboriginal and Torres Strait Islander employees of council	Outcome 3.2 Action 3.2.3	Formed

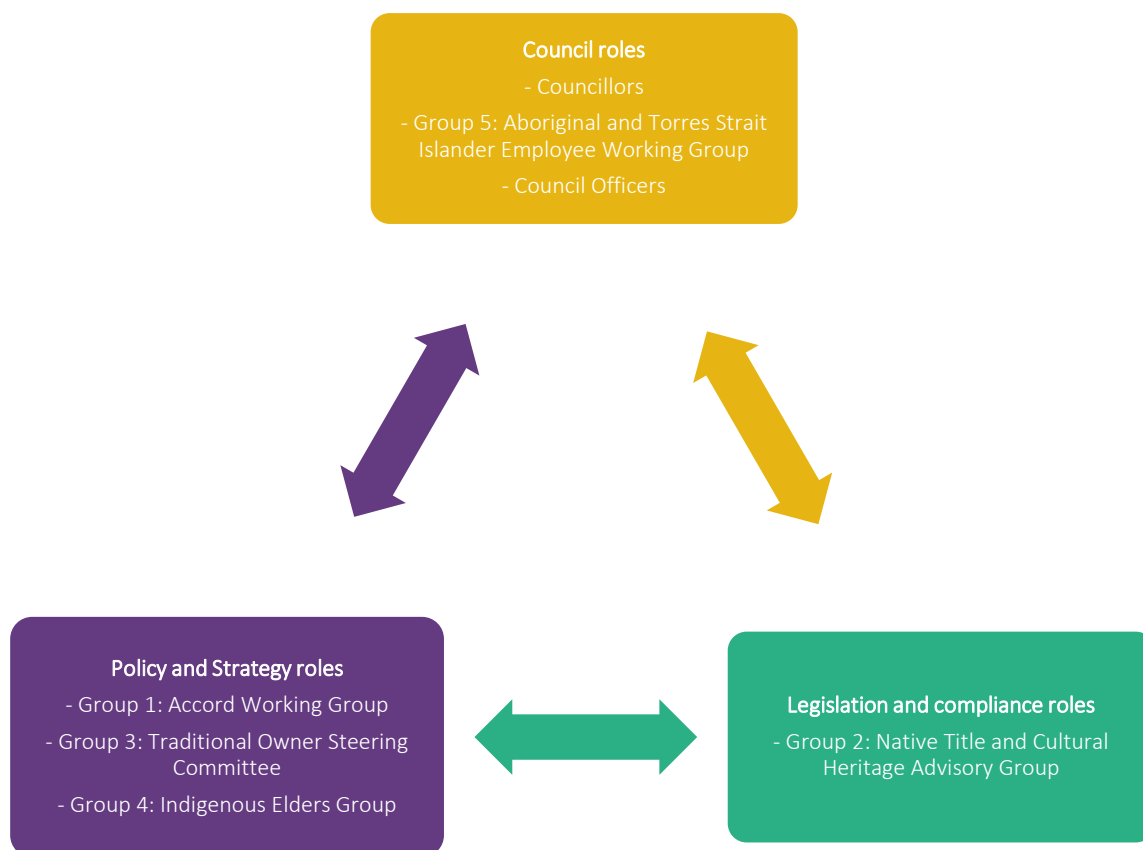
Additional demographics identified in the Accord:

Demographic	Accord Reference	Approach to engagement
Indigenous Young People	Outcome 1.5 Action 1.5.5	Through the Ipswich Youth Advisory Council
Aboriginal and Torres Strait Islander community organisations	Outcome 1.8 Action 1.8.1 Outcome 6.1 Action 6.1.1	Through the existing Murri Interagency Group, with scheduled forums specifically for: <ul style="list-style-type: none"> • Collaboration between organisations • Engagement with elected representatives

4.2 Representative Engagement Groups

4.2.1 OUR ABORIGINAL AND TORRES STRAIT ISLANDER COMMUNITIES

The Accord includes provisions that cover the different demographics within the Traditional Owner, Aboriginal and Torres Strait Islander Communities, including the establishment of endorsed Representative Engagement Groups, each with their own unique role and responsibilities. The diagram below illustrates whether a Representative Engagement Group has a Policy and Strategic or Legislative responsibility. It also illustrates where Council and each of the Representative Engagement Groups roles are positioned.



Further information on council’s responsibilities is provided in the Section entitled ‘Council’s responsibilities’.

The following sections describe the Representative Engagement Groups, their membership and their roles and responsibilities in engagement with Council.

4.2.2 GROUP 1: INDIGENOUS ACCORD WORKING GROUP

Group 1: Indigenous Accord Working Group	
Accord References	<p>Outcome 1.10: The Ipswich City Council Indigenous Accord Working Group continues to collaborate and work with council throughout the implementation of the 2020–2025 Accord.</p> <p>Action 1.10.1: The Ipswich City Council Indigenous Accord Working Group continues to regularly meet and collaborate on the delivery and implementation of outcomes and actions expressed in this Accord and a Terms of Reference document is co-designed and implemented to guide meeting practices.</p>
Overview	Ipswich City Council called for nominations from Aboriginal and Torres Strait Islander peoples, non-Indigenous Australians, community organisations representatives and Traditional Owners to be part of an Advisory Working Group to review the 2015–2018 Accord with the intent of developing an

Group 1: Indigenous Accord Working Group	
	<p>Accord that will be an active and shared working document from 2020–2025 financial years.</p> <p>Council received thirteen applications to undertake a review of the 2015–2018 Accord. Applications were assessed on the basis of ability to represent and advocate for Aboriginal and Torres Strait Islander peoples and communities as well as demonstration of leadership in the Indigenous communities of Ipswich including, cultural leadership, leadership in employment and leadership in education, health and business.</p> <p>The Ipswich City Council Indigenous Accord Working Group, convened by Ipswich City Council’s Community Development Team within the Community, Cultural and Economic Development Department, met regularly to review the 2015–2018 Accord and co-design the 2020–2025 Accord.</p> <p>The Group operated in accordance with the ‘Aboriginal and Torres Strait Islander Peoples Accord Advisory Group Terms of Reference (2015 - 2018)’. Information in the sub-sections below has been drawn from these Terms of Reference, which are provided in Appendix A.</p>
Members	<p>Community: thirteen (13) community members</p> <p>Council: four (4) Council representatives</p> <p>Biographical information about the members of the Ipswich City Council Indigenous Accord Working Group are contained in Appendix 1 of the Accord.</p>
Objectives and Scope	<p>Council established the Ipswich City Council Indigenous Australian Accord Advisory Working Group to:</p> <ul style="list-style-type: none"> • provide input to council on matters relating to the Aboriginal and Torres Strait Islander community • provide a mechanism for members of the Aboriginal and Torres Strait Islander community to communicate and raise issues and concerns with Council • advocate for change to improve the social and economic outcomes for Aboriginal and Torres Strait Islander peoples. <p>The Group had a range of functions and broad objectives including:</p> <ul style="list-style-type: none"> • to undertake a review of the current Accord; • development of positive links and networks between Council and the Aboriginal and Torres Strait Islander community; • provide a sounding board for Council on issues of importance to the Aboriginal and Torres Strait Islander community; • provide advice to Council on policy decisions which directly or indirectly impact on the Aboriginal and Torres Strait Islander community;

Group 1: Indigenous Accord Working Group	
	<ul style="list-style-type: none"> • develop or review existing Council policies in particular those aimed to address Aboriginal and Torres Strait Islander development; • assist Council in developing and maintaining a clear picture of the needs of the Aboriginal and Torres Strait Islander community; • align outcomes to community data based on both census and anecdotal community knowledge; and • promote and enhance the profile of the Aboriginal and Torres Strait Islander community.
Roles and responsibilities	<ul style="list-style-type: none"> ✓ Policy and Strategy ✗ Legislation and Compliance ✓ Council (Mayor, Councillors, Officers)
Exclusions	Exclusions were not specifically defined, but infer it would be anything outside the 'Aboriginal and Torres Strait Islander Peoples Accord Advisory Group Terms of Reference (2015 - 2018)'.
Communication	Notice of meetings, reports, agendas and minutes were provided in writing by Council.
Engagement	The Group met bi-monthly, on a day and time determined by the Group at its first meeting of each calendar year, and otherwise on an as needs basis as agreed to by the Group, to consider reports and business.

4.3.2 GROUP 2: NATIVE TITLE AND CULTURAL HERITAGE ADVISORY GROUP

Group 2: Native Title and Cultural Heritage Advisory Group	
Accord References	<p>Outcome 2.2: Council has an ongoing, productive and meaningful working relationship with the registered Native Title Party.</p> <p>Action 2.2.1: That council work with the Native Title Party to ensure Native Title and cultural heritage is protected.</p>
Overview – Native Title and Native Title (<i>future acts</i>)	<p>Native Title</p> <p>Native title is the recognition under Australian common law of pre-existing Aboriginal and Torres Strait Islander people's rights and interests in land and waters, according to Traditional laws and customs.</p> <p>Native Title is administered by the <i>Native Title Act 1993</i>. The <i>Native Title Act 1993</i> creates an Australia-wide native title scheme, the objectives of which include:</p> <ul style="list-style-type: none"> • providing for the recognition and protection of Native Title; • establishing a mechanism for determining claims to Native Title; and • establishing ways in which future dealings affecting Native Title (<i>future acts</i>) may proceed.

Group 2: Native Title and Cultural Heritage Advisory Group

Under the *Native Title Act 1993*, Native Title Claimants can make an application to the Federal Court of Australia to have their native title rights and interests recognised by Australian law.

Native Title Party

The Native Title Party for an area is defined as:

- Native Title holders – that is where native title has been recognised by the Federal Court of Australia.
- Registered Native Title Claimants – Native Title claims currently before the Federal Court of Australia.
- Previously registered native title claimants (the ‘last claim standing’) – native title claims that have been removed from the Register of Native Title Claims administered by the National Native Title Tribunal (NNTT). This is applicable where there is no other registered native title claimant for the area, and there is not, and never has been, a native title holder for the area. The native title party maintains this status within the external boundaries of the claim even if native title has been extinguished.

Applicant

The applicant is the person who is, or the persons who are, authorised by all the people in the native title claim group to make the native title application.

The Act provides that the applicant is a negotiation party and must negotiate with a view to reaching an agreement to the doing of the act that affects native title. If the negotiating parties reach an agreement, it has the effect of a contract, and is binding on any other person included in the native title claim group.

The *Native Title Act* does not contain any explicit requirement for the approval of the claim group. However, the practice of the National Native Title Tribunal (NNTT) suggests that some level of claim group consent is required.

Native Title (future acts)

A Native Title (future act) is a proposal to deal with land in a way that affects native title rights and interests. Future acts can include the making, amendment or repeal of legislation, and the grant or renewal of licences and permits.

The Native Title Act 1993 sets out procedures that governments must follow before proceeding with the future act. These vary, depending on the nature of the proposed act.

Council has endorsed Native Title (*future act*) procedures that ensure any/all acts affecting native title are done validly. In doing so, acknowledging the Applicants ‘right to negotiate’ where the right to negotiate applies.

Group 2: Native Title and Cultural Heritage Advisory Group

Overview – Cultural Heritage

Cultural Heritage

Cultural Heritage is controlled by both Commonwealth and Queensland legislation.

Cultural heritage should not be confused with Native Title (*future acts*). Cultural heritage can exist on an area regardless of the nature of its land tenure.

The Aboriginal Cultural Heritage Act 2003 stipulates that when cultural heritage may be impacted during construction processes, a program of mitigation and protection of surface and subsurface cultural heritage is to be undertaken through negotiation between the parties. This assists with meeting the requirements of the Duty of Care under the Aboriginal Cultural Heritage Act 2003.

Duty of care is the guiding principle in the administration of the Aboriginal Cultural Heritage Act 2003. Section 23 (1) states that a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not have Aboriginal cultural heritage.

Aboriginal **cultural heritage** is defined under Section 8 as anything that is:

- a significant Aboriginal area, or
- a significant Aboriginal object, or
- evidence of archaeological or historic significance, of Aboriginal occupation of an area.

Section 9 defines a **significant Aboriginal area** as “an area of particular significance to Aboriginal people” because of either or both of the following:

- Aboriginal tradition,
- The history, including contemporary history, of any Aboriginal party for the area

The Act recognises a range of features that have cultural heritage significance, such as ceremonial places, scarred or carved trees, burials, rock art, fish traps and weirs, occupation sites (including discarded stone tools, hearths, shell middens, etc), quarries, ochre sources and artefact scatters, grinding grooves, contact sites and wells. In addition, there are cultural landscape features that may involve significance including rock outcrops, caves, foreshores and dunes, sand hills, wetlands, waterholes and springs, some vegetation types, and hills and mounds

The Aboriginal Cultural Heritage Act 2003:

- provide blanket protection of areas and objects of traditional, customary, and archaeological significance
- recognise the key role of Traditional Owners in cultural heritage matters

Group 2: Native Title and Cultural Heritage Advisory Group

- establish practical and flexible processes for dealing with cultural heritage in a timely manner.

Essentially, the Aboriginal Cultural Heritage Act 2003 requires consultation as the foundation of Aboriginal Cultural heritage management.

The Aboriginal Cultural Heritage Act 2003 identifies the 'Aboriginal Party' as the representative Aboriginal group for an area, who should be involved in the assessment and management of cultural heritage. Where applicable, this is achieved by recognising native title claims registered in the Federal Court of Australia in accordance with the *Native Title Act 1993*.

Members

Community: Applicants to registered Native Title Claim covering Ipswich

At the time of writing, the currently registered native title claim (Yuggera Ugarapul People – YUP) that covers the Ipswich City Council Local Government Area (LGA) is yet to be determined. Details about native title applications inevitably change over time as claims progress through the courts and new applications are made. Therefore, the individual membership of this Representative Engagement Group may, as a result, be subject to change. However, the membership for the Native Title and Cultural Heritage Advisory Group will always comprise of the listed Applicants to a registered native title claim over Ipswich LGA. The current list of Applicants is listed in Appendix B.

In the event a Native Title application is successful, reaching either Consent Determination with the State or a Court Determination for recognised Native Title, the membership for the Native Title and Cultural Heritage Advisory Group would be the persons listed as directors to the Native Title Claim Groups Prescribed Body Corporate (the PBC).

Native Title Status	Native Title and Cultural Heritage Advisory Group Members
Native title has been recognised by the Federal Court of Australia	Registered Native Title Prescribed Bodies Corporate (PBC established by the native title holders)
Native title claim currently before the Federal Court of Australia	Registered native title claimants (Applicants/Native Title Party)
Native title claim has been removed from the Register of Native Title Claims administered by the National Native Title Tribunal (NNTT)	Previously registered native title claimants (the 'last claim standing')

Council: Council membership may include:

- Councillors from the Environment and Sustainability Committee

Group 2: Native Title and Cultural Heritage Advisory Group	
	<ul style="list-style-type: none"> • Council Executives from the Executive Leadership Team • Council officers from the Environment and Sustainability Department <p>Invited guests may also attend for the purpose of project information sharing and engage as appropriate, for example council project officers.</p>
Objectives	<p>The objectives of the Representative Engagement Group are to:</p> <ul style="list-style-type: none"> • Native Title (Future Acts): <ul style="list-style-type: none"> ○ Some proposed projects (activities) by Council may be identified as affecting Native Title (future acts) in the early designing and planning phase. This Representative Engagement Group will assist with workload planning for those projects identified in advance that will trigger Native Title (future acts) compliance. ○ Assist the Native Title Party with managing and protecting native title on behalf of native title holders, claimants, or previously registered claimants (as per the current status of the determination) in accordance with the Australian <i>Native Title Act 1993</i>. • Cultural Heritage: <ul style="list-style-type: none"> ○ Manage and protect cultural heritage in accordance with the Queensland <i>Aboriginal Cultural Heritage Act 2003</i>.
Scope	<p>The scope of the Representative Engagement Group's function:</p> <ul style="list-style-type: none"> • A forum to assist forward planning and time management for Council projects that have been identified as triggering Council's Native title (<i>future acts</i>) Compliance processes • A forum to assist forward planning and time management for Council projects that have been identified as triggering Council's Cultural Heritage Clearance processes • A forum for information sharing, reporting and transparency <p>This Representative Engagement Group will not replace the legislative responsibilities and/or procedures for Native Title (<i>future acts</i>) Compliance and Cultural Heritage Clearance processes (ie Formal Notifications, CHMP's or ILUA's etc).</p>
Roles and responsibilities	<ul style="list-style-type: none"> ✗ Policy and Strategy ✓ Legislation and Compliance ✓ Council (Mayor, Councillors, Officers)
Exclusions	<p>Exclusions include anything outside of communication and engagement on projects that potentially effect native title (<i>future acts</i>) and cultural heritage.</p>
Communication	<p>To be determined during community consultation process.</p>

Group 2: Native Title and Cultural Heritage Advisory Group	
	<p>Comms for Representative Engagement Group – TBC Propose: email and/or written correspondence to all members via group email (ie agenda items and minutes).</p>
Engagement	<p>To be determined during community consultation process.</p> <p>Propose: bi-monthly (every two months) in 1 Nicholas Street Events space on level 1, pending availability.</p> <p><i>Example:</i></p> <p>Type: Scheduled face to face meetings between the Representative Engagement Group members and Council representatives</p> <p>Location: Level 1, 1 Nicholas Street, Ipswich (subject to availability)</p> <p>Room setup: Yarning Circle in front of presentation screen</p> <p>Frequency: Every two months (January, March, May, July, September, November each year)</p> <p>Date / time: First Wednesday of the month, 9am – 12pm</p> <p>Catering: Council to provide refreshments (drinks, food as appropriate to time of day)</p> <p>Call for agenda items: Four weeks prior to each meeting</p> <p>Distribute agenda, meetings papers and copies of presentations: Two weeks prior to each meeting</p> <p>Meeting minutes: Issued no later than one week after each meeting</p> <p>Sitting Fee: Members of the Native Title Party may request a sitting fee – amount to be determined</p>
Termination	<p>Post determination of a successful Native Title Claim, the directors of the Prescribed Bodies Corporate will replace the Native Title and Cultural Heritage Advisory Group Members.</p> <p>From https://aiatsis.gov.au/about-native-title:</p> <p>Prescribed Bodies Corporate (PBC) The <i>Native Title Act 1993</i> states that when a native title determination is made, native title holders must establish a corporation called a Prescribed Bodies Corporate (PBC) to manage and protect their native title rights and interests. These corporations are called ‘prescribed bodies’ because they have certain prescribed obligations under the <i>Native Title Act</i>, including a requirement to incorporate under the <i>Corporations (Aboriginal and Torres Strait Islander Act) 2006</i>.</p> <p>All PBCs must be registered with the National Native Title Tribunal (NNTT). When a PBC is officially registered, it becomes a Registered Native Title Bodies Corporate (RNTBC). This makes it clear to other people and organisations that it is a corporation that manages native title.</p>

Group 2: Native Title and Cultural Heritage Advisory Group

The main job of a PBC is to manage and protect native title on behalf of the native title holders. PBCs typically deal with a large number of matters, including:

- future acts (proposals for work that will affect native title)
- Indigenous land usage agreements (ILUAs - negotiations between governments, companies and the PBC about future developments on the land)
- exercising, negotiating, implementing and monitoring native title agreements
- consulting with native title holders
- consulting with and considering the views of relevant native title representative bodies (NTRB) and native title service providers (NTSP) for an area regarding native title decisions
- compensation
- bringing future native title application cases in the Federal Court.

4.2.4 GROUP 3: TRADITIONAL OWNER REPRESENTATIVE STEERING COMMITTEE

Group 3: Traditional Owner Representative Steering Committee

Accord References

Outcome 1.3: The history of Aboriginal and Torres Strait Islander peoples in Ipswich is publicly documented.

Action 1.3.2: In partnership with Traditional Owners and the Purga Elders and Descendants Aboriginal Corporation, gather historical information of the Deebling Creek and Purga Mission sites and display this historical material on council's Picture Ipswich platform.

Outcome 2.1: Council has an ongoing, productive and meaningful working relationship with Traditional Owners via a representative steering committee.

Action 2.1.1: A governance and collaboration framework is implemented with Traditional Owners to support an ongoing working relationship and dialogue through the establishment of a Traditional Owner Representative Steering Committee.

Outcome 2.4: Elected representatives and council staff undertake Cultural Awareness / Capability Training.

Action 2.4.1: Cultural Awareness / Capability Training is developed and implemented in partnership with the Traditional Owner Representative Steering Committee and provided to councillors and management staff once

Group 3: Traditional Owner Representative Steering Committee

a term, and an additional online refresher course developed and implemented annually.

Action 2.4.2: Cultural Awareness / Capability Training is developed and implemented in partnership with the Traditional Owner Representative Steering Committee and provided to council staff during their induction training program, and an additional online refresher course developed and implemented annually.

Outcome 2.5: Council implements policies and cultural protocols with guidance from the Traditional Owner Representative Steering Committee.

Action 2.5.1: Council and the Traditional Owner Representative Steering Committee collaboratively develops policies and cultural protocols including, but not limited to:

- Welcome to Country protocols
- A policy on signage, place naming
- Ongoing employment of a Native Title Cultural Heritage Officer (Identified Indigenous position)
- Employment of Aboriginal Rangers to Manage Country

Outcome 2.6: Council works collaboratively with the Traditional Owner Representative Steering Committee to develop a capacity building framework to assist Traditional Owners with their skill development.

Action 2.6.1: Council and the Traditional Owner Representative Steering Committee co-identifies, designs and implements capacity building initiatives on topics including, but not limited to: Leadership, Governance, Facilitation and Identity

Overview

Traditional Owners and Traditional Custodians are terms often used interchangeably to refer to the original Aboriginal inhabitants of a specified area, who have inherited the traditions and customs associated to that area and are imbued with the custodial responsibility of continuing those traditions and customs and well as the management of sites and the environment.

Traditional Owners are the descendants of the original Aboriginal inhabitants of the area and have ongoing spiritual and cultural ties to the land and waters where their apical ancestors lived. Ipswich City Council Local Government Area (Ipswich LGA) sits within the cultural landscape boundaries of the Yagara/Yugara Language Group.

Council respectfully acknowledges all persons who identify as being a part of the Yagara/Yugara Language Group and who asserts cultural and spiritual connection to the lands and waters within the Ipswich LGA. At this time of

Group 3: Traditional Owner Representative Steering Committee

writing, there is currently a registered Native Title Claim with registered Indigenous Respondents attached to this Claim process. Aligning with the Human Rights Act 2019 and the UNDRIP 2007, Council is not in a position to pass judgement on the legitimacy of any one claim group over another in order to be culturally inclusive and ensure compliance with relevant legislative provisions, and is working in parallel to this process to afford a voice to Traditional Owners while the matter of the Claim remains in formal dispute.

Ipswich City Council acknowledges the Jagera, Yuggera and Ugarapul People are the descendants of the original Aboriginal inhabitants and are therefore the Traditional Custodians of the Ipswich Local Government area.

Ipswich City Council acknowledges and values the special cultural, spiritual and historical associations of the Jagera, Yuggera and Ugarapul people as the Traditional Custodian of Ipswich Local Government area.

Ipswich City Council acknowledges the Jagera, Yuggera and Ugarapul People continue to maintain their spiritual and cultural connections to the land and waterways, as well as maintaining the continuance of the stories of the ancestors within their homeland estate.

Irrespective of the outcome of the currently registered Native Title Claim, Ipswich City Council acknowledges that the Jagera, Yuggera and Ugarapul People have traditional laws and customs which are central to their cultural identity and of importance to the history and character of the local community.

Many issues and items in regard to consultation and input from Traditional Owners, especially in relation to land management and rights, would historically be dealt with as part of an ILUA. In this instance, and in the absence of an ILUA, a number of these specific matters have been covered in the adopted Ipswich City Council Indigenous Accord.

As per Accord Action Item 2.1.1 – it is proposed that a governance and collaboration framework be implemented with Traditional Owners to support an ongoing working relationship and dialogue through the establishment of a Traditional Owner Representative Steering Committee.

The formation of a Traditional Owner Representative Steering Committee is an action item of the Ipswich City Council Indigenous Accord 2020 – 2025 and a commitment endorsed by Ipswich City Council. It's proposed this Representative Engagement Group would assist with meaningful and culturally responsive engagement between Council and the Traditional Owners during regular discussions and structured communications.

Members

Community: As noted previously, details about native title applications will change over time as claims progress through the courts and new applications are made. Therefore, the individual membership of this Representative

Group 3: Traditional Owner Representative Steering Committee

Engagement Group is subject to change, based on the status of the determination.

Pre-court determination:

- In the absence of a Native Title Court Determination, the Traditional Owner Representative Steering Committee will consist of two representatives (a male and a female representative) from:
 - Each descent line of the Apical Ancestors listed on the Form One of a registered Native Title Claim covering the Ipswich LGA.
 - Each descent line of any Apical Ancestors listed as an Indigenous Respondent to a registered Native Title Claim, covering the Ipswich LGA.
- All members will be appointed through an Expression of Interest process and have a letter of recommendation from their respective Elders Committee.

Post-court determination:

- Once a Native Title court determination has been made over the Ipswich LGA, membership will consist of two representatives (a male and a female representative) from each line of apical ancestors stated in the claim group description.
- Propose that within six months of the court determination, membership will be reviewed on the basis of the determination, and a new Expression of Interest process will be undertaken to appoint members.

Council: Council membership may include:

- Councillors from the Environment and Sustainability Committee
- Council Executives from the Executive Leadership Team
- Council officers from the Environment and Sustainability Department

Invited guests may also attend and engage as appropriate, for example council project officers.

Objectives

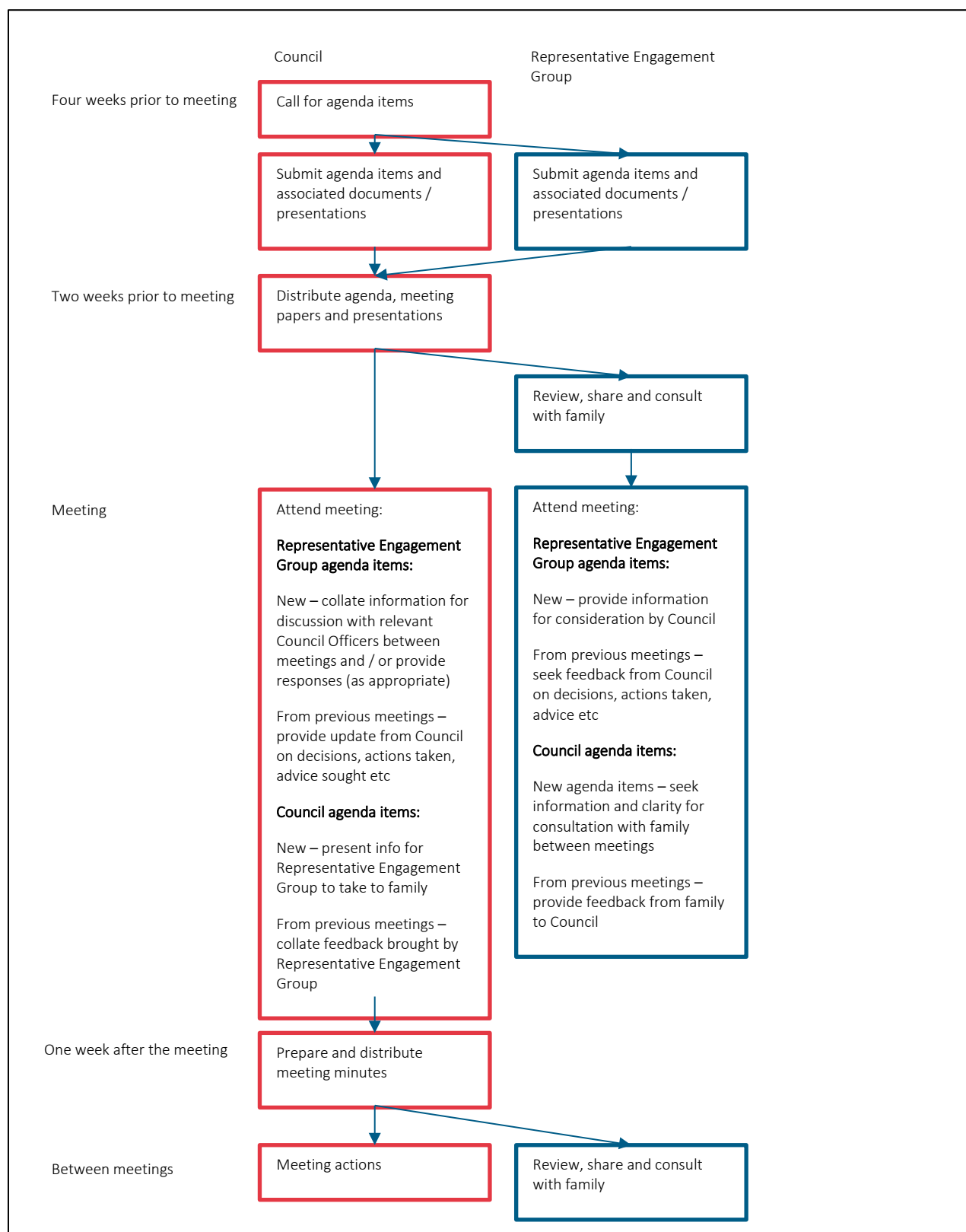
The objectives of the Traditional Owner Representative Steering Committee are:

- To provide a deliberative forum for members to discuss issues of Traditional Owner community interest related to matters within the scope of the Traditional Owner Community Steering Committee
- To draw on cultural knowledge and enhance the Traditional Owner community voice in decision making processes and outcomes related to matters within the scope of the Traditional Owner Community Steering Committee
- To build the Traditional Owner community understanding of council's core business functions and specific projects or activities related to

Group 3: Traditional Owner Representative Steering Committee	
	<p>matters within the scope of the Traditional Owner Community Steering Committee</p> <ul style="list-style-type: none"> To assist Council with having meaningful and culturally responsive engagement with the Traditional Owner community for Council related programs, events and policy development etc.
Scope	<p>The scope of the Traditional Owner Community Representative Steering Committee is as follows:</p> <ul style="list-style-type: none"> Operational matters, and platform for meaningful engagement when collating information for cultural interpretative signage Platform to forward requests received from community members, organisations and schools pertaining to Traditional Owners Shared platform to progress the Ipswich City Council Indigenous Accord 2020 – 2025 outcomes and action items Platform for Traditional Owners to table for discussion any concerns and/or aspirations Shared forum to discuss and propose ideas for future (new) policies, programs and strategies, as listed below, but not limited to: <ul style="list-style-type: none"> Developing a Policy on Signage and Place Naming Cultural protocol and processes for Welcome to Country and Traditional Performances and ceremonies (such as dancing, smoking ceremony, didgeridoo) Cultural Landscape values and matters relating to land management and place Culture and language revival, preservation, and education Cultural Interpretative Walks and Talks Indigenous Rangers Cultural Education programs Cultural Education and Resource Centre/Safe Keeping Place Understanding the views of the Traditional Owner stakeholders and communities Generating support for action (Traditional Owner consultation) Revision of the section within Council’s website that relates to local Aboriginal history and information, especially in relation to the Traditional Owners of Ipswich. Developing ‘fees for service’ governance structure (i.e for specialist knowledge, Welcome to Country etc) Reimbursement for ‘out of pocket’ expenses (ie travel allowance to attend meetings)

Group 3: Traditional Owner Representative Steering Committee	
	<ul style="list-style-type: none"> • Develop a 'code of conduct' for all members to endorse.
Roles and responsibilities	<ul style="list-style-type: none"> ✓ Policy and Strategy ✗ Legislation and Compliance ✓ Council (Mayor, Councillors, Officers)
Exclusions	<p>Exclusions to the Traditional Owner Representative Steering Committee are:</p> <ul style="list-style-type: none"> • Will not be a statutory committee of Ipswich City Council, but will operate as a formal consultative committee between Council and the Traditional Owner Representatives. • Native Title Compliance Processes • Aboriginal Cultural Heritage Clearance Processes <p>Note: these legislative responsibilities are between Council and the registered Native Title Party as per the provisions of each respective legislation (Native Title Act 1993 and Cultural Heritage Act 2003) and will be the core business of the Native Title and Cultural Heritage Advisory Group</p>
Communication	<p>To be determined during community consultation process.</p> <p>Comms for Representative Engagement Group – TBC</p> <p>Propose: email and/or written correspondence to all members via group email (ie agenda items and minutes).</p>
Engagement	<p>To be determined during community consultation process.</p> <p><i>Example:</i></p> <p>Type: Scheduled face to face meetings between the Representative Engagement Group members and Council representatives</p> <p>Location: Level 1, 1 Nicholas Street, Ipswich (subject to availability)</p> <p>Room setup: Yarning Circle in front of presentation screen</p> <p>Frequency: Every two months (January, March, May, July, September, November each year)</p> <p>Date / time: Third Wednesday of the month, 9am – 12pm</p> <p>Catering: Council to provide refreshments (drinks, food as appropriate to time of day)</p> <p>Call for agenda items: Four weeks prior to each meeting</p> <p>Distribute agenda, meetings papers and copies of presentations: Two weeks prior to each meeting</p> <p>Meeting minutes: Issued no later than one week after each meeting</p> <p>Sitting Fee: Members may request a sitting fee – amount yet to be determined</p>

Proposed process and timings for regular engagement meetings between Group 3 Traditional Owner Steering Committee and Council



4.2.5 GROUP 4: INDIGENOUS ELDERS GROUP

Group 4: Indigenous Elders Group	
Accord References	<p>Outcome 1.3: The history of Aboriginal and Torres Strait Islander peoples in Ipswich is publicly documented.</p> <p>Action 1.3.1: In collaboration with Elders and community leaders, gather and encourage the supply of photographs and material relevant to Aboriginal and Torres Strait Islander history in Ipswich and display this historical material on council's Picture Ipswich platform.</p> <p>Action 1.3.2: In partnership with Traditional Owners and the Purga Elders and Descendants Aboriginal Corporation, gather historical information of the Deebing Creek and Purga Mission sites and display this historical material on council's Picture Ipswich platform.</p> <p>Outcome 1.5: Council-owned libraries and the Art Gallery are culturally safe and welcoming places for Aboriginal and Torres Strait Islander people, their families, children, young people and Elders.</p> <p>Action 1.5.2: Council-owned libraries facilitate the participation of Aboriginal and Torres Strait Islander Elders in story-time activities and encourage community participation in these activities.</p> <p>Outcome 1.7: Council continues to support and increase opportunities for Aboriginal and Torres Strait Islander peoples usage and engagement with the Briggs Road Sports Club.</p> <p>Action 1.7.2: Council continues to use the existing recognised Indigenous Elder names in naming the infrastructure (ie the building, the grand stands, oval).</p>
Overview	<p>Ipswich's Community Elders are people who live and/or work in the City of Ipswich and undertake an important role in the civic and social life of our community. Ipswich's Community Elders include the Elders who were either born on the Missions (Deebing and Purga), those Elders who were born in the wider Ipswich area, and respected Torres Strait Islander Elders. They do not identify as Traditional Owners of the Ipswich area, as their ancestral lands (if known) are elsewhere in Australia.</p> <p>An Aboriginal and Torres Strait Islander Elder is a person with 'recognition within their community as a custodian of knowledge and lore, and who has permission to disclose cultural knowledge and beliefs. Recognised Elders are highly respected people within Aboriginal and Torres Strait Islander communities.' REF</p> <p>It is important to recognise that eldership is about understanding and culture, not necessarily age. It is customary to refer to Elders as 'Aunty' or 'Uncle'. It is seen as a title of respect and it is acceptable for a non-</p>

Group 4: Indigenous Elders Group	
	<p>Indigenous person to refer to them this way. However, it is recommended to ask first if this is how the individual would like you to refer to them.</p> <p>Examples of Community Elder responsibilities and matters, relevant to Ipswich City Council, include:</p> <ul style="list-style-type: none"> • Providing advice about issues affecting the community, including issues pertaining to the former Missions (Deebling Creek and Purga) • Working to improve social outcomes (eg health, education, employment) • Leading and participating in community events • Education and advocacy regarding Aboriginal and Torres Strait Islander history, culture, rights and reconciliation
Members	<p>Community: Respected Elders from the Aboriginal and Torres Strait Islander community.</p> <p>Council: Council membership may include:</p> <ul style="list-style-type: none"> • Councillors from the Community, Culture, Arts and Sport Committee • Council Executives from the Executive Leadership Team • Council officers from Community, Cultural and Economic Development Department <p>Invited guests may also attend and engage as appropriate, for example council program and event officers.</p>
Objectives and Scope	<ul style="list-style-type: none"> •
Roles and responsibilities	<ul style="list-style-type: none"> ✓ Policy and Strategy ✗ Legislation and Compliance ✓ Council (Mayor, Councillors, Officers)
Exclusions	Issues and topics that are specific to the Traditional Owners of Ipswich and covered by the Traditional Owner Steering Committee or the Native Title and Cultural Heritage Advisory Group
Communication	<p>To be determined during community consultation process.</p> <p>Comms for Representative Engagement Group – TBC</p> <p>Propose: email and/or written correspondence to all members via group email (ie agenda items and minutes).</p>
Engagement	<p>To be determined during community consultation process.</p> <p><i>Example:</i></p> <p>Type: Scheduled face to face meetings between the Representative Engagement Group members and Council representatives</p>

Group 4: Indigenous Elders Group

Location: Level 1, 1 Nicholas Street, Ipswich (subject to availability)

Room setup: Yarning Circle in front of presentation screen

Frequency: Every two months (January, March, May, July, September, November each year)

Date / time: Second Wednesday of the month, 9am – 12pm

Catering: Council to provide refreshments (drinks, food as appropriate to time of day)

Call for agenda items: Four weeks prior to each meeting

Distribute agenda, meetings papers and copies of presentations: Two weeks prior to each meeting

Meeting minutes: Issued no later than one week after each meeting

Sitting Fee: Members may request a sitting fee – amount to be determined

4.2.6 GROUP 5: ABORIGINAL AND TORRES STRAIT ISLANDER EMPLOYEE WORKING GROUP

Group 5: Aboriginal and Torres Strait Islander Employee Working Group	
Accord References	<p>Outcome 3.2: Aboriginal and Torres Strait Islander employees of council are supported through culturally appropriate human resource processes.</p> <p>Action 3.2.3: Council to consider the establishment of an Aboriginal and Torres Strait Islander Employee Working Group to provide advice to council regarding ongoing improvements to ensure the workplace is a culturally safe and supportive environment.</p>
Overview	<p>The Aboriginal and Torres Strait Islander Employee Working Group was established by People and Culture Branch as an action item from the Indigenous Accord 2020-2025.</p> <p>The formation of this Group is also aligned to Objective 3 of our People and Culture Strategy which states that we will actively increase our efforts towards inclusion because we know that to best serve the community, we need to understand and embody its diversity.</p> <p>The Group operates in accordance with the 'Aboriginal and Torres Strait Islander Employee Working Group (ATSIEWG) Terms of Reference', which is provided in Appendix A. Information in the sub-sections below has been drawn from these Terms of Reference.</p>
Members	<p>Membership is open to council employees who identify as Aboriginal and/or Torres Strait Islander.</p> <p>Members will nominate themselves by contacting the People and Culture Branch.</p> <p>Members must provide written approval from their supervisor showing support of their membership (members to liaise with the Manager, People and Culture and/or Organisational Development Manager if support is not provided from their leader).</p> <p>New members are welcome to join the Working Group at any time.</p> <p>Meeting coordination and support undertaken through Council officers from People and Culture.</p>
Objectives	<p>Representatives of this Working Group are the voice of their community and Aboriginal and Torres Strait Islander employees within the organisation. They gather feedback from their colleagues, relay key information back to the Working Group and engage in meaningful discussion. They will be responsible for providing advice to council regarding ongoing improvements to ensure our workplace is a culturally safe and supportive environment.</p> <p>This Working Group will be a form of networking for Aboriginal and Torres Strait Islander employees and a safe place to raise questions.</p>
Scope	<p>It is expected that members of the Aboriginal and Torres Strait Islander Employee Working Group will:</p> <ul style="list-style-type: none"> Attend all meetings and provide sufficient notice when unable to attend.

Group 5: Aboriginal and Torres Strait Islander Employee Working Group	
	<ul style="list-style-type: none"> • Provide input and feedback on initiatives including organisational development, workplace wellbeing, corporate communication, and employee benefits. • Share ideas and innovation to improve organisational cultural capability. • Communicate, engage, and take action to ensure your community feel informed, heard, and empowered. • Help others in the organisation to understand how People and Culture can support Indigenous employees.
Roles and responsibilities	<ul style="list-style-type: none"> ✓ Policy and Strategy ✗ Legislation and Compliance ✓ Council (Mayor, Councillors, Officers)
Exclusions	Not specifically identified, but exclusions would be anything outside the objectives and scope of the Working Group.
Communication	<p>Members are contacted individually via group email.</p> <p>Members also have a MS Teams channel called Aboriginal and Torres Strait Islander Working Group which is used to share information and hold group discussions outside formal meetings.</p>
Engagement	Meetings are held on the third Tuesday of every month.

Table 1: Who and when to engage on specific topics or matters

This table is not exhaustive – it is a guide for common discussion areas, will be expanded and updated over time.

Topics / matters	Group 1: Accord	Group 2: Native Title and Cultural Heritage	Group 3: Traditional Owners	Group 4: Elders	Group 5: Employees
Responsible Council Officer	Indigenous Australian Community Development Officer	Native Title and Cultural Heritage Officer	Native Title and Cultural Heritage Officer	Indigenous Australian Community Development Officer	Organisational Development Manager
Responsible Council Team / Branch	Economic and Community Development Branch	Natural Environment Branch	Natural Environment Branch	Economic and Community Development Branch	People and Culture Branch
Responsible Council Department	Community, Cultural and Economic Development Department	Environment and Sustainability Department	Environment and Sustainability Department	Community, Cultural and Economic Development Department	Corporate Services Department
Relevant Councillor Committee	Community, Culture, Arts and Sport Committee	Environment and Sustainability	Environment and Sustainability	Community, Culture, Arts and Sport Committee	Community, Culture, Arts and Sport Committee
Review and update of Indigenous Accord	✓				
Ipswich City Council Indigenous Accord 2020 – 2025 outcomes and action items	✓		✓	✓	✓
Native Title (Future Acts) Compliance		✓			
Cultural Heritage Clearance		✓			
Community matters such as needs, interests, education, behaviours, health and wellbeing				✓	

Topics / matters	Group 1: Accord	Group 2: Native Title and Cultural Heritage	Group 3: Traditional Owners	Group 4: Elders	Group 5: Employees
Contact point for broader community members (engaging with community Elders is an appropriate place to start)				✓	
Contact point for cultural protocols to understand, educate or preserve the local culture, language, history or identity for the future			✓		
Natural Environment and Land Management			✓		
Policy /program / strategy development and review eg Welcome to Country			✓		
Concerns and questions regarding former missions (Deebing Creek and Purga)				✓	
Social cohesion, community connectedness, unity or other sensitive matters				✓	
Deliverables under Council's Corporate Plan and Strategies			✓	✓	✓
Informing about a project, problem, opportunity, actions or decisions		✓	✓	✓	

Topics / matters	Group 1: Accord	Group 2: Native Title and Cultural Heritage	Group 3: Traditional Owners	Group 4: Elders	Group 5: Employees
Understanding views of stakeholders and communities		✓	✓	✓	✓
Generating alternatives, new ideas, insights or solutions			✓	✓	✓
Improving and/or developing policies or strategies			✓	✓	
Developing relationships		✓	✓	✓	✓
Building community capacity and capability		✓	✓	✓	✓
Generating support for action		✓	✓	✓	
Working towards changing behaviour		✓	✓	✓	
Creating community resilience					
Cultural and intellectual property			✓		
Respecting culture and heritage		✓			
Establishing cultural and communication protocols			✓	✓	
Economic development			✓		
Cultural tourism development and opportunities			✓		

Topics / matters	Group 1: Accord	Group 2: Native Title and Cultural Heritage	Group 3: Traditional Owners	Group 4: Elders	Group 5: Employees
Improving understanding, awareness or response to community matters			✓	✓	
Community needs, interests, education, behaviours, health and wellbeing				✓	
When diversity of participation is desired to reflect the whole of community		✓	✓	✓	
Reflecting community identity			✓	✓	