

TOWN OF COTTESLOE



RECONCILIATION ACTION WORKING GROUP MEETING

NOTES

**RECONCILIATION ACTION WORKING GROUP MEETING
HELD IN THE**

**War Memorial Hall, Cottesloe Civic Centre
109 Broome Street, Cottesloe and via Microsoft Teams
4:00pm – 5.30pm Monday, 2 May 2022**

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Presiding member declared the meeting opened at 4.09pm.

1.1 ACKNOWLEDGEMENT OF COUNTRY

The Chair begun by acknowledging the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past and present. He extended that respect to Aboriginal and Torres Strait Islander peoples here today.

2 DISCLAIMER

The Chair referred to the Disclaimer on the inside of the cover page.

3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

4 ATTENDANCE**Members**

Cr Craig Masarei	Presiding Member, Elected Member
Cr Chilla Bulbeck	Elected Member (via Teams)
Mayor Lorraine Young	Deputy Member, Elected Member
Mr Courtney Bridge	Community Representative
Ms Cheryl McCann	Community Representative
Ms Katina Law	Community Representative

Officers

Mr Matthew Scott	Chief Executive Officer
Mr Shane Collie	Director Corporate and Community Services
Ms Kate Saunders	Executive Services Officer

Visitors

Hannah Adams	Mosman Park, Coordinator Community Development
Nicola Madden	Mosman Park, Community Enrichment Officer
Deanne Poole	Member and Partner Manager, Reconciliation WA (via Teams)

Apologies

Cr Caroline Harben	Elected Member
Ms Jodee Harley	Community Development Officer

5 DECLARATION OF INTERESTS

There were no declarations of interest.

6 BUSINESS FROM THE PREVIOUS MEETING

6.1 REVIEW OF THE PREVIOUS NOTES

Attachment 6.1 – RAWG – Notes 11 April 2022.

The RAWG – Notes 11 April 2022 were received.

6.2 ACTIONS TAKEN SINCE PREVIOUS MEETING

Who	Action item	Status
Meeting 11 April 2022		
JH	1. Propose a RAP Budget for 2022/23 at the 2 May meeting.	Verbal update.
JH	2. Source indigenous cultural and history information included in the RAP.	Verbal update.
JH	3. Circulate RAWG member participation options for Reconciliation and NAIDOC Week 2022.	Agenda 7.1.1.
MS	4. Provide an update on the South West Native Title Settlement.	Verbal update.
KL	5. Confirm the names of key Whadjuk contacts once elected.	Verbal update.
Meeting 24 February 2022		
KS	6. Explore the possibility of temporary parking permits for RAWG members.	Verbal update.

In relation to actions taken since the previous meeting the group noted:

1. The administration are preparing a RAP budget for 2022/23 which will be presented to Council with the overall budget proposal.
2. Action item 2 is carried forward to the next meeting.

Prior to the meeting Cr Bulbeck circulated to the group many sources of background information.

Barb Dobson and Ken Macintyre on the Anthropology from the Shed website:

- <https://anthropologyfromtheshed.com/project/aborigines-and-the-cottesloe-coast/>
- <https://anthropologyfromtheshed.com/project/ethnography-of-mudurup-rocks-in-cottesloe-and-its-connection-to-rotnest-island-wadjemup/>
- <https://anthropologyfromtheshed.com/noongar-artefacts-evidence-of-coastal-habitation-at-south-cottesloe/>

- <https://anthropologyfromtheshed.com/kudjil-the-crow-man-at-cottesloe/>
- <http://anthropologyfromtheshed.com/project/map-pre-contact-indigenous-fremantle/>. This is an interesting project in which the custodians of Fremantle area produced a map of pre-contact Fremantle, to showcase Noongar culture as it used to be in the area.

Debra Hughes-Hallett. Indigenous history of the Swan and Canning rivers.

Student work placement: Curtin University. 2010

- <https://parks.dpaw.wa.gov.au/sites/default/files/downloads/parks/Indigenous%20history%20of%20the%20Swan%20and%20Canning%20rivers.pdf>

Denise Cook *That was my Home* - about the Aboriginal camps in Swanbourne–Subiaco – Fremantle area.

- Volume 2 results of the research:

<file:///C:/Users/Owner/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/960K22HF/Denise%20Cook%20That%20Was%20My%20Home%20honours%20thesis%20vol%201%20exegesis.pdf>

- Volume 1 - [Denise Cook That Was My Home honours thesis.pdf](#)

3. Action item 3 will be addressed by this agenda at 7.1.1.
4. Following the 11 April meeting, the CEO circulated information to the group in relation to the South West Native Title Settlement. In summary, the South West Native Title Settlement (the Settlement) is the largest native title settlement in Australian history. The Settlement is made up of six (6) individual Indigenous Land Use Agreements (ILUAs) and covers Perth and the South West region. The Settlement will affect an estimated 30,000 Noongar People and encompasses approximately 200,000 square kilometres in the South West. The Settlement will resolve the Noongar native title claims in the South West of Western Australia in exchange for a package of benefits that includes Recognition through an Act of Parliament, a perpetual trust, receiving yearly instalments of \$50 million for 12 years, as well as the establishment of six Noongar Regional Corporations and one Central Services Corporation, with funding support of \$10 million a year for 12 years, and \$6.5m to establish the offices. The package also includes the transfer of a significant volume of land, plus joint management of National Parks, partnerships, transfer and \$10m to refurbish properties. Additionally, economic and community development to support will be provided to the Noongar community, a capital program, a Land Fund, and funds and land for a Noongar Cultural Centre.

<https://www.noongar.org.au/about-settlement-agreement>.

5. Action item 5 is deferred until Ms Law joins the meeting.
6. Ms Saunders explained that working group members are not granted parking permits within the grounds of the Civic Centre, this privilege is reserved for Councillors.

The group noted:

- Ken Colbung and the Nannup family are likely to be Noongar people that the Town could form a relationship with.

4.27pm Ms Law joined the meeting.

- The group has a desire to identify and build relationships with Noongar people connected to Cottesloe. The South West Land and Sea Council (SWLSC) and Reconciliation WA are both avenues to find key contacts. Relationships can be complex and there is a chance that additional relationships present at a later date, which is okay as long as the Town has consulted authority with the intent to engage appropriately.
- It may be helpful to invite a representative from the SWLSC to a future meeting.
- The group would like to engage with the 31 people who identify as Aboriginal and Torres Strait Islander in the Cottesloe community, as indicated by the census.
- Mayor Young indicated that she would like to inform the community that the Town has commenced its RAP journey through her newsletter and possibly social media. The message may extend to reference the Town as a place where everyone is welcome, with an invitation for members of the community who would like to be engaged regarding the RAP to register their details via a form on our website.
- The City of Busselton have implemented a good engagement process throughout their RAP journey and may be a helpful contact.

7 REPORTS

7.1 ITEMS FOR DISCUSSION

7.1.1 RECONCILIATION ACTION WEEK

Attachment 7.1.1 - National Reconciliation Week 2022 activities – www.nrw.reconciliation.org.au/calendar.

The group would like the Town to participate in National Reconciliation Week 2022 (NRW) with the following initiatives:

- Promote the Reconciliation WA programme of activities via the Town's newsletter, social media and on the website; activities may include the Virtual Breakfast, Yarning Circles, Walk for Reconciliation in Kings Park or for the community to do their own walk following the Wardun Beeliar Bidi Trail in Cottesloe.
- Schedule an invitation for an informal Cottesloe walk for reconciliation before work on Friday 3 June, following part of the existing route of the Wardun Beeliar Bidi Trail. The walk may be led by Cr Masarei, as Presiding member of the RAWG, with a stop at historical points along the journey to share significant stories and landmarks. Invitees may include Councillors, the Reconciliation Action Working Group and nominated staff.
- NRW Virtual Breakfast led by Reconciliation WA on Friday 27 May 8.00-10.00am, with the details of the Town's involvement to be decided once the program has been issued.

The group noted:

- The aim is to have one million West Australian people participate in the NRW Virtual Breakfast, with no requirement to participate for the entire program.
- The Wardun Beeliar Bidi Trail should be added to the Town's website.

7.1.2 RECONCILIATION ACTION PLAN

Attachment 7.1.2 – Reconciliation Action Plan – Town of Cottesloe – Draft April 2022.

The group noted:

- The aim is to submit the draft RAP to the 24 May Ordinary Council Meeting, with a desire to align communications to the community that we've begun our journey during Reconciliation Week 2022.
- The budget will be submitted based on the draft RAP that goes to Council.
- The Reflect RAP is for a 12 month period.
- The draft RAP can have more specific detail added to include:
 - NRW activities to be added to the RAP.
 - Investigate purchasing policies/ practices that support procurement from Aboriginal businesses (including State policies) and explore what opportunities exist to support this at the Town (purchasing policy or other).
 - Consider replacing "Develop a business case to alter the procurement policy" to list ideas for what products and services the Town may prioritise to procure from Aboriginal businesses and influence those that we work with to support Noongar businesses. For example Sculptures by the Sea.
 - Review the aboriginal content on the Town's website and add to display the RAP process has commenced, plus include the Wardun Beeliar Bidi Trail - <https://trailswa.com.au/trails/trail/wardun-beelier-bidi>
- A useful resource is the Aboriginal Business Directory which lists certified Aboriginal businesses. They categories two different levels – www.abdwa.icn.org.au/supplier/search.
- A useful Noongar resource is their website <https://www.noongar.org.au/>
- The Town of Cottesloe will engage the community next financial year to develop a Strategic Community Plan. This work will assist to further align the RAP with the business of the Town and to better understand community sentiment with the RAP.

- A note in the front of the RAP could highlight that our focus is on relationships and continuing internal reflection throughout the implementation period.
- North Cottesloe Primary School are happy to promote for their community to complete their own Cottesloe walk during Reconciliation Week.

8 GENERAL BUSINESS

The Town of Mosman Park intend to work with the Town, where it's appropriate. They're currently identifying significant Noongar sites.

9 NEXT MEETING

Monday 30 May 2022, 4.00-5.30pm.

10 MEETING CLOSURE

The meeting closed 5.58pm.

Responsible Officer	Action item
Meeting 2 May 2022	
JH	1. Confirm the status of the settlement, understand the settlement location and identify the key contacts for Cottesloe (view the Native Title website).
JH	2. Contact the South West Land and Sea Council to explain that we would like to build a relationship with local aboriginal people and ask for the details of those who we should be engaging with within the Town of Cottesloe (and for which purpose these contacts are most suited).
JH	3. Contact Deanne Poole at Reconciliation WA to ask for the details of those who we should be engaging with within the Town of Cottesloe (and for which purpose these contacts are most suited).
	4. Invite an identified key aboriginal stakeholders for Cottesloe to a future RAWG meeting.
Mayor	5. The Mayor to include a message in her new item to convey that the Town welcomes all people, that the RAP journey has commenced and that we invite those interested in being engaged or informed about the process to register their interest.
KS/ JH	6. Set up register for members of the community interested in being engaged or informed about the RAP journey.
	7. Include additional detail the RAP: <ul style="list-style-type: none"> - Review the aboriginal content on the Town's website and add content to display that the RAP process has commenced - Include the Wardun Beelie Bidi Trail on the Town's website - https://trailswa.com.au/trails/trail/wardun-beelie-bidi. - NRW activities to be added to the RAP. - Investigate purchasing policies/ practices that support procurement from Aboriginal businesses (including State policies) and explore what

Responsible Officer	Action item
	<p>opportunities exist to support this at the Town (purchasing policy or other).</p> <ul style="list-style-type: none">- Consider replacing “Develop a business case to alter the procurement policy” to list ideas for what products and services the Town may prioritise to procure from Aboriginal businesses and influence those that we work with to support Noongar businesses. For example Sculptures by the Sea.
	8. Provide the draft RAP to Deanne Poole at Reconciliation WA prior to submission to Council.
Meeting 11 April 2022	
JH	9. Source indigenous cultural and history information included in the RAP.



REFLECT
RECONCILIATION ACTION PLAN (RAP)

TABLE OF CONTENTS

THE TOWN OF COTTESLOE	3
Indigenous Culture	4
OUR RAP	5
Our Journey and Partnerships	6
Relationships.....	7
Respect	8
Opportunities.....	9
Governance	10

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THE TOWN OF COTTESLOE

The Town of Cottesloe is a beach side suburb on Whadjuk Nyoongar land and waters located 12 kilometres from Perth covering an area of four square kilometres. The main attractions in the Town of Cottesloe are Cottesloe Beach, Cottesloe Civic Centre and Cottesloe Town Centre. Local industry is concentrated in the retail, entertainment, restaurant and accommodation sectors.

In the 2016 Census, there were 7,375 people in Cottesloe, of these 49.0% were male and 51.0% were female. Aboriginal and/or Torres Strait Islander people made up 0.4% (No. 31) of the population. In Cottesloe 68.8% of people were born in Australia with the other most common countries of birth being England 8.6%, South Africa 1.8%, New Zealand 1.6%, USA 1.4% and Ireland 1.1%.

The Town's vision is of an iconic coastal community with a relaxed lifestyle, with the mission to preserve and improve Cottesloe's natural and built environment and beach lifestyle by using sustainable strategies in consultation with the community

As outlined in the Town of Cottesloe Corporate Business Plan 2020 -2024, Council is working toward the following 6 strategic objectives:

1. COMMUNITY – Protect And Enhance The Well Being Of Residents And Visitors;
2. INFRASTRUCTURE – Achieving Connectivity Between East And West Cottesloe;
3. ENVIRONMENT – Enhancing Beach Access And The Foreshore;
4. DEVELOPMENT – Managing Development;
5. ECONOMIC SUSTAINABILITY – Providing Sustainable Infrastructure And Community Amenities;
6. GOVERNANCE - Providing Open and Accountable Local Governance.

Indigenous Culture

Three sites have been registered on the Department of Aboriginal Affairs Heritage Site database within the Town of Cottesloe. Mudurup, or Moonderup, is a ceremonial site located at Mudurup rocks, south of the Cottesloe Surf Club. The other two sites, Victoria Street Station and Macarthur Street, have been listed due to recorded artefacts being located there.

During mid to late summer, birok, (Dec-Jan) and burnoru (Feb-Mar) the Noongar people used to frequent the place called Mudurup, which is now known as Cottesloe Beach. The ceremonial site of Mudurup is considered as one of the most important mythological coastal sites on the Swan Coastal Plain.

The Mudurup site is a limestone outcrop that overlooks a platform that used to be a popular fishing spot. If you look at the limestone ledge and almost stalactite pipes projecting down from a distance the site resembles a shark with its mouth open. Moonda or Moonder means Tiger Shark.

Mudurup site was part of the initiation process, where initiates were taken to learn about Kurannup, the destination of the spirits beyond the western sea towards Garden and Rottnest Islands. The Noongar people believed that the ravens helped to carry the spirits away toward the setting sun, which drops on the horizon between the two islands.

The limestone rock formation of Mudurup allows underground freshwater springs to flow into the sea that the Noongar people believe were created by, and continue to be embodied by, the mythological Waugal or Rainbow Serpent. The Waugal is believed to embody all freshwater systems, including rivers, wetlands and lakes in and around the Swan Coastal Plain.

As well as an important creator, the Waugal is the protector of the environment. The Noongar people believe that if a waterway is damaged or changed, then the Waugal is also harmed. Hence, all freshwater systems must be protected and conserved to protect the Waugal and keep the environment healthy.

OUR RAP

Through the development of a RAP the Town of Cottesloe formalises its commitment to reconciliation. A RAP provides the framework to assist the Town in delivering worthwhile initiatives to advance reconciliation in our community.

Facilitated by the Reconciliation Action Working Group, it is intended the RAP will:

- Assist Council to prioritise the most important issues regarding Reconciliation;
- Improve communication and relationships between the Town and Aboriginal and Torres Strait Islander communities;
- Develop a culturally aware and supportive workplace to enable all employees to thrive.

Our approach will reflect Reconciliation Australia's framework of relationships, respect and opportunities for implementing reconciliation initiatives in the workplace and beyond.

The Town is committed to implementing the Actions and Deliverables as outlined in the Reflect RAP below in consultation with key stakeholders, including:

- Aboriginal and Torres Strait Islander stakeholders and organisations;
- Town staff and Councillors;
- Local community members and groups;
- Reconciliation WA;
- Reconciliation Australia.

Our Journey and Partnerships

The Town is looking forward to building on past and current initiatives, which include:

- Proudly flying the Aboriginal Flag at the Cottesloe Civic Centre since 2013;
- Providing support to the ICEA Foundation to host the Kambarang Festival (2010 - 2018) comprising surfing, skating, basketball, didgeridoo playing and cultural walks;
- In 2019 Councillors consulting with Reconciliation WA for advice on starting our Reconciliation journey;
- Consultants Danny Ford and Tim Muirhead providing Cultural Awareness Training to staff and Councillors in 2021;
- Participating in 2021 Reconciliation Week and NAIDOC Week activities;
- Forming the Reconciliation Action Working Group in 2021;
- Partnering with the WA Police anti-graffiti team in 2021 to contract artist Justin Martin from Djurandi Dreaming to paint a mural at Jasper Green Reserve and conduct student workshops;
- Since 2018 delivering a Welcome to Country at most major Town events and more recently providing an Acknowledgement of Country at Council and Committee meetings; and
- Creation of the Reconciliation Action Working Group which held its first meeting in February 2022.

Relationships			
Action	Deliverable	Timeline	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	<ul style="list-style-type: none"> Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence. 	May/June, 2022	Reconciliation Action Working Group
	<ul style="list-style-type: none"> Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations. 	June, 2022	Reconciliation Action Working Group / Community Development Officer
2. Build relationships through celebrating National Reconciliation Week (NRW).	<ul style="list-style-type: none"> Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff. 	May, 2022	Community Development Officer
	<ul style="list-style-type: none"> RAP Working Group members to participate in an external NRW event. 	27 May- 3 June, 2022	Reconciliation Action Working Group
	<ul style="list-style-type: none"> Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW. 	27 May- 3 June, 2022	Chief Executive Officer
3. Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> Communicate our commitment to reconciliation to all staff. 	May/June, 2022	Mayor / Chief Executive Officer
	<ul style="list-style-type: none"> Identify external stakeholders that our organisation can engage with on our reconciliation journey. 	Ongoing	Reconciliation Action Working Group
	<ul style="list-style-type: none"> Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey. 	Ongoing	Reconciliation Action Working Group
4. Promote positive race relations through anti-discrimination strategies.	<ul style="list-style-type: none"> Research best practice and policies in areas of race relations and anti-discrimination. 	July/August, 2022	Human Resources Coordinator
	<ul style="list-style-type: none"> Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs. 	July/August, 2022	Human Resources Coordinator

Respect			
Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	<ul style="list-style-type: none"> Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation. 	October, 2022	Chief Executive Officer / Director Corporate & Community Services
	<ul style="list-style-type: none"> Conduct a review of cultural learning needs within our organisation. 	November, 2022	Human Resources Coordinator / Community Development Officer
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	<ul style="list-style-type: none"> Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area. 	Ongoing	Reconciliation Action Working Group / Director Engineering Services
	<ul style="list-style-type: none"> Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. 	September, 2022	Chief Executive Officer / Executive
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	<ul style="list-style-type: none"> Raise awareness and share information amongst our staff about the meaning of NAIDOC Week. 	June/July, 2022	Director Corporate & Community Services / Community Development Officer
	<ul style="list-style-type: none"> Introduce our staff to NAIDOC Week by promoting external events in our local area. 	June/July 2022	Director Corporate & Community Services / Community Development Officer
	<ul style="list-style-type: none"> RAP Working Group to participate in an external NAIDOC Week event. 	3 – 10 July, 2022	Reconciliation Action Working Group

Opportunities

Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	• Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	Jan/Feb, 2023	Human Resources Coordinator
	• Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	Jan/Feb, 2023	Human Resources Coordinator
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	• Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	December, 2023	Director Corporate & Community Services / Finance Manager
	• Investigate Supply Nation membership.	June, 2022	Community Development Officer

Governance

Action	Deliverable	Timeline	Responsibility
10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	• Form a RWG to govern RAP implementation.	December, 2021	Councillors / Executive
	• Draft a Terms of Reference for the RWG.	August, 2021	Councillors / Executive
	• Establish Aboriginal and Torres Strait Islander representation on the RWG.	December, 2021	Councillors / Executive
11. Provide appropriate support for effective implementation of RAP commitments.	• Define resource needs for RAP implementation.	May / June, 2022	Reconciliation Action Working Group
	• Engage senior leaders in the delivery of RAP commitments.	Ongoing	Councillors / Executive
	• Appoint a senior leader to champion our RAP internally.	December, 2021	Chief Executive Officer



	<ul style="list-style-type: none">Define appropriate systems and capability to track, measure and report on RAP commitments.	May/June, 2022	Director Corporate & Community Services / Community Development Officer
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	<ul style="list-style-type: none">Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June annually	Community Development Officer
	<ul style="list-style-type: none">Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	1 August annually	Community Development Officer
	<ul style="list-style-type: none">Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September, annually	Reconciliation Action Working Group
13. Continue our reconciliation journey by developing our next RAP.	<ul style="list-style-type: none">Register via Reconciliation Australia's website to begin developing our next RAP.	March, 2023 [<i>three months prior to RAP expiry date</i>]	Reconciliation Action Working Group