City of Canada Bay

Reflect Reconciliation Action Plan

June 2023 – June 2024



RECONCILIATION ACTION PLAN

REFLECT



The City of Canada Bay is a local government area in Sydney. We acknowledge the Australian Aboriginal and Torres Strait Islander peoples, in particular the Wangal people of the Eora nation, as the first inhabitants of the nation and the traditional custodians of the lands where we live, learn and work.

The artwork for our RAP was created by Gwiyaala Aboriginal Art in collaboration with attendees at a First Nations meet up and art workshop in November 2022. This vibrant artwork is being featured throughout the document and is on display at the City of Canada Bay's Civic Centre in Drummoyne. More about the piece can be found on page 30.

Mayor's foreword



I am proud to present the City of Canada Bay's Reflect Reconciliation Action Plan (RAP).

This is our first Reconciliation Action Plan, a guiding document that will help us to make practical steps towards reconciliation, both within Council and our wider community.

Reconciliation is an action as well as a goal, and Council is in a unique position to lead our community towards reconciliation through education, programs, policies, and celebrations.

Developed in consultation with Aboriginal and Torres Strait Islander peoples, our intention for this Reconciliation Action Plan is to create a framework for Council to build strong connections with our First Nations community and reflect on how we can bring our diverse community together to work on a shared vision for reconciliation.

The City of Canada Bay is committed to recognising and celebrating Aboriginal and Torres Strait Islander cultures and heritage of our area, in particular the Wangal people of the Eora nation, as the first inhabitants of the nation and the traditional custodians of the lands where we live, learn and work.

Council has introduced a range of initiatives to support and recognise Aboriginal and Torres Strait Islanders, their cultures, and their heritage. This includes our 2006 Aboriginal Heritage Study and Management Plan, Acknowledgement and Welcome to Country before Council meetings and events, flying the Aboriginal flag permanently outside the Drummoyne Civic Centre, and Wangal wayfinding signage on the iconic Bay Run.

I am confident our Reflect Reconciliation Action Plan will assist the City of Canada Bay to make continued progress towards reconciliation, and I invite our whole community to walk with us towards a more respectful and inclusive future.

Message from Reconciliation Australia



Reconciliation Australia welcomes City of Canada Bay to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

City of Canada Bay joins a network of more than 1,100 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 3 million people now working or studying in an organisation with a RAP.

The four RAP types ¬¬¬— Reflect, Innovate, Stretch and Elevate — allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways.

This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables City of Canada Bay to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations City of Canada Bay, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

Karen Mundine

Chief Executive Officer
Reconciliation Australia



Col Hardy performs at Australian Evening of Celebration.

Our Business

Formed in the 2000 from the merger of Concord and Drummoyne Councils, the City of Canada Bay Council is in Sydney's inner west, about 6km from Sydney's CBD. With its 36km of waterfront, our area is known for its vibrant communities' picturesque landscapes and foreshore.

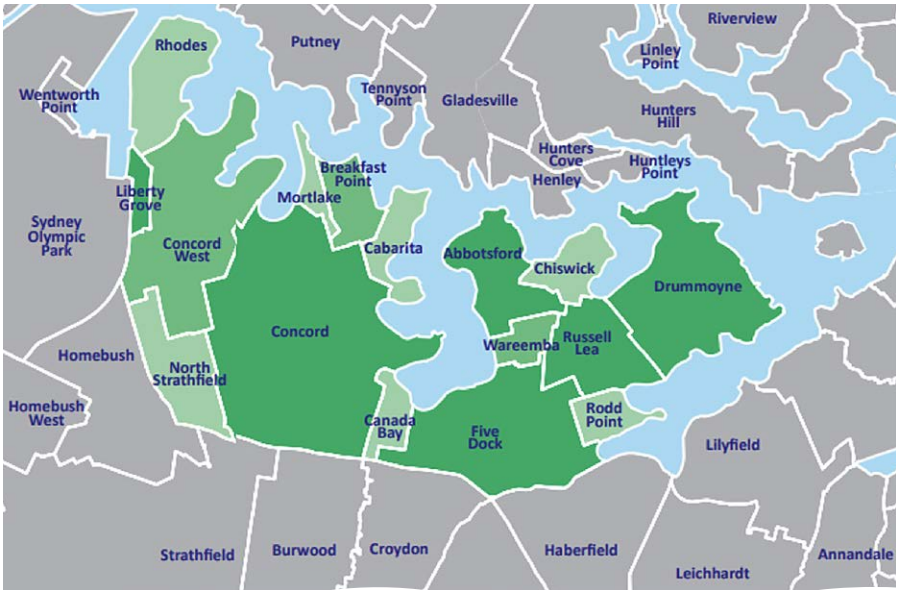
The City of Canada Bay Council serves over 96,000 residents, providing and maintaining facilities and services for our residents, including over 190 parks, recreational areas, and sports facilities.

Suburbs include Abbotsford, Breakfast Point, Cabarita, Canada Bay, Chiswick, Concord, Concord West, Drummoyne, Five Dock, Liberty Grove, Mortlake, North Strathfield, Rhodes, Rodd Point, Russell Lea, Strathfield (part) and Wareemba.

We employ 465 people at the City of Canada Bay to serve the community at Drummoyne Civic Centre, Five Dock Depot, Five Dock Leisure Centre, Five Dock Library, Concord Library, and Rhodes Learning Space. At last count (November 2021), we employ 2 people who identify as Aboriginal and/or Torres Strait Islander.



Jason Wing's The Serpent.



Key facts

This page contains some key facts about the City of Canada Bay community in a 2023 snapshot.

Original inhabitants
Wangal clan of the Eora Nation

40%
Speak a language other than English at home

Total city size
19.9km²

Medium high density dwellings
64%

Interviewed residents who say the Canada Bay area is a good place to live
96%

Born overseas
40%

Population size
86,706

Population employed full time
62%

Median age of total population
39

Schools, preschools and childcare
64

Our First Nations Community

Based on 2021 Census Data, .6% of our population in the City of Canada Bay are Aboriginal and/or Torres Strait Islander people. As part of developing this RAP, we sought to connect with our local First Nations communities and hear directly from those living here about what they would like to see Council focus on regarding reconciliation and support for First Nations people. Throughout the delivery of this RAP, we will continue to build strong relationships on our reconciliation journey.

.6%

(496 of 86,706) of the City of Canada Bay's population identify as Aboriginal and/or Torres Strait Islander

61

local First Nations people are undertaking vocational or university education

47%

of the City of Canada Bay's Aboriginal and/or Torres Strait Islander population are female, 53% are male

32%

of Aboriginal and Torres Strait Islanders in Canada Bay have one or more long term health condition.

Household type

25% of households are couples with children, 18% of households are one parent families, 27% are couples with no children, and 30% are lone person households and group households.

122

local First Nations people attend preschool, primary or secondary school

The median age of the local Aboriginal and Torres Strait Islander population is **27**



Our RAP

Gwiyaala Aboriginal Art's Gavin Chatfield and Bronwen Smith with Bronwen's sister Anna Jovanovic and her son Kirk.

Why a RAP?

The City of Canada Bay Council is developing a Reconciliation Action Plan to prioritise and progress reconciliation in our local area. As a local Council, we serve our community, and have a responsibility to recognise and promote the dual history of our area, celebrate contemporary First Nations cultures, and support the oldest surviving cultures in the world. We also want to focus on how we better deliver services and build connection and trust with our local Aboriginal and Torres Strait Islander communities - with each other, with Council, and with the non-Indigenous community. The City of Canada Bay is seeking to raise our ambition for reconciliation; recognising the past while working together to build a future of shared respect.

The Reconciliation Action Plan (RAP) Framework

Reconciliation Australia's RAP Framework provides organisations with a structured approach to advance reconciliation. There are four different types of RAP that an organisation can develop: Reflect, Innovate, Stretch & Elevate. Each type of RAP is designed to suit an organisation at different stages of their reconciliation journey and reflects a process that is not linear in nature.

The City of Canada Bay decided to start our RAP journey with a Reflect RAP, giving us time to build relationships, listen to our community, and establish solid foundations for growth and increasing ambition.



Our RAP artwork by Gwiyaala Aboriginal Art.

Our Community Strategic Plan: OUR Future 2036

Our community values open space and foreshore as the area's greatest assets. Many residents want to learn more about the city's Wangal history and culture, and their connection with the land. They are a community who want to foster stronger community ties, celebrate diversity, and acknowledge Aboriginal and Torres Strait Islander cultures.

Our community's vision is "Together we are an inclusive, sustainable and thriving foreshore community", and we are committed to the following five directions:

1. Connected Community
2. Sustainable and Thriving Community
3. Vibrant Urban Living
4. Infrastructure and Transport
5. Civic Leadership

The community outcome in our Connected Community direction is "Our local communities are diverse, inclusive, and safe places where we honour all cultures. Everyone has equitable access to services and facilities, and there are plenty of opportunities for all people to enjoy active lifestyles both outdoors and indoors."

Within this direction, we have a goal to "Celebrate, recognise and honour Aboriginal and Torres Strait Islander cultures."

Within our Library Strategic Plan, our community vision is: 'We celebrate and promote First Nations cultures and knowledge, and we welcome the LGBTQIA+ community, new migrants, refugees, children, young people, and seniors.' This is enacted through programming and events (during and beyond NAIDOC week), catalogue management and author talks.



Our reconciliation journey so far

First Nation's meet up attendees participate in an art workshop.

In 2020, Council established a RAP Working Group to begin developing Council's first RAP. Due to COVID-19, the development of the RAP was delayed until late 2021, when the initial working group grew to 18 officers and regular workshops and learning opportunities were conducted to prepare the RAP. These included a smoking ceremony conducted by Brendan Kirin from Metropolitan Local Aboriginal Land Council (MLALC), a walk on Country with Elder Uncle Jimmy Smith (pictured below), a visioning workshop, and information gathering tasks. The working group came together collaboratively to contribute and share what steps should be taken towards reconciliation.

Currently, we do not have Aboriginal or Torres Strait Islander representation in the RAP Working Group, however establishing First Nations representation is in our Reflect RAP commitments. Our RAP Champion is Stephanie Kelly, who first initiated the RAP process with enthusiasm. Our RWG will help to deliver this RAP across the 8 sites our Council staff work across, leading the many teams who will play key roles in its implementation.



Council's RAP Working Group take a walk on Country with Uncle Jimmy.

RAP Working Group participants

Manager, Place Management (RAP Champion)
Operations Manager, Community Services
Acting Operation Manager, Community Services
Engagement Coordinator, Place Management (RWG Chair)
PRCG Communications Officer
Manager, Media and Communications
Place Management Coordinator
Senior Strategic Planner (Social)
Team Leader, Garden Services
Team Leader, Bushcare
Community Development Coordinator
Online Communication Coordinator
P & C Business Partner and Organisational Design and Development
Senior Town Planner Statutory Planning
Operations Manager, Library Programs
Planning Assistant – Statutory Planning
Parks Project Manager
Library Officer, Administration
Senior Sustainability Project Officer

Existing Programs, Projects and Practices

As part of our Reflect RAP, the City of Canada Bay collated existing programs, projects and practices that establish a baseline of our work to progress reconciliation in our organisation and community. This Reflect RAP seeks to build upon this strong foundation.

AREA	ACTIONS
Metropolitan Local Aboriginal Land Council (MLALC)	■ 2011 Principle of Cooperation and collaborative relationship
2006 and 2022 Aboriginal Heritage Study and Management Plan	■ Archaeological study that outlines where Aboriginal sites exist in our LGA, guides their maintenance and dictates planning controls to protect them
Raising the Aboriginal and Torres Strait Islander flags at Council venues	■ Aboriginal Flag outside civic buildings ■ Aboriginal Flag and Torres Strait Islander flags in Council Chambers
Acknowledgment of Country	■ At all Council Meetings, library programs and all public events ■ Welcome to Country by MLALC at Council events ■ Acknowledgement of Country on Council website and Collaborate Canada Bay
Celebration of Aboriginal culture	■ Wangal Country dual-naming wayfinding signage was erected in 2021 around the iconic Bay Run in collaboration with Bundjalung and Biripai artist David Cragg ■ Dedicated Council website page "Original Inhabitants" ■ Canada Bay Newsletter CCB News history page features ■ Local Studies collection ■ Involving First Nations performers in our events programs ■ Series of digital stories by First Nations people sharing cultural knowledge are featured on Council's YouTube channel and website. QR codes with this content is rolled out in Wangal Reserve yarning circle and Bay Run wayfinding signage.
Council day care centres	■ Council runs two day-care centres that have reconciliation embedded into their work, including yarning circles, Acknowledgement of Country in all group sessions, a partnership with Sydney Olympic Park Authority (SOPA), cultural safety training and ongoing reflection
NAIDOC Week	■ Canada Bay Libraries run extensive programs each year







Canada Bay Libraries

- First Nations Astronomy event with astrophysicist and proud Wiradjuri woman Kirsten Banks (pictured)
- First Nations author displays (pictured)
- Koori Kinnections storytelling workshops
- Council funded mentoring program with 30 students from Concord Highschool Art Club and Bundjalung and Biripai artist Noni Cragg, now on display at Five Dock Library (pictured)
- First Nations themed storytime
- Local Studies history collections on Wangal people across digital and physical resources

Sustainability Team

- Bush tucker gardens
- Native plant giveaways
- Wildflower Partnership - a community of Aboriginal and Torres Strait Islander peoples dedicated to creating environmentally sustainable landscapes in Sydney

Parks

- Yarning Circle at Wangal Reserve, Mortlake
- Public art
- Bush Tucker garden at Five Senses Garden, Concord
- Indigenous plantings
- Flora and Fauna protection and enhancement programs

Public Art

- Council has a strong legacy of First Nations commissions in public art through both general and designated recruitment of artists. Our collection, with over 10 works from First Nations artists such as Joe Hirst, Jason Wing, Brook Andrew, Melle Smith, Maddison Gibbs, Leanne Tobin, Jason Shaw, and Daniel Cragg. This legacy will continue with a commission from Reko Rennie at the new Concord Oval.

Major projects

- New Concord Oval major tender included appointment of First Nations sub-contractors
- Phoenix Park and The Connection Rhodes feature integrated First Nations cultural designs

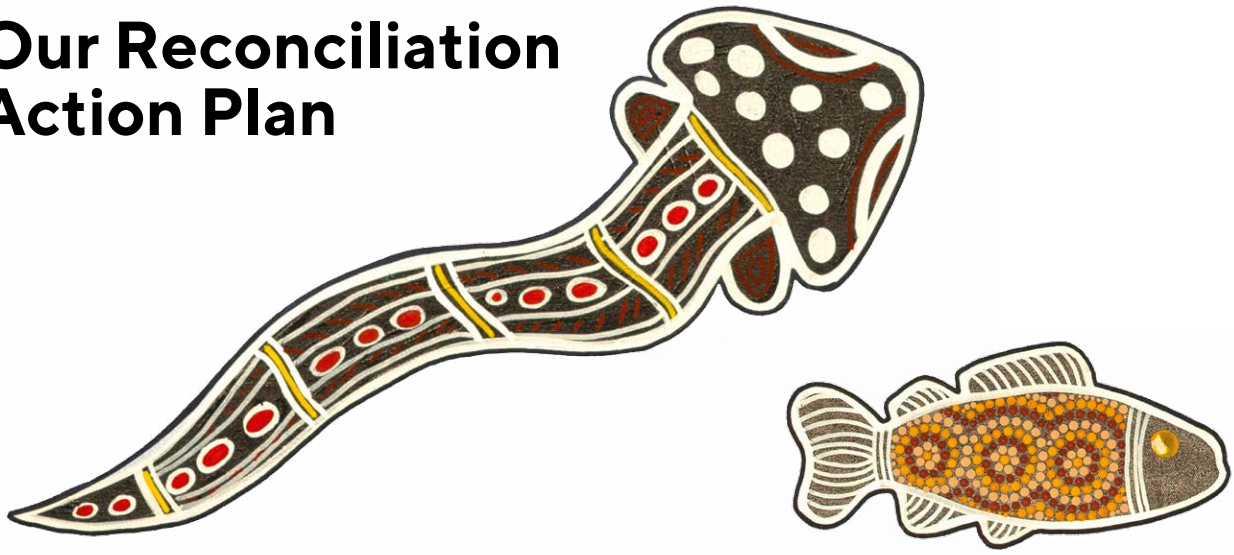
Cultural safety and employment

- Deadly Mentorz Saltwater training – cultural safety training conducted with community services and children's services teams
- Online cultural awareness course available to all staff
- Designated contracts
- Designated traineeships

Procurement

- Social sustainable procurement is part of Council's Procurement Policy
- Council is focusing on increasing purchasing from First Nations community through social procurement including event suppliers, caterers, filmmakers, contractors on major projects, graphic designer, and artists more broadly.

Our Reconciliation Action Plan



The City of Canada Bay Council recognises our RAP will provide an opportunity to build stronger relationships with and respect for Aboriginal and Torres Strait Islander peoples and cultures.

With support from the Executive and Leadership Teams, our RAP Working Group (RWG) has met regularly and enthusiastically over the last year to develop our reconciliation vision and actions, prepare case studies on our reconciliation journey and existing partnerships and programs, and participate in community engagement.

The City of Canada Bay Councillors are invested in this journey and have shown strong support for the organisation to continue to strengthen our commitment to promoting Aboriginal and Torres Strait Islander peoples and cultures through recognition and reconciliation.

We have met with local Aboriginal and Torres Strait Islander people to foster connection and trust, to share information, and seek feedback on how Council can support local Aboriginal and Torres Strait Islander communities within our sphere of influence. Their input has helped shape our vision and goals for this RAP. Their ongoing participation and collaboration with us are central to achieving these goals.

We will approach the implementation of our RAP as we do all our strategic plans; with support from senior leaders, clear actions and outcomes assigned to relevant teams and managers, a resourcing strategy that will assist with its success, and ongoing RAP Working Group meetings to share responsibilities and maintain accountability.

The Reconciliation Action Plan was developed through a process which included:

Strategic document review, programs, and learning:

- OUR Future 2036 Community Strategic Plan
- United Nations Declaration on the Rights of Indigenous Peoples (March 2009)
- Reconciliation Australia (March 2021) Guidelines to Producing a RAP
- City of Canada Bay Cultural Strategy 2022-2036
- City of Canada Bay 2022 Aboriginal Cultural Heritage Study and Management Plan

Community consultation and engagement:

- Reconciliation Australia webinar and office hours session
- Internal RAP Working Group sessions
- Internal engagement to collate Council's reconciliation initiatives to date
- Held consultation circle with Aboriginal and Torres Strait Islander stakeholders and local community members
- Met with Aboriginal elders
- Engagement with Metropolitan Local Aboriginal Land Council
- Briefed executive, leadership team and Councillors
- Met with neighbouring Councils to share ideas and seek advice on actions
- Outreach to community through LGA wide newsletter to encourage First Nations locals to connect with Council
- Held meet up event with local First Nations community members to discuss RAP vision, the community's needs from Council, and art workshop to create RAP art.

Fostering Connections (our partnerships)

Our RAP artwork by Gwiyaala Aboriginal Art.



On Sunday 6 November 2022, Council hosted a First Nations Meet Up event in the award winning 5 Senses Garden in Concord West. The focus of the event was to foster connection between the First Nations community and Council, as well as the wider community. Uncle Jimmy Smith joined us to acknowledge the Wangal people and shared his deep understanding and care for the spirits of the Wangal people on country. Over 30 people came together to meet one another, talk, share a meal, and participate in an incredible art workshop run by Gwiyaala Aboriginal Arts. Bronwen Smith and Gavin Chatfield took the group through a self-reflection exercise to create their own art that tells their story on smaller canvases. They also invited participants to contribute to the large canvas that tells the story of the Wangal people and the significance of their waterways and the saltwater mullet festivals held by traditional owners that brought local clans together in the area pre-colonisation.

The canvas also features the eel, as Wangal Country is a place of eel dreaming, and this is the RAP art seen throughout this document.



First Nation's meet up art workshop.

Council's connections include:

- Metropolitan Local Aboriginal Land Council principals of cooperation
- Gwiyaala Aboriginal Arts
- Deadly Mentorz Saltwater Training with Naomi Huxley
- Koori Kinnections Aboriginal education
- Koori Kids
- Wildflower Indigenous landscaping and native planting collective
- Reko Rennie
- Uncle Jimmy Smith
- Neighbouring local Councils Inner West Council, Sydney Olympic Park Authority, Burwood and Strathfield

Relationships





2011 Principle of Cooperation signing by Metropolitan Local Aboriginal Land Council (MLALC) and Council.



Koori Kinnections childrens education programs.



Proud Wiradjuri and Gadigal Elder Uncle Jimmy Smith and Council's Engagement Coordinator and RWG chair, Sarah Corry.



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
 **1** **Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.**	■ Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	June 2023	Community Engagement Coordinator
	■ Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	July 2023	Community Development Coordinator
	■ Conduct a listening project with local Aboriginal and Torres Strait Islander stakeholders to understand needs and priorities for Council.	October 2023	Community Engagement Coordinator
	■ Investigate the establishment of an advisory panel of Aboriginal and Torres Strait Islander stakeholders to provide input and advice on decision making on relevant Council matters	June 2024	Manager, Place Management
2 **Build relationships through celebrating National Reconciliation Week (NRW).**	■ Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	June 2023	Manager, People & Culture
	■ RAP Working Group members to participate in an external NRW event.	27 May- 3 June, 2024	Manager, People & Culture
	■ Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May- 3 June, 2024	Manager, People & Culture

Relationships

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
3 **Promote positive race relations through anti-discrimination strategies.**	■ Research best practice and policies in areas of race relations and anti-discrimination.	June 2024	Manager, People and Culture
	■ Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	June 2024	Manager, People and Culture
4 **Promote reconciliation through our sphere of influence.**	■ Communicate our commitment to reconciliation to all staff.	June 2023	General Manager
	■ Identify and develop Council reconciliation champions from across the organisation to lead delivery of reconciliation initiatives	June 2023	General Manager
	■ Identify external stakeholders that our organisation can engage with on our reconciliation journey.	June 2023	Community Engagement Coordinator
	■ Identify RAP organisations and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	June 2023	Community Engagement Coordinator
	■ Promote Council's 2022 Aboriginal Heritage Study and Management Plan	June 2023	Place Management Coordinator



Brendan Kirin of Metropolitan Local Aboriginal Land Council performs a smoking ceremony.

Respect



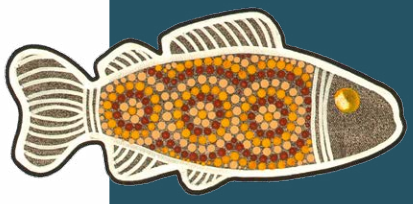


Wangal Country signage created by David Cragg

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
5 **Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning.**	■ Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights within our organisation.	June 2024	Manager, Place Management
	■ Conduct a review of cultural learning needs within our organisation.	October 2023	Manager, People and Culture
	■ Review/investigate cultural safety training opportunities for all Council staff.	June 2024	Manager, People and Culture

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
6 **Increase understanding and celebration of Aboriginal and Torres Strait Islander cultures in our local area**	■ Investigate Acknowledgement of Country / Wangal Country signage at all Council venues, parks, and wayfinding signs	June 2024	Manager, Place Management
	■ Review Council's Aboriginal library and local history collection to understand how Council can improve access to First Nations voices, stories and histories through our catalogue	June 2024	Manager, Library and Community Services
	■ Produce information materials about local First Nations histories and cultures for local residents across print and digital channels	December 2023	Manager, Place Management
	■ Investigate educational programs for community to learn about Wangal culture and local history including walks on Country, cartography, and astronomy	December 2023	Community Development Coordinator
	■ Engage with local Traditional Owners to explore the potential dual naming of places throughout the local area	October 2023	Community Engagement Coordinator
	■ Investigate Acknowledgment of Country pop-up for corporate website and Collaborate Canada Bay	August 2023	Manager, Media and Communications
	■ Explore ways to visually commemorate our First Nations history and culture in our parks and public places through design and public art	June 2024	Director Community, Culture and Leisure

Respect

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
7 **Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.** 	■ Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area, and more widely across the Sydney basin.	June 2024	Community Engagement Coordinator
	■ Develop information pack for Councillors and staff to improve understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	October 2023	Manager, Place Management
	■ Ensure all meetings at Council begin with an Acknowledgement of Country and provide Acknowledgement of Country materials in all meeting rooms and in digital meeting invitations.	August 2023	Manager, Place Management
	■ Introduce Acknowledgement of Country for all staff email signatures	June 2023	Manager, Media and Communications
8 **Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.**	■ Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	First week in July, 2023	Community Engagement Coordinator
	■ Introduce our staff to NAIDOC Week by promoting external events run by Council teams.	June 2023	Community Engagement Coordinator
	■ RAP Working Group to participate in an external NAIDOC Week event.	First week in July, 2023	Community Engagement Coordinator



Cultural facilitator and entertainer, David Barnett at Australian Night at the Movies 2021.

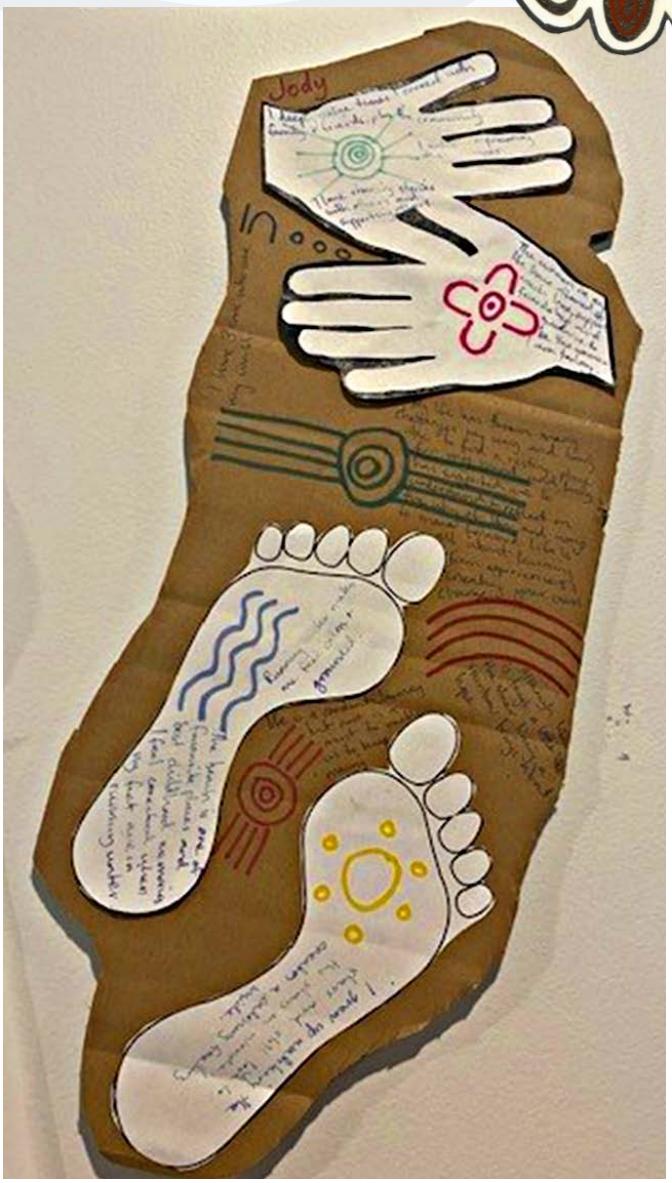
Opportunities

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
9 **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	June 2024	Manager, Place Management
	■ Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	June 2024	Manager, People and Culture
	■ Investigate Aboriginal and Torres Strait Islander trainee partnerships with Eora TAFE and University of Western Sydney	June 2024	Manager, People and Culture
10 **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.	October 2023	Manager Procurement; Manager, Sustainability
	■ Review Council's Supply Nation membership.	October 2023	Manager Procurement; Manager, Sustainability



Opportunities





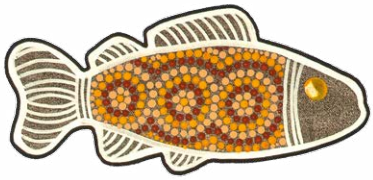


Council daycares have undertaken cultural safety training with Deadly Mentorz.



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
11 **Promote Narragunnawali Reconciliation in Education in Council's Early Education and Care services**	■ Promote Reconciliation Australia's Narrangunawali: Reconciliation in Education program to all learning services in our Council area, and encourage these schools to develop their own RAPs via the Narragunnawali platform	October 2023	Operations Manager Community Services
	■ Encourage all staff of partner schools in our network to sign up to the Narraggunnawali News mailing list	October 2023	Operations Manager Community Services
	■ Host appropriate links to Reconciliation Australia's Narragunnawali: Reconciliation in Education platform on our website	October 2023	Operations Manager Community Services
	■ Help promote and encourage schools within our network who has shown exceptional commitment to reconciliation to apply for Narragunnawali Awards	May 2024	Operations Manager Community Services

Governance



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
12 **Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.**	■ Maintain a RWG to govern RAP implementation.	January 2024	General Manager
	■ Draft a Terms of Reference for the RWG.	June 2023	Community Engagement Coordinator
	■ Establish Aboriginal and Torres Strait Islander representation on the RWG.	June 2024	Community Engagement Coordinator
13 **Provide appropriate support for effective implementation of RAP commitments.**	■ Define resource needs for RAP implementation.	June 2023	Community Engagement Coordinator
	■ Engage senior leaders in the delivery of RAP commitments.	June 2023	General Manager
	■ Appoint a senior leader to champion our RAP internally.	June 2023	General Manager
	■ Define appropriate systems and capability to track, measure and report on RAP commitments.	June 2023	Community Engagement coordinator





ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
14 **Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.**	■ 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 Engagement Coordinator
	■ Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	1 August annually	Community Engagement Coordinator
	■ Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September, annually	Community Engagement Coordinator
15 **Continue our reconciliation journey by developing our next RAP.**	■ Register via Reconciliation Australia's website to begin developing our next RAP.	January 2024	Community Engagement Coordinator





City of
Canada Bay