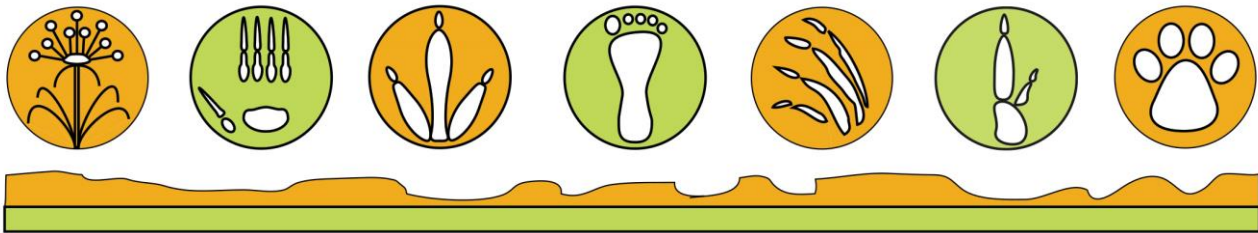


# BARKLY REGIONAL COUNCIL



## OUR VISION

**We strive to be responsive, progressive, sustainable council which respects, listens and empowers the people to be strong.**

## The Way We Will Work

**We will make it happen!**

**We will be engaged and have regular opportunities to listen.**

**We will have strong policy and budgets to ensure our programs and services are progressive and sustainable.**

**Respect is shown in everything we do and we have acceptance of all cultures in the Barkly Region and their practices through a culturally competent Council.**

**We are a responsible Council.**

**We will be a responsive Council.**

**We want to empower local decision making.**

**We want to ensure that our services are sustainable and that our region has a standard consistent level of services.**

**We want to be able to sustain our environment – our communities, our physical places, our people and our organisational culture.**

**We will aggressively pursue additional funding from both levels of government to improve the standard of living of people across the region.**

**We need to be realistic, transparent and accountable.**

## **AGENDA**

### **CULTURAL ADVISORY COMMITTEE MEETING**

### **WEDNESDAY, 30 MAY 2018**

Barkly Regional Council's Cultural Advisory Committee Meeting will be held in on  
Wednesday, 30 May 2018 at 2:00 PM.

**Steven Moore**  
**Chief Executive Officer**

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# AGENDA

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ITEM	SUBJECT	PAGE NO
<b>1</b>	<b>OPENING AND ATTENDANCE</b>	
	1.1 Elected Members Present	
	1.2 Staff Members And Visitors Present	
	1.3 Apologies	
	1.4 Absent Without Apology	
	1.5 Disclosure Of Interest	
<b>2</b>	<b>CONFIRMATION OF PREVIOUS MINUTES</b>	
	2.1 Confirmation of previous minutes .....	3
<b>3</b>	<b>ACTIONS FROM PREVIOUS MINUTES</b>	
	<i>Nil</i>	
<b>4</b>	<b>BUSINESS ARISING REPORT</b>	
	<i>Nil</i>	
<b>5</b>	<b>GENERAL BUSINESS</b>	
	5.1 Review of the Cross Cultural Advisory Committee's Terms of Reference .....	7
	5.2 Special Measure Selection Plans .....	12
<b>6</b>	<b>CLOSE OF MEETING</b>	

## **CONFIRMATION OF PREVIOUS MINUTES**

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**ITEM NUMBER** 2.1  
**TITLE** Confirmation of previous minutes  
**REFERENCE** 246035  
**AUTHOR** Steve Moore, Chief Executive Officer

### **RECOMMENDATION**

#### **That Council**

- a) Receive and note the previous minutes from Cultural Advisory Committee meeting held 26 June 2017

### **SUMMARY:**

### **BACKGROUND**

### **ORGANISATIONAL RISK ASSESSMENT**

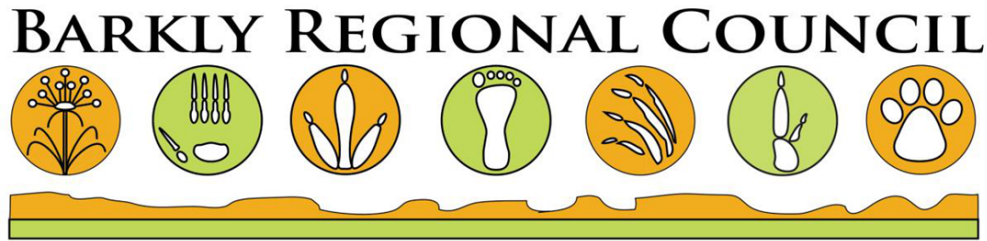
### **BUDGET IMPLICATION**

### **ISSUE/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

### **ATTACHMENTS:**

- 1 Cultural Advisory Committee Minutes 26.06.2017.pdf



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## **MINUTES CULTURAL ADVISORY COMMITTEE MEETING MONDAY, 26 JUNE 2017**

Barkly Regional Council's Cultural Advisory Committee Meeting was held in Tennant Creek Council Chambers on Monday, 26 June 2017 at 2:00 PM.

**Steven Moore  
Chief Executive Officer**

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Meeting commenced at 2:22 pm with Cr. Noel Hayes as chair.

**1. OPENING AND ATTENDANCE**

1.1 Elected Members Present

Cr. Noel Hayes – Chair  
Cr. Timothy Price  
Cr. Joyce Taylor  
Cr. Pat Braun

1.2 Staff Members Present

Steve Moore – BRC CEO  
Michael Hummel – BRC HR Manager  
Jan Hunter – EA to BRC CEO & Council President

1.3 Apologies

President Barbara Shaw

1.4 Absent Without Apologies

Cr. Ada Beasley  
Cr. Lucy Jackson  
Cr. Jennifer Mahoney

1.5 Disclosure Of Interest – Councillors And Staff

There were no declarations of interest at this Cultural Advisory Committee meeting.

**2. CONFIRMATION OF PREVIOUS MINUTES**

**2.1 CONFIRMATION OF PREVIOUS CULTURAL ADVISORY COMMITTEE MINUTES - 18 APRIL 2017**

**MOTION**

**That Council**

- a) Receive and note the minutes of the Cultural Advisory Committee meeting held on 18 April 2017 as a true and accurate record

**Moved: Cr. Tim Price**

**Seconded: Cr. Joyce Taylor**

**CARRIED UNAN.**

*Resolved CAC 9/17*

### 3. ACTIONS FROM PREVIOUS MINUTES

#### 3.1 ACTION LIST FROM PREVIOUS MEETING HELD ON 18 APRIL 2017

##### MOTION

##### That Council

- a) Receive and note the Action List from the previous meeting held on 18 April 2017
- b) An update on the status of the action items was provided by the CEO and all action items are ongoing

**Moved: Cr. Tim Price**

**Seconded: Cr. Joyce Taylor**

**CARRIED UNAN.**

*Resolved CAC 10/17*

### 4. BUSINESS ARISING REPORT

*Nil*

### 5. GENERAL BUSINESS

#### 5.1 CULTURAL TRAINING REPORT FOR CULTURAL ADVISORY GROUP

##### RECOMMENDATION

##### That Council

- a) That the Barkly Regional Council Cultural Advisory Committee recommend to Council to proceed with the delivery of the Cross-Cultural Training workshop developed by Charles Darwin University.
- b) CEO provided an update on the status of the Cultural Awareness Training and it was requested a request for the Training Program to be made available before the expected delivery date in September 2017.

**Moved: Cr. Tim Price**

**Seconded: Cr. Joyce Taylor**

**CARRIED UNAN.**

*Resolved CAC 11/17*

### 6. CLOSE OF MEETING

The meeting terminated at 2:45 pm.

THIS PAGE AND THE PRECEEDING PAGES ARE THE MINUTES OF THE Cultural Advisory Committee Meeting HELD ON Monday, 26 June 2017 AND CONFIRMED Monday, 28 August 2017.

\_\_\_\_\_  
Cr. Noel Hayes  
Chair

\_\_\_\_\_  
Steve Moore  
Chief Executive Officer

## GENERAL BUSINESS

<b>ITEM NUMBER</b>	5.1
<b>TITLE</b>	Review of the Cross Cultural Advisory Committee's Terms of Reference
<b>REFERENCE</b>	245782
<b>AUTHOR</b>	Steve Moore, Chief Executive Officer

### RECOMMENDATION

#### That the Committee

- a) Receive and note the report
- b) Endorse the revised Cross Cultural Advisory Committee's Terms of Reference
- c) Submit the revised Terms of Reference to Council for endorsement

### SUMMARY:

This report provides a revised Cross Cultural Advisory's Terms of Reference (TOR) for future application.

### BACKGROUND

The current Terms of Reference (TOR) was presented at the Ordinary Council Meeting held on 19 February 2015.

A closed workshop composed of all Aboriginal Elected Members was to further consider the TOR of the Committee and after revision to submit back to Council at its next meeting.

This was completed in April 2017.

## 9.15 CULTURAL ADVISORY COMMITTEE

### MOTION

That Council

- a) Set up a Cultural Advisory Committee as a Committee of Council as part of a strategic approach to strengthening the cultural framework of the organisation
- b) Adopt the proposed Terms of Reference
- c) Schedule these meetings quarterly
- d) Include attendance at these meetings as part of Special Meeting Allowance Policy

**Moved: Cr. Hayes**

**Seconded: Cr. Jackson**

### AMENDMENT

That Council

- a) Set up a Cultural Advisory Committee as a Committee of Council as part of a strategic approach to strengthening the cultural framework of the organisation
- b) Conduct a closed workshop with all Aboriginal Elected Members to further consider the terms of reference of the Committee
- c) The revised terms of reference be submitted back to Council for endorsement at its next meeting

**Moved: Cr. Aylett**

**Second: Cr. Braun**

*The amendment was won and on becoming the motion was put and carried*

**CARRIED UNAN.**

Resolution 21/15

**ORGANISATIONAL RISK ASSESSMENT**

Nil

**BUDGET IMPLICATION**

Nil

**ISSUE/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**ATTACHMENTS:**

- 1 TERMS OF REFERENCE - CROSS CULTURAL ADVISORY COMMITTEE\_2017\_V1.pdf



## TERMS OF REFERENCE



<b>COMMITTEE:</b>	Cultural Competency Advisory Committee		
<b>DIVISION:</b>	Chief Executive Officer		
<b>ADOPTED BY:</b>	Barkly Regional Council		
<b>DATE OF ADOPTION:</b>		<b>DATE OF REVIEW:</b>	
<b>MOTION NUMBER:</b>	Resolution number of the minuted meeting		
<b>AUTHORISED:</b>	Barkly Regional Council		

### THESE TERMS OF REFERENCE APPLY TO:

Cultural Competency Advisory Committee

### PURPOSE/OBJECTIVE

1. Develop and monitor cultural protocols and cultural competency guidelines for the operations of the Barkly Regional Council, in consultation with Elders, language groups and remote communities of the region.
2. Provide advice and guidance to the Council on matters of cultural importance, appropriate communication and cultural competency training in order to deliver services and engage effectively with Aboriginal people.
3. Development and adoption of a Barkly Regional Council Reconciliation Action Plan (RAP) (in line with LGANT's RAP) which incorporates an:
  - Organisational cross cultural framework and Implementation strategies for
  - Leadership internal/external- across the organisation, Councillors and community
  - Workforce development and recruitment
  - Economic and regional development
  - Service Delivery
  - Regional planning consultation and engagement
  - Recommendations for Annual Budget allocations
4. Provide advice and guidance to development of conference papers that relate to Aboriginal people.

### MEMBERSHIP

- **Chair** This is a rotating position
- **Members**
  - **Roles of Members:**  
Members are appointed on the basis of being able to achieve representation of the diversity of Aboriginal people living in the Barkly Region.  
Members must act in the best interests of the Aboriginal people of the Barkly Region and Council as a whole.
  - **Composition of Members:**
    - All Aboriginal elected members of council
  - **Current Members:** Eight (7) Councillors
    - Mayor Steven Edgington
    - Deputy Mayor Noel Hayes
    - Cr. Jack Club
    - Cr. Jennifer Mahoney
    - Cr. Lucy Jackson
    - Cr. Rick Holmes

## TERMS OF REFERENCE



- Cr. Ronald Plummer

- **Quorum**

- A quorum is calculated as half the total membership add one (1).
- Currently five (4) members to form a quorum.

- **Voting Rights**

- Any matters requiring a recommendation to Council will be decided by a majority of votes of members present.
- The Cultural Competency Advisory Committee has no power to make decisions other than make recommendations to Council, adopt the minutes as well as to adopt the Cultural Competency Advisory Committee action list.

### STAFF

- **Staff who must attend:**

- Chief Executive Officer
- Human Resources Manager
- Executive Assistant to the Chief Executive Officer

### TERMS OF OFFICE

Term of committee is two years (or until the next Local Government election).

### RULES OF THE COMMITTEE

1. Agenda items are to be sent to the Executive Assistant to the Chief Executive Officer five (5) working days before agenda distribution. Documents and information to be provided to the committee five (5) working days in advance.
2. Any member unable to attend meetings is to ensure that apology is forwarded ahead of the meeting.
3. In a case where there is no representation or apology over a significant number of meetings, the Council may review the membership.

### FREQUENCY OF MEETINGS

Committee to meet at least four times per year, with the possibility of additional or special meetings to be scheduled when necessary.

### AGENDA & MINUTES

Agendas will be prepared and minutes will be recorded by the Executive Assistant to the Chief Executive Officer.

### CONFLICTS OF INTEREST *(Local Government Act – Section 73)*

- (1) A member has a conflict of interest in a question arising for decision by the council, local board or council local authority, committee if the member or an associate of the member has a personal or financial interest in how the question is decided.
- (2) This section does not apply if the interest is:
  - (a) an interest in a question about the level of allowances or expenses to be set for members; or
  - (b) an interest that the member or associate shares in common with the general public or a substantial section of the public; or
  - (c) an interest as an elector or ratepayer that the member or associate shares in common with other electors or ratepayers; or
  - (d) an interest that the member or an associate has in a non-profit body or association; or
  - (e) an interest of the member or an associate:
    - (i) in appointment or nomination for appointment to a body with predominantly charitable objects; or
    - (ii) in payment or reimbursement of membership fees, or expenses related to membership, in such a body; or

## TERMS OF REFERENCE

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- (f) an interest so remote or insignificant that it could not reasonably be regarded as likely to influence a decision

### **AUTHORITY** (*Local Government Act – Section 56*)

A council committee is subject to control and direction by the council.

### **PERFORMANCE & REVIEW**

The Cultural Competency Advisory Committee will review its terms of reference on an annual basis. This review will be conducted by Committee Members and will be coordinated by the Chair.

The terms of reference will be reviewed as a minimum every two years.

**GENERAL BUSINESS**

**ITEM NUMBER** 5.2  
**TITLE** Special Measure Selection Plans  
**REFERENCE** 246279  
**AUTHOR** Steve Moore, Chief Executive Officer

**RECOMMENDATION****That Council**

- a) **Receive and note the report**
- b) **Recommend to council to rescind the special measures selection plans**

**SUMMARY:**

In 2016 council passed a motion to implement 'special measures' around the recruitment of staff. This policy is not currently being enforced.

Management recommends that the committee recommends to Council that the 'special measures' motion be rescinded.

Internal recruitment processes currently gives additional weighting to residents of the Barkly Region over applicants outside of the Region. This reduces recruitment costs and improves staff retention. In addition we have a large commitment to upskill locally employed staff, this has included the recruitment of two trainees and one apprentice.

Further information will be provided to the committee at the meeting.

9.7 Special Measure Selection Plans	
<b>MOTION</b>	
That Council	
a) Endorses the use of Special Measure Selection Plans, namely the Blanket Plan, when recruiting and selecting applicants to fill advertised vacancies as recommended by the Cultural Advisory Committee.	
<b>Moved: Cr. Price</b>	<b>CARRIED UNAN.</b>
<b>Seconded: Cr. Beasley</b>	
<i>Resolved OC 24/16</i>	

**BACKGROUND**

&lt;&lt;Enter Text&gt;&gt;

**ORGANISATIONAL RISK ASSESSMENT**

&lt;&lt;Enter Text&gt;&gt;

**BUDGET IMPLICATION**

&lt;&lt;Enter Text&gt;&gt;

**ISSUE/OPTIONS/CONSEQUENCES**

&lt;&lt;Enter Text&gt;&gt;

**CONSULTATION & TIMING**

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**ATTACHMENTS:**

There are no attachments for this report.