



TOWN OF  
VICTORIA PARK



# Mindeera Advisory Group

Agenda – Wednesday 6 March 2024



**WE'RE OPEN**  
**VIC PARK**

**Table of contents**

1 Opening .....3

2 Attendance .....4

3 Presentations .....5

    3.1 Art Collection Acquisition .....5

    3.2 Mindeera Springs .....6

4 Items for discussion .....7

    4.1 On the Table .....7

    4.2 Adopt New Terms of Reference .....8

    4.3 Dual naming and story telling protocols.....9

    4.4 Equal Employment Opportunity (EEO) Management Plan.....11

5 General business.....12

6 Actions from previous meetings .....12

7 Close .....16

## 1 Opening

### Acknowledgement of country

*Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaaditjin, moort, wer boodja ye-ye.*

I acknowledge the traditional custodians of this land and respect Elders past, present and emerging, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

## **2 Attendance**

### **Mindeera Group Representatives**

Kelsi Forrest (Chair)  
Murray Masters (Deputy Chair)  
Roni Forrest  
Jordanna Rebbeck  
Stephanie Ludekens  
Gerard Siero  
Amber Ugle-Hayward

### **Elected Members**

Deputy Mayor Bronwyn Ife  
Cr Sky Croeser  
Cr Peter Devereux

### **Manager Community**

### **Coordinator Community Development**

Paul Gravett  
Annie Withrow

### **Meeting secretary**

Nichola Tomkins

### **Presenters**

Yvette Coyne, Arts Officer  
Nick Churchill, Strategic Projects Manager

### **Observers**

### **Apologies**

### 3 Presentations

#### 3.1 Art Collection Acquisition

<b>Reporting officer</b>	Art Development Officer
<b>Origin of request</b>	Arts and Culture Plan
<b>Attachments</b>	1. Art Aquisitions - Mindeera [3.1.1 - 20 pages]

#### Purpose of the item

To provide feedback on Aboriginal artwork options for inclusion in the Town’s Art Collection.

#### Outcome

To purchase artworks for the Town’s Art Collection.

#### Discussion points

- Presentation on artwork options.
- Considerations in commissioning an artist.
- Are there any artworks presented that the Mindeera Advisory Group would support the Town to purchase?

#### Strategic outcomes

Social	
Community Priority	Intended public value outcome or impact
S3 - Facilitating an inclusive community that celebrates diversity.	Support of local indigenous artists to add to the Towns art collection.
S4 - Improving access to arts, history, culture and education.	Representation of first nations in the Town’s art collection. Support of local artists.

#### Next steps

The Town will use feedback from the Mindeera Advisory Group to inform the purchase of art acquisition pieces. The work will be included in the next Town Art Collection exhibition in May 2025.

#### Further information

Nil.

### 3.2 Mindeera Springs

<b>Time</b>	10 minutes – plus 10 minutes questions
<b>Presenter</b>	Strategic Projects Manager
<b>Attachments</b>	Nil

#### Purpose of the item

To update on the current investigations into Mindeera Spring and proposed future options being pursued to ensure this significant site is recognised.

#### Outcome

The Group is informed and can provide any feedback on the proposed approach.

#### Strategic outcomes

Environment	
Community Priority	Intended public value outcome or impact
EN1 - Protecting and enhancing the natural environment.	That culturally significant sites are recognised and preserved.

Social	
Community Priority	Intended public value outcome or impact
S3 - Facilitating an inclusive community that celebrates diversity.	That culturally significant sites are showcased as a way of celebrating the Town’s diverse culture and history.
S4 - Improving access to arts, history, culture and education.	That Mindeera Spring is an important cultural site in the Town and contributes to community awareness and understanding of local Aboriginal history.

#### Next steps

Strategic Projects Manager to report progress to the Mindeera Advisory Group and seek their feedback at relevant points in the project development.

#### Further information

Nil.

## 4 Items for discussion

### 4.1 On the Table

<b>Reporting officer</b>	Reconciliation Officer
<b>Origin of request</b>	Ongoing Agenda Item
<b>Attachments</b>	Nil

### Purpose of the item

To provide an opportunity for Advisory group members to share feedback, generate ideas and facilitate discussion on matters of reconciliation and Indigenous significance in the Town.

### Outcome

To provide space for deliberation and innovation.

### Discussion points

- Referendum result – discussion on steps towards healing.
- RAP Endorsement.
- Events – RAP launch, National Reconciliation Week (NRW) and NAIDOC Week.
- i24s (formerly Roo Force) update.
- Signage at Koolbardi Park and seeking feedback for next steps.
- Conversation from the Table

### Strategic outcomes

<b>Civic Leadership</b>	
<b>Community priority</b>	<b>Intended public value outcome or impact</b>
CL2 - Communication and engagement with the community.	To encourage and enable the community to actively take part in and contribute to Town and community led projects.

<b>Social</b>	
<b>Community priority</b>	<b>Intended public value outcome or impact</b>
S3 - Facilitating an inclusive community that celebrates diversity.	To enable the community to be informed and engaged in the Town's reconciliation process.

### Next steps

Nil.

### Further information

Nil.

## 4.2 Adopt New Terms of Reference

<b>Reporting officer</b>	Manager Community
<b>Origin of request</b>	Policy 101 Governance of Council Advisory and Working Groups
<b>Attachments</b>	1. Draft Terms of Reference [4.2.1 - 2 pages]

### Purpose of the item

To include the new members of the Mindeera Advisory Group onto the Terms of Reference.

### Outcome

Terms of Reference are agreed and adopted by the Mindeera Advisory Group.

### Discussion points

Review of the Terms of Reference document and membership which will include:

- New Elected Members
- An expression of interest opportunity for community members in October 2024

### Strategic outcomes

<b>Civic Leadership</b>	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Clarity about the scope of the work of the advisory group

<b>Social</b>	
Community Priority	Intended public value outcome or impact
S2 - Collaborating to ensure everyone has a place to call home.	That all members of the community feel accepted and can be involved in the advisory group.
S3 - Facilitating an inclusive community that celebrates diversity.	That people from all backgrounds are recognised and represented on community advisory groups.
S4 - Improving access to arts, history, culture and education.	Highlighting the importance of Aboriginal culture and history to local government services and project planning.

### Next steps

The Terms of Reference must go to Council within 3 months for adoption.

### Further information

Nil.



### 4.3 Dual naming and storytelling protocols

<b>Reporting officer</b>	Manager Community
<b>Origin of request</b>	Innovate Reconciliation Action Plan
<b>Attachments</b>	1. Background information on dual naming [4.3.1 - 1 page]

#### Purpose of the item

To develop a collaborative process that embeds engagement with Traditional Owners and/or the Mindeera Advisory Group when undertaking dual naming and indigenous story telling.

#### Outcome

The Mindeera Advisory Group to provide direction on the next steps to progress dual naming protocols.

#### Discussion points

The Mindeera Advisory Group to provide comments and review on the option presented. The option presented is a starting point for discussions and feedback is highly encouraged to shape a workable process.

#### Strategic outcomes

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	That engagement with Aboriginal and Torres Strait Islander people is embedded within the dual naming protocols.

Social	
Community Priority	Intended public value outcome or impact
S2 - Collaborating to ensure everyone has a place to call home.	That using dual naming of local sites and places recognises and celebrates the cultural history of the area.
S3 - Facilitating an inclusive community that celebrates diversity.	That dual naming is an important step to raising awareness and educating the community on the cultural history of the area.

#### Next steps

Reconciliation Officer to develop further a protocols document for future review based on the feedback from the Mindeera Advisory Group.

#### Further information

Suggested workflow of dual naming of significant sites and places in the Town.

##### 1. Project concept

- Review of the project purpose and scope

##### 2. Engagement with Mindeera Advisory group

##### 3. Cultural context and input (from Mindeera members or external consultations)

- Storytelling/cultural context and background

**4. Update provided to the Mindeera Advisory group**

- Review the cultural context information and recommendations on dual naming

**5. Engagement with external people/organisations**

- Whadjuk Noongar Corporation
- Southwest Aboriginal Land and Sea Council
- Community engagement

**6. Update provided to the Mindeera Advisory group**

- Review of feedback provided from external groups and people
- Either support given for dual naming or request for further information to be sought

**7. Council Endorsement**

- Report to Council

**8. Landgate**

- Landgate require local government endorsement and community consultation (particularly with Elders) prior to submitting applications for dual naming.

**Considerations**

**Town of Victoria Park requirements**

- Procurement Policies – three quotes for goods and services over \$5,000.
- Delegated authority for decision making is given to the Chief Executive Officer who can then delegate this to relevant employees [Register - Delegations and sub-delegations » Town of Victoria Park](#)
- Timeframes for Mindeera Advisory group and Council meetings may affect how quickly this process can be worked through.

## 4.4 Equal Employment Opportunity (EEO) Management Plan

<b>Reporting officer</b>	Manager Community
<b>Origin of request</b>	Equal Opportunities Act 1984 (WA)
<b>Attachments</b>	1. Equal Employment Opportunity Management Plan [4.4.1 - 18 pages]

### Purpose of the item

For comment and review by the Group.

### Outcome

The Equal Employment Opportunity Management Plan is approved by the Mindeera Advisory Group.

### Discussion points

The Equal Employment Opportunity Management Plan is reviewed and includes:

- Targets, programs and practices to achieve greater workforce diversity
- Actions to embed cultural awareness training for all staff
- Page 5 and page 12 of attachment hold information most relevant to this Advisory group

### Strategic outcomes

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	That the Mindeera Advisory Group can assess actions relating to developing equal employment opportunities for the Town of Victoria Park for Aboriginal and Torres Strait Islander people.

Social	
Community Priority	Intended public value outcome or impact
S2 - Collaborating to ensure everyone has a place to call home.	To develop employment opportunities for Aboriginal and Torres Strait Islander people for the Town of Victoria Park.
S3 - Facilitating an inclusive community that celebrates diversity.	To demonstrate that the Town welcomes people from all backgrounds to come and work for the Town.
S4 - Improving access to arts, history, culture and education.	That cultural awareness and understanding are important components to facilitate increased employment opportunities for Aboriginal and Torres Strait Islander people for the Town.

### Next steps

The Equal Employment Opportunity Management Plan is approved by C-Suite.

### Further information

Nil.

## 5 General business

### 6 Actions from previous meetings

Action	Responsible Officer	Link to RAP Action(s)	Status	Comment	Close Date
Town officers to inquire with Governance about the process of appointing new members, either through a previous applicant list or independent EOI process.	Coordinator Community Development		Completed	Governance has advised that all Town Advisory Groups will undertake EOI processes in October 2024 and every two years after that time. As per policy 101 Advisory Groups.	Sept 2023
Town officers to check in with current members to gauge interest in remaining on the group.	Coordinator Community Development		Completed		Sept 2023
Officers to bring back Acknowledgement of Country revised draft to Mindeera members once naming process has been confirmed.	Reconciliation Officer, Coordinator Community Development, Manager Community		On hold until naming process is finalised.		December 2024
Officers to review previous draft process and update process for Noongar naming in the Town to bring back to Mindeera members for consideration.	Reconciliation Officer, Coordinator Community Development, Manager Community		In progress		December 2024

Mindeera Advisory Group - 6 March 2024

Officers to provide thoughts and the Town's approach concerning the new Heritage Act.	Reconciliation Officer, Coordinator Community Development, Manager Community		Completed	The new Heritage Act has been revoked by the State Government.	December 2023
Mindeera members to network with sporting groups in the Town and communicate details with the Reconciliation officer, to advance current and future, community engagement and Reconciliation partnership opportunities	Mindeera Members	Rel 5	In progress		December 2024
Officers to investigate budget allocation and budget options for implementing the interactive signage at Koolbardi Park in 2022-2023.	Reconciliation Officer and Manager Community Development	Res 5	In progress		December 2024
Mindeera Advisory Group member to consult with the DLGSC regarding the Mili Mili Gnarla Boodja project and opportunities to continue this project to include Noongar country situated within the Town of Victoria Park.	Mindeera Chair	Res 2	In progress		TBC
Mindeera members to contact Vic Park Collective in the New Year, regarding next steps in bringing the conversation, (around Jan 26) and additional engagement opportunities, to the community.	Mindeera Members	Res 1	In progress		TBC

Mindeera Advisory Group - 6 March 2024

Officers to coordinate workshop with Mindeera members and Whadjuk Cultural Advice committee to progress Albany Highway Precinct Redevelopment	Place Planning Officer and Reconciliation Officer	Rel 7	In progress		31 March 2032
Officers to work with the Town's communication s team to increase the media profile of reconciliation processes and outcomes in the Town.	Reconciliation Officer and Communication Service Area	Rel 6	Ongoing		N/A
Officers to consult with Mindeera group members regarding cultural history and ecological design of Edward Millen House.	Strategic Projects Manager	Rel 7	In progress		N/A
Officers to keep Mindeera group updated on cultural research dimension.	Reconciliation Officer	Rel 7	Ongoing		N/A
Officers to engage cultural heritage consultant for advice and guidance in the daylighting of the Mindeera Spring and/ or present plans for the spring to the Whadjuk Cultural Advice committee	Strategic Projects Manager	Rel 7	In progress		N/A

Mindeera Advisory Group - 6 March 2024

Officers to facilitate discussion with Noongar community members through outreach to AEO at local schools, with the view to maximizing Noongar engagement in Town and community led projects	Reconciliation Officer	Op 5	In progress		December 2024
Officers to discuss community courses in Noongar language with relevant Town staff.	Reconciliation Officer	Res 8	Completed		December 2023
Mindeera member to proceed with the registration of the Mindeera Spring as a cultural heritage site, within the next six months.	Mindeera Member	Op 2	Completed		February 2024
Planning to commence around further integration of reconciliation practices and processes into Town systems as part of the new RAP.	Reconciliation Officer and Senior Social Analyst	Rel 5 TP 2	Completed		31 March 2022
Officers to investigate incorporating commitment to the Uluru Statement of the Heart in the development of the Innovate Reconciliation Action Plan	Reconciliation Officer	TP 2	Completed		31 March 2023

**7 Close**