

15th Aboriginal Community Advisory Group Meeting

Meeting Minutes

Date:	8 December 2021
Time:	9.00am to 3.30pm
Location:	Total College - 815 Total Road, Paterson

Attendees

Co-Chairs	Norm Archibald	Deborah Swan
	Hunter LLS Board Representative	
	Liz McEntyre	
Members	Community Representatives	LALC Representatives
	Arthur Fletcher	Norman Archibald, Biraban LALC
	Kate Gifford	Joanne Bolt, Forster LALC
	John Clark	
	John Thorpe	
	David Ahoy	
	Sharon Hodgetts	
	Deborah Swan	
	Hunter LLS Staff	
	Toby Whaleboat, Senior Land Services Officer	Clare MacDougal, Manager Healthy Landscapes
	Kath McLoughlin, Team Leader Community Engagement	Sue Rowland, Healthy Landscapes Project Officer
Apologies	Warranha Ngumbay	Tara Dever, Mindaribba LALC
Secretariat	Eva Twarkowski	

Minutes

3. Report back on the key items from the closed session

- Norm Archibald was nominated as the LALC co-chair
- Deb Swan was nominated as the Community co-chair

ACAG requested that the General Manager, Brett Miners attend future meetings for to listen to the feedback from the closed session. It was also suggested that leaders from other organisations are invited to relevant sessions in order to make things happen operationally.

Action 1: Request that Brett Miners attend ACAG on a regular basis.

Action 2: Leaders from other organisations be invited to attend relevant ACAG sessions.

4. Hunter LLS Welcome and Introduction / Talking Stick

Uncle Arthur offered a Welcome to Country.

Toby provided an explanation of the talking stick – an opportunity to for everybody to introduce themselves and share one aspiration or key issue or focus relevant for them and their community.

A summary of the key points of the introductory session:

- This group will provide opportunities for improved connections with programs, staff and community working together as part of the group.
- Highlighted the importance of protecting a cultural heritage area in the Hunter. This will require actively working in the community to make this happen.
- Opportunity to identify employment opportunities in land management with a focus on cultural heritage
- Highlight the importance of housing and health through the group
- The ACAG is an opportunity to meet with other like-minded people and working on Country.
- It is important to look after Country and ensure that culture and natural habitats are not lost.
- Important to focus on working together.
- When we look at our species and totems that we need to protect and conserve - we all need to step up and look after them.
- It is important to share initiatives and conversations that need to be had. It is Important to care for Country.
- HLLS is a good vehicle in developing strong partnerships and a good ally.

5. Endorsement of previous ACAG meeting minutes and overview of the HLLS Aboriginal Program

The minutes were endorsed by Arthur Fletcher and seconded by Deb Swan.

Toby provided an overview of the Aboriginal program since 2016.

Action 3 - Circulate Toby's presentation to all members

6. Terms of Reference Review and Agreement

The group reviewed the Terms of Reference 2017 in detail. Track changes were made to the documents during the meeting. Some highlights / areas for consideration include:

- A suggestion to nominate a community alternate the same way a LALC alternate is nominated in recognition of the many demands on time
- Suggestion for Community members – fill out a proxy form that can be saved in the system, with support letters. Similar approach to LALC alternate nominations. The alternate is briefed by Hunter LLS prior to the meeting.
- Suggestions to change the ACAG name – Aboriginal Community Reference Group
- Question - about whether Community alternate need to go through the interview process
- The ACAG makes decisions as a collective
- How to ensure all applicants meet the definition of Aboriginality

Action 4 – HLLS - Discuss and bring back options for discussion around alternates

Action 5 – Update the revised Terms of Reference and circulate to the ACAG for review. The TOR can be finalised at an out of session meeting to be scheduled for late March 2022.

7 & 8 Draft Hunter Aboriginal Engagement Strategy – Review/Feedback

- ACAG want to have the opportunity to review the latest version of the Strategy in detail and provide feedback out of session, with final endorsement scheduled for the next ACAG meeting.

Action 6 - Circulate the latest version of the Strategy - ACAG to provide comment and feedback before the next face to face meeting in May 2022.

9. Draft Hunter Region Natural Resources Management Plan – Consultation

Clare and Eva provided an overview of the intended rationale, approach and mapping tool that will be incorporated into the NRM Plan. The NRM Plan is currently being developed. Consultation with stakeholders and partner will help shape and inform the NRM Plan.

Points from the consultation session:

- Incorporate cultural heritage maps from OEH
- Pre-European vegetation layer – to reflect the change over time

Noted that additional consultation will be undertaken before the Plan is completed in June 2022.

Action 7 – Eva to contact Hunter Joint Organisation and Environment Energy and Science for mapping layers.

10. On-boarding of all members

Toby and Sue explained the process and what details are required, including:

- Car insurance details and car registration details.

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- The paperwork that has been circulated to all members needs to be completed to enable the on- boarding process and re-imbursement of expenses.

General Business

Proposed dates for the two-year term were agreed as follows:

- 10 and 11 May 2022 - Muswellbrook
- 13 and 14 September 2022 - Forster
- 16 and 17 May 2023 - Maitland-Kurri Kurri
- 12 and 13 September 2023 - Central Hunter -TBC

Out of session meeting via Teams to finalise the Terms of Reference and the review the updated Hunter Aboriginal Engagement Strategy to be scheduled in late March 2022.

Action 8 - Toby to set a meeting date via Teams

- Governance workshop – Toby informed the group that Governance workshops are available through Tocal College. If there is interest, then a workshop can be scheduled for early next year. This would be beneficial to Community and LALC members as well as HLLS staff

Action 9 -Toby to find out dates of Governance workshops and circulate to the group

- Everyone was in favour of a member shirt for the ACAG

Action 10 - Toby to work with the Co-Chairs to come up with some options on a design to bring to the Group for review.

Meeting Closed – 3.30pm

Attachment 1 - Summary of Actions

Action No.	Action	Status	Next Steps
1	<i>Request that Brett Miners and Senior Leaders from other agencies attend on a regular basis.</i>	Toby has liaised with Leanne requesting Brett attend part or all of future meetings	Toby to send though dates and locations so this can be included in Brett's calendar.
2	<i>Hunter LLS to invite relevant agency leaders where appropriate</i>	Noted	Agenda will identify other invitees as appropriate
3	Circulate Toby's presentation to all members	Complete. 04.05.2022	
3	<i>HLLS - Discuss and bring back of options for discussion around alternates</i>	Complete.	For Discussion 10.05.2022.
4	<i>Update the revised Terms of Reference and circulate to the ACAG for review. The TOR can be finalised at an out of session meeting in mid Feb to early March 2022.</i>	Terms of Reference revised for review	On meeting agenda for 10.05.2022.
5	<i>Circulate the latest version of the Strategy. The ACAG to provide comment and feedback before the next face to face meeting in May. Invite feedback over the next few weeks.</i>	Complete to be circulated 04.05.2022	
6	<i>Contact Hunter Joint Organisation and Environment Energy and Science for mapping layers</i>	In progress	
7	<i>Toby to set a meeting date via Teams</i>	Complete.	
8	<i>Toby to find out dates of Governance workshops and circulate to the group</i>	In progress	

9	<i>Toby to work with the Co-Chairs to come up with some options on a design to bring to the Group for review.</i>	In progress	
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