



## TERMS OF REFERENCE

### 1. AIMS

The Working Group is intended to identify issues and topics of importance surrounding the development and implementation of Reconciliation Action Plans as adopted by the City of Vincent.

### 2. OBJECTIVES

The objectives of the Working Group are to make recommendations and agree on actions to be taken by the City relating to:

- 2.1 The establishment of collaborative/consultative processes to ensure our community and staff remain engaged and focussed on the importance of reconciliation.
- 2.2 The implementation of specific actions and deliverables as identified within the City of Vincent 'Reflect' Reconciliation Action Plan in accordance with agreed timelines.
- 2.3 The review and refresh the City of Vincent 'Reflect' Reconciliation Action Plan based on learnings, challenges and achievements.
- 2.4 The development of a City of Vincent 'Innovate' Reconciliation Action Plan that aligns with both Reconciliation Australia's minimum elements for endorsement and the City of Vincent Strategic Community Plan.

### 3. MEMBERSHIP

Community members who identify as Aboriginal and Torres Strait Islander are encouraged to apply, as are non-Aboriginal and Torres Strait Islander community members who are interested/involved in reconciliation. The City of Vincent will seek a diverse range of community members to ensure a broad spectrum of ideas are considered.

The maximum number of members is 12.

The membership of the Working Group shall comprise the following persons with only those persons appointed under clauses 3.1 and 3.2 being eligible to vote:

#### 3.1 Up to Three (3) Council Members

#### 3.2 Up to Six (6) Community Representatives

Up to six (6) Community Representatives who fit one or more of the following criteria:

- Aboriginal and Torres Strait Islander community representatives.
- Individuals who work with or who represent the Aboriginal and Torres Strait Islander community on a professional level.
- Any community member who lives or works within the City of Vincent or is regularly engaged with the Vincent community, who is interested in reconciliation and its potential to influence the culture of the Vincent community.

#### 3.3 Up to Three (3) City Officers

The City's Director Community Engagement, Manager Community Partnerships and relevant Officer.

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#### 4. MEETINGS

The Working Group shall meet as required. At the first meeting the Working Group shall determine a Schedule of Meetings dates for the remainder of the years (these dates are to be included in the City's calendar of events).

A minimum of six (6) members must be present to achieve a quorum for meetings.

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<b>Commencement Date:</b>	<b>8 March 2016</b>
<b>Amended:</b>	<b>26 October 2017, 29 June 2018</b>
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