

Hornsby Aboriginal and Torres Strait Islander Advisory Committee

CHARTER

This Charter is to be read in conjunction with Council's Advisory Committees Core Terms of Reference.

Primary Purpose

- 1.1. To provide a vital link between Hornsby Shire Council and the Aboriginal and Torres Strait Islander peoples in the Hornsby LGA, respecting Aboriginal and Torres Strait Islander peoples right to self-determination and community empowerment.
- 1.2. To provide advice, input and feedback in Hornsby Shire Council's business and affairs relating to Aboriginal and Torres Strait Islander people within the LGA including appropriate approaches for consultation with the Aboriginal and Torres Strait Islander communities.
- 1.3. To provide advice, input, and feedback to Council's work to promote an increased knowledge and understanding of Aboriginal and Torres Strait Islander culture and society in the wider community.

2. Roles and Responsibilities

- 2.1. To provide advice to Council on the needs, issues, and interests relevant to Aboriginal and Torres Strait Islander people in the area as they relate to Council business and responsibilities.
- 2.2. To work collaboratively in developing strategies to address the needs, issues, and interests that Council could consider for inclusion in current and future work plans
- 2.3. To liaise with the local Aboriginal and Torres Strait Islander communities to identify and represent issues affecting these communities.
- 2.4. To work with Council to develop and promote appropriate celebrations of Aboriginal and Torres Strait Islander culture, in conjunction with NAIDOC Week, Sorry Day, Reconciliation Week and other relevant events.
- 2.5. To provide advice on how particular Council projects may identify, reflect, and protect Aboriginal and Torres Strait Islander heritage and culture. To support and co-operate with Aboriginal and Torres Strait Islander and other organisations committed to increasing reconciliation, and respect for Aboriginal and Torres Strait Islander culture, history, past and present
- 2.6. To disseminate information to individuals, organisations, and networks on Council's roles, decisions, business, and responsibilities relating to Aboriginal and Torres Strait Islander peoples in the Hornsby LGA
- 2.7. To assist Council in identifying and obtaining grant funding for programs which will benefit Aboriginal and Torres Strait Islander peoples in the Hornsby LGA.

2.8. To support the provision of employment and career development opportunities for Aboriginal and Torres Strait Islander peoples within the Shire.

3. Membership

3.1. There will be a maximum of **fourteen (14) community members with a minimum of one (1) representative from Hornsby Area Residents for Reconciliation, and up to seven (7) Councillors.**

3.2. Applicants must demonstrate skills and capacity to contribute to the Committee.

3.3. Applicants must be:

3.3.1. A representative of the Traditional Owners in the Hornsby LGA, that is the Darug and GuriNgai peoples: or

3.3.2. Aboriginal or Torres Strait Islander peoples who live, work, study or have a strong commitment to the Hornsby LGA or

3.3.3. An individual or representative of a local community organisation with a demonstrated commitment, sensitivity to and understanding of issues relating to the local Aboriginal & Torres Strait Islander people.

4. Observers

4.1. Non-members of the Committee are able to attend with the permission of the convenor and Chair of the Committee.

4.2. Observers are able to sit at the table and participate in discussions or commentary however they must identify themselves as Observers at the beginning of the meeting; are not able to propose recommendations and will have no voting rights.

5. Managing culturally sensitive matters

5.1. When an issue that is identified as culturally sensitive by Aboriginal and Torres Strait Islander members is to be discussed and resolved, the Committee is able to proceed according to cultural practice i.e., with only Aboriginal and Torres Strait Islander people present at the time of discussion.

5.2. When Aboriginal and Torres Strait Islander members identify that an issue relates to Traditional Owners in the Hornsby LGA, this issue will be referred to the relevant Traditional Owner group(s), that is the Darug Custodian Aboriginal Corporation and/or Awabakal and GuriNgai Pty Ltd or their successors for their members' deliberation. The deliberations and decisions of the Traditional Owners will then be provided back to the Committee through the Chair/Deputy Chair and/or relevant Council Officers.

6. Committee planning and capacity building.

6.1. All members of the Committee are required to attend induction training.

- 6.2. At the beginning of the Committee's term and then at the beginning of each calendar year, members will work with the Committee convenor to evaluate their work over the preceding year, develop a plan for the year ahead including their identified priorities and indicators of their effectiveness.

7. Frequency of Meetings

- 7.1. The Committee will meet quarterly on the last Thursday of February, April, August, and November.

- 7.2. Meetings will be structured around the following themes/tasks:

- Meeting 1 — Input into Council's draft Operational Plan. Develop Committee workplan.
- Meeting 2 - Input into Policy/Program/Project Development
- Meeting 3 - Input into Policy/Program/Project Development
- Meeting 4 - Review of achievements/evaluation of committee outcomes/workplan for the year.

- 7.3. There will be one (1) additional project specific meeting to Immediately following the Children's Voices for Reconciliation event.

8. Dissemination of Information to the Community

- 8.1. Committee members are asked to promote access to Council services, jobs, and other relevant information to the Aboriginal and Torres Strait Islander community in the Hornsby LGA, including community celebrations that target Aboriginal people.

- 8.2. Committee members are encouraged to share details of events and information that are relevant to Aboriginal and Torres Strait Islander peoples in the Hornsby LGA, for inclusion in committee meeting agendas by the Secretariat.

- 8.3. Minutes of the Committee meetings will be placed on Council's Website.

