

## Minutes - RAP Working Group - Relationships

**Date:** 27 Feb 2025 | **Time:** 11:00am – 12:00 pm | **Location:** MS Teams

### Attendees

[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

### Apologies

[REDACTED]	[REDACTED]
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### Agenda Item: Acknowledgement of Country

Notes	Action
<ul style="list-style-type: none"> <li>[REDACTED] delivered an Acknowledgement of Country and welcomed everyone to the meeting.</li> </ul>	

### Agenda Item: RAP deliverables due before next quarterly report to EMC

Notes	Action
<p><b>The deliverables due before the next quarterly report to EMC:</b></p> <ul style="list-style-type: none"> <li><b>Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement and to understand how our regulatory functions impact First Nations peoples. – [REDACTED]</b> <ul style="list-style-type: none"> <li>There is value in bringing together the work of drafting the guiding principles, engagement plan and cultural protocols. This work is on track for producing internal documents by July. We can look at doing something more public facing for the next RAP.</li> </ul> </li> <li><b>Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations. – [REDACTED]</b> <ul style="list-style-type: none"> <li>On track</li> </ul> </li> <li><b>Develop and implement a staff engagement strategy to raise awareness of reconciliation across our workforce. – [REDACTED]</b> <ul style="list-style-type: none"> <li>On Track. A draft has been circulated to the RAP Working Group for comment.</li> </ul> </li> <li><b>Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes by examining ways in which we can focus on and contribute to supporting First Nations</b></li> </ul>	<p>[REDACTED] to GM requesting their Divisions complete the Relationships with First Nations organisations survey.</p>

<p><b>Australians in the ACMA's areas of responsibility, including through our priority compliance areas in 2023-2024. – Lead TBA</b></p> <ul style="list-style-type: none"> <li>Autumn Field is the responsible SES. Michelle has agreed to be involved later in the year when she has capacity.</li> <li><b>Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols for internal and external use. – Michelle</b> <ul style="list-style-type: none"> <li>On Track. A draft has been circulated to the RAP Working Group for comment.</li> </ul> </li> <li><b>Establish a formal ACMA Aboriginal and Torres Strait Islander network or link into the networks of other agencies that may be of a similar size. - Alison</b> <ul style="list-style-type: none"> <li>There are too few First Nations identified employees to establish a viable formal network. Alison has explored tapping into other networks via the small agencies forum, the Department of Infrastructure and other departments and agencies located close to ACMA office locations, but has not had any success.</li> <li>An informal network has evolved between some employees and the HRC Branch will support that network if wanted.</li> </ul> </li> <li><b>Explore establishing an Aboriginal and Torres Strait Islander Advisory Group or linking into another agency's Advisory Group. – Andrew</b> <ul style="list-style-type: none"> <li>Overdue</li> </ul> </li> <li><b>Conduct a review of cultural learning needs within our organisation. – Andrew</b> <ul style="list-style-type: none"> <li>Overdue</li> </ul> </li> <li><b>Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors to inform our cultural learning strategy. – Andrew</b> <ul style="list-style-type: none"> <li>Overdue</li> </ul> </li> </ul>	
<b>Agenda Item: National Reconciliation Week and NAIDOC Week</b>	
Notes	Action
<ul style="list-style-type: none"> <li>National Reconciliation Week starts from 28 May and NAIDOC Week from early July, so we need to start planning.</li> <li>Michelle and Matt have discussed potentially having a panel discussion about social procurement and inviting a guest from the NIAA and potentially a First Nations we have an existing relationship with.</li> </ul>	<p>Working Group members to contact</p> <p>if they have ideas or want to be involved with NRW or NAIDOC Week.</p>
<b>Agenda Item: Developing our next RAP</b>	

Notes	Action
<ul style="list-style-type: none"><li>Current RAP is due to expire in July this year. We have 6 months to implement our next RAP which is likely to be another Innovate RAP.</li></ul>	
<b>Agenda Item: Other Business</b>	
Notes	Action
<ul style="list-style-type: none"><li>No other business</li></ul>	
<b>Agenda Item – Next Meeting</b>	
Notes	Action
<ul style="list-style-type: none"><li>Alison will send an invitation for the next meeting in May.</li></ul>	
<b>Meeting closed at 2:00pm</b>	