

RAP Working Group meeting

Minutes

Date: Thursday 18 June

Time: 11:00am

Attendees: [REDACTED]

Apologies: [REDACTED]

No.	Item	Lead
1.	Acknowledgement of Country [REDACTED] delivered an Acknowledgement of Country and welcomed everyone to the Working Group meeting.	Matt
2.	RAP deliverables likely to carry over into the next RAP The RAP will expire in July 2025 and there are a few deliverables that look like they will need to be carried over into the next RAP. Many of these deliverables are in progress but more time is needed to complete them well. <ul style="list-style-type: none"> 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] Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations. – [REDACTED] Develop and implement a staff engagement strategy to raise awareness of reconciliation across our workforce. – [REDACTED] 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 Australians in the ACMA's areas of responsibility, including through our priority compliance areas in 2023-2024. – [REDACTED] Conduct a review of cultural learning needs within our organisation. – [REDACTED] Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors to inform our cultural learning strategy. – [REDACTED] Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. – [REDACTED] Any deliverables that aren't achieved by the end of the RAP can be rolled over into the next RAP, but we will need to provide a comment on where it got up to or why it was delayed.	[REDACTED]

No.	Item	Lead
3.	<p>National Reconciliation Week and NAIDOC Week</p> <p><u>NAIDOC Week</u></p> <p>NAIDOC Week is coming up from 6-13 July. A Hub article will be published next week listing internal and external activities. The main activity that ACMA is promoting is the NAIDOC Week Converge Move challenge during July. Converge is the agency's EAP provider and the suggestion came from Fiona in the RAP Working Group. Converge Move is a team-based physical activity challenge that encourages movement and strengthens social connections. For NAIDOC Week, the challenge will be to virtually journey across a range of First Nations heritage sites and learning about them.</p> <p>eSafety may also be doing a NAIDOC Week activity. [REDACTED] will let us know if there's anything the ACMA can participate in.</p> <p>The theme for NAIDOC Week is The Next Generation: Strength, Vision & Legacy and [REDACTED] is thinking of doing an article or presentation from the Koori Youth Council. It may need to be after NAIDOC Week.</p> <p>In Sydney, the Maritime Museum is hosting a free event to celebrate NAIDOC Week that can be promoted in our NAIDOC Week article.</p> <p><u>National Reconciliation Week</u></p> <p>A wrap up article of National Reconciliation Week was posted to the Hub with a link to a survey. The working group commented that the community installation project was a great hands-on activity. Having multiple office locations makes events a bit more difficult, but the community installation was good because it ran over the whole week.</p>	[REDACTED]
4.	<p>Drafting the new RAP</p> <p>Our new Innovate RAP has been registered with Reconciliation Australia and we have received the template to begin drafting. The RAP Governance Group will meet next week, primarily to discuss drafting the new RAP.</p> <p>Our next RAP should embed shared responsibility and continuity into its delivery. Each action must be meaningful and clearly linked to people's roles, so they understand it's part of their work and they are accountable for achieving the deliverables. In our previous RAP, ownership was a challenge, particularly when staff moved on. After discussion, the working group agreed that we should first define the actions, and then assign responsibility, ensuring we have the right people best placed to achieve the deliverables.</p> <p>[REDACTED] suggested adding RAP Actions into the Corporate/Divisional and Business Plans.</p> <p>Other organisations publish their RAPs online and are worth looking at for ideas.</p> <p>The analysis [REDACTED] are doing on our existing relationships with First Nations organisations will provide good foundation. From there, we can engage with areas of the agency that are actively working in this space.</p> <p>Action: [REDACTED] to share the new RAP template with working group members.</p>	[REDACTED]

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5.	<p>Other Business</p> <p>Volunteers in Sydney and Melbourne are required to receive NAIDOC Week posters to for displaying in the offices.</p> <p>Action: HR to Send posters to Sydney and Melbourne. [REDACTED] will accept the poster for Sydney and [REDACTED] will accept the poster for Melbourne.</p>	All
6.	<p>Next Meeting</p> <p>The next meeting will be scheduled in September to progress drafting to new RAP.</p>	[REDACTED]