

Reconciliation Committee Terms of Reference Review

Wednesday, 29 November 2023
Reconciliation Committee

Strategic Alignment - Enabling Priorities

Public

Program Contact:

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Approving Officer:

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Shaping

EXECUTIVE SUMMARY

The purpose of this report is to seek Reconciliation Committee endorsement of revised Terms of Reference for the Reconciliation Committee (the Committee) contained in **Attachment A**.

The revisions respond to a request from the Reconciliation Committee for greater clarity on roles and responsibilities of Committee Members.

RECOMMENDATION

THAT THE RECONCILIATION COMMITTEE RECOMMENDS TO COUNCIL

THAT COUNCIL

1. Endorses the revised Terms of Reference for the Reconciliation Committee contained in Attachment A to Item 5.1 on the Agenda for the meeting of the Reconciliation Committee held on 29 November 2023.
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IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	Strategic Alignment – Enabling Priorities Demonstrate bold governance leadership in the Local Government Sector
Policy	Stretch Reconciliation Action Plan 2021-2024 – Governance arrangements
Consultation	Reconciliation Members sought clarification of the proxy arrangements for the Committee at the 6 September 2023 Committee meeting. If endorsed the revised Terms of Reference will be presented to Council on 12 December 2023 requesting that amendments be made.
Resource	Not as a result of this report
Risk / Legal / Legislative	As a Section 41 Committee under the <i>Local Government Act 1999</i> amendments to the Terms of Reference must be made by Council.
Opportunities	Revisions to the Reconciliation Committee's Terms of Reference seek to provide clarification for Reconciliation Committee Members to understand their attendance at meetings and roles in implementing reconciliation priorities.
23/24 Budget Allocation	There is allowance in the operating budget for 2023/24 for \$10,000 to support advice for the Committee.
Proposed 24/25 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	The Reconciliation Committee was established by Council on 13 December 2022 for the 2022-2026 Council term.
23/24 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

DISCUSSION

1. At the 6 September 2023 meeting of the Reconciliation Committee there was a discussion about the roles and responsibilities of Committee Members and proxies.
2. Committee Members requested clarification in the Terms of Reference as it relates to when proxies should attend a meeting, noting a long-standing practice of proxies being invited to attend all meetings.
3. To enable greater clarification on roles and responsibilities the proposed amendments to the Terms of Reference are:
 - 3.1. The addition of a section on the roles and responsibilities of Dual Chairs. This section clarifies the processes for appointing a Community Representative Dual Chair and the roles and responsibilities of the Dual Chairs.
 - 3.2. The addition of a section outlining the roles and responsibilities of each of the Strategic Agency Representatives, Kurna Representative, Aboriginal and/or Torres Strait Islander Community Representatives and Proxies. The key points added are the:
 - 3.2.1. voting and speaking rights of each membership type, and
 - 3.2.2. clarification on payment for attendance.
 - 3.3. Inclusion of references to the City of Adelaide Code of Practice for Meeting Procedures that apply to the Reconciliation Committee.
 - 3.4. The amendments to the Terms of Reference are highlighted in **Attachment A**.

Next Steps

4. Community Members of the Reconciliation Committee met at Panpanpalya on 8 November 2023 and provided general support for the draft revisions to the Terms of Reference. Options to include a Member with a Torres Strait Island background was also raised and will be presented to a future meeting of the Reconciliation Committee for consideration.
5. As a Section 41 Committee under the *Local Government Act 1999* the revised Terms of Reference must be decided by Council.
6. If supported by the Reconciliation Committee the revised Terms of Reference will be submitted to Council on 12 December 2023.

ATTACHMENTS

Attachment A – Draft Revised Terms of Reference – Reconciliation Committee

- END OF REPORT -