

Aboriginal Cultural Heritage Survey Aboriginal Steering Group Meeting 1 Minutes - 08/02/2017

Present: Gavin Brown, Lee King (Bundjalung on Byron Bay Arakwal People) Delta Kay (OEH) Fiona Sinclair, Sarah Ford, Belle Arnold (BSC)

Via Phone Link Up – Leweena Williams, Des Williams (TBLALC)

Apologies: Annette Kelly (Bundjalung on Byron Bay Arakwal People), Chris Larkin, Mark Arnold (BSC)

	Agenda Item	Discussion	Outcomes	Follow Up Actions
1	Project Objectives for Aboriginal Stakeholders	<p>Clarification of Scope of Project – Stage 1 of Byron Shire Aboriginal Cultural Heritage Study</p> <p>Stage One: Stage One focuses on collating what is currently known on Aboriginal Heritage Sites in the Byron Shire and taking immediate action to protect Aboriginal Heritage through the instruments of Planning Legislation - Local Environment Plan and Development Control Plans.</p> <p>1. Literature Review including:</p> <ul style="list-style-type: none"> • Archival material • Review of AHIMS register • Interviews with steering committee members – qualitative research <p>2. Aboriginal Sites Survey of known sites Working with project partners Bundjalung of Byron Bay, Arakwal People and the Tweed Byron Local Aboriginal Land Council to survey known sites and places documenting objects within these places.</p> <p>3. Council’s Information Management Systems Develop of Council’s internal mapping layers to identify a hierarchy of criteria for Aboriginal Heritage Impact Studies and Aboriginal Heritage Impact Permits required in the Development Application process.</p> <p>4. Amend the Development Application Process Integrate cultural mapping in to Development Control Plans and Local Environment Plan. Amend the development application process to notify</p>	<p>Important to note that some sights are more sensitive than others Protect the culturally sensitive information, not all the information is for public access.</p> <p>Discussion on the need for a rigorous management system for culturally sensitive information.</p> <p>It was identified that the role of this committee is to ensure this project adheres to Aboriginal Cultural Principles in relation to how the information is collected and collated as well as how the information is stored and accesses.</p> <p>Intellectual property of the information remains with the Aboriginal Community.</p>	<p>Develop MoU on Intellectual Property Rights with Aboriginal partners</p> <p>Investigate Tweed Shire Council’s alert system and restricted access system</p>

		<p>applicants of the need to obtain Aboriginal Heritage Impact Permits and Aboriginal Heritage Studies from appropriate Aboriginal organisation</p> <p>5. Community Education</p> <p>Develop a Byron Shire LGA specific suite of publications educating community on Aboriginal Cultural Heritage Protection and Due Diligence requirements.</p>		
2	Review and confirm TOR	<p>The Byron Shire Council Aboriginal Cultural Heritage Study Steering Committee Terms Of Reference E2017/7583 document was presented for consideration.</p>	<p>Minor amendments were made to this document specifically in relation to quorum and decision making processes.</p> <p>It was reiterated that the input from the Aboriginal Community was to be paramount throughout this process as they are the experts in Aboriginal Cultural Heritage.</p>	<p>Amendments to the Study Steering Committee Terms Of Reference were made and the document was adopted.</p>
3	Assessment of RFPs	<p>Request for Quotation from Everick Consultants was tabled as the only one submitted.</p> <p>Jackie Collins was also approached as an experienced anthropologist in the region but was unable to commit to the specified time frame.</p> <p>TBLALC raised concerns regarding their experiences with Everick. Concerns were around pro development, bringing people from outside community to discredit Aboriginal evidence and</p>	<p>Adrian Piper from Everick was identified as the preferred project lead</p>	<p>Everick appointed the contract for the Byron Shire Aboriginal Cultural Heritage Study on conditions:</p> <ul style="list-style-type: none"> • Adrian Piper is the project lead from Everick • Ethics document for the project to be developed for consultants inception meeting

		<p>questioned their ethics.</p> <p>Discussed consultation with formal and informal stakeholders and how to prioritise and credit information provided by individuals or informal stakeholders through an approval process managed by this committee.</p>		<ul style="list-style-type: none"> • Everick project team to be briefed regarding concerns at inception meeting. • Clarification of intellectual property rights of the information and the restricted use of this information.
4	Time frame for project	<p>Short Project time frames identified as shown in figure 1 below.</p> <p>Concerns that the short time frame will have negative impacts on the project.</p>		<p>Final report to stress that this study is not the complete version of the existence of sites in the area and that excavation could unearth unrecorded sites or objects.</p>
5	Meeting schedule for group			<p>To be finalised after the inception meeting with Everick.</p>
6	Cultural principles for project	<p>Ensure cultural principles outlined in the Terms of Reference are adhered to and in addition:</p> <ul style="list-style-type: none"> - Gender ownership of sites 		<p>Cultural principles of sites must be adhered to in the process of this survey.</p>

		<ul style="list-style-type: none"> - How information is made available to custodians on completion of project - Aboriginal Stakeholders to work together for the benefit of the wider community and protection of Aboriginal Cultural Heritage. 		Ongoing discussion
	Other			Request to see additional council's existing mapping layers to get an idea of what the Aboriginal Cultural Heritage Mapping Layer will look like.

Time Frame for Project (fig 1) Milestones	Completion
1. Pre-Commencement	
<ul style="list-style-type: none"> • Steering committee established <ul style="list-style-type: none"> ○ RFQ terms agreed and preferred consultants identified • Acceptance of Brief / Inception meeting 	23 December 2016 30 January 2017
2. Draft Study	
<ul style="list-style-type: none"> • Literature Review as per scope • Site survey report • Identification of appropriate sites for internal GIS mapping layer for reference in Development Application 	31 March 2017

process <ul style="list-style-type: none"> • Make recommendations for amendments to the DCP and LEP as appropriate • Review OEH and other local government community education publications for adaptation and use in the Byron Shire 	
3. Completion of Study	
<ul style="list-style-type: none"> • Submission of 1st Draft / Review by Steering Committee 	21 April 2017
<ul style="list-style-type: none"> • Presentation of revised Draft to Steering Committee 	28 April 2017
<ul style="list-style-type: none"> • Submission of final report to OEH 	15 May 2017