**Community Readiness Checklist**

**Purpose:** This Checklist will help you to get ready to engage with government in a Local Decision Making process. It will help you to understand what areas are strong and what areas may need to be strengthened to ensure that Aboriginal Organisations and Government can sit together as equals.

This checklist is a starting point - it does not talk about everything, there are some things we think are important to have for everyone, we know that each community, organisation or governance body will be different.

This checklist does not have to be shared with government, but it is a really good idea to talk to them about areas you are looking to further develop.

**How to use:**

**Step 1:** Complete the checklist.

**Step 2:** Develop a short one page action plan of the issues identified in your checklist. If there are areas that you would like more support these could be identified in your action plan and taken to your Government representative to identify what support might be available.

**SECTION 1: Checklist for Aboriginal Corporations**

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| **Issues** | **Checks** | **Detail** | **Yes** | **We would like help with this or require more information.** |
| *Community Governance* | Do we have an organisation or governance structure who will represent us? | This could be an existing Aboriginal organisation, a group of organisations that come together or cultural leadership arrangements that community already have and use. If these are not available support can be provided to assist in establishing a body that will work with government. |  |  |
|  | Does our Board have a strong understanding of Governance? | If you are an Aboriginal Corporation and would like to begin to take control of services in your community it is important that organisations have strong governance practices in place. If organisations would like more help to understand governance better the government will work with you to identify what is needed and how they can help such as training. |  |  |
| *Community Priorities* | Do we know what the opportunities are for our community, business or region? | Sometimes we can only make decisions about what we know and if we don't know what the opportunities are we may not be able to make the most of those opportunities. You might need to meet with your Government RED to understand what is on the table, what plans are there for your region in the next few years, what strategies are currently happening in government that you can link in with such as Land and Sea or Tourism. |  |  |
|  | Have we told Government that we are interested in being part of the LDM Project? | If you know your Regional Executive Director (RED) for the Chief Ministers Office, let them know that you have heard about this project and that you would like to be involved. If you do not know who your RED is please see attached map and contact details. |  |  |
| Information | Do we have enough information about our community and the services who deliver programs to make decisions? | Sometimes information can help us to see what is happening in our community, it can also tell us stories about what could happen in the future both good and bad which can help community to plan or make sure those things do not happen. Government, services and business collect information on people all the time. The Government is open to sharing information back with community to help understand what the needs are and who needs what. eg. Education information, population numbers, health statistics, community safety, housing numbers and incarceration and policing. |  |  |
| Support Resources | Do we have people that can help to write up ideas, plan and apply for funding if it is required? | There is a lot of work involved in moving from identifying what is important to making it happen. Government will be able to do the work on their end but it is important for organisations to consider what capacity they have to do the planning and work required on their end for example going for a housing maintenance tender who will write it? What help will you need? |  |  |
|  | Do we have people who are able to negotiate with Government about contracts, money or what services we would like to transition? | It is important that Community organisations or members feel confident and know all the information before making a decision. While decisions are being made, you may feel you need support to help ensure that your organisation gets the right amount of money required to run a service, to ensure agreements are made legally and an opportunity to change or adapt systems that may not reflect the needs and skills available eg reporting. |  |  |

**Action Plan Template**

Can be used for Community and can be competed with government or on own after completing the checklist

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| --- | --- | --- | --- |
| **Areas** | **What we need to do** | **Who will do it** | **When does this need to be done by** |
| Governance |  |  |  |
| Community Priorities |  |  |  |
| Information |  |  |  |
| Support Resources |  |  |  |
| Other |  |  |  |
|  |  |  |  |