# Capricorn Conservation Council

**Terms of Reference for Ghungalu Three Rivers Sub-Committee**

***"We were Ghungalu before Native Title"***

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## 1. PURPOSE

1.1 The Ghungalu Three Rivers Sub-Committee will work towards:

- Creating a safe space for Ghungalu descendants to come together and protect and conserve Ghungalu Country for this generation and the next.
- Focusing on the Ghungalu Three Rivers — the McKenzie River, the Comet River, and the Dawson River — which together surround Ghungalu Country.
- Ensuring cultural knowledge, values, and practices are respected- and protected in all discussions and decisions.

1.2 The Ghungalu Three Rivers Sub-Committee sets out to achieve:

- Protecting and conserving Country, waters, culture, and heritage.
- Providing a platform for Ghungalu voices to be heard and respected in environmental, cultural, and community matters.
- Collaborating with Capricorn Conservation Council while maintaining cultural autonomy and authority.

1.3 The Ghungalu Three Rivers Sub-Committee will adhere to:

- CCC's Strategic Plan (https://cccqld.org.au/policy/)
- The CCC Constitution (https://cccqld.org.au/policy/constitution/).
- CCC policies and procedures (https://cccqld.org.au/policy/).

1.4 Confidentiality:

- There is a high level of confidentiality in these meetings as discussions are culturally sensitive.
- The Chair will determine what information may be shared with the CCC Coordinator for reporting to the CCC Committee.
- Information deemed culturally sensitive will not be shared outside the Sub-Committee. All matters discussed in meetings are confidential unless permission is given from the Chair to share with other parties.

## 2. OBJECTIVES

2.1 The Ghungalu Three Rivers Sub-Committee will:

- Provide guidance and outcomes that protect and conserve Ghungalu Country, Country, culture, and waterways.
- Work in partnership with Capricorn Conservation Council to align with CCC's Strategic Plan and values — to care for Country for this generation and the next.
- Ensure Ghungalu voices are centred and respected in environmental advocacy and management decisions.

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## 3. MEMBERSHIP

### 3.1 Chair

The Sub-Committee will be chaired by **Brendan Dodd**, nominated by the **Ghungalu community**.

### 3.2 Composition

The Sub-Committee will comprise **Ghungalu descendants** and **invited assistants** as required.

The **Ghungalu Three Rivers Sub-Committee** will consist of:

- **Chair:** Brendan Dodd
- **Up to six (6) Committee Members**

Committee Members must be:

- Nominated using the approved **Nomination Form** 2025 GTR Nomination Form ; and complete the TEMPLATE Ghungalu COI .docx
- **Current CCC members** (membership is required for insurance purposes).
  CCC Ghungalu Three Rivers MEMBERSHIP APPLICATION.pdf

Membership for Ghungalu descendants will be provided **free of charge** via CCC Membership.

### 3.3 Roles and Rights

- Committee Members will hold **voting rights** at Ghungalu Three Rivers Committee Meetings.
- **General Members** may attend meetings **by invitation** and may contribute information and knowledge to assist the Committee Members in decision-making.
- General Members must also be **CCC members**.

- All Ghungalu people are eligible for **free CCC membership**.

### 3.4 Quorum

A **quorum** for Ghungalu Three Rivers Sub-Committee meetings will consist of **half of the Committee Members plus one (1)**. A meeting may not proceed or make formal decisions without a quorum being present.

### 3.5 Cultural and Ethical Responsibilities

All members and assistants will:

- Respect **cultural protocols** and **confidentiality**; and
- Uphold the **authority of Elders and cultural leaders**.

### 3.6 CCC Coordinator Role

The **CCC Coordinator** will:

- Support the Chair and Sub-Committee in facilitating meetings.
- Assist with **logistics, travel, and accommodation** for Ghungalu descendants and assistants.
- Undertake tasks on behalf of the Sub-Committee that align with their **role description** and **CCC's Strategic Plan**.

### 3.7 Payment

The CCC Coordinator will be paid their **hourly rate (+ Superannuation)** as per their **2025 Coordinator (Executive Officer) Contract**.

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## 4. COMMITTEE PROCEDURES

4.1 **Process**

- The Chair will lead discussions and provide direction for the Sub-Committee.
- The Coordinator will support the Chair by facilitating and recording only the information approved for sharing.
- All decisions on culturally sensitive matters rest with the Sub-Committee and will not be disclosed without explicit approval.

4.2 **Decision Making**

- Decisions will be made through respectful discussion, consensus, and cultural authority.
- Where appropriate, decisions may be communicated to CCC by the Chair and Coordinator

jointly.

4.3 **Minutes and Agendas**

- Agendas will be prepared by the Chair and their independent Administration Officer in consultation with the Coordinator.
- Minutes will only record information approved by the Chair, these may not be shared with the CCC Committee unless permission granted by the Chair.
- Cultural knowledge deemed confidential will not be recorded or shared outside the Sub-Committee.

4.4 **Training**

- The Chair and Coordinator will seek relevant training opportunities to support the Sub-Committee.
- Training may include cultural heritage protection, ecological knowledge, and governance skills.

4.5 **Funding**

- The Coordinator and Chair may seek funding to support Ghungalu participation, including travel, accommodation, and meeting costs.
- CCC will support the Sub-Committee to apply for grants or sponsorships as needed. CCC is a not-for-profit environmental advocacy organisation, we do not attract PBC Funding, corporate funding or have excessive funds. We operate on a minimal budget ($65 000 p.a.) to cover operations, compliance and minimal co-ordinator hours (under 20 per week). CCC will actively source funding to support the Ghungalu Three Rivers Group but cannot do so with the funding allocated to run the organisation.

4.6 **Communications**

- The Chair will determine what information may be communicated externally.
- The Coordinator may assist in sharing approved information via CCC's channels.
- All communications will follow CCC's Social Media Policy (https://cccqld.org.au/policy/).

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## 5. MEETINGS

- Meetings will be scheduled by the Chair in consultation with the Coordinator.
- Meetings may be held face-to-face, hybrid, or online.
- Meetings will prioritise culturally appropriate locations and accessibility for Ghungalu descendants.

- Meetings may incorporate cultural practices, training, and on-Country learning.

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## AUTHORISATION

**This version was approved on: 27th October 2025**
**This version takes effect on: 27th October 2025**

**To be reviewed: 27th October 2026**

Authorised by:

CCC Management Committee
Chairperson: Loretta George

Chairperson Signature:

Ghungalu Three Rivers Sub-Committee:
Chairperson: Brendan Dodd

Chairperson Signature:

CCC Coordinator Executive Officer
Sophie George

Signature: