



Application for Appointment as a Recognised Aboriginal Representative Body

This form is for Registered Native Title Body Corporates seeking appointment as a Recognised Aboriginal Representative Body (RARB) under the *Aboriginal Heritage Act 1988*.

All applicants should read '*Aboriginal Heritage Guidelines 1 - Recognised Aboriginal Representative Bodies*' before completing this form. This is available online at: <http://statedevelopment.sa.gov.au/AHA>.

Information provided in this form will be used to assist the State Aboriginal Heritage Committee (the Committee) to assess and decide upon the application. Any confidential information provided will be treated accordingly. If you have any concerns about providing any information, please ring DSD-AAR on 08 8226 8900 or 1800 127 001 (freecall) to discuss your concerns.

Please attach additional sheets if there is not enough space to provide any of the information requested below. This form is also available electronically at: <http://statedevelopment.sa.gov.au/AHA>

Section 1 – Applicant Information

RARBs may be an individual or an organisation, but must be incorporated before RARB status can be granted. Incorporation is available under various legislation. Please attach evidence of incorporation and a copy of your constitution, rule book, code of conduct and any other relevant corporate governance information. GST registration is not required to become a RARB, but may be required if the RARB engages in significant enterprise.

Name of applicant (Body Corporate): _____

Authorised representative: _____

Postal address: _____

Telephone number: _____ Fax number: _____

Email address: _____

GST Registration: Yes / No ABN _____

Incorporating Legislation: _____

Date of Incorporation: _____

Section 2 – Description of your Native Title determination/s

Please provide a detailed description of the Native Title determination area. Where appropriate, please attach a map to identify the boundary of the determination area. (DSD-AAR can assist with mapping. Please contact DSD-AAR for help if required.)

A RNTBC may elect not to be the RARB for an area, site, object or remains within its Native Title determination area. If this is the case, please attach the 'Election not to be Recognised Aboriginal Representative Body' form with a detailed description of the areas, sites, objects or remains within your determined Native Title area that you do not wish to represent as a RARB.



Section 3 – Your Land Access Rights

Please detail your legal, equitable and/or traditional rights to access and/or occupy land associated with the heritage you wish to represent. Include land owned, mortgaged, leased, licensed or granted to you, as well as easements, rights of way, temporary rights, contingent rights and rights yet to vest, other than ILUAs. Where relevant, please explain how long those rights will exist for and any limitations to them. Please attach evidence.

Section 4 – Experience in Cultural Heritage Management

Please describe your experience in managing and protecting Aboriginal cultural heritage in the application area and/or generally. Please attach evidence of any past activities and any current or proposed policies and procedures that you would use to properly manage heritage in accordance with the wishes of its Traditional Owners.

Section 5 – Organisational Ability

The Committee seeks to appoint RARBs that can perform their obligations fairly, consistently, transparently and on a long-term basis. Please provide any information that supports your current or future organisational sustainability. This might include evidence of your past performance, existing or proposed corporate policies and procedures, premises available to conduct business, governance and/or engagement training undertaken or proposed, availability of administrative support, access to legal, commercial or financial advice, proxy arrangements for RARB members, auditing and reporting arrangements, funding sources, grants received and acquitted etc. Please provide evidence wherever possible.



Section 6 – Proposed Consultation Procedures

The ongoing and key role of RARBs is to understand and represent the views of Traditional Owners. RARBs can only make agreements about heritage after adequately consulting with Traditional Owners. Your ability to transparently engage and consult with Traditional Owners is therefore a key consideration for the Committee in assessing applications.

If you were appointed as RARB, how would you let Traditional Owners know if you received a proposal that might affect heritage?

How would Traditional Owners have an opportunity to comment on proposals? What timeframes are proposed? What assistance will be available to them to help them understand and comment? How will they be advised of your decisions as a RARB?

How will the RARB arrange for and conduct surveys of heritage? How people will be selected to participate?

What protocols are you proposing for the management of heritage? What policies and procedures would apply if a land use proponent (eg developer, miner, government department) discovered new heritage in an area or site for which you were the RARB?



Do you have any general comments about your proposed approach for ongoing consultation with Traditional Owners and others if you are appointed as a RARB?

Section 7 – Repeat Applications

If you have previously applied for appointment as a RARB and your application was not approved, please describe how this application varies from your original. Please address any reasons given by the Committee for its original decision. Please provide the date of previous RARB application and date of the Committee's decision.



Section 8 – Additional Information (optional)

Please add any additional information you would like the Committee to consider when assessing your application.



Section 9 – Authorisation of Application

By signing this application form, you warrant and represent that:

- all information provided is true and complete
- you are authorised to make the application
- the application is made consistently with any legislation, corporate constitution or other rules applying to you
- that you have consulted or made all reasonable endeavours to inform and consult with all relevant Traditional Owners, and
- you are willing and capable of performing the functions of a RARB as required by the *Aboriginal Heritage Act 1988*.

Please attach a copy of any corporate resolution made authorising or endorsing this application.

SIGNED for and on behalf of)
THE APPLICANT NAMED IN SECTION 1)
in the presence of:)

Corporate Seal (where used or required)

.....
Witness Signature

.....
Authorised Signatory

.....
Name

.....
Name

.....
Phone Number

.....
Organisation

.....
Date

.....
Phone Number

.....
Date

Please return this form together with any additional pages and copies (not originals) of all supporting documentation marked 'Confidential' to:

The Chairperson
State Aboriginal Heritage Committee
C/- Department of State Development – Aboriginal Affairs and Reconciliation
GPO Box 320
ADELAIDE SA 5000
Email: DSD.AARHeritage@sa.gov.au

Please call DSD-AAR on 08 8226 8900 or 1800 127 001 (freecall) if you wish to discuss any aspect of your application.



Supporting Documentation Checklist

You are required to provide the Committee with robust evidence substantiating the information in your application, and demonstrating why you are the best person or group to represent the heritage you have asked to speak for under the Heritage Act.

A checklist of the documents generally required to have your application approved is set out below. It reflects the information asked for in the application form. Not all will be required or appropriate for every application, while other relevant information is also encouraged.

All information provided will be treated sensitively and confidentially.

Please send scans or copies of documents, not originals.

Typical documentation and evidence required for appointment as a RARB

- A description of the area, site, object or ancestral remains (heritage) that you wish to represent
- Maps of claim area and heritage (include photos where appropriate)
- Names of any directors and members of your organisation
- Certificate of Incorporation
- Constitution, rule book, corporate policies and all relevant governing documents, especially heritage related documents
- Copy of any corporate motion endorsing your application
- Evidence of land rights connected with or supporting the heritage
- Evidence of your organisational capacity and sustainability
- Evidence of your experience in and/or proposed methods for Aboriginal cultural heritage management
- Details of any previous applications to become a RARB
- Any other information you believe will assist the Committee to understand that you are the best person or group to speak for the Aboriginal heritage you have asked to speak for under the Heritage Act.