

Department of Jobs, Tourism, Science and Innovation



# REFLECT

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**Reconciliation Action Plan** 

May 2022 – October 2023

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### Acknowledgement of Country

The Department of Jobs, Tourism, Science and Innovation acknowledges the Traditional Custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of Aboriginal and Torres Strait Islander communities and their cultures, and to Elders past, present, and emerging.



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### Message from Reconciliation Australia

Reconciliation Australia welcomes WA Department of Jobs, Tourism, Science and Innovation to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

WA Department of Jobs, Tourism, Science and Innovation joins a network of more than 1,100 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 3 million people now working or studying in an organisation with a RAP.

The four RAP types — Reflect, Innovate, Stretch and Elevate — allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables WA Department of Jobs, Tourism, Science and Innovation to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations WA Department of Jobs, Tourism, Science and Innovation, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

Karen Mundine Chief Executive Officer Reconciliation Australia



### Introduction

I am pleased to introduce the Department of Jobs, Tourism, Science and Innovation's Reflect Reconciliation Action Plan (RAP) May 2022 to October 2023.

Our inaugural RAP is strongly influenced by the department's vision to create a stronger and more diverse Western Australian economy for all, by facilitating, influencing and supporting the advancement of our local industries, businesses and people.

Personally, reconciliation is about making meaningful change and actioning outcomes for all Australians, highlighting and talking about important issues, and bringing people together to learn about our history whilst taking the next steps forward.

Reconciliation has five dimensions – race relations; equality and equity; institutional integrity; unity; and historical acceptance. It is taking accountability and learning about who we are, about how our history has contributed to the current outcomes of Aboriginal and Torres Strait Islander peoples, and also what we can achieve together. Through each business area in the department, we have the opportunity to actively engage with and support Aboriginal and Torres Strait Islander communities, whether it's through programs, grants, partnerships or sponsorships.

This RAP was developed with contribution from all business areas and encompasses the outcomes our staff would like to see achieved by the department as a whole, as well as personal goals and commitments to building stronger relationships with Aboriginal and Torres Strait Islander peoples.

This Reflect RAP will ensure that our ongoing commitment to reconciliation becomes embedded in our core business and is embraced by all our employees. It will be the foundation in our reconciliation journey and we will continue to engage all staff in the journey towards reconciliation.

I endorse this document as an important first step in working together to initiate truth telling, healing and a reconciled Australia.

#### Rebecca Brown Director General Department of Jobs, Tourism, Science and Innovation



### **Our Reflect RAP**

#### **Our business**

The Department of Jobs, Tourism, Science and Innovation drives the creation of local jobs and a stronger, more diverse Western Australian economy.

We are the lead agency delivering initiatives on behalf of the WA Government that support the full spectrum of economic activity in Western Australia, from large-scale mining and industrial operations, to innovative start-ups and small to medium businesses across the state.

We promote the state nationally and internationally to increase trade, attract investment, and encourage tourists and students to consider Western Australia as their destination of choice.

Our department fosters our already leading science, research and innovation sectors to build a technologically advanced and prosperous future for all Western Australians.

As outlined in our Strategic Plan 2021-2025, our vision is a strong, diverse and sustainable economy that delivers local jobs and advances Western Australia as a global destination.

Our mission is to promote Western Australia and advance the diversification and growth of the state's economy. Both are supported by our values: foster strong relationships, make a positive difference, act with integrity and embrace diversity.

Headquartered in Perth with international trade offices in Singapore, Indonesia, the United Kingdom, India, South Korea, Japan, Dubai, and China, the department has over 400 staff based across the state, and the world. Five staff have self-identified as being Aboriginal or Torres Strait Islander peoples, including one trade commissioner based in Singapore.

Through our economic development work for the WA Government we respect, walk and work on the Country of many Nations in our state from the north, south, east and west.

#### **Our Reconciliation Action Plan**

#### Our Reflect RAP addresses the following elements:

#### Relationships

Learning how to build and strengthen mutually beneficial relations with Aboriginal and Torres Strait Islander stakeholders and organisations, promote reconciliation and positive race relations.



#### Respect

Increasing cultural understanding, acknowledgement, appreciation, respect and observing of Aboriginal and Torres Strait Islander cultures and histories.



#### Opportunities

Improving employment retention and professional development for Aboriginal and Torres Strait Islander peoples, and increasing supplier diversity.

In April 2021 our Director General appointed Deputy Director General Industry, Science and Innovation Linda Dawson as the department's RAP Champion. Ms Dawson has extensive experience working with Traditional Owners in both the Pilbara and the Kimberley.

#### **Our Reconciliation Action Group**

Our Reconciliation Action Group (RA Group) comprises representatives from across all business areas within the department who expressed a desire to be part of the reconciliation journey and are passionate about sharing this journey with their colleagues and stakeholders.

The RA Group was established in April 2021 to oversee the development of this Reflect Plan, creating a starting point from which we can progress to greater maturity over time.

The RA Group carries out the administrative and logistical activities required to ensure staff are engaged with, and aware of, activities aligned with the creation of our Reflect RAP.

With the launch of our Reflect RAP, the RA Group will be reshaped to be the RAP Working Group (RAPWG). New Terms of Reference have been drafted that reinforce the oversight role the RAPWG will have for implementation of the Reflect RAP for the agency.

Our inaugural RAPWG consists of 14 members including two members who self-identify as Aboriginal or Torres Strait Islander peoples.

The RAPWG will be instrumental in coordinating, monitoring, reporting and communicating on progress against actions in the Reflect RAP, as well as celebrating completion of RAP actions. The RAPWG will be reflective of the agency and its demographics. For continuity purposes, the operating RA Group Chair will chair the RAPWG for at least the first 12 months.



Reconciliation Action Group Chair Linda Dawson partaking in a Smoking Ceremony



### Our reconciliation journey to date

The department has confirmed its commitment to reconciliation by embracing and implementing its first Reflect RAP, and we will actively seek opportunities to continue along our reconciliation journey with other likeminded organisations.

We pay our respects to and honour First Nations peoples, and we acknowledge that they built the foundations of our Western Australian society. They were our first traders, scientists, innovators and tourists – key industries the department works with and has the opportunity to bring along on this journey.

Our office is located beside the Derbarl Yerrigan and down the hill from Kaarta Koomba, a place of great significance for Whadjuk Noongar peoples for over 40,000 years. We are proud to work on Whadjuk Noongar Boodja. In November 2020, we were formally welcomed to our new building by Elder Walter McGuire who undertook a Smoking Ceremony and Welcome to Country for our staff.



Walter McGuire undertaking a Smoking Ceremony and Welcome to Country at the department's new office location

The department officially commenced the development of its RAP in April 2021, and since then our staff have participated in a number of activities that reflect our commitment to reconciliation.

Our RA Group hit the ground running, holding a number of workshops with staff to discuss the importance of reconciliation and how the department can strengthen its relationships with Aboriginal and Torres Strait Islander peoples, businesses and communities. Over 140 staff participated in the interactive events, helping to shape our RAP and identify ideas to help embed reconciliation in our day-to-day business.

During National Reconciliation Week, staff were encouraged to attend the Walk for Reconciliation and a morning tea where we were welcomed to country by Whadjuk Elder Sandra Harbenn and joined an interagency live-stream event.

Although COVID-19 meant most staff were in lockdown during NAIDOC Week 2021, staff were encouraged to download backgrounds for use during their online meetings, share social media tiles and recognise the event in their own ways while working from home. Upon our return to work, a hugely successful NAIDOC Week morning tea was held under the theme 'Heal Country!'. Celebrated on the International Day for the World's Indigenous Peoples on 9 August, 80 staff heard inspirational words from respected Noongar Elder Betty Garlett and emerging leader Christian Miller-Sabbioni, while enjoying treats infused with Aboriginal flavours and produce.

October 2021 saw staff commence mandatory cultural awareness training to ensure that we all have a base knowledge of Aboriginal and Torres Strait Islander cultures, histories and experiences to be able to perform our work in a culturally informed way.

While our journey to date has been guided by, respects, and reflects legislative framework and other documents that enable the protection and sharing of cultures including the Aboriginal Heritage Act, our minds are open to other opportunities and we are partnering, learning, growing and most importantly - listening.



Workshop with department staff to discuss the importance of reconciliation and shape our RAP journey.

### Our partnerships and current activities

The department is involved in a wide range of programs and activities which are designed to enable the progress and engagement of Aboriginal and Torres Strait Islander peoples. Our work also contributes towards the celebration and promotion of Aboriginal cultures throughout our state.

Our staff continue to seek ways of supporting Aboriginal businesses to win work across numerous industries that align with the department's business.

Examples of work the department is currently involved in delivering include:



#### **Tourism with Traditional Owners**

Tourism WA has a long-standing industry partnership with the Western Australian Indigenous Tourism Operators Council (WAITOC) to support their governance, marketing and business support operations. This allows WAITOC to directly market, develop and support Aboriginal tourism operators.

Our staff are also involved in delivering Camping with Custodians – an Australian-first program working with Traditional Owner communities to plan, develop and build campground facilities that the community owns and manages. This becomes a central hub for new tourism businesses to be based.

In May 2021, Tourism WA launched the *Jina: Western Australian Aboriginal Tourism Action Plan 2021-2025* which will work towards positioning WA as the premier destination for authentic Aboriginal tourism experiences in Australia.





#### **Local Capability Fund**

The department administers a Local Capability Fund (LCF) to assist small and medium enterprises in Western Australia to increase their capability and competitiveness as suppliers of products, services and works to the Western Australian Government, major projects and other important markets.

The Aboriginal Business Round of the LCF provides businesses with majority Aboriginal ownership the opportunity to receive up to \$50,000 in funding to improve their capability to supply the state and federal government, and the private sector.

## Protecting traditional knowledge associated with natural resources

The department is developing legislation to regulate the access and use of Western Australian natural resources and associated Aboriginal traditional knowledge. The bill could have a significant impact on Aboriginal peoples, setting out processes to ensure that benefits arising from the use of Western Australian biological resources – and associated traditional knowledge – are shared with the relevant Traditional Owners.

> 2021 Premier's Science Awards Shell Aboriginal STEM Student of the Year, Daniel Curran

#### **Premier's Science Awards**

The department delivers the annual Premier's Science Awards to raise the profile of science, technology, engineering and mathematics (STEM) in Western Australia.

The Shell Aboriginal STEM Student of the Year recognises Aboriginal and Torres Strait Islander undergraduate and postgraduate students who demonstrate excellence in STEM studies in Western Australia.



#### **COVID-19 Research Funding**

The department is administering \$5 million in funding for WA universities to play a leading role in COVID-19 research. Each of the five universities – Curtin University, Edith Cowan University, Murdoch University, Notre Dame University and The University of Western Australia – have been provided \$1 million for a total of 34 projects. The research has a number of themes and includes Aboriginal health.

There are five projects in the Aboriginal health theme that have received total funding of \$1 million. The Chief Scientist of Western Australia, supported by the department, brings together Aboriginal health researchers to share their research progress.

#### Sponsorship

The department has sponsored the Telstra Indigenous Emerging Business Forum which encourages and assists Aboriginal and Torres Strait Islander business development. It bridges the digital divide for greater access to information and technology for community economic development.

Through Tourism WA, the department manages a dedicated Regional Aboriginal Events Scheme with a funding pool of \$150,000. Event holders can apply for funding between \$10,000 to \$40,000. Tourism WA also encourages event holders of major events to encompass Aboriginal and Torres Strait Islander content where possible.



Mowanjum Festival 2021. © Mowanjum Art and Culture Centre; Photographer Charlotte Dickie

#### **Engagement with Traditional Owners**

The department is heavily involved in liaising with and supporting industry as they facilitate Indigenous Land Use Agreements. The agreements assist Traditional Owners in achieving their aspirations in jobs, training and access to their land. The department is also significantly involved in developing the submission for the World Heritage Listing of the Murujuga Cultural Landscape.

#### **Regional communication forums**

WA Industry Link delivers forums across all nine regions of Western Australia to provide an opportunity for local businesses, including Aboriginal and Torres Strait Islander businesses, to better understand government purchasing policy and find out more about upcoming government projects that they can apply to supply.

The forums bring together state government representatives, policy makers and local businesses in regional Western Australia. Our staff are proactive in engaging with Aboriginal businesses in each region at the forums.



Murujuga Cultural Landscape



WA Industry Link's regional communication forum, Peel



Action	Deliverable	Timeline	Responsibility
<ol> <li>Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.</li> </ol>	<ol> <li>Develop and maintain a profile list of Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.</li> </ol>	June 2022	Director General Supported by: Office of the Director Genera
	1.2 Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	October 2022	Chair of RAPWG
	1.3 Develop and maintain a register of initiatives within the department that support Aboriginal and Torres Strait Islander stakeholders for communication purposes and reporting back to RAPWG.	June 2022	Director General Supported by: Office of the Director Genera
2. Build relationships through celebrating National Reconciliation Week (NRW).	2.1 Circulate Reconciliation Australia's NRW resources and reconciliation materials to staff.	May 2022, May 2023	Chair of RAPWG
	2.2 RAPWG representatives to participate in an external NRW event.	May 2022, May 2023	Chair of RAPWG
	2.3 Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	March 2023	Director General
	2.4 Invite staff to attend Reconciliation WA's annual Reconciliation Walk.	March 2023	Director General
	2.5 Host an internal reconciliation event, aligned to the annual theme.	May 2022, May 2023	Director General
3. Promote reconciliation through our sphere of influence.	3.1 Communicate our commitment to reconciliation to all staff.	June 2022	Director General
	3.2 Identify external stakeholders that our organisation can engage regularly with on our reconciliation journey.	June 2022	Chair of RAPWG
	3.3 Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	November 2022	Chair of RAPWG
	3.4 Invite Aboriginal and Torres Strait Islander peoples to share their stories, histories and truths with us through an event designed to build understanding of Australia's history and raise cultural awareness and understanding.	June 2022, September 2022, December 2022, March 2023, June 2023, September 2023	Chair of RAPWG
4. Promote positive race relations through anti-discrimination strategies.	4.1 Research best practice and policies in areas of race relations and anti- discrimination.	February 2023	Executive Director, Corporate Services
	4.2 Conduct a review of HR policies and procedures to identify existing anti- discrimination provisions, and future needs.	February 2023	Executive Director, Corporate Services



Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	5.1 Develop a plan for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	February 2023	Chair of RAPWG
	5.2 Conduct a review of cultural learning needs within our organisation.	November 2022	Executive Director, Corporate Services
	5.3 Implement Public Sector Commission's mandatory online Cultural Awareness Training to all staff.	June 2022	Executive Director, Corporate Services
	5.4 Investigate cultural learning experiences to improve cultural awareness and understanding for all staff.	October 2022	Executive Director, Corporate Services
	5.5 Create a Cultural Calendar of dates that reflect significant Aboriginal and Torres Strait Islander milestones and events through history and the present day. Create corresponding Noongar six season event activities.	June 2022	Chair of RAPWG
	5.6 Provide a learning opportunity led by Aboriginal and Torres Strait Islander peoples to build shared understanding of the history of National Sorry Day and the ongoing impacts of law, policy and societal attitudes on Aboriginal and Torres Strait Islander families and communities.	November 2022	Chair of RAPWG
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	6.1 Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	November 2022	Chair of RAPWG
	6.2 Increase staff's understanding of the purpose and significance behind cultural protocols.	November 2022	Chair of RAPWG
	6.3 Develop an Acknowledgement of Country and Welcome to Country policy or guideline in partnership with Traditional Owners.	June 2022	Director, Corporate Communications
	6.4 Develop a dual naming policy for use of language acknowledging the cultural/ traditional/original name of places in communications collateral.	February 2023	Director, Corporate Communications
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	7.1 Raise awareness and share information with our staff about the meaning of NAIDOC Week.	July 2022, July 2023	Chair of RAPWG
	7.2 RAPWG members to participate in an external NAIDOC Week event.	July 2022, July 2023	Chair of RAPWG
	7.3 Introduce staff to NAIDOC Week by promoting external events in our local area.	July 2022, July 2023	Director, Corporate Communications
	7.4 Organise an impactful NAIDOC internal event aligned to the annual theme.	July 2022, July 2023	Chair of RAPWG



Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	8.1 Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation aligned to the Public Sector Commission target of 3.7%, and create pathways to ensure growth in employment numbers to exceed target on a sustainable basis.	June 2023	Executive Director, Corporate Services
	8.2 Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	February 2023	Executive Director, Corporate Services
	8.3 Investigate recruitment options (e.g. intern programs, Aboriginal Traineeship Program and Aboriginal graduates) and implement a plan to grow traineeship and graduate numbers.	November 2022	Executive Director, Corporate Services
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	9.1 Develop a plan for procurement from Aboriginal and Torres Strait Islander owned businesses.	February 2023	Executive Director, Corporate Services
	9.2 Investigate Supply Nation membership.	June 2022	Executive Director, Corporate Services
	9.3 Review and implement Aboriginal procurement strategies to achieve WA Government target of 3.5%.	June 2022	Executive Director, Corporate Services
	9.4 Maintain and circulate Aboriginal and Torres Strait Islander procurement registration to our senior leadership team for a clear record of businesses who engage with engage with the department to enable effective reporting on performance outcomes.	November 2022	Executive Director, Corporate Services



Action	Deliverable	Timeline	Responsibility
10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	10.1 Form an ongoing RAPWG to govern RAP implementation.	May 2022	Director General
	10.2 Draft Terms of Reference for the RAPWG.	May 2022	Chair of RAPWG
	10.3 Establish Aboriginal and Torres Strait Islander representation on the RAPWG.	May 2022	Chair of RAPWG
11. Provide appropriate support for effective implementation of RAP commitments.	11.1 Appoint a senior leader to become RAP Champion. (NOTE – inaugural Champion appointed in April 2021 for a term of two years.)	April 2023 – new champion to be appointed	Director General
	11.2 Define resource and budget needed for the RAP implementation.	June 2022	Chair of RAPWG
	11.3 Engage senior leaders in the delivery of RAP commitments through Strategic Corporate Executive Committee and the Corporate Executive.	July 2022, November 2022	Director General Supported by: Office of the Director
	11.4 Define appropriate systems and capability to track, measure and report on RAP commitments.	February 2023	General Executive Director Corporate Services
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	12.1 Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September 2022, 30 September 2023	Chair of RAPWG
	12.2 Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June 2022, June 2023	Chair of RAPWG
	12.3 Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	1 August 2022	Chair of RAPWG
	12.4 Report to department's Corporate Executive and update all staff on performance against the RAP (Annual Report, Director General updates, RAP update sessions).	September 2022, December 2022, March 2023, June 2023, September 2023	Chair of RAPWG
13. Continue our reconciliation journey by developing our next level RAP.	13.1 Register via Reconciliation Australia's website to begin developing our next RAP.	July 2023	Chair of RAPWG

### About our artwork



#### Artist: Kevin Wilson

Wongai man Kevin Wilson is co-founder of design consultancy Nani Creative, which was established to cater to the increasing need and demand for authentic Aboriginal design, particularly within the Government and tourism sectors.

The Department of Jobs, Tourism, Science and Innovation RAP design process involved the RA Group undertaking a creative yarn session with Nani Creative to understand our journey, what reconciliation means personally to each member of the group and to the agency, and our wishes and hopes for the future.

This emotional, truthful and powerful discussion helped guide Kevin to design this beautiful artwork.





#### 'Building Pathways'

The main circle is used here to represent the places we meet, reflect, yarn, and build pathways to empower our community. The symbols around the circle represent people – using different colours and shapes to symbolise the diversity.

Surrounding this, the flowing river speaks to the journey we are all on, recognising our collective responsibility to ensure our future actions are inclusive, supportive, respectful and create a safe environment for our mob. The circles along that journey represent the conversations and collaboration points we have that strengthen those values.

Contact details for public enquiries about our RAP:

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