



RECONCILIATION ACTION PLAN

Australian Parliamentary Service
Innovate Reconciliation Action Plan



November 2019 – October 2022



RECONCILIATION
ACTION PLAN

INNOVATE

CULTURAL DISCLAIMER

Aboriginal and Torres Strait Islander peoples are advised that this document may contain images and content referring to deceased persons. It may also contain words or descriptions that may be deemed culturally sensitive.

Acknowledgment

The Australian Parliamentary Service acknowledges the Custodians of Country throughout Australia and their continued connection to land, waters and community. We pay our respects to their Cultures, Country and Elders past, present and emerging.

PARLIAMENT HOUSE ART COLLECTION

Since the formation of the Parliament House Art Collection in the 1980s, Aboriginal and Torres Strait Islander art has been a collecting priority for the Parliament's Art Advisory Committee. Of the 4,000 contemporary works in the rotational collection, more than 660 are by Aboriginal and Torres Strait Islander artists. Artists in the collection represent every state and territory in Australia, and urban as well as regional and remote areas of Australia are represented across a wide range of media including painting, photography, new media, glass, ceramics, bark paintings, works on paper, sculpture, weaving and textiles. These works are displayed in Senators and Members offices, in the general circulation spaces of the building and in the public areas.

The Parliament House Art Collection is managed in accordance with the Charter of Principles for Publicly Funded Collecting Institutions. The Charter provides a framework that promotes professional best practice in the acquisition, management and reproduction of artworks by Indigenous artists across the nation. The Parliament House Art collection is committed to the application of best practice policies and procedures in all aspects of our dealings with Indigenous artists and their works of art.

Cover image: Parliament House, Enlighten Festival projection featuring Grace Lillian Lee (born 1988) Meriam Mir peoples, *Woven Neckpieces*, 2019, courtesy of the artist.

Foreword

The Australian Parliamentary Service is pleased to present our third Reconciliation Action Plan (RAP), continuing the tradition of working collaboratively towards reconciliation with Aboriginal and Torres Strait Islander peoples. We recognise the importance of reconciliation in our workplaces, and in relation to our unique place of work – Australia’s Parliament House. Together the Parliamentary departments seek to achieve significant outcomes and momentum for reconciliation.

The Australian Parliamentary Service supports the work of the Australian Parliament, upholding the principles of Australian democracy. Through hosting official events, visitor programs and outreach activities, the Australian Parliamentary Service also engages with Australians to foster involvement in democratic processes. An important part of this is developing respectful relationships and meaningful opportunities for Aboriginal and Torres Strait Islander peoples.

Implementation of this Plan will continue positive initiatives from previous RAPs, and importantly, will guide new projects to strengthen our contribution to reconciliation for the broader Australian Parliamentary Service community, and visitors to Parliament House.

We are pleased to commend this third Australian Parliamentary Service RAP for implementation.

Robert Stefanic

*Secretary, Department
of Parliamentary Services*

Claressa Surtees

Clerk of the House

Richard Pye

Clerk of the Senate

Jenny Wilkinson

*Parliamentary Budget
Officer*



Message from the RAP Champions

It is our great privilege to be the Reconciliation Action Plan Champions for the Australian Parliamentary Service. Representing each of the four parliamentary departments, the Champions have been strongly supported by the heads of the parliamentary departments to lead the development of this new Innovate RAP and now look forward to overseeing the implementation of the initiatives it contains. We join with the heads of the parliamentary departments in expressing the commitment of the Parliamentary Service to reconciliation with Aboriginal and Torres Strait Islander peoples across Australia.

The RAP reflects the unique and significant role of Parliament House as the meeting place for the nation's representatives, and acknowledges its location on land that has been a meeting place of the Ngunnawal and Ngambri peoples for thousands of years.

In developing this RAP we have been greatly assisted by the hard work of a dedicated team of volunteers from across the Australian Parliamentary Service. We thank Helen Eastley, James Haughton, Cara Kirkwood, Emma Knezevic, Emma Matthews, Binod Nepal, Michael Robinson, Natalie Rose, Nutan Singh and Summer Sorensen for the key role they played in drafting the RAP.

Our RAP benefited greatly from consultations with the United Ngunnawal Elders Council, the Parliamentary Service Indigenous Employees Network and Reconciliation Australia. We thank Lisa McDonald for her design work and the artists, including those represented in the Parliament House Art collection, who have contributed the images that make this a beautiful document as well as an inspiring one. We also thank the past Champions and all our colleagues in the Australian Parliamentary Service for their commitment to reconciliation.

We commend this Reconciliation Action Plan to all our colleagues in the Australian Parliamentary Service.

Stuart Woodley

*Chair, RAP Champions
Clerk Assistant (Committees),
Department of the House
of Representatives*

David Tellis

*RAP Champion
Assistant Parliamentary
Budget Officer,
Parliamentary Budget
Office*

Robert Brigden

*RAP Champion
Acting Chief Operating Officer,
Department of Parliamentary
Services*

John Begley

*RAP Champion
Usher of the Black Rod,
Department of the
Senate*



Message from Reconciliation Australia

On behalf of Reconciliation Australia, I am delighted to see the Australian Parliamentary Service continue its reconciliation journey and to formally endorse its third Innovate RAP.

Through the development of an Innovate RAP, the Australian Parliamentary Service continues to play an important part in a community of over 1,000 dedicated corporate, government, and not-for-profit organisations that have formally committed to reconciliation through the RAP program since its inception in 2006. RAP organisations across Australia are turning good intentions into positive actions, helping to build higher trust, lower prejudice, and increase pride in Aboriginal and Torres Strait Islander cultures.

Reconciliation is no one single issue or agenda. Based on international research and benchmarking, Reconciliation Australia, defines and measures reconciliation through five critical dimensions: race relations; equality and equity; institutional integrity; unity; and historical acceptance. All sections of the community—governments, civil society, the private sector, and Aboriginal and Torres Strait Islander communities—have a role to play to progress these dimensions.

The RAP program provides a framework for organisations to advance reconciliation within their spheres of influence. This Innovate RAP provides the Australian Parliamentary Service with the key steps to establish its own unique approach to reconciliation. Through implementing an Innovate RAP, the Australian Parliamentary Service will strengthen its approach to driving reconciliation through its business activities, services and programs, and develop mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders.

We wish the Australian Parliamentary Service well as it embeds and expands its own unique approach to reconciliation. We encourage the Australian Parliamentary Service to embrace this journey with open hearts and minds, to grow from the challenges, and to build on its successes. As the Council for Aboriginal Reconciliation reminded the nation in its final report:

“Reconciliation is hard work—it’s a long, winding and corrugated road, not a broad, paved highway. Determination and effort at all levels of government and in all sections of the community will be essential to make reconciliation a reality.”

On behalf of Reconciliation Australia, I commend the Australian Parliamentary Service on its third RAP, and look forward to following its ongoing reconciliation journey.



Karen Mundine

*Chief Executive Officer
Reconciliation Australia*



Lynette Granites Nampijinpa (born 1945) Wakirti Warlpiri peoples, *Bush Carrot Dreaming*, undated, Parliament House Art Collection

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Our vision for reconciliation

Our vision for reconciliation is a workplace that reflects and celebrates the diversity within Australia with understanding and respect amongst our parliamentary service staff for the histories, living cultures, and contributions of Aboriginal and Torres Strait Islander peoples. Through our vision we can contribute to reconciliation in Australia. Our Reconciliation Action Plan is underpinned by our commitment to:

- Building relationships with Aboriginal and Torres Strait Islander peoples as the First Australians and Traditional Owners of the land.
- Recognising and respecting the diverse and continuing cultures and traditions of the First Australians and promoting equity in opportunities.
- Working together to establish respectful, sustainable and enduring governance within the Australian Parliamentary Service which offers opportunities to Aboriginal and Torres Strait Islander peoples.

Our business

The Australian Parliamentary Service (APS) is established by the *Parliamentary Service Act 1999*. The parliamentary service supports and is responsible to the Australian Parliament. It has a stewardship role for the institution of Parliament. There are four parliamentary departments in the parliamentary service with more than 1,300 staff in total, 39 of whom have identified as Aboriginal and/or Torres Strait Islander peoples at the time of writing this Plan. We are located in Canberra, on Ngunnawal and Ngambri Country at the Australian Parliament House and the nearby Minter Ellison Building.



Department of the Senate

The Senate department provides secretariat support for the Senate and its committees, and advice and support to enable senators and others to participate in their meetings. Its work is substantially driven by the requirements of the Senate and senators.

The department provides services and undertakes activities in the following areas:

- Advice about Senate and committee proceedings
- Secretariat support for the Senate
- Secretariat support for committees
- Administrative advice and support for senators
- Public information and parliamentary education
- Capability, governance and accountability.

In providing these services the department is responsible not to the government of the day but to the Senate and all senators, maintaining complete impartiality in serving equally senators from all political parties and independent senators.



Department of the House of Representatives

The Department of the House of Representatives (DHR) provides advisory and administrative services to enable the House of Representatives to fulfil its representative and legislative role. Advice and services provided are non-partisan, focusing on the work of the House of Representatives and parliamentary committees rather than the political or electorate interests of Members.

It provides five primary services:

- House Chamber and Federation Chamber services
- increasing community awareness
- committee support
- inter-parliamentary relations and capacity building
- Members' and corporate support.



Department of Parliamentary Services

The Department of Parliamentary Services (DPS) supports the functions of the Australian Parliament and the work of parliamentarians through the provision of professional services, advice and facilities, and the ongoing maintenance of Australian Parliament House; and makes the building, and the important activity that takes place in it, accessible.

Working in collaboration with the other parliamentary departments, DPS provides the following services:

- library and research services
- information and communication technology products to the Parliament and across the Nation
- protective security services
- building and grounds management
- audio visual services and Hansard
- art collection and exhibition services
- visitor services and the Parliament Shop
- Catering and event management
- management of licensed retail, health, banking and childcare services and corporate, administrative and strategic services for DPS.



Parliamentary Budget Office

The Parliamentary Budget Office (PBO) supports the work of parliamentarians by providing independent and non-partisan analysis of the budget impact of policy proposals and by publishing reports on budget issues.

It provides the following services:

- Confidential costings of policy proposals
- Analysis of the budget impact of election commitments
- Public reports on budget-related issues, to improve public awareness and understanding.



Our RAP

We have been on our Reconciliation Action Plan (RAP) journey for six years and we are committed to building understanding, respect and relationships with the diverse Aboriginal and Torres Strait Islander peoples across Australia and within the Australian Parliamentary Service (APS). The parliamentary departments are committed to continuing our collective approach to Reconciliation. Working together has united, inspired and strengthened the overall outcomes of each Department's contribution to reconciliation. The collective approach has facilitated greater momentum for implementing reconciliation actions, and supported strengthening the Parliamentary Service Indigenous Employees Network. A shared RAP is consistent with the Parliamentary Departments' approach in other operational areas, including shared corporate services and building facilities.

This is our third RAP and it is based on Reconciliation Australia's 'Innovate RAP' framework, which provides guidance on achieving our vision for reconciliation. The RAP sets out a framework for reviewing and building on previous achievements. The APS Innovate RAP will guide us in developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, and provide opportunities to engage staff and stakeholders in reconciliation activities. Through implementation of this RAP, we will develop and activate strategies for empowering Aboriginal and Torres Strait Islander peoples.

Australian Parliament House sits within a region that has been a meeting place for tens of thousands of years. The APS recognises, acknowledges and celebrates this history.

The RAP Working Group includes representation from each of the four parliamentary departments, including the:

1. Diversity and inclusion and learning and development advisor
2. Recruitment officer and Parliamentary Service Indigenous Employees Network secretary
3. Assistant Directors: Parliamentary Budget Office, Senate, and Indigenous engagement and strategy (DPS)
4. Senior Researchers: Indigenous Affairs, Parliamentary Library and Committee Office, House of Representatives
5. Administrative officer

Two of the members of the Working Group also attend the meetings of the RAP Champions. Half of the working group are Aboriginal and/or Torres Strait Islander peoples.

Together with the Parliamentary Service Indigenous Employees Network (PSIEN, see below), the RAP Working Group developed this plan, with support from the RAP Champions Group. The RAP Champions Group comprises senior executive representatives from the four parliamentary departments who consult with departmental staff, the PSIEN and Reconciliation Australia. The four departmental heads have overall responsibility for the RAP.

We have included case studies that highlight the Australian Parliamentary Service Reconciliation Action Plan journey.

Highlights

1. Parliamentary Service Indigenous Employee Network (PSIEN)

2. United Ngunnawal Elders Council

3. Jawun

4. Indigenous Australian Government Development Program

5. Parliament House, Visitor Experiences, Landmark events and Reconciliation.

1. Parliamentary Service Indigenous Employee Network

The Parliamentary Service Indigenous Employee Network (PSIEN) is made up of a culturally rich and diverse group of First Australians. In operation for the past three years, the network is becoming an influential voice for support and guidance to the broad cultural issues and undertakings of Parliament House.

Members of the network welcome the Australian Parliamentary Service commitment to build meaningful relationships with Aboriginal and Torres Strait Islander peoples and cultures within the workforce and our wider community. The Australian Parliament House workforce is uniquely placed to celebrate and promote opportunities to showcase Aboriginal and Torres Strait Islander peoples' cultures, through employment, art acquisition and national representation.

Members of the PSIEN bring rich and diverse views to the workings of Parliament House, and enthusiastically assist Departmental leaders to improve outcomes for Aboriginal and Torres Strait Islander peoples.

The PSIEN has played a key role in the development of the Australian Parliamentary Service *Acknowledgement of Country* card. The card aims to build clarity and confidence for the workforce when providing Acknowledgements of Country at relevant times. A further aim of the card is to connect and contextualise the story of the cultural continuum of place, in that, Parliament House is situated on the very hill that has been a dedicated meeting place for Ngunnawal and Ngambri peoples for tens of thousands of years.



Above: Parliamentary Services Indigenous Employees. Back row – Lachlan Murray (Arabana & Dieri), Michael Robinson (Dunghutti), Chris Cross (Wiradjuri), Joel Bulger (Ngunnawal & Wiradjuri), Clancy Bollard (Kalkadoon). Front row – Nicole Bowman (Wiradjuri), Summer Sorensen (Darumbal), Kiran McPherson (Jirrbal, Mbarbrum & Kurtijar), Cara Kirkwood (Mandandanji, Bidjara & Mithaka), Uncle Vince Bulger (Wiradjuri). Absent: Steve Wallace (Ngunnawal), Sophie Bloomfield (Wiradjuri), Kev Geary (Noongar), Jingara Hart (Bundjalung), Benjamin Veava (Yuibera), Tim Donovan (Gumbaynggirr & Dunghutti) and Kim Ridley (Brungle)



Above: United Ngunnawal Elders Council members in the mural hall. Parliament House, Canberra.

2. United Ngunnawal Elders Council

We recognise that building genuine relationships with Traditional Owners and Custodians of the land upon which we live and work, will enhance our understanding and respect of Ngunnawal and Ngambri cultures. Through understanding our local histories, we increase our awareness and appreciation for the breadth of geographic and cultural diversity of Australia's First Peoples. We recognise Parliament House as a site that operates on Ngunnawal and Ngambri Country yet encompasses all First Nations.

To build upon this relationship, the Australian Parliamentary Service has offered to host the United Ngunnawal Elders Council (UNEC) two times per year, and we have undertaken consultation with the United Ngunnawal Elders Council to develop this RAP. A number of important projects in the Reconciliation Action Plan have arisen directly from our consultation with the UNEC.



Above: Photo supplied by Xavier Rimmer, 2018 Jawun secondee

3. Jawun

The Jawun program connects government and corporate partner organisations with Aboriginal and Torres Strait Islander partner organisations around Australia. This partnership is designed to develop greater self sufficiency for Aboriginal and Torres Strait Islander peoples and communities, and provide opportunities for increasing cultural awareness and engagement for Parliamentary Budget Office (PBO) staff.

The PBO has participated in the Jawun program since 2015. Placements have included the Central Coast, West Kimberley and Goulburn Valley Regions. The placements have allowed the PBO to connect with Aboriginal and Torres Strait Islander communities to share the skills of its analysts through the Jawun Indigenous Community Australian Public Service Secondment Program.

In 2018, a PBO staff member, Xavier Rimmer, worked with Rumbalara Aboriginal Co-operative, an organisation offering a range of health and community services and enabler of Aboriginal and Torres Strait Islander communities in the Greater Shepparton region for over 35 years. Working alongside Aboriginal and Torres Strait Islander peoples at Rumbalara, Xavier

prepared a grant funding application and housing asset data analysis tool. He was also involved in providing training and support as well as guidance for asset and infrastructure management.

The experience provided a unique opportunity to learn about the culture of the Yorta Yorta people, the histories of the region and the significance of the Cummeragunja walk-off by working closely with the local Aboriginal and Torres Strait Islander community.

In addition to the formal secondment to Rumbalara, being part of a Jawun cohort connected Xavier to the community. This included providing assistance to other organisations working with fellow Jawun secondees and working with the community directly, most notably through the homework club for Aboriginal and Torres Strait Islander school children.

The experience has provided the PBO with increasing awareness of Aboriginal and Torres Strait Islander cultures, histories and experiences facing communities in regions as analysts returning from placements share stories with the office. The PBO continues to participate in the Jawun program.

4. Indigenous Australian Government Development Program - Summer Sorensen

I am a proud Darumbal woman from North East Queensland. I moved to Canberra at the end of 2017 to start my career in the public service. I secured a position with the Department of Parliamentary Services (DPS) through the Indigenous Australian Government Development Program (IAGDP) which was an amazing experience. I have made some great connections with my 2017/18 cohort. Through the program I was able to complete my Diploma of Government and I now have an on-going position with DPS in the Chief Operating Officer Division.

Since commencing at DPS I have become the secretariat of our Indigenous Employee Network, which has helped build and strengthen my knowledge and skills.

I was also fortunate enough to participate in the Working Exposure in Government (WEX) program

hosted by the Department of Prime Minister and Cabinet. This program brings 70 Aboriginal and Torres Strait Islander students from around Australia to Canberra for a week and exposes them to all the different career paths available in the public service. On the day that the Aboriginal and Torres Strait Islander students came to Parliament House I was asked to participate in the panel discussion and talk with the students on how they can start a career in the public sector. This was a wonderful experience and a great opportunity to share and give back to community.

Over the last 12 months I have been given the opportunity to really push myself out of my comfort zone and I am all the more grateful for it. I now have an amazing career in the public sector, have made some great head way in our diversity space and am looking forward to the future and what it has in store for me.



Summer Sorensen



Above: Prime Minister the Hon. Kevin Rudd delivering the Apology to Australia's Indigenous Peoples

5. Parliament House, Visitor Experiences, Landmark events and Reconciliation

The parliamentary departments and Australian Parliament House are well aware of their role in contributing to Reconciliation in Australia in their roles as a workplace, and also as host to visitors and events, both parliamentary and non-parliamentary.

In addition to its function of providing a venue for the passing of laws, Australian Parliament House also hosts occasions of great national significance.

Landmark events

The Apology to Australia's Indigenous Peoples was one of the first items of business for the 42nd Parliament. The opening of the 42nd Parliament, on 12 February 2008, featured the first Welcome to Country ceremony of Aboriginal and Torres Strait Islander peoples' music and dance to be held at the commencement of a Parliament.

The Apology to Australia's Indigenous Peoples apologised for the laws and policies of successive parliaments and governments which had inflicted profound grief, suffering and loss on Aboriginal and Torres Strait Islander Australians and especially apologised for the removal of Aboriginal and Torres Strait Islander children from families, communities and country.

Delivered by Prime Minister the Hon. Kevin Rudd on 13 February 2008, the Apology to Australia's Indigenous Peoples attracted many visitors who attended the passing of the motion of apology in both the House of Representatives and the Senate. During the Prime Minister's apology, many Aboriginal and Torres Strait Islander Australians sat in the House of Representatives galleries as the House expressed its sorrow over the harsh experiences suffered by them and the generations before theirs. On this occasion, the Great Hall of the Parliament gave many other people the opportunity to observe the events on a large screen. Hundreds more gathered immediately outside Australian Parliament House on Federation Mall, witnessing the events in the same way.

Following the National Apology, Lorraine Peeters, a member of the Stolen Generations, presented the Prime Minister and the Leader of the Opposition with a glass coolamon made by Bai Bai Napangardi, a Balgo artist. The coolamon contained the message:

On behalf of our people, thank you for saying sorry.

Tom Calma, the Aboriginal and Torres Strait Islander Social Justice Commissioner, gave a speech in the Members' Hall after being asked by the Stolen Generations Alliance and the National Sorry Day Committee to respond to the Apology.



Above: Visitors on the Yerribee Indigenous Experiences of Parliament House tour, viewing portraits of Indigenous Australians in the Parliament House Art Collection. Photo by Penny Bradfield Auspic/DPS.

Visitors to APH – Yerribee Indigenous Experiences of Parliament House tour

In 2019 the Department of Parliamentary Services has refreshed its tour offering. Acknowledging Australia’s rich and challenging past, recognising the continued contributions of Aboriginal and Torres Strait Islander peoples and celebrating our collective future, the tour focuses on presence, place and visibility of Aboriginal and Torres Strait Islander parliamentarians and cultures. Commencing in National Reconciliation Week 2019, the tour is offered regularly throughout the year.

National Reconciliation Week Lecture

The Parliamentary Library hosts an annual public National Reconciliation Week lecture at Parliament House as a significant contribution to DPS’ Reconciliation Action Plan. Recent speakers include:

- a. 2016: Justin Mohamed, CEO Reconciliation Australia, *The State of Reconciliation in Australia*
- b. 2017: Joint address by Ms Louise Taylor, deputy CEO Legal Aid ACT: *Obstacles to a truly reconciled Australia* and Dr Elizabeth Ganter, CAEPR: *Counting contributions, not just bums on seats*

- c. 2018: Professor Megan Davis, Pro-Vice Chancellor (Indigenous) UNSW, *The Uluru Statement and Reconciliation*

The 2019 lecture was delivered by Professor Tom Calma AO, co-chair of Reconciliation Australia.

As well as this major public event the Library also hosts a number of seminars and lectures during the year for the information of parliamentarians and research staff, which aim to, and have, frequently included Aboriginal and Torres Strait Islander speakers and policy topics.

As the Library recruits chiefly from the academic sector, steps are being taken to increase our recruitment of Aboriginal and Torres Strait Islander people through targeted recruitment strategies aimed at Aboriginal and Torres Strait Islander graduates and post-graduates, and wider advertising of positions in Aboriginal and Torres Strait Islander media.



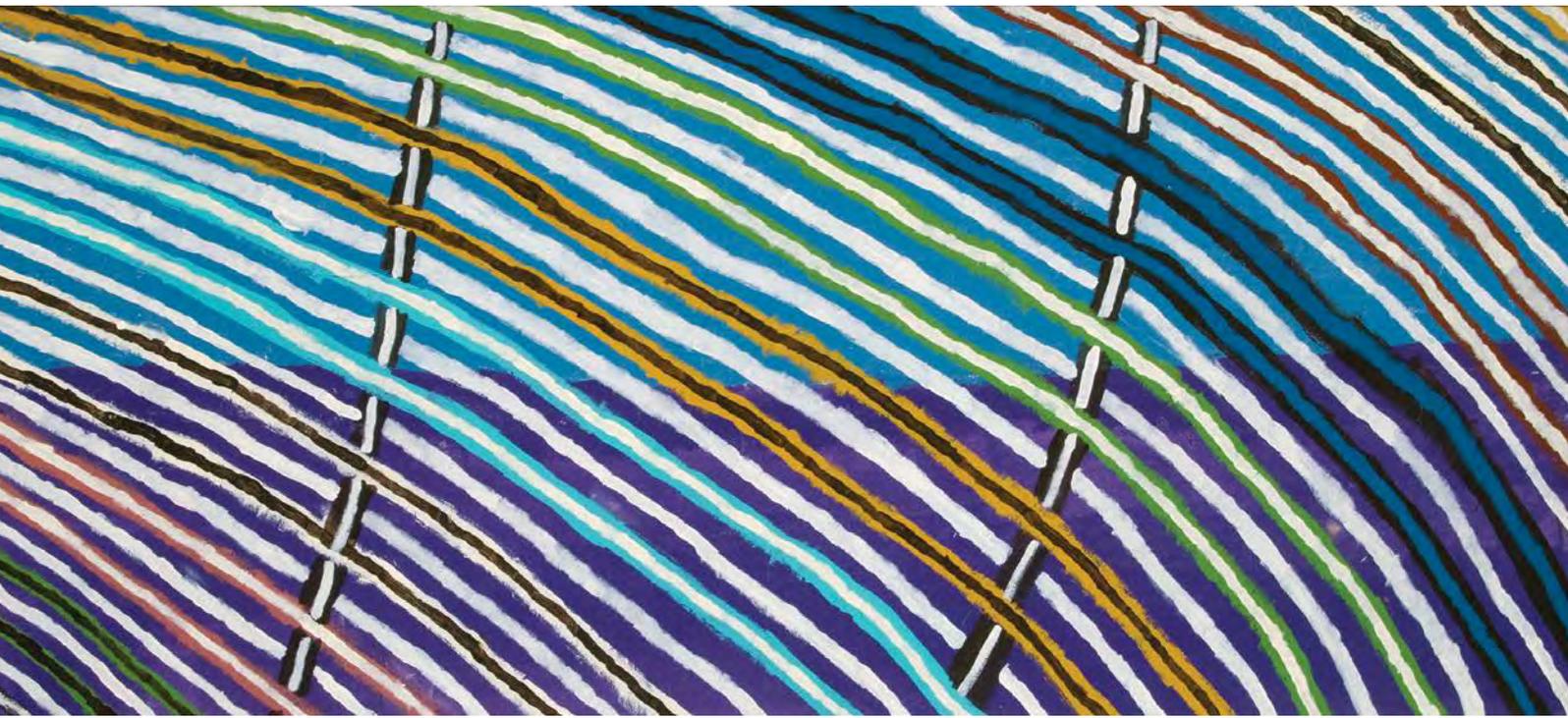
Above: The Speaker Tony Smith MP with Mr Michael Nelson Jagamara and Mr Imants Tillers at the unveiling of their major collaborative work, *The Messenger*, acquired for the Parliament House Art Collection in 2017. Photo – David Foote/Auspic

Our RAP learning journey

We have reviewed the achievements of our past RAPs, and we are committed to learning from our past experiences. We have:

1. developed an Australian Parliamentary Service Acknowledgement of Country card to provide guidance to parliamentary staff when Acknowledging Country at the beginning of meetings and at other times parliamentary staff gather together
2. adopted the Charter of Principles for Publicly Funded Collecting Institutions in our management of the Parliament House Art Collection
3. through the RAP Champions, joined the Australian Public Service Indigenous Champions Network
4. implemented eLearning modules for all employees from the Aboriginal and Torres Strait Islander Australia (Core) Foundation Course developed by the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS)
5. supported the Jawun Indigenous Community Programme through seconding staff as part of a broader commitment to establishing respectful, sustainable and enduring partnerships between the parliamentary departments and Aboriginal and Torres Strait Islander peoples
6. continued to support leave arrangements to enable staff to participate in National Reconciliation Week events and NAIDOC Week events.
7. incorporated Aboriginal and Torres Strait Islander cultures in the cultural awareness staff training.
8. increased procurement through Supply Nation, including our WHS influenza shots being provided by a certified Supply Nation supplier
9. changed our procurement training through the implementation of an Indigenous Procurement Policy
10. promoted employment of Aboriginal and Torres Strait Islander people.

We will carefully review how we model and promote engagement with and learning about Aboriginal and Torres Strait Islander peoples, cultures and histories. We will seek to create a culturally welcoming environment and opportunities for Aboriginal and Torres Strait Islander peoples and cultures to be more visible in our work and more actively promote the work of the Parliamentary Service Indigenous Employees Network (PSIEN). We will report our RAP achievements in our annual reports. We will seek to more actively promote National Reconciliation Week and NAIDOC Week activities amongst our staff and visitors. Having considered what we can do better in our new RAP and how we can build on our past experiences and learnings, we outline our Reconciliation Action Plan, grouped by four pillars: relationships, respect, opportunities and governance.



Top: Maria Butcher (born 1930) Umpila peoples, *Bushrope 2*, 2007, Parliament House Art Collection

Bottom left: Laurie Nilsen (born 1953) Mandandanji peoples, *Emu*, 2000, Parliament House Art Collection

Bottom right: Michael Boiyool Anning (born 1955) Yidinji peoples, *Cross boomerang – nets*, 2009, Parliament House Art Collection



Relationships

Parliament House is the work place of the Australian Parliament and the symbolic heart of Australia's democracy. It is important that the unique position of Aboriginal and Torres Strait Islander peoples' cultures and histories is recognised and integrated in our work.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Meet with local Aboriginal and Torres Strait Islander stakeholders and communities to develop guiding principles for future engagement, including the United Ngunnawal Elders Council and Ngambri Elders, Parliamentary Service Indigenous Employees Network, Australian Public Service RAP Champions Network.	February 2019, with reviews October 2020, October 2021	RAP Champions Group Chair; RAP Champions; Secretary to RAP Champions Group
	Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and communities: United Ngunnawal Elders Council and Ngambri Elders, Parliamentary Service Indigenous Employees Network, RAP Champions Network.	December 2019, with reviews December 2020 and December 2021	RAP Champions Group Chair
	Continue to support the work of the United Ngunnawal Elders Council through hosting two meetings per year.	In accordance with expected UNEC meeting dates in December 2019, July 2020, December 2021, July 2021, December 2021, July 2022.	Assistant Director, Indigenous Engagement & Strategy
2. Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May 2020, May 2021, May 2022	RAP Champions
	RAP Champions and RAP Working Group to participate in an external NRW event.	27 May- 3 June, 2020, 2021, 2022	RAP Champions Group Chair
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	May 2020, 2021, 2022	RAP Champions
	Organise at least one NRW event each year.	27 May- 3 June, 2020, 2021, 2022	Chair of the PSIEN; Parliamentary Librarian
	Register all APH NRW events on Reconciliation Australia's NRW website.	March 2020, March 2021, March 2022	Secretary to RAP Champions Group
	Promote Parliamentary Departments' NRW activities through suitable channels, including newsletters, publications and social media accounts.	May 2020, May 2021, May 2022	Corporate Communications Director of each Parliamentary Department; RAP Champions
3. Promote reconciliation through our sphere of influence.	Implement strategies to engage our staff in reconciliation by: <ul style="list-style-type: none"> ▪ providing guidance for use of the Australian Parliamentary Service Acknowledgement of Country Card; ▪ introducing face to face cultural awareness training; ▪ in conjunction with the United Ngunnawal Elders Council, progressively establish a program of language training; ▪ introduction of the Indigenous Experiences of Parliament House tour; ▪ ongoing participation in the Jawun program; and ▪ making available to staff opportunities for appropriate secondments to Aboriginal and Torres Strait Islander organisations. 	November 2019, October 2020, October 2021	RAP Champions
	Australian Parliamentary Service RAP Champions to continue to engage with, and where appropriate, contribute to the Australian Public Service RAP Champions Network. Engagement should be part of the Engagement Strategy (Action item 1).	In line with engagement strategy reviews from December 2019, with reviews in December 2020 and December 2021	RAP Champions
	Promote awareness of the RAP in staff newsletters, including opportunities for involvement and how everyone can contribute to reconciliation actions.	June 2020, June 2021, June 2022	RAP Champions

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
3. Promote reconciliation through our sphere of influence. <i>(Continued)</i>	Include a staff survey question about the RAP, whether staff engaged in reconciliation activities, and seek suggestions for how they would like to contribute, or suggestions for growing reconciliation.	June 2020, June 2021, June 2022	HR Director of each Parliamentary Department
	RAP Champions and Working Group planning days to include an agenda item on identifying opportunities to increase reconciliation outcomes, including through partnerships with external stakeholders.	March 2020, March 2021, March 2022 (RAP Champions) and quarterly beginning March 2020 (RAP Working Group)	RAP Champions; Secretary to RAP Champions Group; Members of the RAP Working Group
	Collaborate with Reconciliation Australia and other public service departments to develop ways to advance reconciliation, and include this as an agenda item for the RAP Champions annual planning day.	July 2020, July 2021, July 2022	Chair of the PSIEN; RAP Champions
	Communicate our commitment to reconciliation publicly.	July 2020, July 2021, July 2022	RAP Champions
	Communicate our commitment to reconciliation, by publishing the RAP in hard copy and online.	November 2019	RAP Champions Group Chair
	Investigate opportunities to establish and host yarning-circle activities for employees at APH.	December 2020	RAP Champions; Assistant Director, Indigenous Engagement & Strategy; Chair of the PSIEN
4. Ensure visitor experiences of Parliament House include Aboriginal and Torres Strait Islander perspectives.	Conduct seminars for public-facing staff within Parliament House to ensure that Aboriginal and Torres Strait Islander perspectives are included in this work. This could include personnel involved in procurement, committees, broadcasting services and petitions. Make the presentations a part of orientation materials for new employees and available on the intranet for those who don't attend the seminar.	July 2020, July 2021, July 2022	RAP Champions
	Conduct Aboriginal and Torres Strait Islander peoples' experiences of Australian Parliament House Yerrabee tour.	Timetable to be established by December 2019; delivery of programs and experiences ongoing. Annual review of experiences for further development / refinement in December 2020 and December 2021	Assistant Director, Indigenous Engagement & Strategy
	Create a timetable to operate the Ngunnawal plants tour in the courtyards and gardens of Parliament House.	Timetable to be established by December 2019. Annual review of tour for development or refinement in December 2020 and December 2021	Assistant Director, Indigenous Engagement & Strategy
	Continue to deliver Parliamentary Education Office (PEO) sessions that focus on sharing Aboriginal and Torres Strait Islander perspectives with primary aged school children.	Annual review of content for development / updating in December 2019, December 2020 and December 2021	Director, Parliamentary Education Office

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
5. Promote positive race relations through anti-discrimination strategies.	Review HR policies and procedures to identify existing anti-discrimination provisions, and future needs and provide the PSiEN with an opportunity to contribute to these reviews. Consider conducting this review jointly across the parliamentary service.	March 2020	HR Director of each Parliamentary Department; RAP Champions
	Develop, implement and communicate an anti-discrimination policy for each department in consultation with Aboriginal and Torres Strait Islander staff.	March 2020	RAP Champions; HR Director of each Parliamentary Department; Members of the PSiEN
	Educate senior leaders on the effects of racism.	July 2020, July 2021, July 2022	RAP Champions



Respect

Respect between Aboriginal and Torres Strait Islander Australians and non-Indigenous Australians is fundamental to the reconciliation process. We will continue to foster and improve knowledge and respect for the histories and cultures of First Australians within the parliamentary service and in our work so that Aboriginal and Torres Strait Islander peoples can be better represented for the benefit of the whole community.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
6. Increase visibility and understanding of local Aboriginal languages	Officially name the Aboriginal and Torres Strait Islander peoples experiences of Australian Parliament House tour "Yerrabee", the Ngunnawal word for 'walk' as gifted by the United Ngunnawal Elders Council	December 2019	Assistant Director, Indigenous Engagement & Strategy
	Introduce training for Visitor Services officers to welcome visitors to APH in Ngunnawal Language	December 2020	Assistant Director, Indigenous Engagement & Strategy
	Establish a working group to explore possible Aboriginal language names for APH venues and meeting rooms	August 2021	Assistant Director, Indigenous Engagement & Strategy
7. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Conduct a review of cultural learning needs within our organisation, with the review including consultation with the PSiEN.	January 2020, with annual reviews in January 2021 and January 2022	RAP Champions; Assistant Director, Indigenous Engagement & Strategy
	Deliver face-to-face and online Aboriginal and Torres Strait Islander cultural awareness training for employees, including as part of employee orientation programs.	January 2020, with annual reviews in January 2021 and January 2022	Assistant Director, Indigenous Engagement & Strategy; HR Director of each Parliamentary Department
	Continue to consult local Traditional Owners, United Ngunnawal Elders Council and Ngambri Elders, on the development and implementation of a cultural learning strategy.	November 2019, October 2020, October 2021	RAP Champions
	Continue to develop, implement and communicate a cultural learning strategy for our staff.	March 2020 with reviews in March 2021 and March 2022	RAP Champions
	As part of the cultural learning strategy, provide ongoing opportunities for RAP Working Group members, HR officers and departmental leaders to participate in formal and structured cultural learning.	June 2020 with reviews in June 2021 and June 2022	RAP Champions
	Parliamentary departments to respond to the offer from the Ngunnawal Elders to make a gift for Parliament House, hosting the group as they create a traditional Possum Cloak and investigating opportunities to incorporate a program of language and cultural engagement for the parliamentary departments during the making of the cloak.	March 2020 .	RAP Champions; Assistant Director, Indigenous Engagement & Strategy

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
8. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. Include awareness initiatives as part of induction / orientation programs.	November 2019	RAP Champions
	Review and re-communicate our cultural protocol document, which includes guidance for delivering a Welcome to Country or Acknowledgement of Country.	December 2019	Assistant Director, Indigenous Engagement & Strategy; Members of the PSIEN; Secretary to the RAP Champions Group
	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events held at Parliament House.	As opportunity arises , with progress reviews in December 2020 and December 2021	RAP Champions; Department Heads; Senior Executive Service officers
	Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings	As opportunity arises , with progress reviews in December 2020 and December 2021	RAP Champions; Department Heads; Senior Executive Service officers
	Make available Acknowledgement of Country lanyard cards to all APH employees and occupants.	November 2019	RAP Champions; Department Heads
	Respond to a request from the United Ngunnawal Elders Council, to encourage employees and building occupants to introduce an Acknowledgement of Country as part of email signatures.	February 2020	RAP Champions; Department Heads
	Invite Elders to record a statement describing why Welcome to Country ceremonies and Acknowledgement of Country is important, and how it contributes to reconciliation	February 2020	Assistant Director, Indigenous Engagement & Strategy
	Invite a local Traditional Custodian into our office to explain the significance of Welcome to Country and Acknowledgement of Country (as described in Action 5).	February 2020	Assistant Director, Indigenous Engagement & Strategy
	Investigate flag display policies across the parliamentary departments, and identify opportunities to contribute to reconciliation through more consistent display of Aboriginal and Torres Strait Islander Flags.	August 2021	RAP Champions
9. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	RAP Champions, RAP Working Group and PSIEN participate in internal and external NAIDOC Week events.	First week in July, 2020, 2021, 2022	RAP Champions
	Review HR policies and procedures to ascertain any barriers to staff participation in NAIDOC Week, and if barriers exist, identify means to address them.	June 2020, June 2021, June 2022	RAP Champions, in conjunction with HR Director of each Parliamentary Department
	With the PSIEN to arrange Australian Parliament Service NAIDOC Week events.	July 2020, July 2021, July 2022	Assistant Director, Indigenous Engagement & Strategy
	Promote and encourage participation in internal NAIDOC Week events to all staff.	July 2020, July 2021, July 2022	RAP Champions, RAP Working Group
	Advertise internal events to all staff; and consider targeted advertising for external participation in our internal events.	July 2020, July 2021, July 2022	RAP Champions; Members of the RAP Working Group
	Promote and encourage participation in external NAIDOC Week events to all staff.	First week in July, 2020, 2021, 2022	RAP Champions
	Review the Reconciliation Film Club and schedule a screening at the APH theatre as part of NAIDOC Week celebrations.	July 2020, July 2021, July 2022	Secretary to the RAP Champions Group



Opportunities

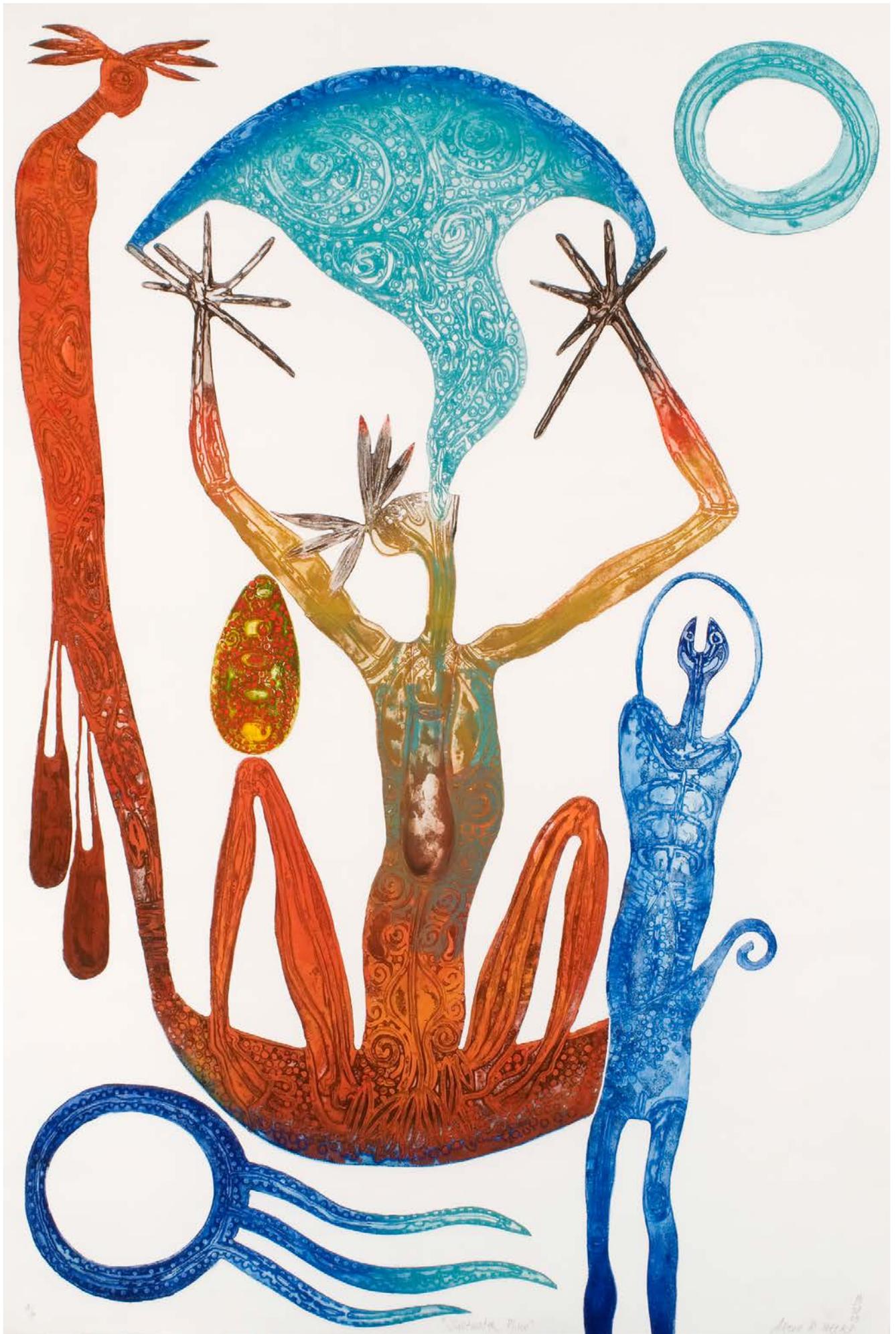
Creating employment and business opportunities for Aboriginal and Torres Strait Islander Australians will enable the parliamentary service to help close the gap on Aboriginal and Torres Strait Islander marginalisation and enhance the diversity of our workforce.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
10. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce	August 2022	Department Heads
	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	February 2020	RAP Champions and Department Heads
	Work with the Australian Public Service RAP Champions Network to grow our understanding of other agencies' experiences, and share Parliamentary Departments' learnings on how to generate positive employment outcomes.	October 2020, October 2021	RAP Champions
	Engage with Aboriginal and Torres Strait Islander staff to consult on and improve recruitment, retention and professional development strategies.	February 2020	RAP Champions, in conjunction with HR Director of each Parliamentary Department
	Engage with the PSIEN to arrange internal mentoring program.	February 2020 December 2020, December 2021	RAP Champions, in conjunction with HR Director of each Parliamentary Department
	Review current opportunities for Aboriginal and Torres Strait Islander staff, including a profile of current staff experience and professional development opportunities.	February 2020	RAP Champions, in conjunction with HR Director of each Parliamentary Department
	Conduct exit interviews with Aboriginal and Torres Strait Islander staff including questions about retention and professional development.	At the time of resignation , with progress reviews in December 2019, December 2020 and December 2021	HR Director of each Parliamentary Department
	Each Department to develop, implement and review Aboriginal and Torres Strait Islander recruitment, retention and professional development strategies. In addition to apprenticeships and entry level jobs, also create pathways of advancement and senior level appointments.	February 2020	RAP Champions, in conjunction with HR Director of each Parliamentary Department
	Continue to advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders. Continue to utilise social network sites when advertising.	Annual reviews of this activity in July 2020, July 2021 and July 2022	HR Director of each Parliamentary Department
Review recruitment procedures and policies and increase cultural awareness to: <ul style="list-style-type: none"> ▪ remove barriers to Aboriginal and Torres Strait Islander participation in our workplace; and ▪ increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce. 	February 2020	RAP Champions in conjunction with HR Director of each Parliamentary Department	
11. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	DPS will continue to lead the parliamentary departments through their Supply Nation membership, with other departments following relevant procurement and reporting guidelines.	Ongoing from November 2019, with reviews in October 2020 and October 2021	DPS Chief Financial Officer, in conjunction with CFO of each Parliamentary Department
	Encourage staff involved with procurement decisions to participate in Supply Nation education, training and events.	Six monthly, in line with Supply Nation event calendar	DPS CFO, in conjunction with CFO of each Parliamentary Department
	Communicate with staff regarding opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses, including Supply Nation educational materials.	July 2020, July 2021, July 2022	CFO of each Parliamentary Department

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
11. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes. <i>(continued)</i>	DPS to continue to lead, implement and elevate our Aboriginal and Torres Strait Islander procurement strategy, which reflects the Commonwealth Indigenous Procurement Policy.	October 2020, October 2021, October 2022	DPS CFO, in conjunction with CFO of each Parliamentary Department; RAP Champions
	Communicate and implement the procurement strategy across all levels of the business through finance office workshops with key procurement personnel	Six monthly (October and April 2020, 2021 and 2022)	RAP Champions
	Remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	Review in October 2020, October 2021 and October 2022	RAP Champions
	Continue to develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses, building on the existing 40 relationships.	Review in October 2020, October 2021 and October 2022	RAP Champions

Governance

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
12. Establish and maintain an effective RAP Working group (RWG) to drive effective governance and implementation of the RAP.	Maintain Aboriginal and Torres Strait Islander representation on the RWG.	December 2019, December 2020, December 2021	RAP Champions
	Establish and update the Terms of Reference for the RWG, including consultation and ongoing representation of the Parliamentary Service Indigenous Employee Network (PSIEN).	February 2020, December 2020, December 2021	RAP Champions Group Chair
	Meet at least four times per year to drive and monitor RAP implementation.	Review in December 2020, December 2021	RAP Champions Group Chair
13. Provide appropriate support for effective implementation of RAP commitments.	Develop annual Implementation program and define resourcing requirements for RAP implementation within Departmental budget preparation timeframes.	January 2020, January 2021, January 2022	RAP Champions; Members of the PSIEN
	Engage senior leaders and other staff in the delivery of RAP commitments.	February 2020	RAP Champions
	Define and maintain appropriate systems to track, measure and report on RAP commitments.	June 2020, June 2021, June 2022	RAP Champions
	Maintain an internal RAP Champion from senior management.	January 2020, January 2021, January 2022	Department Heads
14. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September 2020, 30 September 2021, 2022	RAP Champions
	Report RAP progress to all staff and senior leaders on a quarterly basis.	In line with Department Heads meetings in November, February, May and September 2020, 2021 and 2022	RAP Champions
	Publically report our RAP achievements, challenges and learnings, annually on the website and via each Department's annual report and in our corporate and business plans.	December 2020, December 2021	RAP Champions
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	May 2020, May 2022	RAP Champions; HR Director of each Parliamentary Department
15. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	January 2022	RAP Champions



Arone Raymond Meeks (born 1957) Mularidji / Gugu Mururiji peoples, *Saltwater Place*, 2009, Parliament House Art Collection



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