



# RECONCILIATION ACTION PLAN

## 2021 - 2022



RECONCILIATION  
ACTION PLAN

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**REFLECT**



## Reflect Reconciliation Action Plan July 2021 to July 2022.

### Our business

ChemCentre is the State's premier chemistry and forensic science facility, employing around 140 people. Our core business is to provide chemical and forensic science services to government, industry and the wider community to enable a safer and more prosperous Western Australia. Our work also covers collaborative Research and Innovation, Emergency Response, Food and Agriculture, Environmental Chemistry. We have an active role in promoting Chemical Education and STEM. While our work is centred on WA we have national and international clients and research collaborators.

We are a state government organisation located in Bentley, Western Australia. We currently have one Aboriginal member of staff.

### Our RAP

We are developing a RAP to properly acknowledge and pay our respect to the Traditional Owners of the area in which we are located, the Wadjuk people of the Noongar Nation. We also seek to raise awareness of reconciliation amongst our staff and use the plan as a catalyst to encourage greater dialogue with Aboriginal and Torres Strait Islander members of our wider community.

This RAP is the first step in a journey whereby we hope to initiate greater acknowledgment of the contribution of Aboriginal and Torres Strait Islander peoples in the diverse community in which we live.

We are just formally commencing our RAP journey however we have initiated a scholarship for Aboriginal and Torres Strait Islander students and participated in the Public Sector Commission's Aboriginal Employment Program for some years. We have initiated a policy of formal Acknowledgement of Country and paying respect to Aboriginal and Torres Strait Islander peoples at staff gatherings and inviting a formal Welcome to Country via a respected Noongar Elder at our public forums. We also hope that we will be able to engage with Aboriginal and Torres Strait Islander peoples via our business, collaborative research and community outreach activities.



Through our RAP we will initially focus on three key areas:

Relationships – we seek to develop and maintain meaningful relationships with Aboriginal and Torres Strait Islander peoples and communities. We will help staff to continue to develop their understanding of the cultures, values, practices and beliefs of Aboriginal and Torres Strait Islander peoples.

Respect – we will engage with our staff, encouraging and supporting them to build an understanding of Aboriginal and Torres Strait Islander cultures, histories, achievements and challenges. Our aim is that this engagement will advance reconciliation by building knowledge, understanding, advocacy skills and a desire to achieve positive change, both in interactions within ChemCentre’s scope of business and more widely.

Opportunities – we will investigate and support employment opportunities within our organisation and wider networks to increase the participation of Aboriginal and Torres Strait Islander peoples, particularly in STEM based initiatives. We will also continue to investigate appropriate Aboriginal and Torres Strait Islander businesses for procurement opportunities.

### **Our partnerships/current activities**

ChemCentre has established an Aboriginal and Torres Strait Islander Scholarship with Curtin University. To date we have not been successful in recruiting an awardee, as such we are looking to widen the parameters to find a suitable recipient.

Our internal activities have been restricted to acknowledgment and low level participation in NAIDOC week. We hope to increase activity in this space as our RAP gains traction. On the successful registration of our RAP we intend to form a staff committee to promote appropriate partnership and activities. This will include cultural awareness training for staff.

Our CEO has participated (as an observer) with the Department of Water and Environmental Regulations’ RAP Committee, completed Curtin University’s Noongar Language and Culture Course, is a foundation donor to the Carrolup Centre for Truth-telling and has engaged with Curtin University’s Noongar Cultural Advisor.



## RELATIONSHIPS

Action	Deliverable	Timeline	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	<ul style="list-style-type: none"> <li>Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.</li> </ul>	July 2021	CEO
	<ul style="list-style-type: none"> <li>Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.</li> </ul>	August 2021	CEO
2. Build relationships through celebrating National Reconciliation Week (NRW).	<ul style="list-style-type: none"> <li>Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.</li> </ul>	July 2021	Media & Communications Manager
	<ul style="list-style-type: none"> <li>RAP Working Group members to participate in an external NRW event.</li> </ul>	July 2021	Media & Communications Manager
	<ul style="list-style-type: none"> <li>Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.</li> </ul>	June 2021	CEO
3. Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> <li>Communicate our commitment to reconciliation to all staff.</li> </ul>	July 2021	CEO
	<ul style="list-style-type: none"> <li>Identify external stakeholders that our organisation can engage with on our reconciliation journey.</li> </ul>	September 2021	CEO
	<ul style="list-style-type: none"> <li>Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.</li> </ul>	September 2021	CEO
	<ul style="list-style-type: none"> <li>The RAP committee to be formed will engage with other state government agencies, Aboriginal and Torres Strait Islander groups and other organisations to ensure that ChemCentre RAP meets best practice in RAP implementation</li> </ul>	July 2021 and then ongoing	CEO
4. Promote positive race relations through anti-discrimination strategies.	<ul style="list-style-type: none"> <li>Research best practice and policies in areas of race relations and anti-discrimination.</li> </ul>	September 2021	Human Resources Manager
	<ul style="list-style-type: none"> <li>Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.</li> </ul>	October 2021	Human Resources Manager



## RESPECT

Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	<ul style="list-style-type: none"><li>Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.</li></ul>	September 2021	CEO
	<ul style="list-style-type: none"><li>Conduct a review of cultural learning needs within our organisation.</li></ul>	December 2021	Human Resources Manager
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	<ul style="list-style-type: none"><li>Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.</li></ul>	September 2021	CEO
	<ul style="list-style-type: none"><li>Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.</li></ul>	September 2021	CEO
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	<ul style="list-style-type: none"><li>Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.</li></ul>	June 2021	Media & Communications Manager
	<ul style="list-style-type: none"><li>Introduce our staff to NAIDOC Week by promoting external events in our local area.</li></ul>	June 2021	Media & Communications Manager
	<ul style="list-style-type: none"><li>RAP Working Group will participate in/with an external NAIDOC Week event.</li></ul>	First week in July, 2021	Media & Communications Manager



## OPPORTUNITIES

Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	<ul style="list-style-type: none"><li>• Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation in alignment with wider government initiatives.</li></ul>	December 2021	Human Resources Manager
	<ul style="list-style-type: none"><li>• Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.</li></ul>	December 2021	Human Resources Manager
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	<ul style="list-style-type: none"><li>• Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses in alignment with wider government initiatives.</li></ul>	September 2021	Procurement Officer
	<ul style="list-style-type: none"><li>• Investigate Supply Nation membership.</li></ul>	April 2021	Procurement Officer
	<ul style="list-style-type: none"><li>• Meet or exceed government guidelines on Indigenous procurement.</li></ul>	September 2021	Procurement Officer
10. Investigate STEM based initiatives with key education partners to increase Aboriginal and Torres Strait Islander students in STEM	<ul style="list-style-type: none"><li>• Explore greater engagement with neighbouring Clontarf Aboriginal College and Marr Mooditj Training. This will include possible incursion, excursion and virtual tour activities.</li></ul>	November 2021	CEO / Outreach Officer
	<ul style="list-style-type: none"><li>• Engage with Kurongkurl Katitjin, Centre for Indigenous Australian Education and Research and Edith Cowan University via the “Old Ways, New Ways Program.</li></ul>	November 2021	CEO / Outreach Officer
	<ul style="list-style-type: none"><li>• Ensure Aboriginal and Torres Strait Islander requirements and considerations are included in all external research applications.</li></ul>	In every instance when an application is made	CEO / Outreach Officer



## GOVERNANCE

Action	Deliverable	Timeline	Responsibility
11. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	• Form a RWG to govern RAP implementation.	June 2021	CEO
	• Draft a Terms of Reference for the RWG.	July 2021	CEO
	• Establish Aboriginal and Torres Strait Islander representation on the RWG.	July 2021	CEO
12. Provide appropriate support for effective implementation of RAP commitments.	• Engage senior leaders in the delivery of RAP commitments.	June, 2021	CEO
	• Define appropriate systems and capability to track, measure and report on RAP commitments.	August 2021	CEO
13. 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, 2021	Media & Communications Manager
14. Continue our reconciliation journey by developing our next RAP.	• Register via Reconciliation Australia's <a href="#">website</a> to begin developing our next RAP.	November, 2021	Media & Communications Manager

### Contact details

Name: Peter McCafferty  
Position: Chief Executive Officer  
Phone: 9422 9800  
Email: [pmccafferty@chemcentre.wa.gov.au](mailto:pmccafferty@chemcentre.wa.gov.au)

Name: Lissa Manolas  
Position: Media and Communications Manager  
Phone: 08 9422 9823  
Email: [lmanolas@chemcentre.wa.gov.au](mailto:lmanolas@chemcentre.wa.gov.au)