



Australian Government  
Commonwealth Grants Commission



# Reflect Reconciliation Action Plan

May 2022 - December 2023



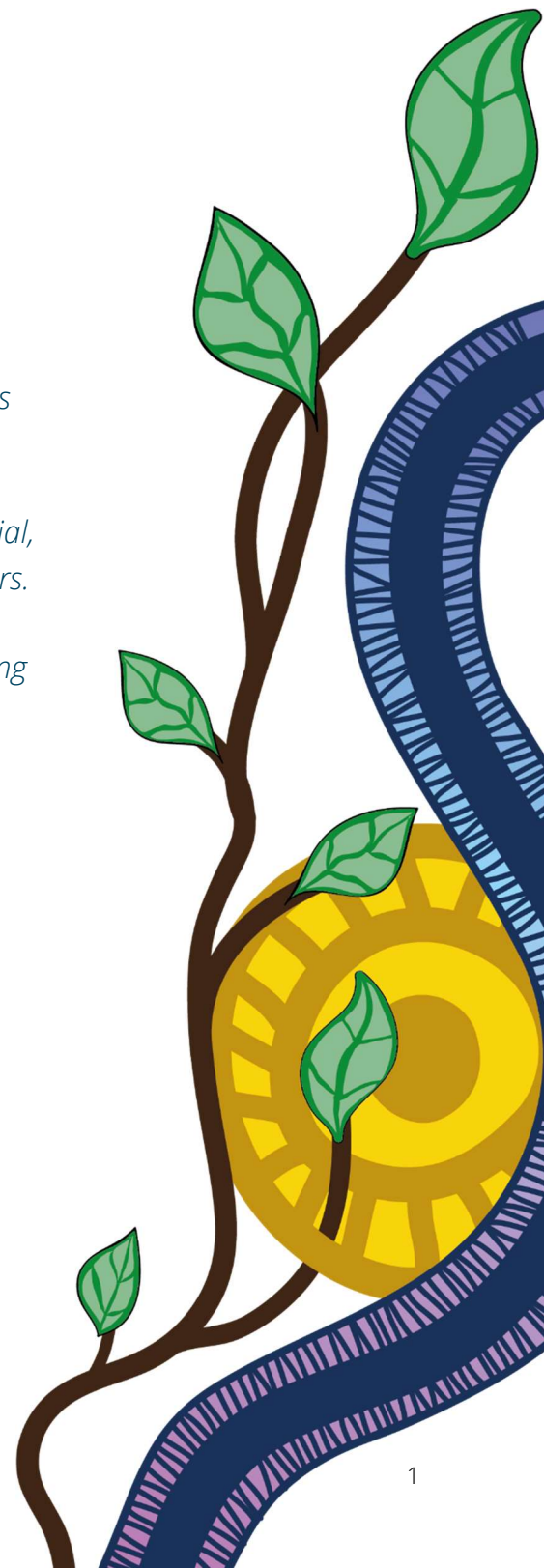


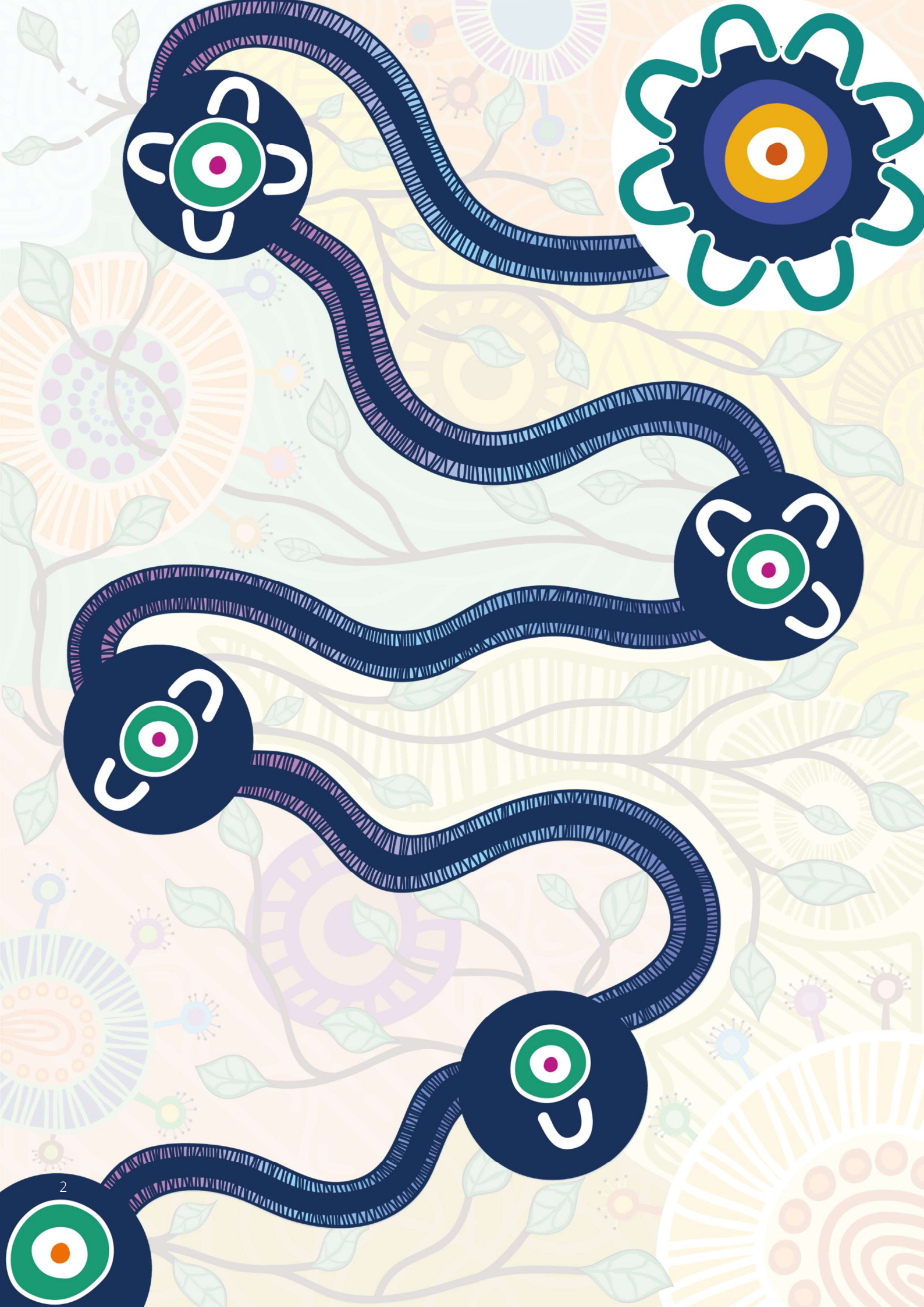
## Acknowledgement of Country

*The Commonwealth Grants Commission recognises Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia and the Traditional Custodians of Country throughout Australia.*

*We acknowledge their continuing spiritual, cultural, social, and economic connection to Australia's lands and waters.*

*We pay our respects to Elders past, present and emerging and to all Aboriginal and Torres Strait Islander peoples.*





## Secretary's Foreword

I am very proud to present the Commonwealth Grants Commission's (the CGC's) inaugural Reflect Reconciliation Action Plan (RAP).

At the CGC, we advise the Government on the distribution of the Goods and Services Tax to give states and territories the capacity to provide every Australian with a similar standard of services, regardless of where they live. In undertaking this role, we feel a deep sense of responsibility to the wider Australian community, including Aboriginal and Torres Strait Islander communities. This Reflect RAP represents the first step in our journey to ensure that, as an organisation and as individuals, we contribute positively to reconciliation.



By initiating and developing the CGC's first Reflect RAP, we will build relationships, respect, and opportunities with Aboriginal and Torres Strait Islander communities across Australia. We will build the cultural awareness of our staff through a program of education and knowledge sharing and will continue to improve engagement with Aboriginal and Torres Strait Islander communities and related research.

At the CGC we value Aboriginal and Torres Strait Islander contributions to the Commission's projects and activities. We commit to actively creating opportunities for Aboriginal and Torres Strait Islander peoples, communities and organisations to engage with us or become part of our team at the CGC.

I would like to thank Reconciliation Australia for their support and guidance in developing our first Reflect RAP. I would also like to thank the CGC staff members who initiated the idea for a RAP and who embarked on its development with great enthusiasm and commitment.

I look forward to all CGC staff embracing our RAP and the very important journey of reconciliation.

### **Jonathan Rollings**

Secretary

Commonwealth Grants Commission





## Statement from CEO of Reconciliation Australia

Reconciliation Australia welcomes the Commonwealth Grants Commission to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

The Commonwealth Grants Commission 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.

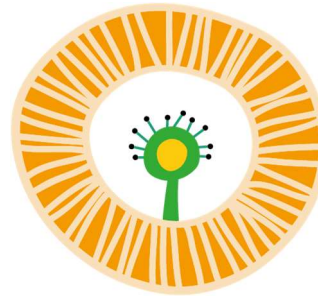
*These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.*

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 the Commonwealth Grants Commission 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 Commonwealth Grants Commission, 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



## The Artist

### De Greer-Yindimincarlie

De is a Wiradjuri woman from Central Western NSW. She is a curator, educator and multi-award winning artist. De celebrates her Aboriginal culture and creativity every day through working in her businesses Yindi Artz and XcessFIT.

De works in many mediums including art, music, graphic and textile design and film. She delivers her stunning Aboriginal artworks and activewear lines to public and private collections worldwide.

De's authentic Aboriginal artworks and products are stocked by the National Gallery of Australia, and the Toledo Museum of Art in Ohio USA, and numerous other galleries and gift shops. De's creations can be found on every continent of the world.

De has recorded six albums to date, and she has played with musical greats such as Neil Murray, Kev Carmody, Archie Roach, Andrew Farriss, Dan Sultan and Wolfmother.





## Artwork: *Making our way*

*Making our way*, produced by IB Creative Agency and created by De Greer-Yindimincarlie represents the Commonwealth Grants Commission's journey of reconciliation.

As we make our way through the complex culture of Aboriginal and Torres Strait Islander peoples, we strive to constantly learn more about their culture and understand connection.

The Commonwealth Grants Commission strives to embed an understanding of Aboriginal and Torres Strait Islander culture into our existing workplace culture to better understand how we interpret our collected data and communicate it.

Building these relationships with Aboriginal and Torres Strait Islander people and communities will enable the Commonwealth Grants Commission Reconciliation Action Plan to be inclusive in relation to making a culturally safe workplace that is respectful, culturally aware and sensitive, and will allow us to work more inclusively and collaboratively with communities.

For more details, please visit our website [www.cgc.gov.au](http://www.cgc.gov.au)





## Our business

The Commonwealth Grants Commission (CGC) recommends to the Australian Government the distribution of GST between states and territories to enable every state and territory to provide similar standards of service (e.g. hospitals, education, social housing, transport and policing) to their residents with comparable revenue raising effort. We are part of the wider Treasury portfolio.

We work closely with state and territory governments to assess the different levels of spending on different social and demographic groups, including Aboriginal and Torres Strait Islander populations.

The Commission consists of a Chairperson and 3 members. The Commission's Secretariat employs around 30 people none of whom currently identify as Aboriginal and/or Torres Strait Islander people.

## Our RAP

A RAP will provide a foundation to support staff cultural competency and signal to our stakeholders and the wider community the CGC's commitment to reconciliation. The CGC also seeks to better understand and improve the way we interpret data and communicate, with, and about, Aboriginal and Torres Strait Islander peoples.

The CGC uses a wide range of data related to Aboriginal and Torres Strait Islander communities across Australia. We analyse, discuss and present that data in a range of publications. It is important that staff have the capacity to appropriately contextualise data on the lived experience of Aboriginal and Torres Strait Islander populations. We also want to build relationships with the Aboriginal and Torres Strait Islander organisations and communities who provide and use that data.

The CGC also recognises the need to embed an understanding of Aboriginal and Torres Strait Islander cultures in the workplace and to create a culturally safe workplace.

Embarking on the journey of reconciliation will provide the CGC with a framework to:

- build an inclusive, respectful and culturally sensitive workplace
- ensure that the advice provided by the Commission is robust, accurate and culturally aware, and
- contribute to the broader goal of reconciliation.

The CGC has established a RAP Working Group (RWG) of 6 members in response to interest from staff and in recognition of the need to improve cultural awareness and build stronger connections with Aboriginal and Torres Strait Islander peoples, communities and organisations. The following roles have been established within the RWG: Chair, Business Advisor, People and Culture Advisor and Communications Coordinator. These roles will be described and formalised in the terms of reference for the RWG. The RAP is championed by our Secretary.

A key part of developing our plan is to engage all staff in conversations about our current levels of cultural awareness and capability. The RWG will then finalise the plan in consultation with staff and implement the plan as a whole-of-organisation initiative.



## Our current activities

The CGC is committed to building and strengthening relationships and partnerships with Aboriginal and Torres Strait Islander stakeholders, businesses, and individuals.

For example, we are commencing a project to ensure we measure Aboriginal and Torres Strait Islander socio-economic status in a comparable and consistent way across the country.

We have begun engaging with the Central Land Council and the Yothu Yindi Foundation to ensure our work on the disadvantage experienced by Aboriginal and Torres Strait Islander peoples is undertaken sensitively and appropriately, and that it captures the aspects of disadvantage relevant to the lived experience of Aboriginal and Torres Strait Islander peoples.

We have also engaged with AIATSIS to seek ethics approval to work on datasets specific to Aboriginal and Torres Strait Islander people. We are actively seeking to employ an Aboriginal and/or Torres Strait Islander person to work on this project.





## Relationships

Action	Deliverable	Timeline	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence	June 2022	RWG Business Advisor
	Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations	June 2022	RWG Business Advisor
2. Build relationships through celebrating National Reconciliation Week (NRW)	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff	27 May – 3 June 2022 and 2023	CGC Communications Officer
	Explore options for an internal event to recognise and celebrate NRW	27 May – 3 June 2022 and 2023	RWG People and Culture Advisor
	RAP Working Group members to participate in an external NRW event	27 May – 3 June 2022 and 2023	RWG Chair
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW	27 May – 3 June 2022 and 2023	RWG Chair
3. Promote reconciliation through our sphere of influence	Communicate our commitment to reconciliation to all staff	May 2022	Secretary
	Identify external stakeholders that our organisation can engage with on our reconciliation journey	July 2022	RWG Business Advisor
	Identify other like-minded organisations that we could approach to collaborate with on our reconciliation journey	June 2022	RWG People and Culture Advisor
4. Promote positive race relations through anti-discrimination strategies	Research best practice and policies in areas of race relations and anti-discrimination	July 2022	CGC HR Advisor
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs	October 2022	CGC Corporate Director





## 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	Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation	April 2023	CGC Executive Champion
	Conduct a review of cultural learning needs within our organisation	May 2022	RWG Business Advisor
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area	August 2022	RWG People and Culture Advisor
	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols	August 2022	RWG People and Culture Advisor
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week	Raise awareness and share information amongst our staff about the meaning of NAIDOC Week	3-10 July 2022, 2-9 July 2023	RWG Communications Coordinator
	Introduce our staff to NAIDOC Week by promoting external events in our local area	3-10 July 2022, 2-9 July 2023	RWG Communications Coordinator
	RAP Working Group to participate in an external NAIDOC Week event	3-10 July 2022, 2-9 July 2023	RWG Chair





## Opportunities

Action	Deliverable	Timeline	Responsibility
8. <b>Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development</b>	Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	March 2023	CGC HR Advisor
	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities	January 2023	CGC HR Advisor
9. <b>Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes</b>	Promote the Commonwealth Procurement Guidelines Exemption by investigating the procurement of goods and services from Aboriginal and Torres Strait Islander businesses (with at least 50 per cent Aboriginal and/or Torres Strait Islander ownership)	July 2022	CGC Procurement Officer
	Investigate Supply Nation membership	June 2022	CGC Procurement Officer





## Governance

Action	Deliverable	Timeline	Responsibility
<b>10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP</b>	Maintain a RWG to govern RAP implementation	May 2022	Secretary
	Draft a Terms of Reference for the RWG	May 2022	RWG Chair
	Establish Aboriginal and Torres Strait Islander representation on the RWG	May 2023	RWG Chair
<b>11. Provide appropriate support for effective implementation of RAP commitments</b>	Define resource needs for RAP implementation	June 2022	RWG Chair
	Engage senior leaders in the delivery of RAP commitments	May 2022	RWG Communications Coordinator
	Define appropriate systems and capability to track, measure and report on RAP commitments	May 2022	RWG Business Advisor
<b>12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally</b>	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia	September 2022 and 2023	Secretary
<b>13. Continue our reconciliation journey by developing our next RAP</b>	Register via Reconciliation Australia's website to begin developing our next RAP	August 2023	RWG Chair

### Contact Details

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