



WESTERN  
ENVIRONMENTAL

Reflect

# Reconciliation ACTION PLAN

November 2021 – November 2022



RECONCILIATION  
ACTION PLAN

REFLECT



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# Reflect RAP

## CEO STATEMENT

Reconciliation Australia welcomes Western Environmental to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Western Environmental 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 over 2.3 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 Western Environmental 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 Western Environmental, 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*



We acknowledge the Traditional Custodians of the Country on which our offices are present, the Whadjuk people of the Noongar Nation and the Bunurong Boon Wurrung and Wurundjeri Woi Wurrung peoples of the Eastern Kulin Nation, as well as the Traditional Owners of Country throughout Australia. We recognise their continuing connection to land, waters and Culture. We pay our respects to their Elders past, present and emerging.

Western Environmental acknowledges Aboriginal and Torres Strait Islander peoples as the First Peoples of this Country and the Traditional Custodians of the land. As such, we feel compelled to contribute to reconciliation in Australia.



# Our Business

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***Our core business is the provision of specialist environmental consultancy services in the field of contaminated land and groundwater assessment, management and remediation. Our geographic reach is predominantly within Australia, however we do deliver services internationally.***

We employ 30 staff across two offices in Perth, Western Australia and Melbourne, Victoria

Currently our organisation has no staff that identify as Aboriginal or Torres Strait Islander people. However, Western Environmental is committed to increasing representation within our workplace and field of expertise; Environmental Science.

We have noted reduced Aboriginal and Torres Strait Islander talent in scientific fields and are currently collaborating with Origin Project Management (OriginPM) to offer a training program.

The program includes:

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- Funding for all tertiary fees, a guaranteed weekly stipend and an Aboriginal mentor from OriginPM, to assist in completion of TAFE qualifications required for Environmental Technician roles.
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- Fully paid on the job training and mentoring from Western Environmental.

Through this program we hope to build strong, lasting relationships which led to increased employment of Aboriginal and Torres Strait Islander talent in our business.



## Values

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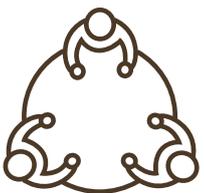
### KNOWLEDGE/ WISDOM

Excellence in environmental awareness, safety and innovation, quality/reputation, improvement.



### INTEGRITY

Honesty, trust, loyalty, reliability, committed.



### CULTURE & COMMUNITY

Fulfilled & engaged employees, contribution to the community with Western Environmental, balance, sustainability, security.

## Mission

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We facilitate high quality bespoke outcomes and innovative solutions.

We do this by leveraging our technical expertise and building trusted relationships with informed clients and stakeholders.

## Vision

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We are extraordinary consultants who protect and enhance the environment and value community.



## Our RAP

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Western Environmental acknowledges Aboriginal and Torres Strait Islander peoples as the First Peoples of this country and the Traditional Custodians of the land. As such, we feel compelled to contribute to reconciliation in Australia.

Western Environmental's vision for reconciliation is for equity and respect, whereby non-Indigenous Australians work alongside Aboriginal and Torres Strait Islander peoples to create opportunities for First Nations peoples.

To support this vision and begin the company's reconciliation journey, Western Environmental has committed to developing this Reflect Reconciliation Action Plan (RAP).

Through this commitment we hope to:

- Strengthen our current workplace culture.
- Increase our knowledge and understanding of Aboriginal and Torres Strait Islander Cultures, perspectives, histories, and experiences.
- Cultivate meaningful, respectful relationships with Aboriginal and Torres Strait Islander peoples.
- Lay the internal foundations for the company to contribute to reconciliation in a structured, relevant and sustainable way.

We will adopt a place-based approach to implement this RAP, focusing on the communities in which our offices are present; Perth/ Boorloo and Melbourne/ Naarm. A Working Group, comprised of staff from both offices, has been formed to oversee the execution of this RAP and to drive genuine, meaningful relationships with Aboriginal and Torres Strait Islander peoples. We understand that respectful relationships will be critical to achieving sustainable and mutually beneficial outcomes, and to progressing our reconciliation journey.



# Our Partnerships

## CURRENT ACTIVITIES

Western Environmental and its staff are already engaged in some relevant activities, these include:

- Developing and using an Acknowledgement of Country in significant meetings, on our website and in staff email signatures.
- Providing professional development opportunities for staff, including Cultural Awareness Training and RAP information sessions provided by Reconciliation Australia or Reconciliation WA.
- Seeking to increase representation of Aboriginal and Torres Strait Islander peoples in our Company, including partnerships with Supply Nation Certified companies and training opportunities for Aboriginal and Torres Strait Islander peoples.
- Prioritising Procurement Pathways in our Supply Chain, including using the Supply Nation website to find:
  - Companies offering services we use internally (i.e. companies that supply Personnel Protective Equipment).
  - Companies offering complementary services, with whom we can collaborate with.
- Engagement in activities which celebrate Aboriginal and Torres Strait Islander Cultures, including participation in external National Reconciliation Week events and holding an internal NAIDOC Week morning tea with Supply Nation Certified partner companies.
- Researching who's land we are on. Our staff conduct field surveys through Australia, and the Perth office currently displays the AIATSIS Map of Indigenous Australia to provide information on the Traditional Custodians of the land on which are working.
- Sharing resources to increase our understanding and knowledge of Aboriginal and Torres Strait Islander Cultures, perspectives, histories and experiences including books, movies, programming, news articles and content on social media authored by Aboriginal and Torres Strait Islander peoples.



# Relationships

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
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> <li>Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.</li> </ul>	January, 2022  January, 2022	Environmental Scientist (Perth and Melbourne)  Managing Director
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> <li>RAP Working Group members to participate in an external NRW event.</li> <li>Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.</li> </ul>	May – June, 2022  May – June, 2022 May – June, 2022	RAP Champion  Administrative Assistant Managing Director
Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> <li>Communicate our commitment to reconciliation to all staff.</li> <li>Identify external stakeholders that our organisation can engage with on our reconciliation journey.</li> <li>Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.</li> </ul>	November, 2021  November, 2021  March, 2022	Managing Director  Environmental Scientist (Perth and Melbourne)  Environmental Scientist (Perth and Melbourne)
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> <li>Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.</li> </ul>	January, 2022  January 2022	RAP Champion  Quality Systems Manager



# Respect

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
<p>Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.</p>	<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> <li>• Conduct a review of cultural learning needs within our organisation.</li> </ul>	<p>June, 2022</p> <p>January, 2022</p>	<p>Managing Director</p> <p>RAP Champion</p>
<p>Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.</p>	<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> <li>• Increase staff’s understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.</li> </ul>	<p>March, 2022</p> <p>January, 2022</p>	<p>Environmental Scientist (Perth and Melbourne)</p> <p>Managing Director</p>
<p>Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.</p>	<ul style="list-style-type: none"> <li>• Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.</li> <li>• Introduce our staff to NAIDOC Week by promoting external events in our local area.</li> <li>• RAP Working Group to participate in an external NAIDOC Week event.</li> </ul>	<p>July, 2022</p> <p>July, 2022</p> <p>July, 2022</p>	<p>Quality Systems Manager</p> <p>Quality Systems Manager</p> <p>Managing Director</p>



# Opportunities

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
<p>Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.</p>	<ul style="list-style-type: none"> <li>• Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.</li> </ul>	<p>June, 2022</p>	<p>Managing Director</p>
	<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>	<p>July, 2022</p>	<p>Managing Director</p>
<p>Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.</p>	<ul style="list-style-type: none"> <li>• Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.</li> </ul>	<p>September, 2022</p>	<p>Managing Director</p>
	<ul style="list-style-type: none"> <li>• Investigate Supply Nation membership.</li> </ul>	<p>September, 2022</p>	<p>Administrative Assistant</p>



# Governance

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
<p>Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.</p>	<ul style="list-style-type: none"> <li>• Maintain RWG to govern RAP implementation.</li> <li>• Draft a Terms of Reference for the RWG.</li> <li>• Establish Aboriginal and Torres Strait Islander representation on the RWG.</li> </ul>	<p>Jan, June, 2022</p> <p>November, 2021</p> <p>June, 2022</p>	<p>Administrative Assistant</p> <p>Administrative Assistant</p> <p>Managing Director</p>
<p>Provide appropriate support for effective implementation of RAP commitments.</p>	<ul style="list-style-type: none"> <li>• Define resource needs for RAP implementation.</li> <li>• Engage senior leaders in the delivery of RAP commitments.</li> <li>• Define appropriate systems and capability to track, measure and report on RAP commitments.</li> </ul>	<p>November, 2021</p> <p>November, 2021</p> <p>November, 2021</p>	<p>Quality Systems Manager</p> <p>Managing Director</p> <p>Quality Systems Manager</p>
<p>Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.</p>	<ul style="list-style-type: none"> <li>• Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.</li> </ul>	<p>30 September 2022</p>	<p>RAP Champion</p>
<p>Continue our reconciliation journey by developing our next RAP.</p>	<ul style="list-style-type: none"> <li>• Register via Reconciliation Australia’s website to begin developing our next RAP.</li> </ul>	<p>August, 2022</p>	<p>Quality Systems Manager</p>



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