

REFLECT RECONCILIATION ACTION PLAN

APRIL 2018 - APRIL 2019



RECONCILIATION ACTION PLAN

REFLECT

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Venelina Kostourkov, Rebecca Dracup, Sally Batho

Project No. 33759

OUR BUSINESS

Wood & Grieve Engineers (WGE) is a multi-award winning engineering consultancy based in Australia and serving a global market place. We provide innovative and best-practice multi-discipline engineering services to both the private industry and government clients in land development and all sectors within the commercial property development industry.

We currently employ over 500 staff with Australian offices in Perth, Sydney, Melbourne, Brisbane, Albany and Busselton. We have undertaken a survey of our staff members and have not yet had any staff members advise that they identify as being from Aboriginal or Torres Strait Islander decent.

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OUR RAP

As a company in the property industry we acknowledge and respect the Traditional Owners of the land we work on at sites across Australia. A RAP will reflect and consolidate what we're currently doing to promote reconciliation as an organisation and will define what we'd like to be doing to promote reconciliation. We celebrate the broad diversity of cultures represented at WGE and a RAP will continue our work in welcoming peoples of all backgrounds.

WGE has been involved in a number of projects with Aboriginal and Torres Strait Islander communities. Most recently WGE have assisted LandCorp in implementing their Guidelines for Aboriginal and Torres Strait Islander Participation on the Karratha City Centre Infrastructure Works Project. Our team assisted LandCorp in workshopping potential participation opportunities with the Contractor, including keeping records of Aboriginal and Torres Strait Islander businesses being engaged with. The Contractor successfully implemented a training programme of a number of local Aboriginal and Torres Strait Islander peoples including job specific experience, site tours with WGE and culminating in an offer of employment to a number of successful graduates.

Our RAP Working Group is made up of WGE employees across Australia working together to develop and implement the RAP. Directors and Principals of WGE are engaged in driving the RAP across all levels of the organisation:

- Vivienne Edwards- Civil Project Engineer, Principal, RAP Committee Chairperson
- Grant Holman – Director, Melbourne Office Manager, RAP Committee Board Representative
- Olivier Gaussen – National Acoustics Coordinator, Principal
- Venelina Kostourkov – Human Resources Manager
- Rebecca Dracup – Sustainability Engineer, RAP Committee Sustainability Engineer
- Sally Batho – Building Services Technical Administrator

We note that there are three Principals of the firm on our RAP Working Group which demonstrates the importance the organisation has placed on these initiatives.

Vivienne Edwards is WGE's RAP Champion. As a key driver in the development and preparation of WGE's initial RAP, Vivienne is the perfect person to take on this role.

Ross Kelly, WGE's Board Chairman is also on the Board of the Clontarf Foundation, working to improve the education, discipline, life skills, self-esteem and employment prospects of young Aboriginal and Torres Strait Islander men and provides a fabulous resource for WGE.



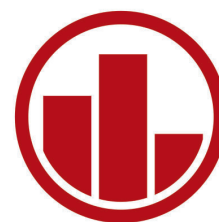
RELATIONSHIPS



RESPECT



OPPORTUNITIES



REPORT

OUR PARTNERSHIPS/CURRENT ACTIVITIES

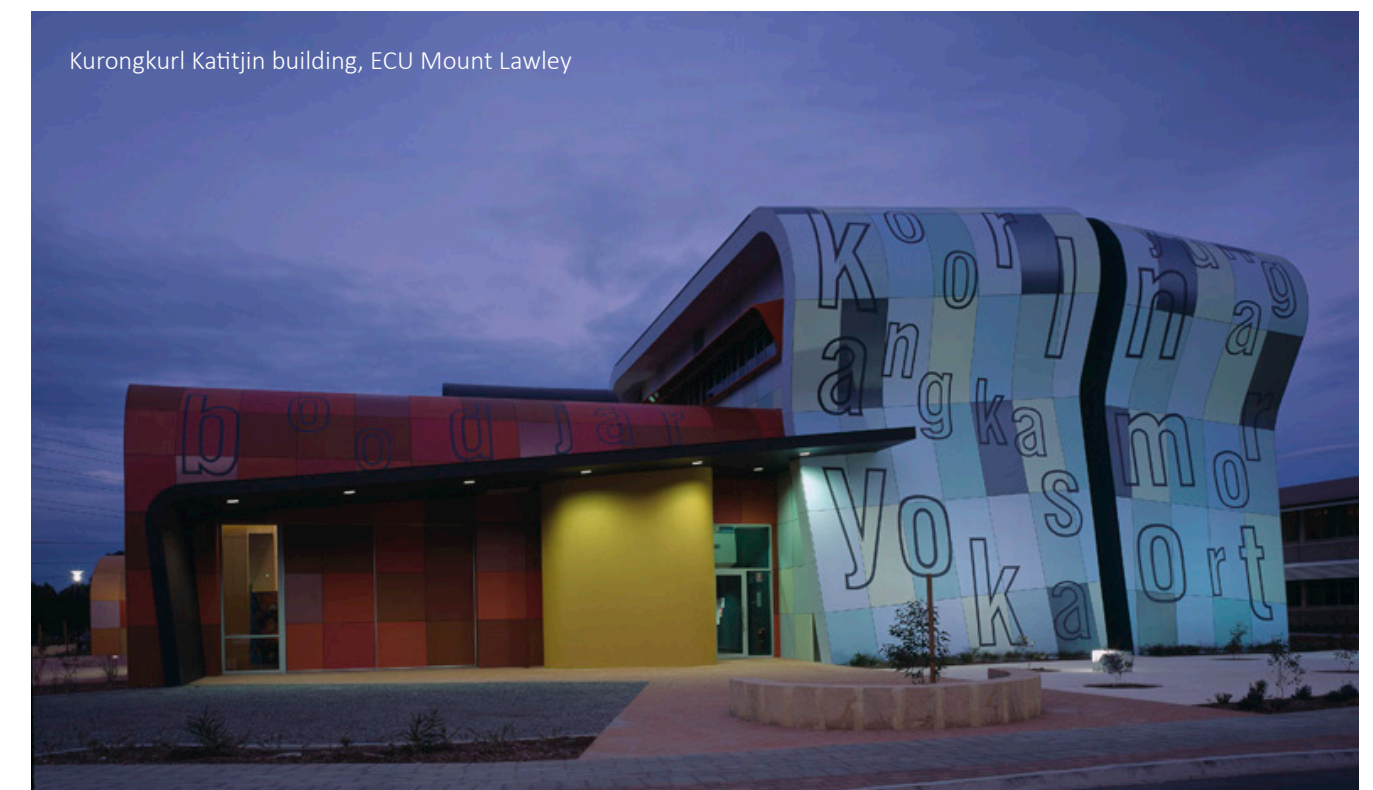
WGE were engaged directly by the Ngarluma Aboriginal Corporation to design and superintend the Yaburijji Estate in Roebourne, a residential estate that will ultimately yield 300 lots. Wood & Grieve has made a significant contribution to this Aboriginal and Torres Strait Islander community by providing a significant value of professional consulting engineering services on a free of charge basis originally and then on a significantly reduced fee basis to obtain favourable approvals. WGE staff also undertook intensive cultural awareness training to facilitate greater outcomes for this project.

WGE have worked on a number of other projects involving and engaging Aboriginal and Torres Strait Islander stakeholders:

- Karratha City Centre Infrastructure Works, Karratha- Redevelopment of the Karratha City Centre. We assisted our Client in workshopping potential participation opportunities with the Contractor, including keeping records of Aboriginal and Torres Strait Islander businesses being engaged with. The Contractor successfully implemented a training programme of a number of local Aboriginal and Torres Strait Islander peoples including job specific experience, site tours with WGE and culminating in an offer of employment to a number of successful graduates.
- East Pilbara Arts Centre, Newman – winner of the Public Architecture award at the AIA National Architecture Awards and recognised nationally for enabling a group of remote Aboriginal and Torres Strait Islander artists to make a substantial and tangible contribution to a town centre, thereby exemplifying reconciliation in this country.
- Tambrey, Karratha- Residential development of approximately 200 lots in Karratha including liaison with local Ngarluma community to identify and protect culturally significant sites.
- Nickol West, Karratha- Residential development of approximately 400 lots in Karratha including liaison with local Ngarluma community to identify and protect culturally significant sites.
- Rapley Clough, Karratha- Residential development of approximately 600 lots in Karratha including liaison with local Ngarluma community to identify and protect culturally significant sites.
- SCT Logistics Rail Freight Centre, Bromelton- engaged with the local Aboriginal and Torres Strait Islander groups regarding cultural significance of the site. Local Elders were on site during topsoil stripping to look for items of cultural significance. These items were later put on display at the reception of the facility. In consultation with the Elders, works were also adjusted to avoid food trees and suspected graves. WGE were present during meetings between the client and some of the local Elders during the works.
- West Coast Eagles Lathlain Development – the Wirrpanda foundation were a stakeholder throughout the project. The civil and landscape forward works contractor (BCL) engaged with members of the Wirrpanda foundation to arrange for Aboriginal and Torres Strait Islander employment opportunities for the project and beyond.
- Area K South Hedland – a residential land development project in South Hedland where we were directly engaged by Kariyarra Mugarinya Developments, an Aboriginal and Torres Strait Islander owned organisation.
- Hedland Junction / Wedgefield Industrial Estate – an industrial land development in Wedgefield where monitors were engaged for the works from Marapikurrinya Pty Ltd. WGE attended cultural training as part of this project and ensured LandCorp’s Aboriginal and Torres Strait Islander Participation Plan was carried out within the construction contract.
- Elements, South Hedland – a residential development in South Hedland. Aboriginal and Torres Strait Islander monitors were engaged through the contract to review the works.
- Helena Valley WWPS- West Coast Eagles Lathlain Development – the Wirrpanda foundation were a stakeholder throughout the project. The civil and landscape forward works contractor (BCL) engaged with members of the Wirrpanda foundation to arrange for Aboriginal and Torres Strait Islander employment opportunities for the project and beyond.
- Novacare Retirement Stage 1 – WGE arranged heritage inspections and coordinated local families.
- Rapids Landing Stage 1 – WGE coordinated the realignment of District Distributor to avoid a potential heritage tree in liaison with local families.
- WGE is working on Supply Nation accredited projects for Augility in the Northern Territory
- Barrada Estate, Onslow- Engagement with the local Thalanyji community regarding the proposed works.
- Penguin Parade Visitor Centre – Replacement of existing facilities with new Visitor Centre to accommodate increasing numbers of visitors and to enhance the visitor experience

Aboriginal and Torres Strait Islander projects in WGE have worked on:

- Aboriginal & Environmental Centre, Northam- An Aboriginal and Environmental Interpretive Centre on the bank of the Avon river to celebrate the region’s rich Aboriginal cultural heritage
- Bubup Wilam Child and Family Centre, Thomastown- Aboriginal Child & Family Centre
- Kurongkurl Katitjin- Centre for Indigenous Australian Education and Research- New three storey building plays a vital role in assisting the University to meet its commitment to Aboriginal and Torres Strait Islander peoples.
- Broome Aboriginal Short Stay Accommodation- The facility will provide short-term accommodation and access to ancillary support services for Aboriginal and Torres Strait Islander peoples who currently sleep rough or stay with friends or relatives in and around Broome
- Weymel Community, Karratha – Design of a new permanent electrical generator and underground power supply to a remote community.
- UWA School of Indigenous Studies- 4 storey mixed use building for teaching and research related to Aboriginal and Torres Strait Islander studies located on the UWA Crawley campus.



Kurongkurl Katitjin building, ECU Mount Lawley



RELATIONSHIPS

| RELATIONSHIPS | | | |
|---|---|---|---------------------------------------|
| Action | Deliverable | Timeline | Responsibility |
| 1. Launch of WGE's endorsed RAP | <ul style="list-style-type: none">Launch of RAP at all WGE offices across AustraliaInvite Aboriginal and Torres Strait Islander Elder to Perth office launch (as the head WGE office) | April 2018 | RAP Committee Chairperson |
| 2. RAP Working Group (RWG) actively monitors RAP development and implementation of actions, tracking progress and reporting | <ul style="list-style-type: none">Review and update RAP Working Group to ensure that it is operational to support the implementation of our RAP, and that it comprises of Aboriginal and Torres Strait Islander peoples and decision-making staff from across our organisation. | To be reviewed September 2018 and April 2019 | RAP Committee Chairperson |
| 3. Build internal and external relationships with like minded organisations | <ul style="list-style-type: none">Offices will build relationships with like-minded organisations that are beginning the reconciliation journey and also those who are further progressed and will able to provide guidance and encouragement to us on our journey. We will use these relationships to share ideas and thoughts and ensure we continue to strive to achieve high benchmarks.These may include the following organisations that we are aware are on reconciliation journeys:<ul style="list-style-type: none">NS ProjectsEngineers Without BordersFuture SuperGeorgiou GroupFrasers | Commencing April 2018 To be reviewed September 2018 and April 2019 | RAP Committee Sustainability Engineer |



Martumilli Art Gallery



RELATIONSHIPS

| RELATIONSHIPS | | | |
|---|--|---|---------------------------------------|
| Action | Deliverable | Timeline | Responsibility |
| 4. Build internal and external relationships within sphere of influence | <ul style="list-style-type: none">Offices will develop a list of Aboriginal and Torres Strait Islander peoples, communities and organisations within our local areas or spheres of influence that we could approach to connect with on our reconciliation journey.We will also be contacting organisations and councils to find an Aboriginal and Torres Strait Islander representative to deliver a Welcome to Country to our offices and provide an explanation of this. This may include:<ul style="list-style-type: none">Tharangalk ArtSydney Metropolitan Land CouncilCity of Perth | Commencing April 2018 To be reviewed September 2018 and April 2019 | RAP Committee Sustainability Engineer |
| 5. Participate in and celebrate National Reconciliation Week (NRW) | <ul style="list-style-type: none">Encourage our staff to attend a NRW event through emails to staff advising of relevant NRW event near their office.Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.Ensure our RAP Working Group participates in an external event to recognise and celebrate NRW. | 27 May- 3 June | RAP Committee Chairperson |
| 6. Raise internal awareness of our RAP | <ul style="list-style-type: none">Develop and implement a plan to raise awareness amongst all staff across the organisation about our RAP commitments.Develop and implement a plan to engage and inform key internal stakeholders of their responsibilities within our RAP.Circulate RAP to staff via emailLaunch RAP with Elder in attendanceCirculate RAP to client and consultants we work with | | RAP Committee Board Representative |



RESPECT

| RESPECT | | | |
|--|--|----------------|---------------------------------------|
| Action | Deliverable | Timeline | Responsibility |
| 7. 0 Investigate Aboriginal and Torres Strait Islander cultural learning and development | <ul style="list-style-type: none">We will investigate opportunities for increasing awareness of Aboriginal and Torres Strait Islander cultures, histories and achievements within our organisation. This will be related to our work on land owned by Aboriginal and Torres Strait Islander peoples and projects where Aboriginal and Torres Strait Islander communities are stakeholders. | May 2018 | RAP Committee Sustainability Engineer |
| | <ul style="list-style-type: none">Review the initial survey of Wood and Grieve to capture data and measure our staffs' current level of knowledge and understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements. | September 2018 | RAP Committee Sustainability Engineer |
| | <ul style="list-style-type: none">Conduct a review of cultural awareness training needs within our organisation | May 2018 | Manager Human Resources |
| 8. Participate in and celebrate NAIDOC Week | <ul style="list-style-type: none">Raise awareness and share information amongst our staff of the meaning of NAIDOC Week that includes information about the local Aboriginal and Torres Strait Islander peoples and communities.Introduce our staff to NAIDOC Week by promoting community events in our local area through email communication.Ensure our RAP Working Group participates in an external NAIDOC Week event. | 2-9 July | RAP Committee Chairperson |



RESPECT

| RESPECT | | | |
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| Action | Deliverable | Timeline | Responsibility |
| 9. Raise internal understanding of Aboriginal and Torres Strait Islander cultural protocols | <ul style="list-style-type: none">We will explore who the Traditional Owners are of the lands and waters in our local areas by connecting with local councils, organisations and fellow organisations on their own reconciliation journeys. | May 2018 | RAP Committee Sustainability Engineer |
| | <ul style="list-style-type: none">We will develop a list of local Traditional Owners of the lands and waters within our organisation's sphere of influence. | May 2018 | RAP Committee Sustainability Engineer |
| | <ul style="list-style-type: none">Develop and implement a plan to raise awareness and understanding of the meaning and significance behind Acknowledgement of Country and Welcome to Country protocols (including any local cultural protocols). This will include inviting a local Traditional Owner representative or Elder to present at our offices, and advertising opportunities during NAIDOC week and National Reconciliation Week for our employees to further their own understanding. | May 2018 | Manager Human Resources |

West Coast Eagles Lathlain Precinct Redevelopment incorporating the Head Office of the Wirrapanda Foundation





OPPORTUNITIES

| OPPORTUNITIES | | | |
|---|---|-------------|------------------------------------|
| Action | Deliverable | Timeline | Responsibility |
| 10. Investigate Aboriginal and Torres Strait Islander employment | <ul style="list-style-type: none">Investigate opportunities for Aboriginal and Torres Strait Islander employment within our organisation.Identify current Aboriginal and Torres Strait Islander staff to inform future employment and development opportunities.Develop a proposal for Aboriginal and Torres Strait Islander employment within our organisation. | July 2018 | Manager, Human Resources |
| 11. Investigate Aboriginal and Torres Strait Islander supplier diversity | <ul style="list-style-type: none">Develop an understanding of the mutual benefits of procurement from Aboriginal and Torres Strait Islander owned businesses.Develop a proposal for procurement from Aboriginal and Torres Strait Islander owned businesses.Investigate opportunities to become a member of Supply Nation and opportunities with Friday night catering suppliers. | August 2018 | RAP Committee Board Representative |
| 12. Investigate and provide support to the Aboriginal and Torres Strait Islander community through recruitment, retention and career development opportunities. | <ul style="list-style-type: none">WGE to investigate opportunities to work with EngineeringAid and Careertrackers.Investigate an internal Aboriginal and Torres Strait Islander professional mentoring network. Connect with Engineers Australia to offer assistanceInvestigate Aboriginal and Torres Strait Islander employment pathways (e.g. traineeships or internships). | May 2018 | Manager, Human Resources |
| 13. Investigate and provide support to the Aboriginal and Torres Strait Islander community | <ul style="list-style-type: none">Investigate opportunities to increase pro bono activities.Support scholarships for Aboriginal and Torres Strait Islander students.Support Aboriginal and Torres Strait Islander leadership. | August 2018 | Manager, Human Resources |



TRACKING

| GOVERNANCE AND TRACKING PROGRESS | | | |
|----------------------------------|--|--------------|---------------------------|
| Action | Deliverable | Timeline | Responsibility |
| 14. Build support for the RAP | <ul style="list-style-type: none">Define resource needs for RAP development and implementation.Define systems and capability needs to track, measure and report on RAP activities.Complete the annual RAP Impact Measurement Questionnaire and submit to Reconciliation Australia. | April 2018 | Sally Batho |
| 15. Review and Refresh RAP | <ul style="list-style-type: none">Liaise with Reconciliation Australia to develop a new RAP based on learnings, challenges and achievements.Submit draft RAP to Reconciliation Australia for reviewSubmit draft RAP to Reconciliation Australia for formal endorsement. | January 2019 | RAP Committee Chairperson |



Martumilli Art Gallery

TO US, IT'S MORE THAN JUST WORK

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