



Australian Government
Australian Research Council



Reconciliation
ACTION PLAN
REFLECT RAP

REFLECT

Reconciliation Action Plan 2015-16

RESEARCH for a creative, innovative and productive Australia



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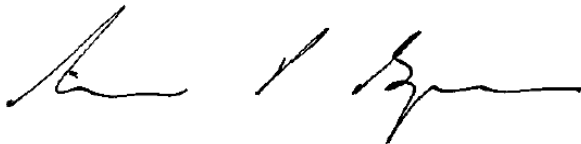
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Statement of Support from the ARC Chief Executive Officer

Over the next 12 months, the Australian Research Council (ARC) will complete the following actions to ensure we are well positioned to implement an effective and mutually beneficial Reconciliation Action Plan (RAP), which will allow the ARC to focus on building relationships both internally and externally, and raise awareness with our stakeholders to ensure there is shared understanding and ownership of our RAP within our Agency.

Development of our future RAPs will involve consultation with employees across our Agency and portfolio Department (if required) including Aboriginal and Torres Strait Islander peoples to achieve our vision for reconciliation.

I am pleased to launch this Reflect RAP on behalf of the ARC as we embark upon our reflect and awareness phase towards reconciliation.

A handwritten signature in black ink, appearing to read 'Aidan Byrne', written in a cursive style.

***Professor Aidan Byrne
Chief Executive Officer
Australian Research Council***

February 2015

Our Business

The ARC is a Non-corporate Commonwealth entity within the Australian Government. Our mission is to deliver policy and programs that advance Australian research and innovation globally and benefit the community.

In seeking to achieve our mission, the ARC provides advice to the Government on research matters, manages the National Competitive Grants Program (NCGP), and administers Excellence in Research for Australia (ERA).

Through the NCGP, a significant component of Australia's investment in research and development, the ARC supports the highest-quality fundamental and applied research and research training through national competition across all disciplines.

ERA assesses research quality within Australia's higher education institutions and gives government, industry, business and the wider community assurance of the excellence of research conducted. It also provides a national stocktake by research discipline areas of research strength against international benchmarks.

The ARC is located in Canberra (ACT) and employs approximately 119 Australian Public Service (APS employees). No ARC employees currently identify as Aboriginal and Torres Strait Islander peoples.

Our Reconciliation Action Plan

The ARC has developed this Reflect RAP as we recognise the value of the diverse skills, abilities and backgrounds of our employees, consultants, suppliers and the Australian community including all those of Aboriginal and Torres Strait Islander descent.

We believe that building strong, respectful partnerships with our Aboriginal and Torres Strait Islander peoples and communities is fundamental to achieving our goals for reconciliation and our goals for the delivery of appropriate services.

We understand that our workplace can be enhanced and that we can add value to our business by creating an environment which encourages and supports Aboriginal and Torres Strait Islander peoples to make full use of their diverse range of talents.

In a small workforce, it is acknowledged that the establishment of actual employment percentage target rates for Aboriginal and Torres Strait Islander peoples employment are limited. We therefore aim to not just focus on employment, but also investigate reconciliation actions and ongoing support of Aboriginal and Torres Strait Islander peoples through our partnerships and networks, as well as ensuring that all ARC-funded research is conducted in accordance with relevant protocols and guidelines.

The Reflect RAP is an initiative within the ARC's Workplace Diversity Program 2015-2019.

Our Partnerships and current activities

Under the NCGP, the ARC currently administers the [Discovery Indigenous scheme](#), which provides funding to Administering Organisations to support research projects led by an Aboriginal and Torres Strait Islander peoples researcher and to build research capacity of higher degree research and early career researchers.

The objectives of the Discovery Indigenous scheme are to:

- Develop the research expertise of Aboriginal and Torres Strait Islander researchers

- support fundamental research and research training by Aboriginal and Torres Strait Islander researchers as individuals and as teams
- support and retain established Aboriginal and Torres Strait Islander researchers in Australian higher education institutions
- expand Australia's knowledge base and research capability.

On 25 May 2011, Senator the Hon Kim Carr, the then Minister for Innovation, Industry, Science and Research announced a new [Aboriginal and Torres Strait Islander Researchers' Network](#), which will help Aboriginal and Torres Strait Islander researchers and research students seize more research opportunities and advance their research in a supportive environment. The ARC continues to support this network.

The ARC monitors the level of participation by Aboriginal and Torres Strait Islander peoples in all funding schemes of the NCGP. In developing new initiatives the ARC liaises with relevant stakeholder groups.

RAP Working Group

As a part of the ARC Diversity Program 2015-2019, the ARC will form a RAP Working Group. The RAP Working Group will bring together a diverse range of ARC employees, which will include the Chief Financial Officer (Executive Level 2) as the RAP Champion, Aboriginal and Torres Strait Islander representatives as well as a number of other ARC employees. The RAP Working Group must represent different styles, viewpoints and jobs to achieve a common goal: improving the work culture at the ARC.

The RAP Working Group and the RAP Champion, have an important role to play in the successful implementation of the ARC's initial Reflect RAP and the development of future ARC RAPs.

The Terms of Reference (TOR) for the RAP Working Group will be made available on the intranet after the first meeting. The members must agree to the TOR before they come into effect. The TOR may change at the first meeting or when a change is proposed and accepted by the majority of members.

The Human Resources (HR) Team will assist in the coordination of the RAP with the advice of the RAP Working Group.

Contact details

Please contact Ms Julija Deleva, Chief Financial Officer on 02 6287 6615 or email training@arc.gov.au if you wish to discuss our RAP and associated activities further.



ARC RAP COMMITMENTS - RELATIONSHIPS

ACTION	RESPONSIBILITY	TIMELINE	DELIVERABLES
Establish a RAP Working Group	Chief Financial Officer (RAP Champion)	February 2015	A RAP Working Group is formed and operational to support the implementation of this Reflect RAP and the development of our future RAP's.
Raise internal awareness of our RAP	Chief Financial Officer (RAP Champion) <i>supported by</i> Senior HR Advisor Learning and Development (L&D)	March 2015	A plan is developed and executed to raise awareness across the organisation about the RAP commitment, particularly with key internal stakeholders. A presentation on our RAP and our commitments toward reconciliation is given to all employees.
Develop external relationships	Chief Financial Officer (RAP Champion) <i>supported by</i> RAP Working Group	April 2015	Compile a list of Aboriginal and Torres Strait Islander peoples; groups, organisations and stakeholders within our local community or sphere of influence that we could approach to assist us in our understanding of the potential activities that we can include in our future RAP's.
Celebrate National Reconciliation Week (NRW)	RAP Working Group, Assistant Director, Communications and Senior HR Advisor L&D	May - June 2015	An internal event is organised and held to recognise and celebrate NRW in 2015 and then annually.



ARC RAP COMMITMENTS – RESPECT

ACTION	RESPONSIBILITY	TIMELINE	DELIVERABLES
Raise internal understanding and awareness of cultural protocols	Director, Stakeholder Relations and Parliamentary	March 2015	A plan is developed to raise the awareness of our employees to the meaning and significance of Aboriginal and Torres Strait Islander peoples protocols, such as Welcome to Country and Acknowledgement of Country.
Commence annual Diversity training	Senior HR Advisor L&D	July 2015	<p>Deliver new diversity training; Working with Diversity and Getting the most out of Diversity (APSC Core Skills program).</p> <p>Baseline data is captured on our employee's current level of understanding around Aboriginal and Torres Strait Islander histories, cultures and contributions.</p>
Celebrate National Aborigines and Islanders Day Observance Committee (NAIDOC) Week	RAP Working Group, Assistant Director, Communications and Senior HR Advisor L&D	July 2015	Communications and HR teams to organise internal celebrations for the agency to celebrate NAIDOC Week. All ARC employees encouraged to attend.



ARC RAP COMMITMENTS – OPPORTUNITIES

ACTION	RESPONSIBILITY	TIMELINE	DELIVERABLES
Consider Aboriginal and Torres Strait Islander employment	Director, People and Services	April 2015 August 2015	Baseline data is captured on current Aboriginal and Torres Strait Islander employees to inform future Aboriginal and Torres Strait Islander employment strategies. A business case for Aboriginal and Torres Strait Islander employment within our agency is scoped.
Consider supplier diversity	Chief Financial Officer	June – July 2015	A business case for Aboriginal and Torres Strait Islander supplier diversity is scoped.
Other opportunities	Chief Financial Officer (RAP Champion) <i>supported by</i> RAP Working Group	September 2015	A report is presented by the RAP Working Group to the Senior Management Group, outlining other opportunities that have been identified throughout their consultation with internal and external stakeholders. This report will assist in defining actions for subsequent RAPs for our Agency.

TRACKING PROGRESS

ACTION	RESPONSIBILITY	TIMELINE	DELIVERABLES
Hold regular meetings to monitor RAP progress	Chief Financial Officer (RAP Champion) <i>supported by</i> RAP Working Group	Every eight (8) weeks	Monitor RAP progress and create data collection methods in order to measure the progress and successes of the RAP.
Report to Senior Management Group (SMG) on RAP progress	Chief Financial Officer (RAP Champion) <i>supported by</i> RAP Working Group	Three (3) times annually	A report every four (4) months to be presented to SMG detailing the progress and success of the RAP.
Publish minutes from RAP Working Group meetings	Senior HR Advisor L&D	Every eight (8) weeks – meeting minutes and Three (3) times annually – SMG Report	Meeting minutes and reports for SMG published made available to staff by publishing on the intranet.
Report to Reconciliation Australia	Senior HR Advisor L&D	September 2015	Report to Reconciliation Australia 12 months after the establishment of the RAP.
Refresh RAP	Chief Financial Officer (RAP Champion) <i>supported by</i> RAP Working Group	September - December 2015	Refresh RAP and move to the new Innovate RAP. Obtain endorsement by Reconciliation Australia and make new Innovate RAP available on intranet and ARC website.