

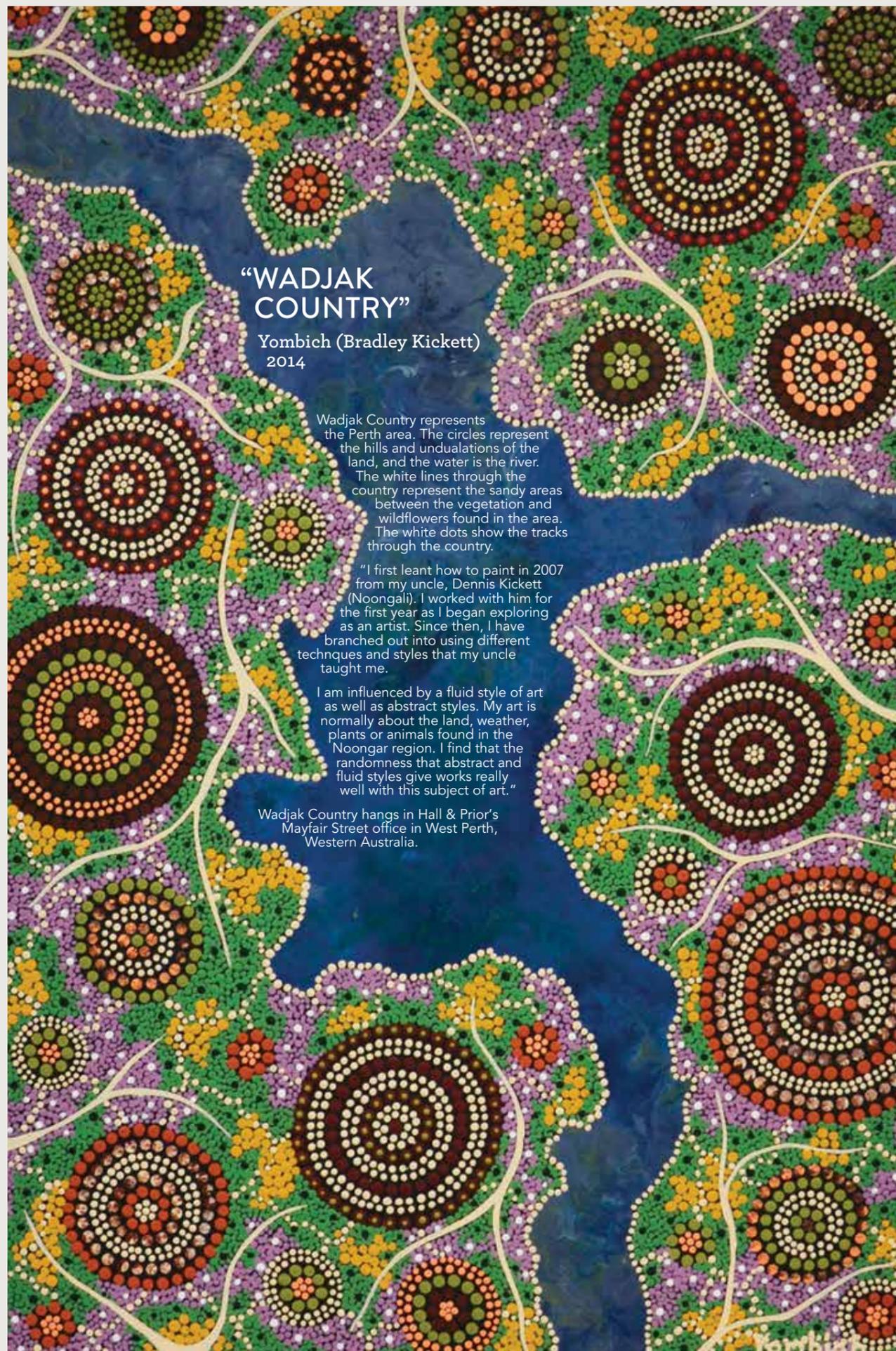


HALL & PRIOR

Reconciliation Action Plan

2015-17





“WADJAK COUNTRY”

Yombich (Bradley Kickett)
2014

Wadjak Country represents the Perth area. The circles represent the hills and undulations of the land, and the water is the river. The white lines through the country represent the sandy areas between the vegetation and wildflowers found in the area. The white dots show the tracks through the country.

“I first learnt how to paint in 2007 from my uncle, Dennis Kickett (Noongali). I worked with him for the first year as I began exploring as an artist. Since then, I have branched out into using different techniques and styles that my uncle taught me.

I am influenced by a fluid style of art as well as abstract styles. My art is normally about the land, weather, plants or animals found in the Noongar region. I find that the randomness that abstract and fluid styles give works really well with this subject of art.”

Wadjak Country hangs in Hall & Prior’s Mayfair Street office in West Perth, Western Australia.

OUR VISION FOR RECONCILIATION

Hall & Prior’s vision for reconciliation is for all Australians to be connected, dynamic and strong with an embedded acknowledgement and respect. Our plan is to lead the way in the provision of aged care services and employment opportunities for all people within our community.

Hall & Prior commenced operations in 1992, shaped by a passion for providing quality care to older people from all walks of life. During that time, Hall & Prior has grown from a single family-owned nursing home to a leading Australian aged care provider.

Our business

In 2014, Hall & Prior cared for almost 2,000 older people in Western Australia and New South Wales, both in our care homes and in the community.

We employ over 1,400 staff in care, nursing, hospitality, allied health, management and administration.

Hall & Prior have developed strong partnerships and relationships within community, government and industry stakeholders who have assisted us to become a best practice leader in the aged care sector.

Our Reconciliation Action Plan

The RAP was originally championed by Graeme Prior, Hall & Prior’s Chief Executive Officer, in 2013 to ensure that our care programs and our organisation are more accessible for Aboriginal and Torres Strait Islander people. This initiated the employment of Hall & Prior’s first Indigenous Advisor and a full-time Aboriginal Health Coordinator at Windsor Park.

Our RAP is reflective of the journey Hall & Prior have taken and will be the foundation for our organisation to listen, learn and improve our services so they are appropriate for people from all walks of life.

We present this RAP as a working document where we will capture and record our progress against our planned actions.

Take the Y out of ‘Yours’ and it becomes ‘Ours’...

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A MESSAGE FROM THE CHIEF EXECUTIVE OFFICER

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I am delighted to present Hall & Prior's inaugural Reconciliation Action Plan (RAP). Our RAP is will enable our organisation to turn good intentions into real actions and positively address the challenge of reconciling Australia.

The RAP focusses on four main areas that have different actions and levels of engagement and support.

The four areas are:

- ◆ relationships
- ◆ respect
- ◆ opportunities
- ◆ tracking progress and reporting.

Hall & Prior have adopted a RAP that will enable us to build relationships internally and externally, and will also raise awareness with stakeholders to ensure there is a shared understanding and ownership of the RAP within our organisation.

The development of the RAP will involve consultation with our Aboriginal and Torres Strait Islander staff, and also with our stakeholders to achieve our vision for reconciliation.

This plan outlines the actions the organisation has committed to from 2015 to 2017. I am proud to support these initiatives and look forward to seeing the benefits of the RAP in our organisation's future.

GRAEME PRIOR
Chief Executive Officer
December 2014

RELATIONSHIPS

Aim: To build relationships with the Aboriginal and Torres Strait Islander communities, organisations and individuals.

ACTION	RESPONSIBILITY	TIMELINE	DELIVERABLES
Establish a RAP Working Group (RAPWG).	<ul style="list-style-type: none"> ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator 	March 2015	<ul style="list-style-type: none"> ◆ Form and facilitate a RAP Working Group (to support the development of the RAP) comprised of Aboriginal and Torres Strait Islander staff, other employees and people from outside the organisation.
Strengthen existing Aboriginal and Torres Strait Islander partnerships and develop new relationships with other stakeholders.	<ul style="list-style-type: none"> ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator ◆ RAPWG 	February 2015	<ul style="list-style-type: none"> ◆ Continue to facilitate the Windsor Park Consultative Committee which comprises Whadjuk Noongar Traditional Owners. ◆ Form an Aboriginal and Torres Strait Islander Elders Group to act in a community advisory capacity.
Celebrate NRW by providing opportunities for Aboriginal and Torres Strait Islander employees and other employees to build relationships.	<ul style="list-style-type: none"> ◆ Indigenous Advisor ◆ All management staff 	27 May to 3 June, annually	<ul style="list-style-type: none"> ◆ Organise at least one internal event each year.
Raise internal awareness of the RAP.	<ul style="list-style-type: none"> ◆ RAPWG ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator 	February 2015	<ul style="list-style-type: none"> ◆ Develop and implement a plan to raise awareness across the organisation about the RAP commitment. ◆ Present information to all relevant areas of our business to ensure they have an understanding of how their area can contribute to the RAP.
Celebrate all events of significance to Aboriginal and Torres Strait Islander people.	<ul style="list-style-type: none"> ◆ RAPWG ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator 	Various dates	Recognise and promote: <ul style="list-style-type: none"> ◆ National Close the Gap on Indigenous Health Equality Day ◆ National Reconciliation Week ◆ International Day of the World's Indigenous People ◆ Others TBC
Actively seek Aboriginal and Torres Strait Islander involvement in the Hall & Prior workplace.	<ul style="list-style-type: none"> ◆ Chief Executive Officer ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator ◆ RAPWG 	June 2015	<ul style="list-style-type: none"> ◆ Work with our Indigenous Advisor to consolidate and identify potential partnerships with community Aboriginal and Torres Strait Islander individuals, community groups and relevant organisations. ◆ Develop an Aboriginal and Torres Strait Islander directory for easy access and reference to assist in future programs.

RESPECT

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Aim: To embed an organisational culture that is welcoming and respectful to all individuals.

ACTION	RESPONSIBILITY	TIMELINE	DELIVERABLES
Investigate cultural development.	<ul style="list-style-type: none"> ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator ◆ RAPWG 	March 2015	<ul style="list-style-type: none"> ◆ Develop a business case for cultural awareness capability and development and present key findings. ◆ Capture baseline data on employee's current understanding of Aboriginal and Torres Strait Islander culture. ◆ Develop and pilot a cultural awareness training strategy for Hall & Prior.
Create a culturally aware and culturally appropriate workplace.	<ul style="list-style-type: none"> ◆ All management staff ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator ◆ RAPWG 	December 2015	<ul style="list-style-type: none"> ◆ Aboriginal and Torres Strait Islander cultural awareness training available for all staff. ◆ Develop a terminology guide to assist staff in understanding appropriate terminology when working with Aboriginal and Torres Strait Islander people and communities, and for use in all relevant resource development.
Recognise and celebrate NAIDOC Week.	<ul style="list-style-type: none"> ◆ All management staff ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator ◆ RAPWG 	July 2015	<ul style="list-style-type: none"> ◆ Conduct various activities to recognise and celebrate NAIDOC Week in all facilities. ◆ Provide opportunities for Aboriginal and Torres Strait Islander employees to participate in local NAIDOC Week events.
Engage employees in understanding the protocols around 'Acknowledgement of Country' and 'Welcome to Country' ceremonies to ensure there is shared meaning behind the ceremonies.	<ul style="list-style-type: none"> ◆ Directors ◆ CEO ◆ All management staff ◆ RAPWG 	December 2015	<ul style="list-style-type: none"> ◆ Develop a policy and procedure about spoken and written acknowledgment of Traditional Owners and country. ◆ Develop, implement and communicate a protocol document for your organisation. ◆ Install signage plaques in all aged care homes to acknowledge Aboriginal Traditional Owners, country and culture.
Celebrate and share the success of Aboriginal and Torres Strait Islander Peoples within Hall & Prior.	<ul style="list-style-type: none"> ◆ All management staff ◆ Indigenous Advisor ◆ Aboriginal Health Coordinator ◆ RAPWG 	June 2015	<ul style="list-style-type: none"> ◆ Distribute Aboriginal and Torres Strait Islander newsletters that highlight the successes of Aboriginal and Torres Strait Islander people to staff. ◆ Implement a program of lunchtime film/video screenings and other Aboriginal and Torres Strait Islander cultural events for Hall & Prior staff to attend or participate in.

OPPORTUNITIES

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Aim: To enhance opportunities for meaningful engagement with Aboriginal and Torres Strait Islander peoples, communities and organisations.

ACTION	RESPONSIBILITY	TIMELINE	DELIVERABLES
Commit to employing Aboriginal and Torres Strait Islander people within Hall & Prior.	<ul style="list-style-type: none"> ◆ Directors ◆ Chief Executive Officer 	March 2015	<ul style="list-style-type: none"> ◆ Capture baseline data on current Aboriginal and Torres Strait Islander employees to inform future activities within Hall & Prior. ◆ Implement an Aboriginal and Torres Strait Islander employment strategy in 2015. ◆ Review relevant procedures and policies to ensure there are no barriers to Aboriginal and Torres Strait Islander employment. ◆ Engage with existing Aboriginal and Torres Strait Islander staff to consult on employment strategies, including professional development.
Investigate and encourage business procurement opportunities for Aboriginal contractors and service providers.	<ul style="list-style-type: none"> ◆ Chief Executive Officer ◆ Corporate Services Manager ◆ Indigenous Advisor 	March 2015	<ul style="list-style-type: none"> ◆ Appoint an external training organisation to provide cultural awareness training to staff. ◆ Identify tradespersons and suppliers and include them in the Aboriginal and Torres Strait Islander Directory. ◆ Review procurement policies to ensure there are no barriers to procurement from Aboriginal and Torres Strait Islander businesses. ◆ Educate staff about using Aboriginal and Torres Strait Islander businesses. ◆ Develop at least one commercial relationship with an Aboriginal and Torres Strait Islander business.

TRACKING PROGRESS AND REPORTING

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ACTION	RESPONSIBILITY	TIMELINE	DELIVERABLES
Champion ongoing internal outcomes and support throughout Hall & Prior against actions stated in this RAP.	<ul style="list-style-type: none"> ◆ Chief Executive Officer ◆ All management staff ◆ Indigenous Advisor ◆ RAPWG 	March 2015	<ul style="list-style-type: none"> ◆ Define available resourcing for the RAP. ◆ Collate internal and external data to measure the progress and success of the RAP. ◆ Submit an annual report on our achievements to Reconciliation Australia.
Monitoring and reporting.	<ul style="list-style-type: none"> ◆ RAPWG ◆ Indigenous Advisor ◆ Corporate Analyst 	March 2015	<ul style="list-style-type: none"> ◆ Establish reporting mechanisms, aligned to existing reporting schedules
Annual audit of the RAP.	<ul style="list-style-type: none"> ◆ RAPWG ◆ Indigenous Advisor ◆ Corporate Analyst 	June 2015	<ul style="list-style-type: none"> ◆ Working group is established and will meet regularly throughout the year. ◆ Update and refresh RAP if required.

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