



RECONCILIATION

ACTION PLAN

REFLECT
May 2021–2022



www.coastshelter.org.au



OUR BUSINESS

Coast Shelter is a leading Central Coast not for profit charity assisting families, adults and young people with complex issues arising from their experience of homelessness, abuse and neglect. Our organisation is driven by our mission to deliver innovative solutions to address homelessness, violence and poverty to achieve immediate and lasting changes.

Coast Shelter demonstrate cultural competency through our policy and procedures, actions and by embracing all forms of diversity.

We have been operating for over 25 years on the Central Coast of NSW 1 hour north of Sydney with 1 head office location which is located at 346 Mann St North Gosford 2250

We employ 90 staff, 7 staff that identify as Aboriginal and/or Torres Strait Islander people.

Cover art by: Russ Molony

Title: BIRRUNG – Earth Star.

The first star of the night.

Russ Molony is a Central Coast based Artist, surfer and builder.

Russ is a proud Guringai man who has a deep connection to the land and sea. Russ was born and grew up on the Central Coast.

Russ is a multiple Indigenous surfing champion who follows the Cultural events around Australia. Russ is one of the most well known respected surfers in the Indigenous community who shares his passion for surfing every chance he gets.

RECONCILIATION AUSTRALIA

Karen Mundine
Chief Executive Officer
Reconciliation Australia



“ 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.

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

Coast Shelter 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 Coast Shelter 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 Coast Shelter, 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



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OUR RAP



Michael Starr

Coast Shelter CEO

Our workplace is developing a RAP because we want to strengthen our relationships with Aboriginal and Torres Strait Islander peoples, contribute and promote the reconciliation movement and improve our service delivery. We will establish a diverse RAP Working Group across the organisation internally and externally. We will involve and consult with the community, Aboriginal and Torres Strait Islander communities/ organisations and deliver the Reflect RAP within a year. We have had no reconciliation journey so far and are all excited to start our Reflect RAP journey.

Our RAP Champion is our People and Culture Manager Jason Brown

OUR PARTNERSHIPS/ CURRENT ACTIVITIES

Partners

Currently we have partnered with Bara Barang (specialises in Aboriginal and Torres Strait Islander employment), Yerin (health services) and the Glen (Aboriginal and Torres Strait Islander Drugs or Alcohol (DOA) Rehab). As a social services organisation we aim to cultivate respect and understanding of Aboriginal and Torres Strait Islander peoples, communities, histories, cultures and knowledge through our participation in: Local Aboriginal and Torres Strait Islander Inter-agency Meetings (these meetings are community run meetings);

NAIDOC Week

During NAIDOC week Coast Shelter participates in Touch football, Netball and Golf gala days as well as holding a stall at the local community services day. In 2020 COVID-19 postponed NAIDOC Week. Instead Coast Shelter held a NAIDOC week event in November with Bara Barang which showcased local artists, services and Didgeridoo performance;

National Reconciliation Week

National Reconciliation Week; and the Aboriginal and Torres Strait Islander well-being conference in Tweed Heads.

In 2020. Previously Coast shelter has not formally participated in NRW however this year (2021) we held an NRW event **displayed in photographs on pages 5, 7, 9 and 10 in this RAP. The Dancers are proud representatives of the Glen, Mark Standen on the Didgeridoo, Brad Nelson from our RWG and the community from various services. Photography is by Michael Wolfe;**

The Indigenous Leadership Summit

Additionally, Coast Shelter participated in an online event The Indigenous Leadership Summit in November 2020 held by the Leadership Institute.



RELATIONSHIPS



Strong relationships between Aboriginal and Torres Strait Islander communities and Coast Shelter will ensure that opportunities to participate in all areas of the organisation are available to all Aboriginal and Torres Strait Islander peoples.

ACTION 1

Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.

Deliverable	Timeline	Responsibility
Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	July, 2021	Volunteer coordinator
Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	July, 2021	Volunteer coordinator



ACTION 2

Build relationships through celebrating National Reconciliation Week (NRW).

Deliverable	Timeline	Responsibility
Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May, 2021	Senior case worker and RWG Chair/ RAP Champion
RAP Working Group members to participate in an external NRW event.	27 May- 3 June, 2021	Aboriginal and Torres Strait Islander coordinator/ (with RWG)
Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May- 3 June, 2021	Aboriginal and Torres Strait Islander coordinator/ (with RWG)

ACTION 3

Promote reconciliation through our sphere of influence.

Deliverable	Timeline	Responsibility
Communicate our commitment to reconciliation to all staff.	May, 2021	Senior case worker and RWG Chair /RAP Champion
Identify external stakeholders that our organisation can engage with on our reconciliation journey.	Aug, 2021	Aboriginal and Torres Strait Islander coordinator
Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	Sept, 2021	Women and children's case-worker/ (with RWG)

ACTION 4

Promote positive race relations through anti-discrimination strategies.

Deliverable	Timeline	Responsibility
Research best practice and policies in areas of race relations and anti-discrimination.	Aug, 2021	Women and children's case-worker /Aboriginal and Torres Strait Islander coordinator
Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	Nov, 2021	Aboriginal and Torres Strait Islander coordinator /RAP Champion



RESPECT



By building respect for Aboriginal and Torres Strait Islander customs, values and traditions within the Central Coast Community, Coast Shelter can build pride in the contribution Aboriginal and Torres Strait Islander peoples have made to the community.

ACTION 5

Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.

Deliverable	Timeline	Responsibility
Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	Aug, 2021	Youth support worker/ Senior case worker and RWG Chair
Conduct a review of cultural learning needs within our organisation.	Aug, 2021	Youth support worker/ Senior case worker and RWG Chair



ACTION 6

Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.

Deliverable	Timeline	Responsibility
Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	Sept, 2021	Senior case worker and RWG Chair/ Women and children's caseworker
Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	May, 2021	Aboriginal and Torres Strait Islander coordinator/ RAP Champion

ACTION 7

Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.

Deliverable	Timeline	Responsibility
Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	June, 2021	Senior case worker and RWG Chair/ (with RWG)
Introduce our staff to NAIDOC Week by promoting external events in our local area.	June, 2021	Aboriginal and Torres Strait Islander coordinator/ Volunteer coordinator
RAP Working Group to participate in an external NAIDOC Week event.	First week in July, 2021	Aboriginal and Torres Strait Islander coordinator/ (with RWG)



OPPORTUNITIES



By using the strength and reach of Coast Shelter, we will partner with Aboriginal and Torres Strait Islander communities to deliver leadership, education, employment and business outcomes for First Nations people across Australia.

ACTION 8

Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.

Deliverable	Timeline	Responsibility
Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	Nov, 2021	RAP Champion/ Youth support worker/ Aboriginal and Torres Strait Islander coordinator
Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	Nov, 2021	Volunteer coordinator/ Aboriginal and Torres Strait Islander coordinator

ACTION 9

Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.

Deliverable	Timeline	Responsibility
Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	Dec, 2021	Aboriginal and Torres Strait Islander coordinator/ Youth support worker
Investigate Supply Nation membership.	Dec, 2021	Aboriginal and Torres Strait Islander coordinator/ Women and children's caseworker



GOVERNANCE



Tracking progress and reporting

ACTION 10

Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.

Deliverable	Timeline	Responsibility
Form a RWG to govern RAP implementation.	May, 2021	Aboriginal and Torres Strait Islander coordinator
Establish and apply the Terms of Reference for the RWG.	May, 2021	Aboriginal and Torres Strait Islander coordinator
Maintain Aboriginal and Torres Strait Islander representation on the RWG.	Ongoing (Review Nov, 2021)	Aboriginal and Torres Strait Islander coordinator



ACTION 11

Provide appropriate support for effective implementation of RAP commitments.

Deliverable	Timeline	Responsibility
Define resource needs for RAP implementation.	Sept, 2021	Aboriginal and Torres Strait Islander coordinator/ (with RWG)
Engage senior leaders in the delivery of RAP commitments.	Sept, 2021	Senior case worker and chair/ Aboriginal and Torres Strait Islander coordinator
Define appropriate systems and capability to track, measure and report on RAP commitments.	Aug, 2021	Aboriginal and Torres Strait Islander coordinator/ RAP Champion

ACTION 12

Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.

Deliverable	Timeline	Responsibility
Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 Sept, 2021	Aboriginal and Torres Strait Islander coordinator/ (with RWG)

ACTION 13

Continue our reconciliation journey by developing our next RAP.

Deliverable	Timeline	Responsibility
Register via Reconciliation Australia's website to begin developing our next RAP.	February, 2022	Aboriginal and Torres Strait Islander coordinator



FEBRUARY 2022





CONTACT

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