

Reconciliation Action Plan

February 2020 – February 2022



Our Vision for Reconciliation

The Department for Trade and Investment (DTI) is committed to building respectful relationships with South Australia's First Nations peoples based on recognition of their unique cultures and rights and a mutual understanding of our shared histories.

Our vision for reconciliation is one of unity and opportunity, in which the trade and export industry has full and equitable participation from South Australia's First Nations peoples, the first traders of this nation.

Walking side by side in collaboration with First Nations peoples, we strive to explore trade and investment opportunities, strengthen future capacity for growth and increase economic opportunities with First Nations peoples, businesses and communities.

Together, we will celebrate and showcase South Australia and the importance of First Nations peoples to the world for the benefit of all South Australians.

Acknowledgement of Country

We acknowledge the Kurna people as the Traditional Owners of the Adelaide Plains region on which DTI is based. We also acknowledge and extend our respect to Elders past, present and emerging, and other First Nations peoples across South Australia.

Our aim is to walk side by side with First Nations peoples across our state in a manner which is respectful to their cultural and heritage beliefs and their spiritual connections with Country.

Chief Executive Foreword

I am proud to present the Department for Trade and Investment's first Innovate Reconciliation Action Plan (RAP) 2020-2022.

As a relatively new South Australian Government agency that stands proudly on Kurna land, our Reconciliation Action Plan represents our vision for the future of reconciliation and signifies our commitment to be a leading advocate for reconciliation, committed to making progress across the key pillars of the RAP program – respect, relationships and opportunities. Our RAP is aspirational and details our plans and targets to accomplish our vision of walking side by side with First Nations peoples to create positive opportunities through embracing and promoting the uniqueness of First Nations cultures.

As our first RAP, there is the opportunity to strengthen our relationship with industry, business and

communities to build respect and opportunities for reconciliation between First Nations peoples and the broader community.

Embedding reconciliation into our core business of trade, investment and international education will ensure that we strengthen our engagement with South Australia's First Nations peoples.

I am delighted to present our first Innovate Reconciliation Action Plan and look forward to seeing the Department for Trade and Investment achieve its vision for reconciliation.

Leonie Muldoon
Chief Executive

Our Business

The Department for Trade and Investment helps industry, business and communities identify and capitalise upon opportunities for job creation and economic growth. A strong economic future for South Australia depends on growing exports including international student enrolments, attracting investment and making it easier for international partners to do business with South Australia. DTI works with South Australian businesses and stakeholders to boost exports, grow the state's international engagement and showcase South Australia to the world.

DTI plays a role in helping businesses move to South Australia, proactively targeting international and interstate companies and businesses that can bring economic benefit to the state. The department coordinates all outbound and inbound economic business missions undertaken or led by the South Australian Government to support South Australian exporters to enter international markets.

Providing further assistance to exporters and potential international investors, DTI has established overseas trade and investment offices to help facilitate business connections and opportunities in-market. DTI's team of business and investment professionals work closely with companies to assist them in every step of the process and can provide support and insight to companies.

As at 31 January 2020 DTI employed 138 employees, of which there were none that identified as Aboriginal and/or Torres Strait Islander peoples. DTI is committed to increasing the number of employees that identify as Aboriginal and/or Torres Strait Islander over the duration of our Reconciliation Action Plan (RAP)

and into the future. Our employees are based in Adelaide, South Australia and in the following overseas locations:

- Hong Kong, China
- Shanghai, China
- Jinan, China
- Guangzhou, China
- Kuala Lumpur, Malaysia
- London, United Kingdom
- Tokyo, Japan

Our overseas employees work with industry partners and South Australian businesses to provide export assistance and help attract business investment to the state.

We have a global reach to the Americas – North and South America, the United Kingdom and Europe, China, Middle East North Africa and India, South East Asia (Malaysia) and North East Asia (Japan and South Korea).

Our internal and external stakeholders include; international businesses, distributors and importers; South Australian exporters and high growth potential firms with export ambition; industry associations and business chambers.

DTI provides a full range of government services, delivery functions and support activities to drive economic transformation and wealth across trade, investment, business sectors and international education.

Our RAP

DTI is committed to contributing towards the wellbeing and prosperity of South Australia's First Nations peoples by embedding reconciliation into our core business through trade, investment, industry and international education. Our RAP provides a framework for the goals and intentions of our reconciliation journey. It will help develop and deliver measurable change and policy/procedures, that will strive towards bridging the gap between First Nations peoples and other South Australians by facilitating and supporting increased trade and investment opportunities for First Nations peoples and their businesses and ensuring DTI is a leader in the reconciliation movement. It will guide our employees towards strengthened engagement with South Australia's First Nations peoples, walking side by side to establish unique and authentic opportunities for the benefit of all South Australians.

Our RAP Working Group involves a cross-section of employees from our department and one external First Nations representative, Karri Tamaru Smith.

As part of our initial kick-off we had an additional Aboriginal representative, Bill Wilson, formerly of the Department for Innovation and Skills.

In the development of our RAP, we have undertaken engagement across a broad range of our employees through a series of RAP workshops. This instilled a shared ownership across our organisation for the vision and activities in our RAP and ensured the RAP was directly related to our core areas of business.

Following the creation of the RAP Working Group, DTI convened two meetings of this group in September 2019 to discuss the process for our RAP development and commence planning.

Subsequently, three key internal stakeholder workshops were held to shape and develop our vision for reconciliation, sphere of influence, RAP actions, timeframes and responsibilities. At each workshop, our Aboriginal cultural consultant, Tamaru, guided the attendees to learn about Aboriginal art symbols and participants drew their own art based on the Banbanbalya (a Kurna word meaning 'meeting' or 'gathering') to reflect, through Aboriginal art, how each of the attendees came together for the workshop or meeting. The open and collaborative workshops engaged a broad range of staff across our organisation,

including senior leaders, and were complemented by ongoing meetings of the RAP Working Group throughout this process.

Our RAP is championed by the DTI Chief Executive.

Although DTI is a relatively new department, we have already taken a number of steps in our reconciliation journey to date.

Our internal procurement list has been amended and extended to include more Aboriginal and Torres Strait Islander peoples and businesses and we have promoted this to all employees on our internal intranet. Furthermore, we have sought to engage providers from this list through the development of our RAP and elsewhere across the department where possible.

For National Reconciliation Week in 2019, DTI celebrated by hosting a morning tea for all employees. The event was opened with an official Welcome to Country and included a presentation from a senior lecturer from the University of South Australia about the importance of Reconciliation. Employees were also provided with the opportunity to sample Indigenous foods. To recognise NAIDOC Week, an internal communications campaign was conducted, and employees were encouraged to attend external NAIDOC Week events.

DTI employees have also attended a number of relevant training courses that have aimed to increase awareness and understanding of First Nations cultures and peoples. These courses have included Cultural Respect Training, facilitated by the Department for Innovation and Skills (DIS) and the Indigenous Mentoring Program coordinated by Office of the Commissioner for Public Sector Employment (OCPSE). We have also been engaged in the review of the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) CORE Foundation Cultural Learning program.



Relationships

DTI pursues and represents South Australia's interest across this country and the world and recognises that First Nations peoples add to the uniqueness and authenticity of who we are as a state and organisation. Our Reconciliation Action Plan strengthens our engagement with First Nations peoples so we can imprint the value of this relationship across all our work locally, nationally and internationally.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Establish and maintain mutually beneficial relationships with Aboriginal and/or Torres Strait Islander stakeholders and organisations.	1.1 Meet with local First Nations peoples, stakeholders and organisations to develop guiding principles for future engagement. Minimum of two meetings per year.	March 2020 September 2020 March 2021 September 2021	Director, Strategy, Policy & Analytics
	1.2 Develop and implement an engagement plan to work with local First Nations peoples, stakeholders and organisations.	January 2022	Director, Strategy, Policy & Analytics
	1.3 Engage with the South Australian Commissioner for Aboriginal Engagement to explore current South Australian Government Aboriginal engagement opportunities and reforms as they relate to DTI.	June 2020	Chief Executive
	1.4 Develop policies and resources to guide the organisation about remuneration for the formal engagement and intellectual property of First Nations consultants or advisors to the department.	January 2021	Senior Organisational Development Consultant
2. Build relationships through celebrating National Reconciliation Week (NRW).	2.1 Circulate Reconciliation Australia's NRW resources and reconciliation materials to our employees, including all overseas offices.	April 2020	Manager, Communications and Media
	2.2 RAP Working Group members to participate in an external NRW event, for example the South Australian NRW Breakfast.	27 May - 3 June 2020 27 May - 3 June 2021	Chair, RAP Working Group
	2.3 Encourage and support employees (including senior leaders) to participate in at least one external event to recognise and celebrate NRW and share this engagement across departmental digital platforms.	27 May - 3 June 2020 27 May - 3 June 2021	Chief Executive
	2.4 Organise at least one NRW event each year and engage department employees in the organisation and participation in this event.	27 May - 3 June 2020 27 May - 3 June 2021	Principal Events Officer
	2.5 Register all our NRW events on Reconciliation Australia's NRW website.	May 2020 May 2021	Principal Events Officer
	2.6 Publicise and promote NRW events to our employees and across our social media and digital platforms.	May 2020 May 2021	Principal Events Officer



Relationships

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
3. Promote reconciliation through our sphere of influence.	3.1 Implement strategies to engage our employees in reconciliation, including to share educational resources around the meaning of culturally significant dates (e.g. National Reconciliation Week, NAIDOC Week, Australia Day, Sorry Day).	June 2020 June 2021	Manager, People and Culture
	3.2 Communicate our commitment to reconciliation publicly through a public launch of our RAP and regular updates on milestone achievements.	June 2020	Manager, Communications and Media
	3.3 Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes by promoting our visions and activities through their networks.	November 2020	Manager, Communications and Media
	3.4 Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation across our area of expertise.	January 2021	Senior Organisational Development Consultant
	3.5 Incorporate local First Nations design and artwork into our communications and public facing mediums.	January 2021	Manager, Brand and Marketing
	3.6 Engage our international offices to promote the department's commitment to reconciliation and the value we place on a respectful and positive relationship with South Australia's First Nations People.	June 2020	Director, International Markets
	3.7 Incorporate strategies to advance and promote reconciliation opportunities within leadership development programs for all of our employees.	January 2021	Manager, People and Culture
	3.8 Provide opportunities for RAP Working Group members to mentor other employees to be reconciliation champions.	February 2022	Chair, RAP Working Group
4. Promote positive race relations through anti-discrimination strategies.	4.1 Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	January 2021	Manager, People and Culture
	4.2 Educate senior leaders on the effects of racism and its prevalence within our sector	January 2021	Chief Executive
	4.3 Develop, implement and communicate an anti-discrimination policy for our organisation.	June 2021	Manager, People and Culture
	4.4 Engage with First Nations employees and/or First Nations advisors to co-design our anti-discrimination policy.	January 2021	Manager, People and Culture
	4.5 Senior leaders and RAP Working Group members meet annually with First Nations employees and/or First Nations advisors/groups to review the anti-discrimination policy and future needs.	September 2021	Chair, RAP Working Group



Respect is the foundation of strong and lasting relationships and DTI is committed to deepening our relationship with First Nations peoples by understanding and appreciating First Nations cultures and histories. We see this as an opportunity to challenge cultural ignorance, embrace new learning and share pride in First Nations unique cultures and heritage.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
5. Increase understanding, value and recognition of First Nations cultures, histories, knowledge and rights through cultural learning.	5.1 Conduct a review of cultural learning needs within our organisation.	January 2021	Manager, People and Culture
	5.2 Consult local Traditional Owners and/or First Nations advisors on the development and implementation of a cultural learning strategy.	March 2020 September 2020 March 2021 September 2021	Manager, People and Culture
	5.3 Develop, implement and communicate a cultural learning strategy for our employees, including employees in overseas offices to ensure global reach. This is to be considered in the context of the broader Corporate Learning and Development Plan.	September 2021	Manager, People and Culture
	5.4 Provide opportunities for RAP Working Group members, Executive team, HR managers and others in key leadership roles to participate in formal and structured cultural learning.	January 2021	Chief Executive
	5.5 Create opportunities annually for employees to participate in cultural learning and appreciation activities, including but not limited to learning greetings in local First Nations languages (i.e. hello, how are you and goodbye).	January 2021 January 2022	Manager, People and Culture
6. Demonstrate respect to First Nations peoples by observing cultural protocols.	6.1 Increase employees' understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	July 2020	Director, State Promotions
	6.2 Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	July 2020	Director, State Promotions
	6.3 Develop a short video or audio to communicate the cultural protocol document and circulate to all employees on our intranet site, including employees based in regional and international offices.	January 2021	Director, State Promotions
	6.4 Invite a local Traditional Owner or Custodian to provide a Welcome to Country (or other appropriate cultural protocol) at significant events each year.	July 2020 July 2021	Director, State Promotions
	6.5 Include an Acknowledgement of Country (or other appropriate protocols) at the commencement of important meetings.	August 2020	Manager, People and Culture



Respect

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
7. Build respect for First Nations cultures and histories by celebrating NAIDOC Week.	7.1 RAP Working Group to participate in an external NAIDOC Week event.	First week in July 2020 First week in July 2021	Chair, RAP Working Group
	7.2 Review HR policies and procedures in consultation with a First Nations engagement group to remove barriers to all employees participating in NAIDOC Week.	June 2020	Manager, People and Culture
	7.3 Promote and encourage participation in external NAIDOC events to all employees, including through team meetings and departmental correspondence/digital platforms.	First week in July 2020 First week in July 2021	Manager, People and Culture



Opportunities

DTI is always excited about establishing unique and authentic opportunities that include First Nations peoples in its work and areas of influence. Our commitment is to promote and share the talents and unique cultures of South Australia's First Nations peoples across our local, national and international reach. Through this our vision is to create opportunities with South Australia's First Nations peoples to participate fully in our industry.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
8. Improve employment outcomes by increasing First Nations recruitment, retention and professional development.	8.1 Review existing employment and development data to build understanding of current First Nations employment to inform future employment and professional development opportunities.	January 2020	Manager, People and Culture
	8.2 Develop and implement a First Nations recruitment, retention and professional development strategy.	March 2021	Manager, People and Culture
	8.3 Engage with First Nations employees and First Nations cultural advisors to co-design our recruitment, retention and professional development strategy.	March 2020 September 2020 March 2021 September 2021	Manager, People and Culture
	8.4 Advertise job vacancies to effectively reach First Nations stakeholders by engaging a First Nations cultural advisor to review messaging and advertising of current job vacancies to maximise reach to First Nations peoples and stakeholders.	Commence: March 2020 Complete: January 2022	Manager, People and Culture Director, State Promotions
	8.5 Review HR and recruitment procedures and policies in consultation with a First Nations cultural advisor to remove barriers to First Nations peoples participating in our workplace/s.	March 2020	Manager, People and Culture
	8.6 Increase the percentage of First Nations employees employed in our workforce.	February 2022	Manager, People and Culture



Opportunities

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
	8.7 Send employees from RAP Working Group and/or People and Culture team to the Aboriginal and/or Torres Strait Islander Mentoring Program coordinated by Office of the Commissioner for Public Sector Employment to better support and promote the retention of First Nations employees in the workplace.	January 2022	Manager, People and Culture
9. Increase First Nations supplier diversity to support improved economic and social outcomes.	9.1 Build on current South Australian Government Aboriginal procurement policies to develop and implement a First Nations procurement strategy for DTI.	March 2020	Procurement Officer
	9.2 Investigate Supply Nation membership.	March 2020	Procurement Officer
	9.3 Develop and communicate opportunities for procurement of goods and services from First Nations businesses to employees, including sector relevant First Nations businesses.	March 2020	Procurement Officer
	9.4 Raise awareness of sector relevant First Nations businesses across our sphere of influence.	June 2021	Deputy CE
	9.5 Review and update procurement practices to remove barriers to procuring goods and services from First Nations businesses.	June 2020	Procurement Officer
	9.6 Develop commercial relationships with First Nations businesses and explore opportunities to encourage partners and suppliers to also engage in these opportunities.	January 2022	Deputy CE
	9.7 Investigate leasing opportunities for First Nations artwork in our offices locally and abroad.	December 2020	Manager, Finance, Procurement and Facilities
ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
10. Work collaboratively with First Nations peoples, businesses, communities and other stakeholders to strengthen future capacity for growth and export opportunities.	10.1 Investigate hosting workshops for First Nations peoples and businesses to explore market opportunities, strengthen commercial skills, network and understand barriers and opportunities for export.	January 2022	Director, International Markets
	10.2 Investigate establishing a First Nations peoples trade desk to explore trade opportunities and assist local First Nations peoples, businesses and communities by making them aware of export channels and opportunities.	January 2022	Director, International Markets
	10.3 Explore opportunities to encourage partners and suppliers to engage with First Nations businesses.	January 2022	Deputy CE
	10.4 Utilise partnership with Food SA to promote opportunities for First Nations businesses and food production.	January 2022	Deputy CE



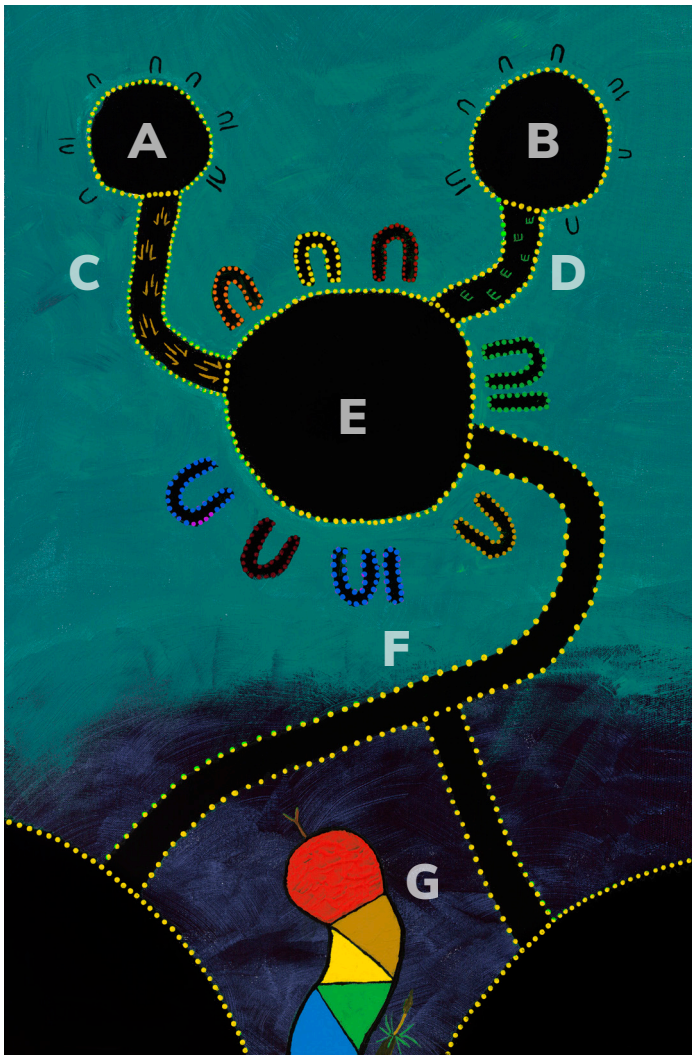
Governance

Our vision is to ensure First Nations voices are heard and valued throughout our decision-making processes through good governance. We will share and communicate our successes and be accountable for the work we have set out to achieve.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
11. Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP.	11.1 Maintain representation from First Nations peoples on the RWG.	Review: March 2020 March 2021	Chair, RAP Working Group
	11.2 Establish and apply a Terms of Reference for the RWG.	Review: March 2020 March 2021	Chair, RAP Working Group
	11.3 Meet at least four times per year to drive and monitor RAP implementation.	March 2020, 2021 June 2020, 2021 September 2020, 2021 December 2020, 2021	Chair, RAP Working Group
12. Provide appropriate support for effective implementation of RAP commitments.	12.1 Define resource needs for RAP implementation.	June 2020	Chair, RAP Working Group
	12.2 Engage our senior leaders and other employees in the delivery of RAP commitments.	March 2020	Director, Strategic Operations
	12.3 Define and maintain appropriate systems to track, measure and report on RAP commitments.	June 2020	Chair, RAP Working Group
	12.4 Appoint and maintain an internal RAP Champion from senior management.	March 2020 Review: March 2021	Chief Executive
13. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	13.1 Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September 2020, 2021	Manager, People and Culture
	13.2 Report RAP progress to all employees and senior leaders quarterly	March 2020, 2021 June 2020, 2021 September 2020, 2021 December 2020, 2021	Manager, People and Culture
	13.3 Publicly report our RAP achievements, challenges and learnings, annually.	30 September 2020, 2021	Manager, People and Culture
	13.4 Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	April 2020	Manager, People and Culture
14. Continue our reconciliation journey by developing our next RAP.	14.1 Register via Reconciliation Australia's website to begin developing our next RAP.	August 2021	Manager, People and Culture

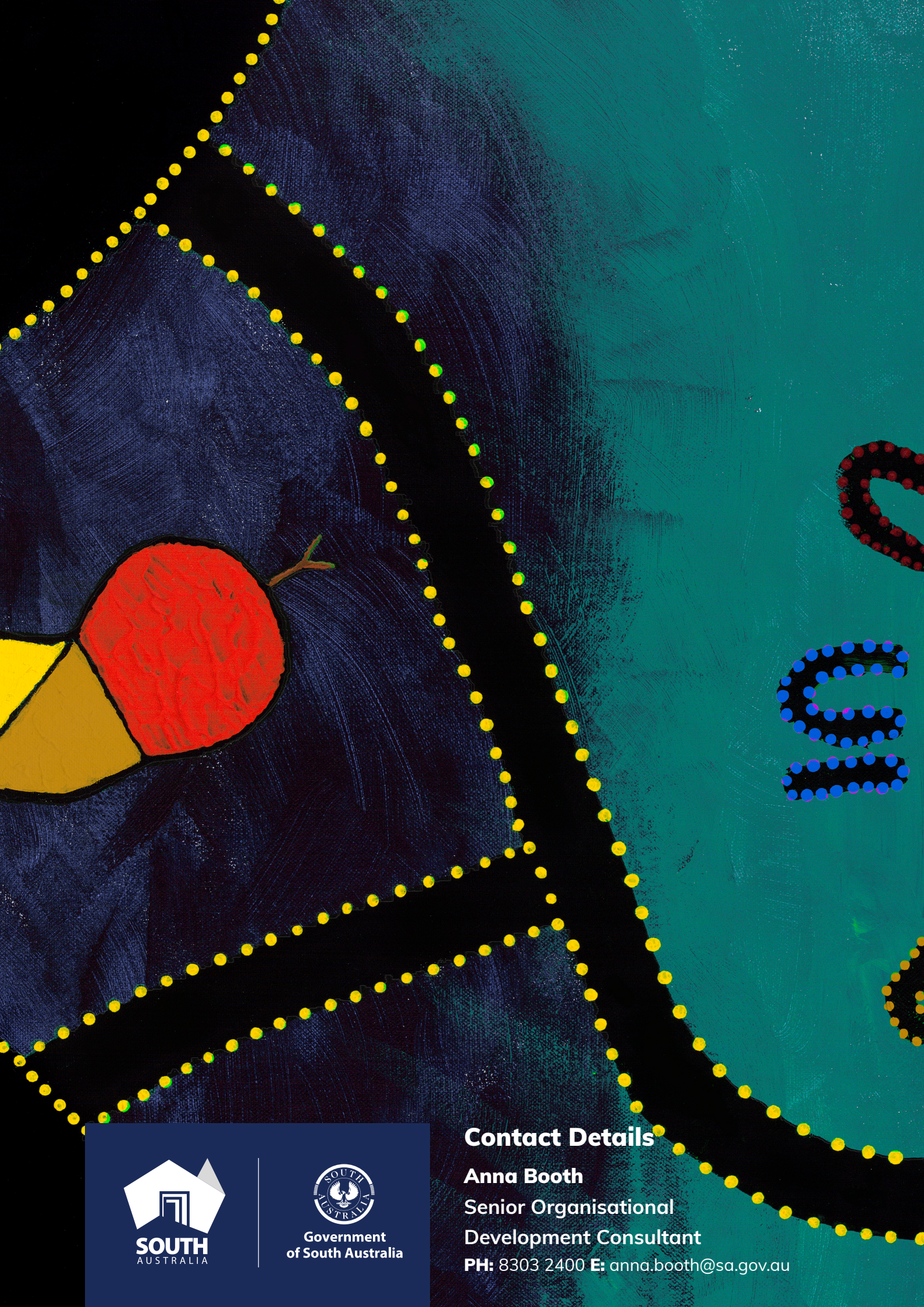
RAP Artwork

Karrl Smith, or as he is known by his Kurna name, Tamaru Kartinyeri is a Kurna Narrunga man who lives in the Kurna community of the Adelaide Plains. Tamaru grew up in both Adelaide and the Northern Territory. He has worked with the Marion City Council as a Cultural officer leading tours on Country at Warriparinga. He is currently running his own business Deadly Mob as a cultural educator with both school and community groups.



A collaboration piece of two organisations coming together and meeting in a banbanbalya. Walking together side by side.

The two banbanbalya at the top of the artwork represent the two elements of DTI: Trade (A) and Investment (B). They each travel on a journey, one represented by kangaroo tracks (C) and the other represented by possum tracks (D) and meet in a large banbanbalya (E) to come together around the creation of DTI's Reconciliation Action Plan. The continuing journey (F) represents Aboriginal and non-Aboriginal people walking side by side together on the journey of reconciliation. At the bottom of the artwork, the rainbow serpent (G) is shown as a protector of DTI and those on the journey with the department.



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