



Innovate

Reconciliation

Action Plan

December 2021 - December 2023

**Community
Legal Centres
NSW**



**RECONCILIATION
ACTION PLAN**

INNOVATE

Artwork:

Debra Beale, *Biami*,
Mixed media on paper.



About the Artist

My name is Debra Beale and I am a Sydney-based Artist and Designer Maker. I come from the Palawa/Yorta Yorta and Gamilaraay/Wonnarua Nation. I was born in Surry Hills, Sydney and have been practising art for over 25 years.

My artwork tells a narrative of my Aboriginal cultural practices, focusing on cultural heritage, family and community. It is a combination of Womens Business, with a process of acknowledging the past and moving forward to the future

Read more: <https://www.boomalli.com.au/debra-beale/>

About Boomalli Aboriginal Artists Co-op

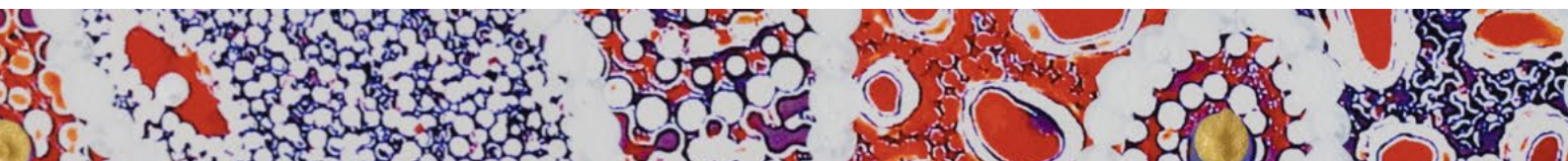
Boomalli Aboriginal Artists Co-operative's primary goal is to promote Aboriginal Artists whose language groups exist within the NSW state boundaries. We support, promote, educate and protect copyright for our members. Boomalli strives to improve access for Aboriginal Artists from both regional and metropolitan NSW. Boomalli has a current membership base of 50 Artists. Approximately a third are emerging Artists and over half of our membership consists of regional Artists.

Contact Community Legal Centres NSW

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About this report:

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Our Vision for Reconciliation

Community Legal Centres NSW believes genuine access to justice for Aboriginal and Torres Strait Islander people and communities will only be achieved when the impact of colonialism and the systemic racism underpinning modern Australian society is fully recognised and combated by Aboriginal and Torres Strait Islander people, and non-Aboriginal people and organisations alike. Critical to this process is the need for non-Aboriginal people and organisations to listen to, understand and address the histories and experiences of Aboriginal and Torres Strait Islander people, and the lived manifestations of systemic racism. Through our commitment to reconciliation, we aim to ground all that we do in an understanding of that experience in order to disrupt, rather than perpetuate, the colonial legacy.

To realise this vision, we will:

- Ensure the voices of Aboriginal and Torres Strait Islander Peoples are central in the design of our responses to injustice.
- Create spaces for our sector and our people to listen and reflect on Aboriginal and Torres Strait Islander histories and our relationships to the colonial legacy.
- Learn from, support, and collaborate with our sector to encourage and develop respectful and culturally safe engagement with Aboriginal and Torres Strait Islander Peoples and communities.
- Use our voice as an independent advocate to challenge structural injustices in solidarity with Aboriginal and Torres Strait Islander people and communities.
- Engage in an ongoing process of personal and organisational self-reflection to address unconscious bias.
- Strive to acknowledge and combat systemic racism in all our work.

Our Business

Community Legal Centres NSW is the peak representative body for 41 community legal centres in NSW. Community legal centres are independent, non-government organisations that provide free legal services to people and communities facing economic hardship, disadvantage, discrimination, and domestic violence.

Community Legal Centres NSW is a not-for-profit, member driven association, funded predominantly by the NSW Government, with funding administered by Legal Aid NSW. We provide capacity building support to, and representation for, our 41 member centres in government and community forums. We also work with a national network of community legal centres, with the shared aim to promote social justice, and fairer legal and social outcomes for those most vulnerable in our community.

As of November 2021, Community Legal Centres NSW employed a total of 13 staff, including one full-time, and one part-time Aboriginal staff members. Our volunteer program includes an opportunity for a volunteer to



assist the Aboriginal Legal Access Program (in partnership with the Aurora Program). Community Legal Centres NSW will be implementing a First Nations cadetship program which will provide paid work experience for four Aboriginal or Torres Strait Islander university students. Internships are due to begin in January 2022.

We have a skills-based board consisting of nine members including two representatives from the Community Legal Centres NSW Aboriginal Advisory Group (which is open to all Aboriginal and Torres Strait Islander staff working in community legal centres across NSW).

Our membership includes three Aboriginal community-controlled organisations: Wirringa Baiya Aboriginal Women's Legal Centre, Binaal Billa Family Violence Prevention Legal Service in Forbes, and Thiyama-Li Family Violence Prevention Legal Service, which operates in Bourke, Walgett and Moree. Sydney-based specialist services with Aboriginal and Torres Strait Islander staff include Women's Legal Service NSW (First Nations Women's Legal Program), Arts Law Centre of Australia (Artists in the Black), and Financial Rights Legal Centre (Mob Strong Debt Help). Generalist centres with Aboriginal and Torres Strait Islander staff are located at Lismore, Central Coast, Dubbo, Western Sydney, Liverpool, Nowra, Port Macquarie, Broken Hill, and the Sydney metropolitan area.

More information about community legal centres is available at www.clcnsw.org.au

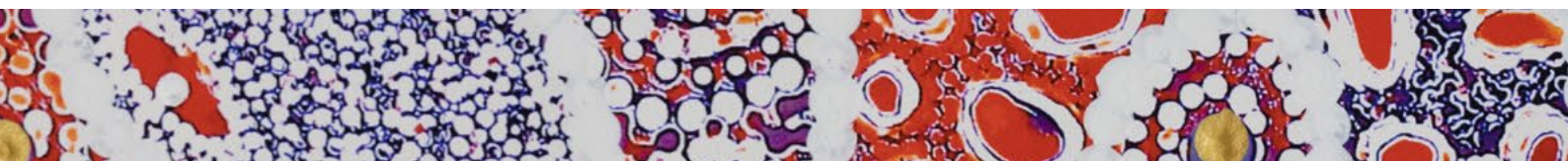
Our RAP

This is Community Legal Centres NSW's third Reconciliation Action Plan endorsed by Reconciliation Australia.

We have developed this RAP to demonstrate our commitment to, and actions we want to take, to develop respectful relationships and culturally safe practices and to address systemic injustices Aboriginal and Torres Strait Islander communities are still experiencing because of the legal system introduced with colonialism. This RAP documents our actions for growing our understanding of the trauma experienced by Aboriginal and Torres Strait Islander people and communities, and how we will listen to, learn from, and adapt our services in response to Aboriginal and Torres Strait Islander perspectives. The development and implementation of the RAP helps us challenge our attitudes and behaviours where these may perpetuate injustices.

Our role as the peak is to guide and lead the community legal centre sector in NSW. This RAP also demonstrates our commitment to supporting our members to prioritise and implement reconciliation and anti-racist practices in their workplaces and communities.

The RAP has been developed by our RAP Working Group in consultation with staff and board members, the Aboriginal Advisory Group, member centres and other stakeholders.



Since May 2019 the RAP Working Group has included:

- Chair of Community Legal Centres NSW board (Katrina Ironside, followed by Arlia Fleming) (Working Group co-chair)
- Tim Leach, Executive Director, Community Legal Centres NSW (Working Group co-chair)
- Brian Attard, Solicitor, Seniors Rights Service
- Bronwyn Gwyther, Aboriginal Liaison Officer, Seniors Rights Service
- Charlotte Maung, Financial Services Manager, Community Legal Centres NSW (resigned February 2021)
- Emily Hamilton, Policy & Advocacy Manager, Community Legal Centres NSW (RAP champion and Working Group Secretariat) (resigned December 2021)
- Imogen Brackin, Office Manager, Community Legal Centres NSW
- Katharine Cooke, Bookkeeper, Community Legal Centres NSW
- Katrina Ironside, Sector Development Manager, Community Legal Centres NSW
- Laurel Draffen, Capacity Building Coordinator, Community Legal Centres NSW (RAP champion) (resigned June 2021)
- Mark Riboldi, Communications and Advocacy Manager, Community Legal Centres NSW (RAP champion) (resigned June 2020)
- Nicole Jenkins, CLCNSW Board member, Centre Manager, Northern Rivers Community Legal Centre
- Riley Brooke, Research and Communications Officer, Community Legal Centres NSW (resigned September 2020)
- Samantha Alexander, Aboriginal criminologist and forensic mental health practitioner (resigned from Working Group June 2020)
- Stella Maynard, Media and Communications Officer, Community Legal Centres NSW
- Tina Froget, Financial Services Manager, Community Legal Centres NSW
- Vijhai Utheyan, Office Manager, Community Legal Centres NSW (resigned February 2021)
- Zachary Armytage, Aboriginal Legal Access Program Coordinator, Community Legal Centres NSW

This RAP builds on our Innovate RAP 2018 – 2020, which enabled Community Legal Centres NSW to achieve many positive outcomes:

- Acknowledgement of Country is on our website in a prominent place, setting the standard for community legal centres in our ICT program
- Our law reform priorities have included Aboriginal justice issues, including bail reform, Aboriginal over-incarceration and over-representation in the child protection system and births, deaths and marriages reforms (access to identity documents for stolen generation)
- We listened and were led by Aboriginal communities in the campaign to oppose legislative reforms to the Children and Young Persons (Care & Protection) Act 1998, which disproportionately impacted Aboriginal children and families
- We worked collaboratively with the Aboriginal Legal Service, AbSec, ANTaR and Change the Record on key Aboriginal justice issues

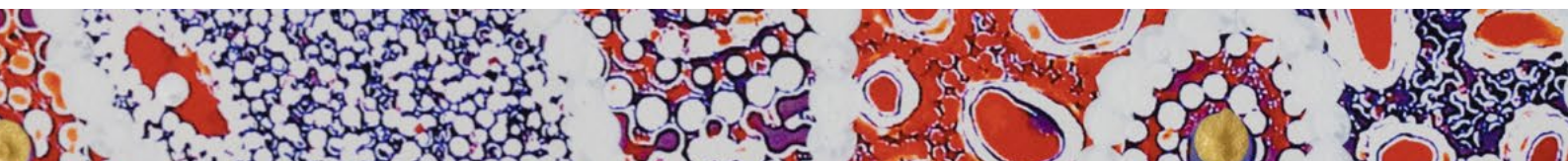


- We are a member the Just Reinvest NSW Strategic Directions Committee and the NSW Legal Assistance Forum Indigenous Incarceration Working Group
- We spotlight Aboriginal Justice in our newsletter and Law Reform Bulletin
- We have a regular presence at Yabun – with increased participation from all staff and member centres
- We ensured there is a session on cultural safety at our sector-wide networking and training events
- Our Aboriginal colleagues have run cultural safety sessions for peers at quarterly networking and training events
- We have run two Aboriginal Family Law days
- We have organised annual National Reconciliation Week event in collaboration with colleagues from across the sector, including our national peak, CLCs Australia and our members
- Our regional accreditation coordinator carefully considers members' progress against the cultural safety standard assessing their eligibility for accreditation
- We co-convened the Legal Profession Reconciliation Network (LPRN)
- Our governance structure includes an Aboriginal Advisory Group and Aboriginal board members
- We have improved induction processes – including for volunteers – using the cultural safety workbook and cultural safety briefings
- Our staff and volunteers engage in regular discussion guided by content produced by First Nations people through structured learning opportunities.
- We completed working through Community Legal Centres NSW's Aboriginal Cultural safety workbook at staff meetings and reflected on the process

In mid-2020 we began the process of renewing our commitment to the RAP process. On reflection, we realised that many actions in our previous RAP were dependent on two or three key people and that there was not enough engagement or ownership by all staff. In October 2019, we held a staff and board workshop to review our existing RAP and discuss our intentions and focus areas for the next RAP. The RAP Working Group has continued to meet since then to consolidate the suggestions from the workshop and to develop the draft RAP. The Working Group has also continued to work closely with all staff to finalise the RAP, including through five consultation and development workshops in the second half of 2020, and 3 RAP implementation and finalisation meetings in the first half of 2021.

Stakeholder Consultation

We deeply value the expertise and knowledge of our colleagues at Aboriginal-run, community-controlled organisations. We shared a draft of this Reconciliation Action Plan with the Aboriginal Legal Service NSW/ACT, AbSec, Metropolitan Local Aboriginal Land Council, and our Aboriginal Advisory Group, which is open to all Aboriginal and Torres Strait Islander staff working in community legal centres across NSW. We provided a window of a month for feedback and have incorporated all feedback that we have received. Thank you to everyone who took the time to provide comments.





Relationships

Community Legal Centres NSW is committed to being a strong and fearless advocate for Aboriginal and Torres Strait Islander justice issues. We will develop strong, effective working relationships with Aboriginal and Torres Strait Islander people and communities grounded in self-determination, mutual respect and trust and to stand in solidarity with them in their fight for justice.

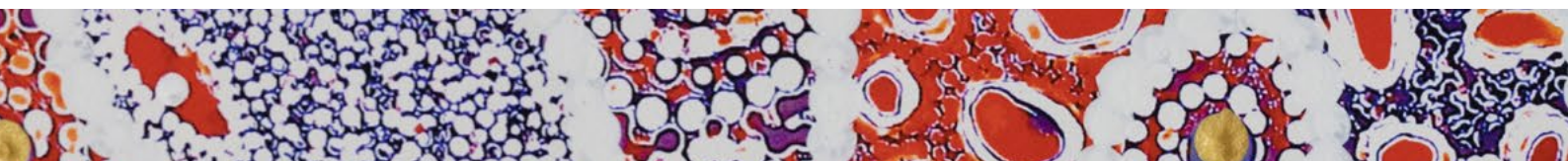
We recognise that in order to build strong, respectful and equal relationships we need to engage in deep exploration, interrogation and acceptance of the colonial underpinnings of the Australian polity and legal system. We know this means we need to interrogate our own colonial legacies, unconscious bias and racism. We will do this by actively supporting anti-racist practice across the sector and sharing power with Aboriginal and Torres Strait Islander people and communities.

Aboriginal and Torres Strait Islander peoples' values, beliefs, and cultures will drive our work as a peak, including the services we deliver to our members and our advocacy to government and the community.

Action	Deliverable	Timeline	Responsibility
Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Our network's existing structures and consultation mechanisms are supported to maximise opportunities to centre Aboriginal and Torres Strait Islander voices in their work (e.g. Yarn Up, the Aboriginal Advisory Group, Aboriginal community-controlled members, external policy working groups etc.)	<i>Quarterly</i> <i>(Feb, May, September, November 2022, 2023)</i>	Lead: Executive Director Support: Aboriginal Legal Access Program Coordinator
	There are spaces at our events and in our consultation processes to hear from Aboriginal and Torres Strait Islander communities and stakeholders, including our Aboriginal-controlled members, the Aboriginal Advisory Group, and other external stakeholders such as the Aboriginal Legal Service NSW/ACT, Jumbunna, and Ngalaya. In all areas of our work, we are open and responsive to AAG's advice and direction.	<i>Quarterly</i> <i>(Feb, May, September, November 2022, 2023)</i>	Lead: Sector Development Manager Support: Aboriginal Legal Access Program Coordinator



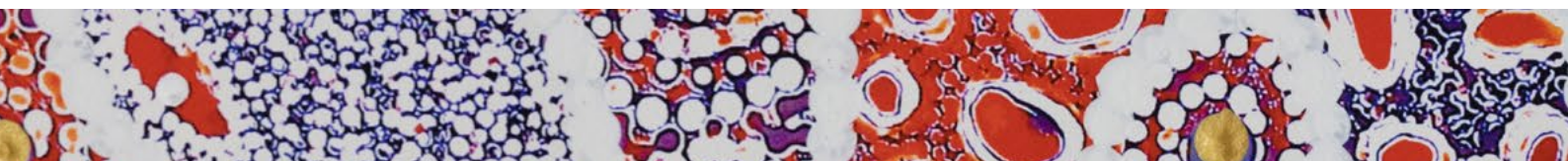
Action	Deliverable	Timeline	Responsibility
	Our Aboriginal Advisory Group contact list is regularly updated and maintained.	<i>Quarterly</i> <i>(Feb, May, September, November 2022, 2023)</i>	Office Manager
	We have protocols in place to guide engagement and collaboration with our Aboriginal Advisory Group. These protocols are developed in consultation with the Aboriginal Advisory Group.	<i>Quarterly</i> <i>(Feb, May, September, November 2022, 2023)</i>	Lead: Aboriginal Legal Access Program Coordinator Support: Policy & Advocacy Manager
	Our First Nations Justice Working Group has a large and diverse membership of sector people working actively on First Nations justice issues.	<i>Quarterly</i> <i>(Feb, May, September, November 2022, 2023)</i>	Lead: Sector Development Manager Support: Aboriginal Legal Access Program Coordinator, Policy & Advocacy Manager, Executive Director
	We support Aboriginal-controlled media outlets and platforms by subscribing to newsletters and newspapers, regularly amplifying content online, responding to media requests, and/or collaborating on articles (where appropriate).	<i>Review annually</i> <i>June 2022, 2023</i>	Media & Communications Officer
	Our resources and relationships connect Aboriginal people and communities with legal services. Pamphlets, promotional materials and website pages are specifically tailored for Aboriginal communities and legal services, in line with the principles in our cultural safety workbook.	<i>Review annually</i> <i>June 2022, 2023</i>	Lead: Aboriginal Legal Access Program Coordinator Support: Media & Communications Officer



Action	Deliverable	Timeline	Responsibility
	Aboriginal and Torres Strait Islander people set the agenda for and deliver training sessions at sector-wide, quarterly networking and training events.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Lead: Sector Development Manager Support: Aboriginal Legal Access Program Coordinator, Policy & Advocacy Manager, Media & Communications Officer, Executive Director
	We engage with grassroots movements (like the Justice for David Dungay campaign, Black Lives Matter and the Indigenous Social Justice Association (ISJA)) in a structured way.	<i>Review annually June 2022, 2023</i>	Lead: Policy & Advocacy Manager, Aboriginal Legal Access Program Coordinator
	Review and update an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations	<i>June 2022</i>	Aboriginal Legal Access Program Coordinator
Build relationships through celebrating National Reconciliation Week (NRW).	Reconciliation Australia's National Reconciliation Week (NRW) resources and reconciliation materials are circulated to staff and promoted across the sector.	<i>May - June 2022, 2023</i>	Media & Communications Officer
	All staff are supported and encouraged to participate in an external NRW event to recognise and celebrate NRW.	<i>May- June 2022, 2023 Review annually July 2022, 2023</i>	Executive Director
	RAP Working Group members to participate in an external NRW event	<i>May- June 2022, 2023 Review annually, July 2022, 2023</i>	Lead: Executive Director Support: RAP Working Group members



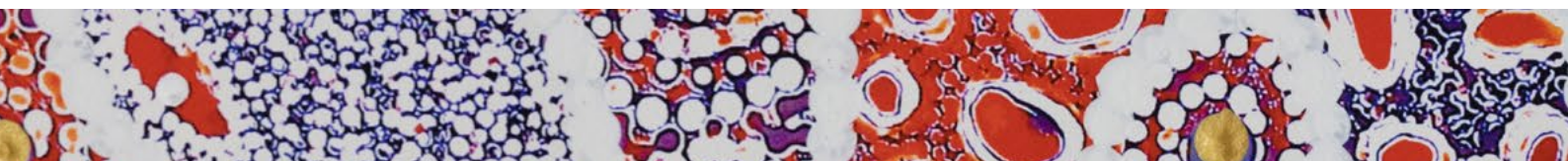
Action	Deliverable	Timeline	Responsibility
	We organise at least one NRW event each year.	<i>May-June 2022, 2023</i>	Lead: Executive Director Support: Aboriginal Legal Access Program Coordinator, Sector Development Manager
	We register all our NRW events on Reconciliation Australia's <u>NRW website</u> .	<i>May-June 2022, 2023</i>	Media & Communications Officer
Promote reconciliation through our sphere of influence.	Staff are engaged in reconciliation activities through participating and hosting National Reconciliation Week events; facilitating forums where First Nations barriers to justice are discussed; and by supporting our member organisations to deliver their First Nations justice initiatives.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Lead: Executive Director Support: RAP Working Group members
	We publicly communicate our commitment to reconciliation.	<i>Review annually June 2022, 2023</i>	Lead: Executive Director Support: Media & Communications Officer
	We explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Lead: Executive Director Support: Media & Communications Officer, Sector Development Manager
	We collaborate with other like-minded organisations, particularly other community legal centres, to develop ways to advance reconciliation.	<i>Review annually June 2022, 2023</i>	Lead: Executive Director Support: RAP Working Group members



Action	Deliverable	Timeline	Responsibility
	We use our role as a peak to build capacity across the sector: Members working on cultural safety, reconciliation and Aboriginal and Torres Strait Islander justice issues are supported to come together and share learning, strategies and resources.	<i>Review annually April 2022, 2023</i>	Sector Development Manager
	Our website includes updated content on Aboriginal justice, cultural safety and reconciliation. This content is promoted to the sector.	<i>Review annually April 2022, 2023</i>	Lead: Sector Development Manager Support: Media & Communications Officer
	We use our role as a peak to build capacity across the sector: all resources we develop internally are made available to members as a sector resource (e.g. policy templates, cultural safety briefs etc.)	<i>Review annually April 2022, 2023</i>	Lead: Sector Development Manager Support: Media & Communications Officer
Promote positive race relations through anti-discrimination strategies.	Our policies and procedures identify and address discrimination including potential barriers to employment.	<i>Review annually Dec 2021, 2022</i>	Lead: Office Manager Support: RAP Working Group members, Executive Director, Board
	We have a strong and effective anti-discrimination policy which we publicise.	<i>Review annually Dec 2021, 2022</i>	Lead: Office Manager Support: Executive Director, Board
	Our anti-discrimination policy is developed in consultation with, and endorsed by, the AAG.	<i>Review annually Dec 2021, 2022</i>	Lead: Aboriginal Legal Access Program Coordinator
	We provide anti-racism training to our members annually, particularly senior leaders.	<i>June 2022, 2023</i>	Sector Development Manager



Action	Deliverable	Timeline	Responsibility
	We provide opportunities for senior leaders across the sector, particularly coordinators and directors, to participate in unconscious bias training.	<i>April 2022</i>	Lead: Sector Development Manager Support: Executive Director
	All staff have completed the Harvard Implicit Assessment Test. We provide a safe and supportive forum for discussion of results.	<i>April 2022</i>	Lead: Office Manager
	All staff attend an internal information session on unconscious bias.	<i>April 2022</i>	Lead: Sector Development Manager Support: RAP Working Group members
	Existing research and training feedback is reviewed and used to inform strategies to influence changes in practice within Community Legal Centres NSW and across the sector.	<i>June 2023</i>	Lead: Aboriginal Legal Access Coordinator Support: Sector Development Manager
Promote solidarity for law reform, action, and advocacy for First Nations peoples.	Aboriginal and Torres Strait Islander justice is included as a key strategic law reform priority for Community Legal Centres NSW by regularly participating in campaigns (e.g. Raise the Age).	<i>Review annually June 2022, 2023</i>	Policy & Advocacy Manager
	We listen to and support Aboriginal people, organisations and social movements by consulting with the CLCNSW Aboriginal Advisory Group.	<i>Review annually June 2022, 2023</i>	Lead: Policy & Advocacy Manager Support: Aboriginal Legal Access Program Coordinator
	We are available and proactive in responding to requests for solidarity on law reform issues.	<i>Review annually June 2022, 2023</i>	Policy & Advocacy Manager



Action	Deliverable	Timeline	Responsibility
	Aboriginal and Torres Strait Islander people, particularly the Aboriginal Advisory Group and our Aboriginal community-controlled members, are at the centre of policy making and law reform work. They lead decision-making about our priorities and appropriate protocols to govern our activities in these areas.	<i>Review annually September 2022, 2023</i>	Policy & Advocacy Manager
	Our accountability measures (e.g. quarterly reviews of how well our law reform work reflects Aboriginal and Torres Strait Islander concerns) ensure appropriate levels of engagement in policy development.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Policy & Advocacy Manager
	We have strong internal and external relationships including with the Aboriginal Advisory Group, The Aboriginal Legal Service NSW/ACT, Ngalaya and other Aboriginal-controlled organisations.	<i>Review annually April 2022, 2023</i>	Executive Director
	We understand and respect the diversity of views within Aboriginal and Torres Strait Islander communities about constitutional recognition, truth telling and treaty, including the Uluru Statement from the Heart. The positions we take on any significant advocacy reflects that of the Aboriginal people within our sector.	<i>Review annually March 2022</i>	Lead: Executive Officer Support: Policy & Advocacy Manager, Aboriginal Legal Access Program Coordinator



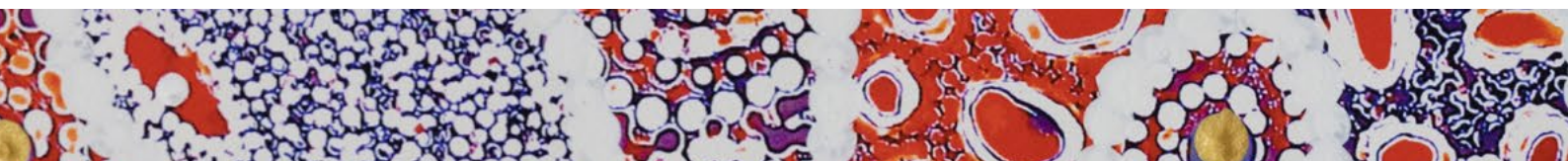


Respect

Respect for First Nations people, cultures, lands and histories is critical foundation for all of our work, including law reform, advocacy and capacity building work and for the way we approach relationships, spaces and processes (including by holding, but not owning First Nations people)

Respect means acknowledging, understanding and recognising the diversity of views within Aboriginal and Torres Strait Islander communities. Respect is the basis for a culturally safe workplace.

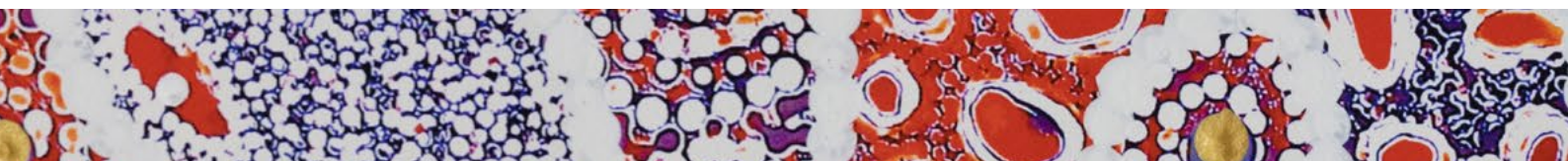
Action	Deliverable	Timeline	Responsibility
Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Our cultural learning strategy is updated to reflect current cultural learning needs and provide opportunities for staff to participate in formal, structured learning. The strategy is informed by advice from the Aboriginal Advisory Group.	<i>March 2022</i>	Lead: Aboriginal Legal Access Program Coordinator Support: Sector Development Manager
	At least two cultural awareness trainings/activities are held each year, including opportunities to reflect on our own privilege and unconscious bias.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Lead: Sector Development Manager Support: Office Manager
	Training: <ul style="list-style-type: none"> • Is arranged at such times and with sufficient notice to enable all staff, including part-time staff, to participate. • Is informed by how Aboriginal and Torres Strait Islander people and communities are using online spaces to share information about culture etc. • Introduces principles of decolonisation • Involves diverse opportunities and formats for learning • Is extended to members to encourage their participation in cultural learning. 	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Lead: Sector Development Manager Support: Office Manager



Action	Deliverable	Timeline	Responsibility
	Internal cultural awareness training is delivered by diverse Aboriginal-controlled service providers and educators. Information about these training providers is communicated to members.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Lead: Sector Development Manager Support: Office Manager
	Quarterly cultural safety sessions are provided for our members in consultation with the Aboriginal Advisory Group.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Aboriginal Legal Access Program Coordinator
	Develop and implement a process that aims to decolonise our organisations' relationship to 'Respect' with reference to the Decolonising Solidarity website: https://decolonizingsolidarity.org/ .	<i>January 2022</i>	Lead: Executive Director Support: Aboriginal Legal Access Program Coordinator
Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	All staff and volunteers understand the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	<i>Ongoing, review annually; January 2022, 2023</i>	Office Manager
	Our cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country is updated to reflect best practice and is made publicly available.	<i>December 2021</i>	Lead: Aboriginal Legal Access Program Coordinator Support: Media and Communications Officer
	Traditional Owners or Custodians provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Lead: Office Manager Support: Sector Development Manager
	We Acknowledge Country or observe other appropriate protocols at all internal and external meetings and on all our public documents and communications.	<i>Quarterly (Feb, May, September, November 2022, 2023)</i>	Executive Director
	All internal and external meetings include an Acknowledgement of Country.	<i>Ongoing, review January 2022, 2023</i>	Lead: Office Manager Support: All staff



Action	Deliverable	Timeline	Responsibility
Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	All staff participate in external NAIDOC Week events and other culturally significant events throughout the year.	<i>First week in July, 2022, 2023</i>	Lead: Executive Director
	Our policies and procedures enable staff to participate in NAIDOC Week and other significant events.	<i>Review annually June 2022, 2023</i>	Executive Director
	The RAP Working Group considers significant annual cultural events, including NAIDOC week, at its first meeting each year, ensuring early, regular and creative engagement with internal and external networks and communities and successful events.	<i>February 2022</i>	Lead: Office Manager Support: Aboriginal Legal Access Program Coordinator
Increase understanding of and participation in significant anniversaries and community-controlled events that commemorate Aboriginal and Torres Strait Islander people's activism and action for survival and sovereignty.	<ul style="list-style-type: none"> Our sector has easy access to an annual calendar of historical and commemorative events that are significant to Aboriginal and Torres Strait Islander people and communities. We communicate these events and anniversaries to our members through our newsletters and networks and via social media 	<i>January 2022, 2023 February 2022, 2023</i>	Media & Communications Officer
	We actively promote, participate in, and support our members to take part in, at least four significant events each calendar year. This could include Survival Day and Yabun (26 January), the Freedom Rides Anniversary (12 Feb), Mabo Day (3 June) and National Aboriginal and Torres Strait Islander Children's Day (4 August).	<i>June 2022, 2023 August 2022, 2023</i>	Lead: Aboriginal Legal Access Program Coordinator Support: Office Manager
	Our communications strategy includes building awareness and sharing information about regional centres' participation in local events and their relationships with local Aboriginal and Torres Strait Islander communities.	<i>December 2021</i>	Media and Communications Officer





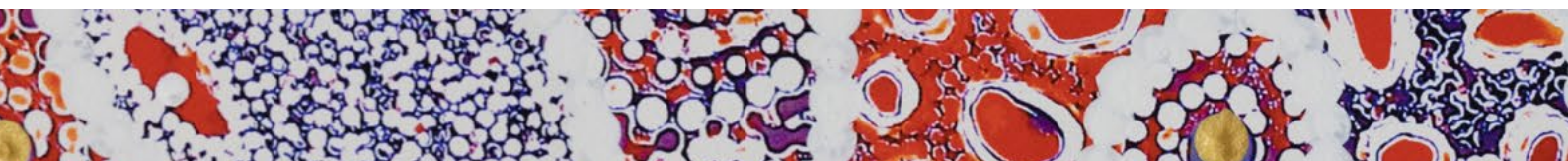
Opportunities

Community Legal Centres NSW recognises and respects the wealth of knowledge and experience that Aboriginal and Torres Strait Islander peoples have as the First Peoples of Australia. We are committed to providing an attractive workplace for Aboriginal and Torres Strait Islander people with real and meaningful employment opportunities at all levels of our organisation. We are also committed to creating a more inclusive and culturally safe environment, grounded in a better understanding of unconscious bias. We will use what we learn to support our members to improve the quality and cultural safety of legal services to Aboriginal and Torres Strait Islander peoples.

Action	Deliverable	Timeline	Responsibility
Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Our Aboriginal Employment Strategy is reviewed and updated. The revised version is informed by Aboriginal staff, the Aboriginal Advisory Group and relevant research on the employment experience of Aboriginal and Torres Strait Islander peoples.	<i>January 2022</i>	Office Manager
	All job vacancies are effectively promoted to Aboriginal and Torres Strait Islander people, through formal and informal platforms, processes and networks.	<i>Ongoing, Review March 2022, 2023</i>	Office Manager
	Our HR and recruitment policies and procedures have no barriers to Aboriginal and Torres Strait Islander participation in our workplace.	<i>January 2022</i>	Office Manager
	We prioritise Aboriginal and Torres Strait Islander students for internships	<i>February, July 2022, 2023</i>	Lead: Office Manager Support: Policy & Advocacy Manager



Action	Deliverable	Timeline	Responsibility
	Our internships suit the needs and preferences of Aboriginal and Torres Strait Islander students and meet cultural safety requirements, including for appropriate supervision and mentoring.	<i>February, July 2022, 2023</i>	Lead: Aboriginal Legal Access Coordinator Support: Office Manager, Policy & Advocacy Manager
	We have strong relationship with Ngalaya and with Aboriginal and Torres Strait Islander learning centres at universities.	<i>Review annually January 2022, 2023</i>	Lead: Aboriginal Legal Access Coordinator Support: First Nations Cadetship Administrator
	We work with the Legal Profession Reconciliation Network (employment sub-committee) to create pathways to employment for Aboriginal and Torres Strait Islander people in the legal profession.	<i>Review annually April 2022, 2023</i>	Aboriginal Legal Access Coordinator
	We communicate information about excellence in developing culturally safe working environments and internships, and updates from the Legal Profession Reconciliation Network employment subcommittee to members.	<i>December 2021</i>	Lead: Sector Development Manager Support: Aboriginal Legal Access Coordinator
Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Our Ethical Procurement Strategy includes a specific Aboriginal and Torres Strait Islander procurement strategy.	<i>Ongoing, Review June 2022, 2023</i>	Office Manager
	We support Aboriginal businesses where possible and share information about Aboriginal and Torres Strait Islander businesses with our members as appropriate.	<i>Ongoing, Review June 2022, 2023</i>	Office Manager



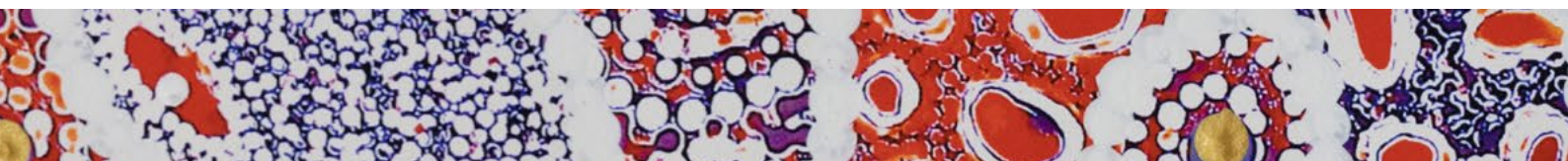


Governance

Action	Deliverable	Timeline	Responsibility
Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP.	There are at least two Aboriginal and Torres Strait Islander representatives on the RAP Working Group at all times.	<i>Ongoing, reviewed annually in February 2022, 2023</i>	Lead: Executive Director Support: RAP Working Group members
	The Terms of Reference for our RAP Working Group are updated to reflect the priorities expressed in our 2021-2023 RAP.	<i>Ongoing, reviewed annually in February 2022, 2023</i>	Lead: Chair of the RAP Working Group
	The RAP Working Group meets at least four times per year to drive and monitor RAP implementation.	<i>Quarterly, reviewed March 2022, 2023</i>	Lead: Chair of the RAP Working Group
	There are two representatives from the Community Legal Centres NSW board on our RAP Working Group at all times.	<i>Ongoing, reviewed February 2022, 2023</i>	Lead: Chair of the Board
Provide appropriate support for effective implementation of RAP commitments.	We have allocated sufficient resources to implement our RAP actions.	<i>June 2022, 2023</i>	Lead: Executive Director Support: Financial Manager
	Our senior leaders and all staff are actively engaged in delivering our RAP commitments.	<i>Ongoing Reviewed annually July 2022, 2023</i>	Lead: Executive Director
	We have appropriate systems to track, measure and report on RAP commitments.	<i>Ongoing, reviewed July 2022, 2023</i>	Lead: Executive Director Support: RAP Working Group members
	Our RAP Champions include at least one senior manager.	<i>Reviewed July 2022, 2023</i>	Lead: Executive Director



Action	Deliverable	Timeline	Responsibility
	RAP implementation is a standing item on all internal staff and board meetings.	<i>Reviewed January 2022, 2023</i>	Office Manager
	All new staff receive induction to the RAP program and are invited to join the RAP working group.	<i>All inductions, reviewed annually, January 2022, 2023</i>	Office Manager
	The Board and Aboriginal Advisory Group members are actively engaged in RAP development and implementation.	<i>Reviewed annually before AGM: September 2022, 2023</i>	Lead: Chair of the Board Support: Aboriginal Legal Access Program Coordinator
Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	We complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	<i>30 September, 2022, 2023</i>	Executive Director
	We report RAP progress to the Board, Aboriginal Advisory Group and membership.	<i>AAG meetings and Board meetings: Feb, May, Sept, Nov; 2022, 2023</i>	Executive Director
	We publicly report our RAP achievements, challenges and learnings, annually.	<i>November 2022, 2023</i>	Media & Communications Officer
	Our CRM is modified to track and report RAP activities and achievements. All staff use the CRM to track progress against the RAP.	<i>Ongoing, review January 2022, 2023</i>	Lead: Executive Director Support: ICT Officer
	We represent our RAP achievements in a range of creative, visual formats and publish these on our website.	<i>Ongoing, review November 2022, 2023</i>	Media & Communications Officer
	We coordinate and communicate information about members' RAP achievements and activities to the sector.	<i>Ongoing, review November 2022, 2023</i>	Executive Director, Media & Communications Officer
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	<i>January 2022</i>	Office Manager



Action	Deliverable	Timeline	Responsibility
	Our RAP reporting template is designed by an Aboriginal or Torres Strait Islander person or business and is published on our website quarterly.	<i>Feb, May, Sept, Nov; 2022, 2023</i>	Media & Communications Officer
Continue our reconciliation journey by developing our next RAP.	We register our intention to develop a new RAP for 2023-25 on the Reconciliation Australia's <u>website</u> .	<i>February 2023</i>	RAP Working Group Chair





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**Community
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**RECONCILIATION
ACTION PLAN**

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