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Australian Institute of
Health and Welfare

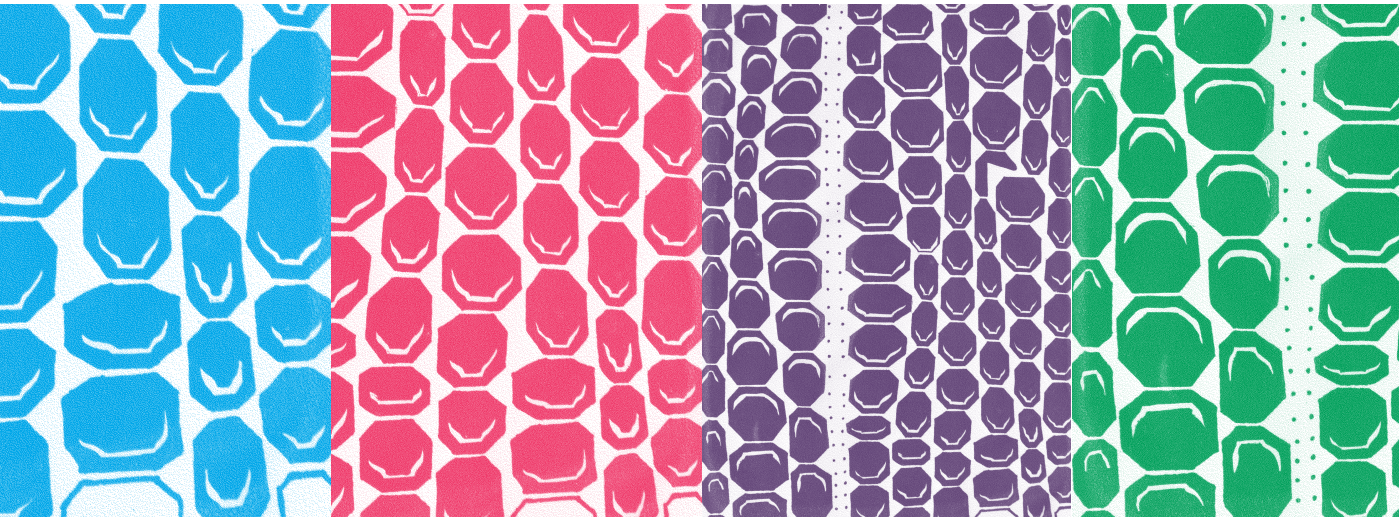


Reconciliation
ACTION PLAN

INNOVATE RAP

Reconciliation Action Plan

July 2014—June 2017



Reconciliation Action Plan: July 2014 – June 2017

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Artwork: *Namadjji Rocks* by Ceretha Skinner, Canberra. Ceretha Skinner is a Gumbayngirr woman born in Grafton, New South Wales. She has had a lifelong dream to produce graphic designs related to her Aboriginal culture and heritage. Ceretha creates 'new age' traditional Aboriginal designs and reproduces the images on limited edition screen prints and fabrics. In 2013 Ceretha was named Artist of the Year during NAIDOC week. Ceretha was Craft ACT's first Indigenous artist-in-residence. She has displayed her textile designs at several art exhibitions.

Message from the AIHW Board Chair

I am pleased to present the Australian Institute of Health and Welfare third Reconciliation Action Plan (RAP) July 2014 to June 2017, which builds on the solid foundation of previous RAPs. I am grateful for the advice from the Institute, its officers and the sector.

For most of my medical career in Australia, I have been committed to the issues important to reconciliation such as bridging the gap and closing the gap in life expectancy between Indigenous and non-Indigenous Australians.

Bringing health services to Indigenous Australians has been a key theme, with better access to services of the same standard as expected for all Australians and addressing barriers to that care—geographical, political or social.

As National President and Chair of the Australian Medical Association's (AMA) Taskforce on Indigenous Health, I witnessed firsthand, significant problems across the nation. I met with communities from the Kimberley, across the Northern Territory, South Australia, New South Wales, Victoria and to the Torres Strait and Cape York as well as in urban centres. Issues were not of health alone, but encompassing the social determinants of health including education, sanitation, housing and amenities. In one settlement I visited, there had been 200 new births but only 4 new homes built and people were living in cramped and sub-standard conditions. The AMA called then for concrete actions to achieve real results highlighted by our annual report card.

As the new Chair of the AIHW Board, I am pleased that the targets of our revised RAP are clear. They encourage more progress towards higher Indigenous employment, as well as recognition and support within our organisation to recruit, support and retain their services. Training and practical work experience for Indigenous students is a key focus.

A strategic element of this focus involves the AIHW embarking on an ambitious outreach program to engage with universities and to provide work opportunities for Indigenous students studying in the specialised health and statistical fields.

I look forward to the implementation of this new RAP, to its future results, and to contributing to the advancement of reconciliation. Through active support, we can start by building better relationships with Aboriginal and Torres Strait Islander peoples for the benefit of all Australians.



Dr Mukesh C Haikerwal AO

Board Chair

Message from the AIHW Director

Reconciliation actions have always underpinned AIHW activities—it began with our commitment to producing useful statistical information on the health and welfare of Indigenous Australians from the day we were established in 1987. In the early days we published Aboriginal health information bulletins and many other reports, leading to the release of our first biennial report on the health and welfare of Aboriginal and Torres Strait Islander people in 1997, the launch of our Indigenous Observatory in 2011 and the Closing the Gap Clearinghouse resources from 2009 to 2014.

But reconciliation at the AIHW is about more than producing statistical and other information, valuable as that is. It's about a wide variety of specific, achievable actions for enhancing relationships, respect and opportunities between the AIHW and Aboriginal and Torres Strait Islander people. This recognition led to the formal release of our first RAP in 2009 and the second in 2012.

So, to bring us up to date, during 2013–14, the AIHW continued to support our Reconciliation Action Plan Working Group. It has representatives from all Groups across the Institute as well as representatives of our own Indigenous staff to ensure the implementation of actions outlined in the second RAP. I'd like to take this opportunity to thank all of the people who contributed to the Working Group over the life of our most recent RAP.

The results of the internal staff survey assessing AIHW's implementation of our previous RAP showed strong support for the AIHW's commitment to providing opportunities for all staff to learn about Aboriginal and Torres Strait Islander cultures. We have done this through a high quality program of speakers, and collaboration with Indigenous organisations, as well as active participation in important events including NAIDOC Week and National Reconciliation Week. The incorporation of Indigenous stories, food and presentations by local Indigenous artists, health services and research organisations into several events in our corporate calendar in 2012–2013 enriched our understanding of reconciliation within and outside of the AIHW. I'm hopeful that we can build on this in 2014 and beyond.

Finally, to return to statistical information, the AIHW is in a unique position to improve the quality of Indigenous data and to continue to provide an impartial evidence base for government policies and public debates. This 2014–2017 RAP, the AIHW's third, continues our commitment to providing the best statistical information and insights available on the health and welfare of Indigenous Australians—well-balanced, authoritative and up-to-date.



David Kalisch

Director (CEO)

Our vision for reconciliation

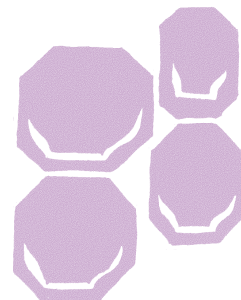
The Australian Institute of Health and Welfare supports the principles of reconciliation and is committed to working towards them. We acknowledge Indigenous people as custodians of the land, and respect and value the diversity of Indigenous cultures in Australia.

Consistent with the Institute's mission, we will inform community debate and support the development of public policy in Indigenous health and welfare through well-considered data development, collection, analysis and reporting.

Our objectives for the AIHW Reconciliation Action Plan July 2014 to June 2017 are:

1. Provide training opportunities and encourage employment of Indigenous people at the AIHW.
2. Enhance awareness of Indigenous cultures at the AIHW.
3. Inform and shape policy and community debate by highlighting issues affecting Indigenous people through statistics and relevant information and advice.

Through this RAP the AIHW is focused on directly increasing training, support and participation of Indigenous people in our workforce. This will enhance the benefits the Institute already enjoys from drawing on the specialist services and unique perspectives of our Indigenous employees.



Our business

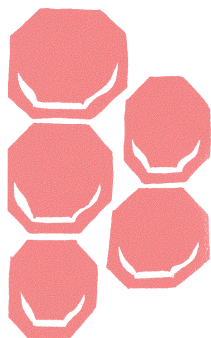
The AIHW is a major national agency established under the *Australian Institute of Health and Welfare Act 1987* as an independent statutory body to provide reliable, regular and relevant information and statistics on Australia's health and welfare. Our aim is to help inform discussion and decisions on policies and services to improve the wellbeing of all Australians.

The Council of Australian Governments (COAG) has made a range of commitments to improving the lives of Indigenous Australians. The AIHW assists by contributing to the evidence base on the gap between Indigenous and non-Indigenous health and welfare outcomes, and through the provision of timely and authoritative statistical reporting.

The AIHW Executive Committee actively supports this policy by ensuring that all reporting includes analyses relating to Indigenous people whenever data of sufficient quality are available. The AIHW also devotes considerable energy and resources to improving the quality of Indigenous data.

For work relevant to Indigenous Australians, the AIHW consults advisory groups with Indigenous representation. This extends to ethics approvals for the use of Indigenous data. The AIHW strives to improve the accessibility of its reports and other products to Indigenous audiences, and works with Indigenous artists, designers, photographers and models, where appropriate, to improve quality and relevance.

The AIHW is based in Canberra. At 30 June 2014 the AIHW had 3 staff who identified as being of Aboriginal or Torres Strait Islander origin out of 347 total staff (0.9%). The proportion of Indigenous Australians in the Australian Capital Territory is 1.7%.





Our mission

Authoritative information and statistics to promote better health and wellbeing.

The AIHW Strategic Plan sets out the following key strategic directions:

1. Further strengthen our policy relevance
2. Improve the availability of information for the community and our stakeholders
3. Improve information quality, protecting privacy
4. Capitalise on the contemporary information environment
5. Cultivate and value a skilled, engaged and versatile workforce.

In addition to the Australian Public Service (APS) values, the Institute's values include: objectivity, responsiveness, accessibility, privacy, expertise and innovation.

Our RAP

Progress against targets, and aspirations

The AIHW launched its first Reconciliation Action Plan (RAP) in 2009. A second, updated plan was launched in 2012 covering the 2-year period 2012 and 2013.

In the process of refreshing our plan to cover the July 2014 to June 2017 period, all AIHW staff were surveyed to obtain their views on AIHW progress in relation to reconciliation, and their aspirations for future RAPs. The response was overwhelmingly positive and provided valuable insights into the impact that the RAP has had on staff and various work areas within the AIHW. We also consulted with Reconciliation Australia, and with the National Advisory Group on Aboriginal and Torres Strait Islander Health Information and Data (NAGATSIHID).

Overall the AIHW achieved 17 of the 22 targets outlined in the RAP. The 5 areas of ongoing work are:

- Ensuring that AIHW data collections and those undertaken by agreement with other entities are based on the National Aboriginal and Torres Strait Islander health data principles
- Making AIHW publications accessible to Indigenous stakeholders
- Acknowledgment or Welcome to Country delivered as the first item at AIHW events
- Working towards the APS target for employment of Indigenous staff, and supporting and encouraging staff career development
- Contributing AIHW data to government, community and researchers.

Key challenges

A key challenge that will be continually monitored over the period of this 2014–15 to 2016–17 plan is for all AIHW data collection and analyses, including those undertaken by agreement with other entities, to be undertaken using the National Aboriginal and Torres Strait Islander health data principles. The plan re-affirms our continuing commitment to these principles, which set out a culturally respectful foundation for the collection, storage and use of Indigenous health and health-related information.

A second continuing key challenge is to meet the target of 2.7% Indigenous staff by 2015. The AIHW has made efforts to recruit more Indigenous staff through refining our recruitment methods, and participation in the APSC Indigenous Graduates and Cadetship programs.

Unfortunately the pool of Indigenous students with the specialist skills required by AIHW is not large, and such students are in high demand from other agencies. Nevertheless, we have had successes in recent years.

During 2011–12 and 2012–13 the AIHW sponsored 2 Indigenous Cadets. One of these cadets concluded her cadetship in June 2013 and accepted an offer in the Doctor of Philosophy program at Harvard University. The AIHW sponsorship of this cadet began in 2009 while she was studying for a Bachelor of Arts and Law degree, followed by an Honours year. During 2013–14 we maintained sponsorship of another Indigenous cadet who successfully completed a Bachelor of Health Science degree at the end of 2013.

The AIHW also provided supervision and support for a student undertaking a Master of Applied epidemiology degree while on placement at AIHW. This student has now completed his degree and has been offered a scholarship at Oxford University.

Responsibilities and accountabilities

Overall responsibility for this 2014–15 to 2016–17 plan will be held by the Director (Chief Executive Officer) of the AIHW and the AIHW Executive Committee, who will champion it within the Institute. Performance indicators and unit responsibilities have been identified for all actions and will be used to monitor the achievements of the plan.

Day-to-day monitoring, promoting, consulting, developing, reporting and refreshing of the plan will be carried out by our RAP Working Group, which reports to the AIHW Executive Committee. The RAP Working Group is chaired by the Senior Executive of the Indigenous and Children's Group at the AIHW, and has 10 other members. The members are representatives from each of the AIHW's 8 operational groups, and 2 Indigenous staff representatives.

The Working Group will continue to meet regularly to monitor, report on and refresh the RAP. A report on progress will be prepared each financial year, and the plan will be refreshed and revised in 2017.

The plan, progress reports and revised plans will be available on the Institute's website at <www.aihw.gov.au> as well as the Reconciliation Australia website at <www.reconciliation.org.au>. Achievements will also be highlighted in the Institute's annual report to Parliament.

Relationships

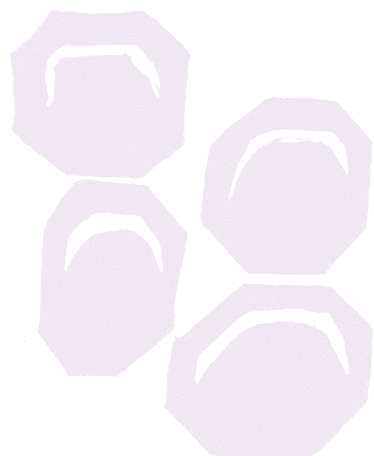
Relationships between Indigenous and non-Indigenous people are important. Our staff will strive to develop and maintain strong, sustainable and mutually respectful relationships with the Indigenous individuals and organisations with whom we work.

Focus area: continue to build and maintain strong, sustainable and mutually respectful relationships with Indigenous individuals and organisations

Action	Responsibility	Timeline	Measurable Target
1.1 Continue to ensure that all AIHW Indigenous health and welfare data collections, including those undertaken by agreement with other entities, are based on the National Aboriginal and Torres Strait Islander health data principles.	Senior Executive, Indigenous and Children's Group and RAP Working Group	Ongoing work, to be reported June 2015, 2016, 2017	1.1.1 The National Aboriginal and Torres Strait Islander health data principles set out a culturally respectful foundation for the collection, storage and use of Indigenous health and health-related information. The National Aboriginal and Torres Strait Islander health data principles and their use is included in the AIHW's induction training program and are available on the AIHW intranet. The data principles will be promoted within AIHW at a Statistical and Analytical Methods Advisory Committee (SAMAC) seminar or other public seminar.
1.2 Continue to consult and build relationships with Indigenous organisations as a core component of AIHW's work.	AIHW Unit Heads	June 2017	1.2.1 Engage with at least 4 new Indigenous organisations and continue to engage with existing partner organisations.

Relationships (continued)

Action	Responsibility	Timeline	Measurable Target
1.3 Provide opportunities for Indigenous people and other Australians to build relationships through events that promote engagement and interaction, such as National Reconciliation Week and NAIDOC Week celebrations.	Senior Executive, Indigenous and Children's Group and RAP Working Group	May 2015, 2016, 2017	1.3.1 Invite an Aboriginal or Torres Strait Islander Australian to address AIHW staff during National Reconciliation Week, and at 1 AIHW seminar (as a minimum).
		As opportunities arise	1.3.2 Invite Aboriginal or Torres Strait Islander Australians to address staff at relevant AIHW events such as the release of AIHW reports that contain significant Indigenous content.
		In the AIHW annual RAP report, June 2015, 2016, 2017	1.3.3 Report on the relationships developed with Indigenous organisations and the sharing of knowledge that occurred through these relationships in the AIHW annual RAP report.



Action	Responsibility	Timeline	Measurable Target
1.4 Continue to maintain a Working Group of Indigenous and non-Indigenous staff with broad representation from across the organisation to facilitate promoting, consulting, developing, reporting and refreshing our RAP and as a forum to consult with Indigenous people whenever necessary.	AIHW Director Executive Committee	June each year	<p>1.4.1 Working Group oversees the development, endorsement and launch of the RAP.</p> <p>1.4.2 At least 3 working group meetings to be held each year to monitor and report on RAP implementation.</p>
1.5 Make AIHW products accessible to Indigenous stakeholders.	Heads of author units and communication units	Ongoing work, to be reported June 2015, 2016, 2017	<p>1.5.1 AIHW publications and activities (where suitable) to include appropriate and engaging material:</p> <ul style="list-style-type: none"> • PDFs • educational worksheets • web snapshots • report profiles • AIHW Access magazine • alternative format publications • <i>Indigenous info</i> app.
1.6 Celebrate National Reconciliation Week by providing opportunities for Indigenous employees and other employees to build relationships.	RAP Working Group	May–June each year	1.6.1 Organise at least 1 internal reconciliation themed event each year.

Respect

Respect for the uniqueness of Aboriginal and Torres Strait Islander cultures and the importance of land and history to Aboriginal and Torres Strait Islander people is important to the AIHW. We will strive to promote and celebrate this rich history to achieve a greater awareness within the AIHW of the diversity of Aboriginal and Torres Strait Islander cultures and histories.

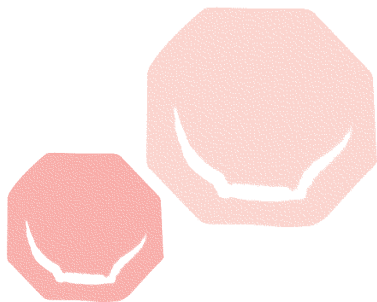
Focus area: further enhance awareness of Aboriginal and Torres Strait Islander cultures at the AIHW

Action	Responsibility	Timeline	Measurable Target
2.1 Incorporate traditional Indigenous practices into the AIHW's standard conventions at events and appropriate meetings through: <ul style="list-style-type: none"> • inclusion of Welcome to Country in order of ceremonies at major events and meetings • Acknowledgment of Traditional Owners of the land at other events and meetings. 	AIHW Unit Heads	Ongoing work, to be reported June 2015, 2016, 2017	2.1.1 Acknowledgment of Country guidelines maintained and available to staff on Indigenous intranet page. 2.1.2 Guidelines and protocols are publicised and all staff are encouraged to understand and use them. 2.1.3 Either Welcome to Country or Acknowledgment of Traditional Owners delivered as first item at: <ul style="list-style-type: none"> • all AIHW flagship publication launches • AIHW Board meetings.

Action	Responsibility	Timeline	Measurable Target
2.2 Increase staff awareness and understanding of Indigenous cultures.	<p>AIHW Unit Heads</p> <p>Head, People and Facilities Unit</p> <p>RAP Working Group</p>	Ongoing work, to be reported June 2015, 2016, 2017	<p>2.2.1 Maintain an area on the AIHW intranet with relevant material on current Indigenous events and achievements, the RAP and other relevant guidelines and information resources.</p> <p>2.2.2 Provide all staff with the opportunity to attend Indigenous cultural awareness training by offering a minimum of 2 training programs per year.</p> <p>2.2.3 Strengthen the visual presence of Indigenous culture by displaying new Indigenous art, including educational material about the artist, location and/or story.</p> <p>2.2.4 Create names for selected AIHW meeting rooms in consultation with local Ngunnawal Elders.</p> <p>2.2.5 Promote and celebrate key Indigenous reconciliation news, events and achievements.</p>
2.3 Promote the AIHW's Workplace Giving Program which includes Indigenous-focused specified Deductible Gift Recipients (DGR).	<p>Senior Executive, Business and Governance Group</p>	June 2015	2.3.1 Maintain the inclusion of at least 1 Indigenous-focused charity as a specified DGR on AIHW's Workplace Giving Program, and consider adding others when reviewing the list of specified DGRs.

Respect (continued)

Action	Responsibility	Timeline	Measurable Target
2.4 The Institute demonstrates respect for literary, artistic and dramatic work created by Indigenous artists.	Senior Executive, Statistics and Communications Group	Ongoing work, to be reported June 2015, 2016, 2017	2.4.1 Literary, artistic and dramatic work created by Indigenous artists is treated ethically—for example, the artist's permission is sought before their artwork is used, usage rights are specified and, where possible, the artist is provided with a copy of the AIHW product (electronic or hard copy) in which their artwork appeared.
2.5 Provide opportunities for staff to recognise and participate in significant events for the Indigenous community, such as NAIDOC week.	AIHW Unit Heads RAP Working Group	Ongoing work, to be reported June 2015, 2016, 2017	<p>2.5.1 Hold at least 1 internal event annually celebrating NAIDOC week, Sorry Day or other significant events for the Indigenous community.</p> <p>2.5.2 Promote significant Indigenous cultural events through internal media and the intranet.</p> <p>2.5.3 Report on the number of staff attending NAIDOC Week, Sorry Day and other cultural celebrations in our annual RAP report.</p> <p>2.5.4 Maintain the entitlement for all Indigenous staff of 2 days paid leave to participate in NAIDOC Week activities or other cultural/ceremonial events. Additional unpaid leave will be made available if requested.</p>



Opportunities

Providing employment opportunities to Aboriginal and Torres Strait Islander people is an important part of enriching the statistics and advice we provide to policy and community debate. We will strive to increase Indigenous employment in our workforce and also to improve the quality, analysis and presentation of our data on Aboriginal and Torres Strait Islander Australians.

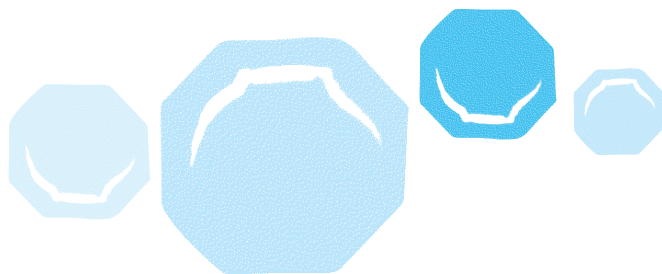
Focus areas:

- continue to strive to make the AIHW an employer of choice for Aboriginal and Torres Strait Islander people
- continue to inform policy and community debate by highlighting issues affecting Aboriginal and Torres Strait Islander people through statistics and relevant advice

Action	Responsibility	Timeline	Measurable Target
3.1 Attract Indigenous people to the AIHW by: <ul style="list-style-type: none"> • using culturally sensitive recruiting strategies (including in advertising and when assessing/interviewing applicants) • promoting AIHW as an employer of choice with local and nearby regional universities and other adult education institutions • encouraging Indigenous students to work with the AIHW on their theses and major projects by developing links with local universities that have Indigenous programs 	Head, People and Facilities Unit AIHW Unit Heads	Ongoing work, to be reported June 2015, 2016, 2017	3.1.1 Work towards the APS target of Indigenous staff. 3.1.2 Attend at least 1 tertiary institution career fair each year to promote AIHW as an employer of choice, and promote the temporary employment register for short-term employment.

Opportunities (continued)

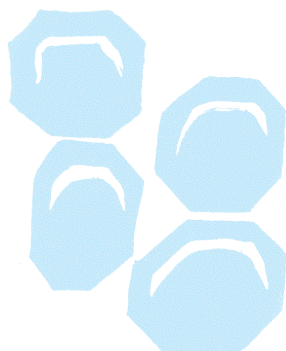
Action	Responsibility	Timeline	Measurable Target
3.1 (Continued)			
• promoting our Temporary Employment Register to potential applicants	Head, People and Facilities Unit	Ongoing work, to be reported June 2015, 2016, 2017	3.1.3 Establish at least 2 relationships with universities and/or other education institutions for the purpose of providing Indigenous students with work experience opportunities.
• offering work experience opportunities	AIHW Unit Heads		3.1.4 Report on AIHW job advertisements placed in Indigenous media in our annual RAP report.
• promoting selected AIHW vacancies to potential Indigenous candidates through appropriate forums.			3.1.5 Offer at least 1 work experience opportunity each year to an Indigenous student.
			3.1.6 Recruiting strategies are reviewed annually to assess their effectiveness.



Action	Responsibility	Timeline	Measurable Target
3.2 Support and encourage Indigenous staff retention and career development.	Head, People and Facilities Unit AIHW Unit Heads RAP Working Group	Ongoing work, to be reported June 2015, 2016, 2017	3.2.1 Ensure all Indigenous staff are aware of and encouraged to apply for studies assistance through the AIHW Studybank provisions. 3.2.2 Maintain pages on the AIHW Intranet for Indigenous employees and all AIHW staff to find information. 3.2.3 All new and existing employees made aware of leave provisions for cultural purposes, and supported to access the leave. 3.2.4 Attrition analysis undertaken annually and results used to inform future recruitment and career development programs. 3.2.5 Support mentoring arrangements and/or informal peer support for Indigenous staff. 3.2.6 Offer on-the-job training and career development for all staff.
3.3 Continue to contribute AIHW data to the evidence base for monitoring Closing the Gap targets, in line with government targets and measurements—and provide related advice.	Senior Executive, Indigenous and Children's Group	Ongoing work, to be reported June 2015, 2016, 2017	3.3.1 Provide data to the Prime Minister's annual report to Parliament on the Closing the Gap targets and measurements. 3.3.2 Ensure that inequalities are highlighted in our publications, to inform governments, communities, researchers, committees and the general public about Indigenous disadvantage in the health and welfare sectors.

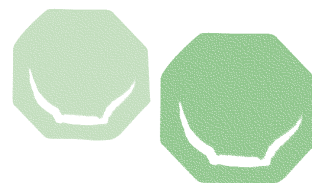
Opportunities (continued)

Action	Responsibility	Timeline	Measurable Target
3.4 Continue to encourage AIHW authors and managers to provide analysis of Indigenous data in AIHW publications and make the information readily available to Indigenous people in organisations and the community.	AIHW Unit Heads	Ongoing work, to be reported June 2015, 2016, 2017	<p>3.4.1 Requirement for publications to include analyses of Indigenous data where appropriate is added to AIHW publishing guidelines.</p> <p>3.4.2 Indigenous support units at universities provided with copies of all AIHW publications with content relating to Indigenous people.</p>
3.5 Encourage staff at the AIHW to use and promote products and services from Indigenous businesses where possible.	AIHW Unit Heads	As opportunities arise	<p>3.5.1 Embed the requirement to approach Indigenous businesses for services such as catering or entertainment for Indigenous-focused events, and promote the use of Indigenous businesses for other events at AIHW where appropriate.</p> <p>3.5.2 Increase support for Indigenous artists by purchasing their work for display at the AIHW, and for use as publication cover artwork, or for AIHW web pages.</p>



Tracking progress and reporting

Action	Responsibility	Timeline	Measurable Target
4.1 Report progress against RAP to AIHW Board and Executive Committee.	RAP Working Group	December and June 2015, 2016, 2017	4.1.1 Annual report to AIHW Board. 4.1.2 Six-monthly interim report to Executive Committee.
4.2 Report annually to Reconciliation Australia on progress against the RAP targets.	RAP Working Group	June 2015, 2016, 2017	4.2.1 Complete and submit the Reconciliation Australia Impact Measurement Questionnaire.
4.3 Refresh and refine RAP every 3 years.	RAP Working Group	June 2017	4.3.1 New or refined RAP submitted to, and approved by, Reconciliation Australia. 4.3.2 New or refined RAP placed on AIHW and Reconciliation Australia websites. 4.3.3 Progress against measurable targets included in AIHW annual reports.
4.4 Promote the 2014–2017 RAP to AIHW staff.	RAP Working Group	December 2014	4.4.1 New 2014–2017 RAP launched and promoted internally.



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