# Western Australian Network of Alcohol & other Drug Agencies

# Reconciliation Action Plan

October 2011





#### Our vision for reconciliation

The Western Australian Network of Alcohol and other Drug Agencies Inc (WANADA) vision for reconciliation is to be an influential role model and promote cultural security in the WA alcohol and other drug (AOD) sector in order to achieve equitable access to, and adequate and appropriate delivery of AOD services for all Aboriginal and Torres Strait Islander peoples of Western Australia.

#### **Our business**

WANADA is the peak body for the AOD education, prevention, treatment and support sector in Western Australia. Since establishment in 1984, our membership has developed to reflect a 'whole-of-community' approach to AOD issues. We are an independent, membership-driven, not-for-profit association. WANADA offers representation, advocacy and support to approximately 90 member services, including metropolitan, regional, remote and Aboriginal community controlled organisations. The sector is diverse and we work toward its sustained development, always considering the consumer's best interest. WANADA currently has 15 staff including 2 Aboriginal persons, one in management and one in project coordination.

#### WANADA's objectives are:

- To effectively represent and lead the WA AOD service sector;
- To support development and improvement of the sector service capacity and effectiveness;
- To position WANADA, and therefore the WA AOD service sector, through networks and collaboration to ensure effective outcomes for individuals and the community; and
- To develop WANADA as a sustainable peak body.

#### Underpinning these objectives WANADA is committed to:

- Cultural security: Establish WANADA's Reconciliation Action Plan, incorporating cultural considerations into the organisation's everyday practice; and
- **Communication:** Starting with reviewing WANADA's internal and external communications to ensure consistent practice and maximum inclusion by member organisations.

#### **Cultural Security**

Cultural security is about ensuring that the delivery of health services is such that no one person is afforded a less favourable outcome simply because she or he holds a different cultural outlook. WANADA's commitment is to support AOD services in Western Australia apply this principle to everyday work practice.

#### **Our Reconciliation Action Plan (RAP)**

WANADA has a history of initiating, leading and supporting activities that values and respects Aboriginal people in the WA AOD sector. To consolidate and expand on past and future initiatives, WANADA considered that a RAP was the next logical step that would ensure a constant and concerted organisation wide focus on the journey towards cultural security.

The process was greatly aided by WANADA's prior commitment to diversity in employment as well as to cultural awareness in the workplace and external service delivery to culturally diverse consumers. As a consequence we had Aboriginal personnel in both management and operative levels available as members of the core planning and reporting group for the RAP.

The RAP will be incorporated into WANADA's policies, practices and procedures and its related continuous quality improvement systems. The experiences gained from this will inform WANADA supporting the achievement of culturally secure accreditation by AOD service providers in WA. The RAP also directly influences our other organisational planning processes, particularly our strategic, communications and operational plans and thus, ultimately the way we do business.

# Relationships

A focus on respectful relationships is in accordance with WANADA's core activities and values. One third of the organisations we support are Aboriginal specific services, with the other organisations seeking guidance on how their services can be delivered in *culturally secure* ways.

Action	Responsibility	Timeline	Measurable Target
Focus Area: Supporting Aboriginal and Torre	s Strait Islander peop <mark>le coming t</mark>	ogether to enhanc	e relationships building opportunities
Provide networking opportunities through forums and other functions	Aboriginal Services Manager, and Communications Manager	June 2012	Conduct an Aboriginal AOD Workers Forum  Undertake bi monthly Aboriginal networking forums
Focus Area: Supporting culturally secure practice	ctice in WA AOD services	7 1	
Promote and support the implementation of the Culturally Secure Accreditation Framework (CSAF) nationally	Aboriginal Services Manager and Quality Manager	Dec 2012	15 services engaged in attaining Culturally Secure Accreditation Framework certification
Reconciliation Action Plan Sustainability		1	
RAP Working Group (8 Aboriginal and 4 non Aboriginal members) meets routinely and as needed to address continuous improvement of the WANADA RAP.	RAP Working Group	Dec 2012	Working group to meet 4 times a year  All feedback on RAP considered and where applicable used to strengthen the RAP
Proactively promote reconciliation to member services	WANADA Staff	Dec 2011	WANADA's RAP launched and the development process shared with member organisations

# Respect

WANADA recognises that demonstrating respect for the Aboriginal & Torres Strait Islander peoples of Australia, their culture, knowledge, language and land, and diversity is an important means of supporting self-determination, self-respect, health and well-being.

Action	Responsibility	Timeline	Measurable Target
Focus Area: Acknowledgement and Welco	me to country		
Welcome to Country and Acknowledgement of Traditional Owner protocols are followed	Chief Executive Officer and Aboriginal Services Manager	Dec 2012	Acknowledgment of Country in all documents and communications including:  • minutes of meetings,  • staff and organisation email signatures,  • brochures, handouts and learning resources,  • WANADA's home web page,  • newsletters and other web and written communications,  • reports,  Welcome to Country is followed at all major events
Focus Area: promote and celebrate Aborig	inal and Torres Strait Islander of	ulture	
WANADA will actively demonstrate and be a role model of respect for Aboriginal and Torres Strait Islander people, culture, land and history	Aboriginal Services Manager and Communications Manager	April 2012	Visual demonstration of respect evident through:  • displaying Aboriginal and Torres Strait Islander flags on newspaper advertisement and in the WANADA

Responsibility	Timeline	Measurable Target
		<ul> <li>newsletter FYI,</li> <li>displaying Aboriginal &amp; Torres Strait Islander peoples art in the office with educative information on the artists, their work and their communities,</li> <li>Web page installations in place and updated accordingly.</li> </ul>
slander consultation and inclusi	on in decision m	naking
Chief Executive Officer and Aboriginal Services Manager	April 2012	<ul> <li>Aboriginal representation on WANADA's Board</li> <li>Aboriginal and Torres Strait Islander consultation and participation in project planning, decision making, implementation and evaluation</li> </ul>
poriginal and Torres Strait Island	<mark>ler c</mark> ultural even	ts
Chief Executive Officer and Aboriginal Services Manager	April 2012	Aboriginal Services Team ensures all relevant events are included on webpage calendar and discussed at staff meetings  Provide opportunities for Aboriginal and Torres Strait staff members to attend local NAIDOC week events  WANADA staff participate or hold and event for National Reconciliation Week
	Chief Executive Officer and Aboriginal Services Manager  Chief Executive Officer and Chief Executive Officer and Chief Executive Officer and	Slander consultation and inclusion in decision in Chief Executive Officer and Aboriginal Services Manager  Ooriginal and Torres Strait Islander cultural even Chief Executive Officer and April 2012

Action	Responsibility	Timeline	Measurable Target
Proactively support cultural awareness training and participation in cultural events	Chief Executive Officer and Aboriginal Services Manager	April 2012	Cultural awareness training undertaken by all staff and incorporated into staff induction packages.

## **Opportunities**

Ensuring Aboriginal & Torres Strait Islander peoples are engaged in every aspect of our business as this will enable WANADA to actively demonstrate a commitment to creating a fair and respectful environment that meets cultural needs and obligations. Culturally secure service delivery is best achieved with diverse cultural representation. Staff members are best recruited and retained through culturally secure human resource processes.

Action	Responsibility	Timeline	Measurable Target
Focus Area: Workforce strength			
WA AOD Services supported to implement culturally secure recruitment and retention practices	Aboriginal Services Team	April 2012	Recruitment and retention package developed, promoted and distributed to member services and other community agencies
WANADA applying culturally secure recruitment and retention practices		Apr 2012	Recruitment and retention strategies evident in WANADA's policies and procedures
Focus Area: Employment			
Strategic professional and career development training support offered to Aboriginal and Torres Strait Islander staff or the WA AOD sector	All Managers and Chief Executive Officer	Dec 2011	Culturally secure Leadership and/or Management courses developed and implemented
Provide leadership and professional development opportunities at senior management level within WANADA for Aboriginal and Torres Strait Islander staff		Dec 2011	<ul> <li>Aboriginal and Torres Strait Islander staff participation in career development training opportunities</li> <li>Aboriginal and/or Torres Strait Islander people employed at senior management level</li> </ul>

## Tracking progress and reporting

WANADA will maintain accountability in its RAP through regular meetings and reporting activities. Information regarding our progress will be shared with all staff, our Board and our members.

Action	Responsibility	Timeline	Measurable Target
Focus Area: RAP implementation and sus	tainability	4	
Report and refresh RAP	RAP Working Group, Communications Team, Chief Executive Officer	Dec 2012	RAP refreshed and published on WANADA and Reconciliation Australia's websites  RAP report to Board meetings
Produce the WANADA RAP annual report		Sept 2012	Submit annual report to Reconciliation Australia
Ensure our RAP progress is celebrated and shared internally and externally		Monthly staff and Board meetings, Annual General Meeting	<ul> <li>Use calendar of activity to monitor progress of WANADA RAP</li> <li>Reports submitted to staff meetings by RAP Working Group spokesperson and to Board and members by CEO</li> </ul>

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