

# Innovate Reconciliation Action Plan

FEBRUARY 2023 - FEBRUARY 2025



## ACKNOWLEDGEMENT OF COUNTRY

Foundation Housing acknowledges the Traditional Custodians of the lands on which we operate. In particular, the Traditional Custodians of Whadjuk Noongar Country, the Kariyarra people from South Hedland and the Yawuru people from Broome.

We recognise their continuing connection to land, waters and community. We pay our respect to them, their cultures and to Elders past, present and emerging. Foundation Housing also acknowledges and pays respect to all Traditional Custodians throughout Australia.



# Contents

Artwork Story.....	2
A Message from the CEO .....	3
CEO Statement from Reconciliation Australia.....	4
Our Business.....	5
Our Vision for Reconciliation .....	7
Our Stakeholders .....	8
Aboriginal and Torres Strait Scholarship Program.....	9
Reflection on our RAP journey so far.....	10
Key Reflect RAP Achievements .....	11
Our Innovate RAP Commitments .....	12
Our RAP Committee.....	13
Relationships.....	15
Respect.....	18
Opportunities .....	21
Governance, tracking and progress reporting.....	23



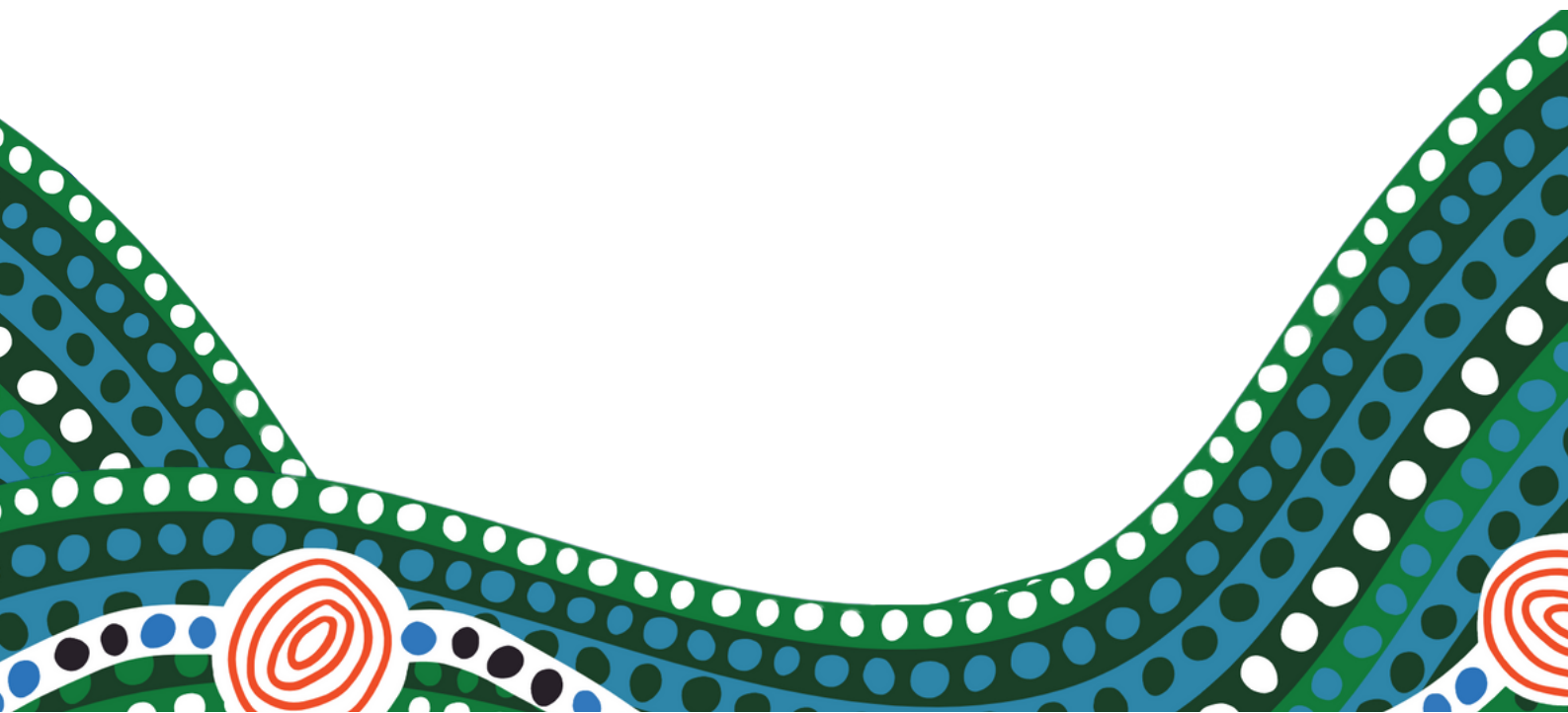


## Artwork Story

### Derbal Yerrigan by Anthea Corbett

Anthea is a Yamatji and Wajarri Noongar/Yuet woman. As a tenant of Foundation Housing, Anthea developed a special piece of artwork for our Tenant Artwork Engagement Project. Foundation Housing were pleased and honoured to purchase the artwork from Anthea and have it included in our Innovate Reconciliation Action Plan.

*“Derbal Yerrigan is named after the Swan River in Perth. The river water cannot go back, always flowing towards the ocean. As a ripple effect giving off the tides of life, we too have the capacity to be a part of something greater than ourselves. When we use the resources we have, then something beautiful will come from the work we do,” says Anthea.*







## A Message from the CEO

I would like to acknowledge the Traditional Custodians of the land on which the Foundation Housing offices operate. In particular, the Whadjuk Noongar people of Perth, the Yawuru people of Broome and the Kariyarra people of South Hedland. I pay my respect to their Elders past, present and emerging and I wish to extend my acknowledgement to all Aboriginal and Torres Strait Islander peoples across our nation.

I am proud to champion our RAP as our commitment to reconciliation is universal and uncompromising. Our continued journey of learning languages and cultures will be enduring. Our focus on embracing cultural practices and fostering strong relationships in the work we do will be culturally and respectfully lasting.

Our purpose is “to improve people’s lives with safe and secure housing”. At Foundation Housing, we believe that everyone should have access to safe, secure and affordable housing. Approximately 15% of our tenants identify as Aboriginal and/or Torres Strait Islander people. Our responsibility in ensuring the provision of safe and affordable housing for our Aboriginal and Torres Strait Islander tenants will always be a responsibility that we embrace with the greatest level of respect and appreciation.

**Chris Smith**  
Chief Executive Officer  
Foundation Housing

# CEO Statement from Reconciliation Australia



Reconciliation Australia commends Foundation Housing on the formal endorsement of its inaugural Innovate Reconciliation Action Plan (RAP).

Commencing an Innovate RAP is a crucial and rewarding period in an organisation's reconciliation journey. It is a time to build strong foundations and relationships, ensuring sustainable, thoughtful, and impactful RAP outcomes into the future.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. This Innovate RAP is both an opportunity and an invitation for Foundation Housing to expand its understanding of its core strengths and deepen its relationship with its community, staff, and stakeholders.

By investigating and understanding the integral role it plays across its sphere of influence, Foundation Housing will create dynamic reconciliation outcomes, supported by and aligned with its business objectives.

An Innovate RAP is the time to strengthen and develop the connections that form the lifeblood of all RAP commitments. The RAP program's framework of relationships, respect, and opportunities emphasises not only the importance of fostering consultation and collaboration with Aboriginal and Torres Strait Islander peoples and communities, but

also empowering and enabling staff to contribute to this process, as well. With close to 3 million people now either working or studying in an organisation with a RAP, the program's potential for impact is greater than ever. Foundation Housing is part of a strong network of more than 2,200 corporate, government, and not-for-profit organisations that have taken goodwill and intention, and transformed it into action.

Implementing an Innovate RAP signals Foundation Housing's readiness to develop and strengthen relationships, engage staff and stakeholders in reconciliation, and pilot innovative strategies to ensure effective outcomes.

Getting these steps right will ensure the sustainability of future RAPs and reconciliation initiatives and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Foundation Housing on your Innovate RAP and I look forward to following your ongoing reconciliation journey.

**Karen Mundine**

Chief Executive Officer  
Reconciliation Australia

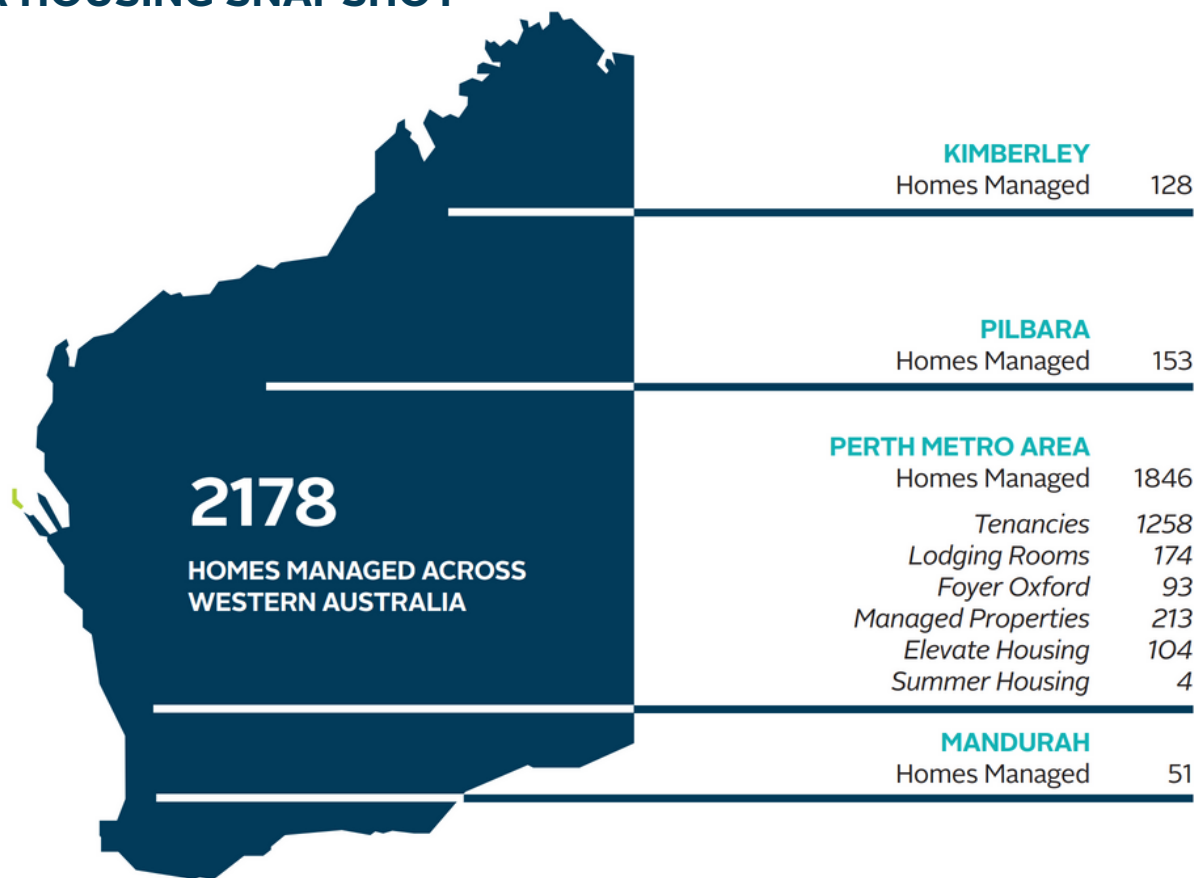
# Our Business

Foundation Housing is a Tier 1 registered community housing provider and one of WA's largest developers and managers of affordable housing for people in need. More than just accommodation, we provide a high level of service and support to help our tenants sustain their home.

Foundation Housing has expertise in property development and management, as well as tenancy management and support. Our housing includes lodging accommodation, shared houses, single unit accommodation, apartments and homes for singles, families, elderly people and service workers.

We manage over 2300 units of accommodation across Western Australia primarily in Perth Metro but also in the Pilbara and Kimberley regions. We provide homes to over 3,700 people, of which 15% identify as Aboriginal and/or Torres Strait Islander people. As well as a Perth head office in Leederville, Foundation Housing has satellite and regional offices in Joondalup, Midland, Broome and South Hedland. We currently employ 75 staff, with 2 staff members who identify as Aboriginal and/or Torres Strait Islander people.

## OUR HOUSING SNAPSHOT







## WHO IS FOUNDATION HOUSING?



### Our Purpose

To improve people's lives with safe and secure housing.



### Our Vision

A home for everyone.



### Our Mission

To provide affordable housing options for Western Australians on low to moderate incomes.

## OUR VALUES



### Solutions Focused

We work together to find solutions that benefit our people and customers.



### Caring

We care for others and display empathy, fairness and respect.



### Honest

We act with integrity and own our decisions.

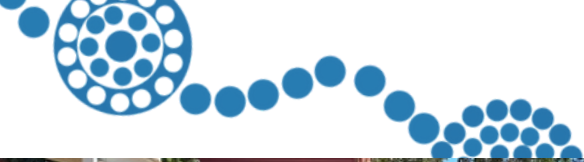
## OUR VISION FOR RECONCILIATION

Foundation Housing will walk together with Aboriginal and Torres Strait Islander peoples on a spiritual journey towards mutual understanding and respect.

We are committed to ensure that our Aboriginal and Torres Strait tenants and residents feel safe, secure and supported in their homes knowing that Foundation Housing embraces reconciliation.







## Our Stakeholders

Our knowledge and actions in the reconciliation space will influence the people we interact with daily. We have commenced a stakeholder engagement plan and are capturing these stakeholders in their respective categories of:

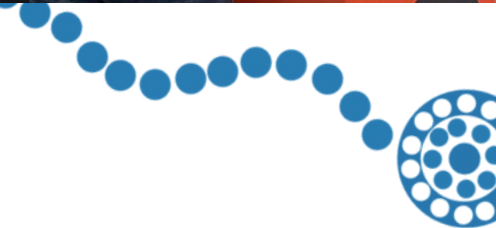
- Housing Partners
- Aboriginal & Torres Strait Islander Service and Joint Venture Partners
- Community Support Partners
- Industry Partners
- Government Partners
- Development & Funding Partners

To ensure we build long-term sustainable relationships with our Aboriginal & Torres Strait Islander contractors and partners, we have set up a database management system to categorise their influence and interest with regards to our reconciliation focus. This will assist us moving forward in prioritising the organisations where we can build long-term partnerships.

In addition, other stakeholders we interact with daily include our tenants, our work colleagues, visitors to our organisation and our families and friends. As an organisation we are working towards a culturally safe space and providing cultural protocols and visual representations of our reconciliation journey internally and externally, to provide and convey our message and vision for reconciliation and promote a positive influence on our stakeholders.

Some of our current and future Aboriginal & Torres Strait Islander partners in Perth Metro are Wungening Corporation, Noongar Mia Mia, First Nations Homelessness, Wirrpanda, Coolabaroo, Indigo Junction, South West Land & Sea Council (SWALSC).

In the Pilbara, Bloodwood Tree, IBN Group, Kariyarra and in Broome; Nirrumbuk Aboriginal Corporation, Kimberley Land Council, Nyambu Buru Yawuru and Leedal Aboriginal Corporation.







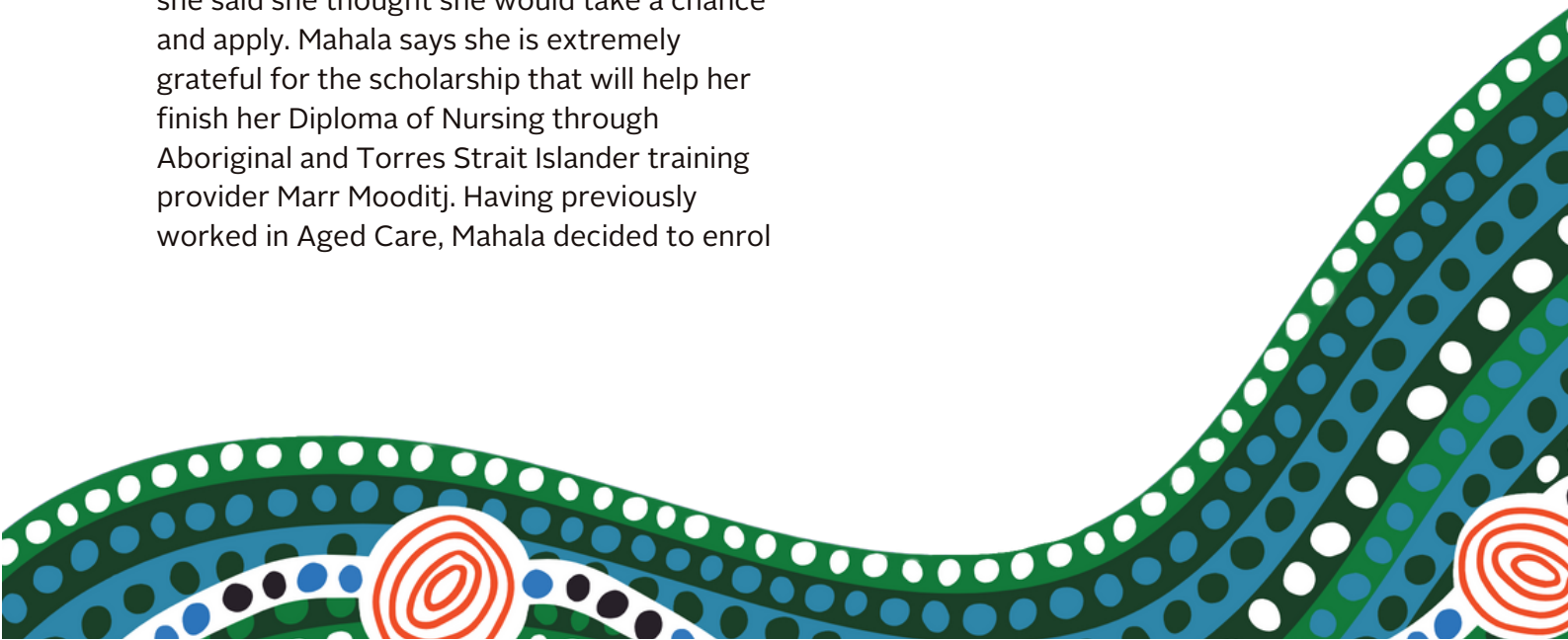
## Aboriginal and Torres Strait Islander Scholarship Program

The Kathleen Gregory Scholarship is specifically for Aboriginal and Torres Strait Islander tenants and aims to enable the recipients to build their capacity by providing financial assistance to access further education and training that might otherwise be out of reach.

One of the Kathleen Gregory recipients Mahala Woods said she couldn't believe it when she received the call that her application had been successful. Mum to two young boys and a Foundation Housing tenant since 2017, she said she thought she would take a chance and apply. Mahala says she is extremely grateful for the scholarship that will help her finish her Diploma of Nursing through Aboriginal and Torres Strait Islander training provider Marr Mooditj. Having previously worked in Aged Care, Mahala decided to enrol

in the Diploma of Nursing so she could become a nurse to help address the health issues within her Aboriginal and Torres Strait Islander community.

*"Mahala is a hardworking and dedicated student who always displays a positive attitude in class. To be awarded the Kathleen Gregory scholarship from Foundation Housing will no doubt provide her with the financial security to see her graduate and become a successful Enrolled Nurse,"* says Nurse Program Manager at Marr Mooditji, Mary.







## Reflection on our RAP journey so far

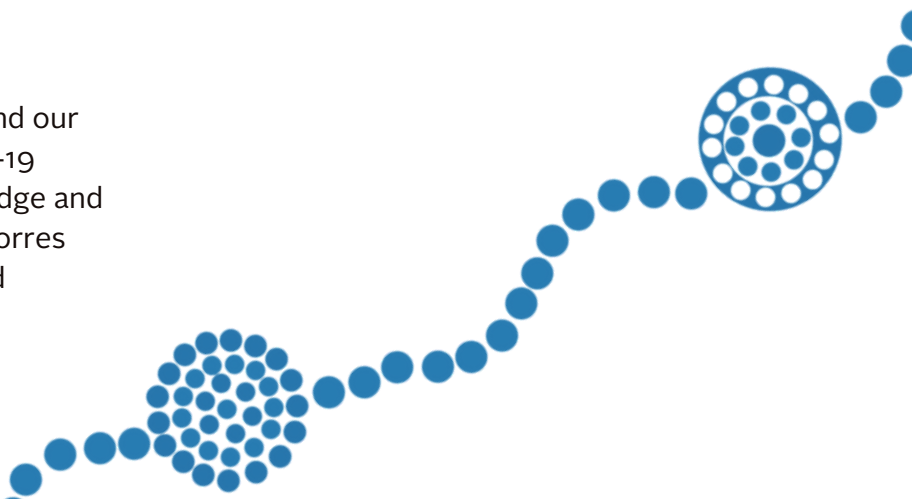
In 2021, the process commenced to develop a second RAP – ‘Innovate’ in partnership with Reconciliation Australia. The new RAP sets out how Foundation Housing will work with, provide services to, and engage with Aboriginal and Torres Strait Islander communities.

Whilst an important and rewarding part of our journey, our Reflect RAP brought key challenges. This included:

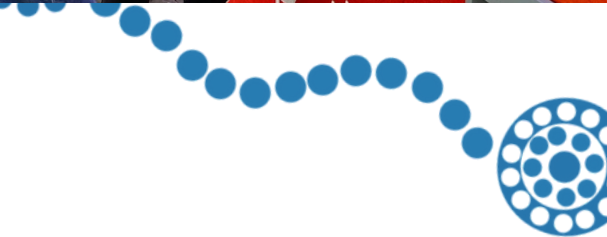
- Engaging with Traditional Custodians in the Kimberley and Pilbara regions
- Increasing Aboriginal and Torres Strait Islander employment within the organisation
- Raising cultural awareness and understanding between our staff and our tenants and residents during Covid-19
- Our staffs’ diverse levels of knowledge and understanding for Aboriginal and Torres Strait Islander peoples’ cultures and histories

Our first RAP also brought many positive learnings such as the importance of connecting with other like-minded organisations also on a similar reconciliation journey, engaging with senior management to ensure they lead with understanding and knowledge, hosting staff events to encourage cultural awareness and acknowledgement.

**The new RAP sets out how Foundation Housing will work with, provide services to, and engage with Aboriginal and Torres Strait Islander communities.**





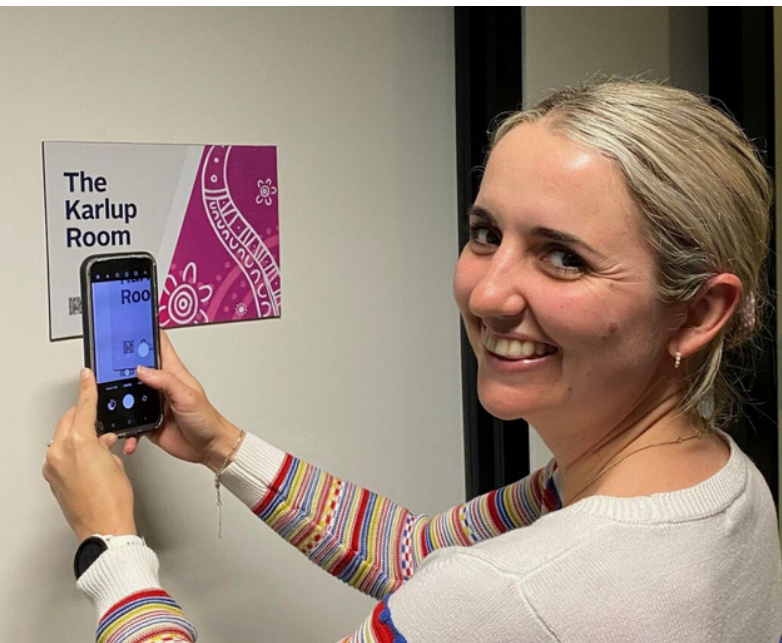


## Key Reflect RAP Achievements

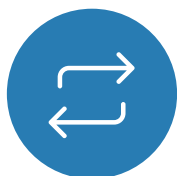
- Staff participation in the Reconciliation WA Walk for Reconciliation and NAIDOC events.
- Reconciliation Australia's educational resources and materials circulated to staff.
- Cultural awareness training provided to all staff, leaders and Board members.
- Improved reconciliation communications through internal and external channels.
- Welcome to Country delivered at all major staff events.
- Employment and HR policies reviewed to attract and retain more Aboriginal and Torres Strait Islander employees.
- Introduction of an Aboriginal and Torres Strait Islander scholarship program to benefit our residents.
- Employment of an Aboriginal and Torres Strait Islander Community Engagement Officer.

Currently, almost 15% of Foundation Housing tenants identify as Aboriginal and Torres Strait Islander hence there is a responsibility of every Foundation Housing employee to establish and grow these relationships from a place of trust, respect and equality as well as develop and engage in wider Aboriginal and Torres Strait Islander support stakeholder groups.

Our new RAP sets out how Foundation Housing will work with, provide services to, and engage with more Aboriginal and Torres Strait Islander peoples and organisations. By building these relationships we hope to have more impact into assisting our Aboriginal and Torres Strait Islander tenants sustain their tenancies, overcome adversity, realise their potential with the support available to them and feel a stronger connection with their community.



## Our Innovate RAP Commitments



2% of all business transactions to go to majority owned Aboriginal and Torres Strait Islander companies.



Develop a culturally safe workspace.



All internal and external communications to reflect our RAP vision.



Provide more employment opportunities for Aboriginal and Torres Strait Islander peoples.



Develop training opportunities and HR policies to retain existing Aboriginal & Torres Strait Islander employees.



Bi-monthly opportunities to attend Aboriginal and Torres Strait Islander events and cultural training.



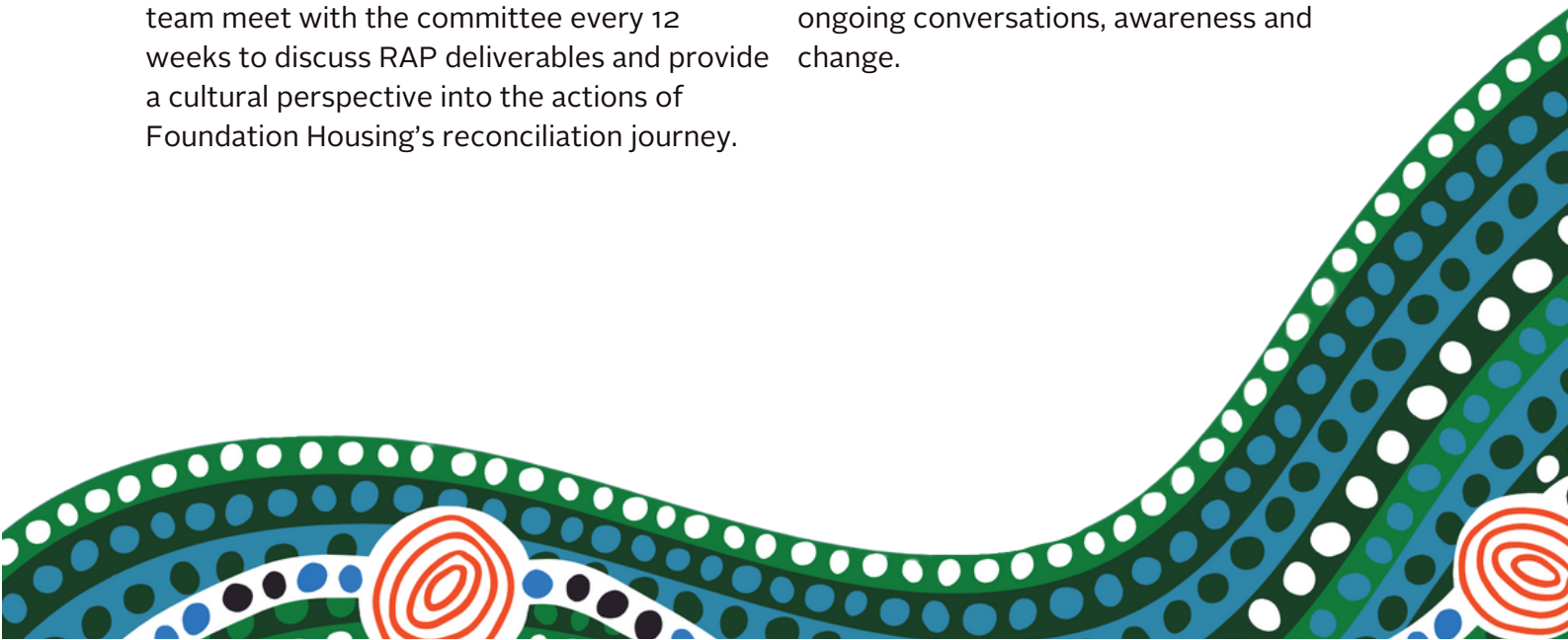


## Our RAP Committee

The RAP Committee, led by the CEO and RAP Champion Chris Smith, consists of staff from across the organisation including Communications, Housing Services, Property Services, Community Services and Lodging Services. One committee member currently identifies as an Aboriginal person.

The RAP Committee are guided by Rhys Paddick and Emma Gibbens from 'Acknowledge This!' to assist in cultural guidance and insights. The Acknowledge This team meet with the committee every 12 weeks to discuss RAP deliverables and provide a cultural perspective into the actions of Foundation Housing's reconciliation journey.

Rhys is an Aboriginal and Torres Strait Islander educator and illustrator. Holding a gentle space, he offers perspectives that open our minds and hearts. Emma is a change strategist, and her trade of international political campaigning has seen her work in cultures around the world. She creates safe spaces for people to explore their deepest emotions, leading with her own vulnerability. Rhys and Emma keep our RAP Committee feeling empowered with new knowledge and connected to each other, encouraging ongoing conversations, awareness and change.



## ROLES AND RESPONSIBILITIES

Name	FHL Title	RWG Role
Chris Smith	Chief Executive Officer	<u>RAP Champion</u> To raise the profile of reconciliation as an organisational priority, to lead by example by actioning the commitments in the RAP, to endorse actions completed by RWG.
Paige Larsen	Communications Officer	<u>RAP Chair</u> To coordinate RWG meetings and take responsibility for coordinating and tracking RAP actions, undertake organisational RAP communications actions, provide a primary contact for other staff, stakeholders, and Reconciliation Australia RAP queries.
Britney Reader	Team Leader Property Services	Oversee suppliers/contractor partnership opportunities and pursue as appropriate.
Tiffany Ugle	Community Engagement Officer	To provide an Aboriginal and Torres Strait Islander perspective to RAP activities, provide guidance regarding Aboriginal and Torres Strait Islander tenant involvement in decision making, and a culturally appropriate approach to RAP development and implementation.
Alison Paterson	Community Services Manager	To identify potential Aboriginal and Torres Strait Islander community engagement partners and activities and participate in planning for significant Aboriginal and Torres Strait Islander days.
Clara Fargent	Lodging Coordinator	To provide RAP input from a lodging perspective and take a role in cultural protocols for lodging residents.
Mariana Logan	Housing Services Manager	Contribute to the development of cultural protocols related to tenancy management practices.
Meagan Fletcher	Senior Housing Coordinator	Assist with Aboriginal and Torres Strait Islander significant days' planning and cultural protocols.
Tania Verstegen	Foyer Housing Coordinator	Contribute to the development of cultural protocols related to tenancy management practices.
Acknowledge This! Emma Gibbens and Rhys Paddick	RAP Advisory Team	Assist in cultural guidance and insights on Foundation Housing's reconciliation journey.



# Relationships

With almost 15% of Foundation Housing tenants identifying as Aboriginal and Torres Strait Islander, relationships across all our stakeholders are vital to assist us with delivering on our key strategic objective of supporting & sustaining positive tenancies. Building strong relationships between Aboriginal and Torres Strait Islander peoples and other Australians is important to increase engagement and partnerships, community connection and communication with our tenants and residents. Our Employees – as individuals we all come from different backgrounds with various values, opinions, and biases. Collectively, Foundation Housing employees in Perth, Hedland, Broome are all aligned with the reconciliation vision. Roadshows, visual aids and internal communications across the business will ensure these values are always at the forefront when working with our stakeholders.

Foundation Housing partners with many organisations across the public and private sectors. Our stakeholder engagement plan focusses on raising awareness, building meaningful engagement and raising our profile as a developer of social and affordable housing opportunities. Through various stakeholder engagement activities, we are always seeking ways to partner with our Aboriginal and Torres Strait Islander organisations and contractors to ensure our homes and our tenancies are culturally informed and appropriate.

Our Committee of Residents and Tenants (CORT) are why we exist and are influenced by the decisions we make and the interactions we have. As a result, our CORT which include Aboriginal & Torres Strait Islander tenants and non-Aboriginal and Torres Strait Islander tenants, provides a communication and engagement channel to ensure all voices are heard and represented, therefore providing our customers with a sustainable and positive living experience.



**Our stakeholder engagement plan focusses on raising awareness, building meaningful engagement and raising our profile as a developer of social and affordable housing opportunities.**

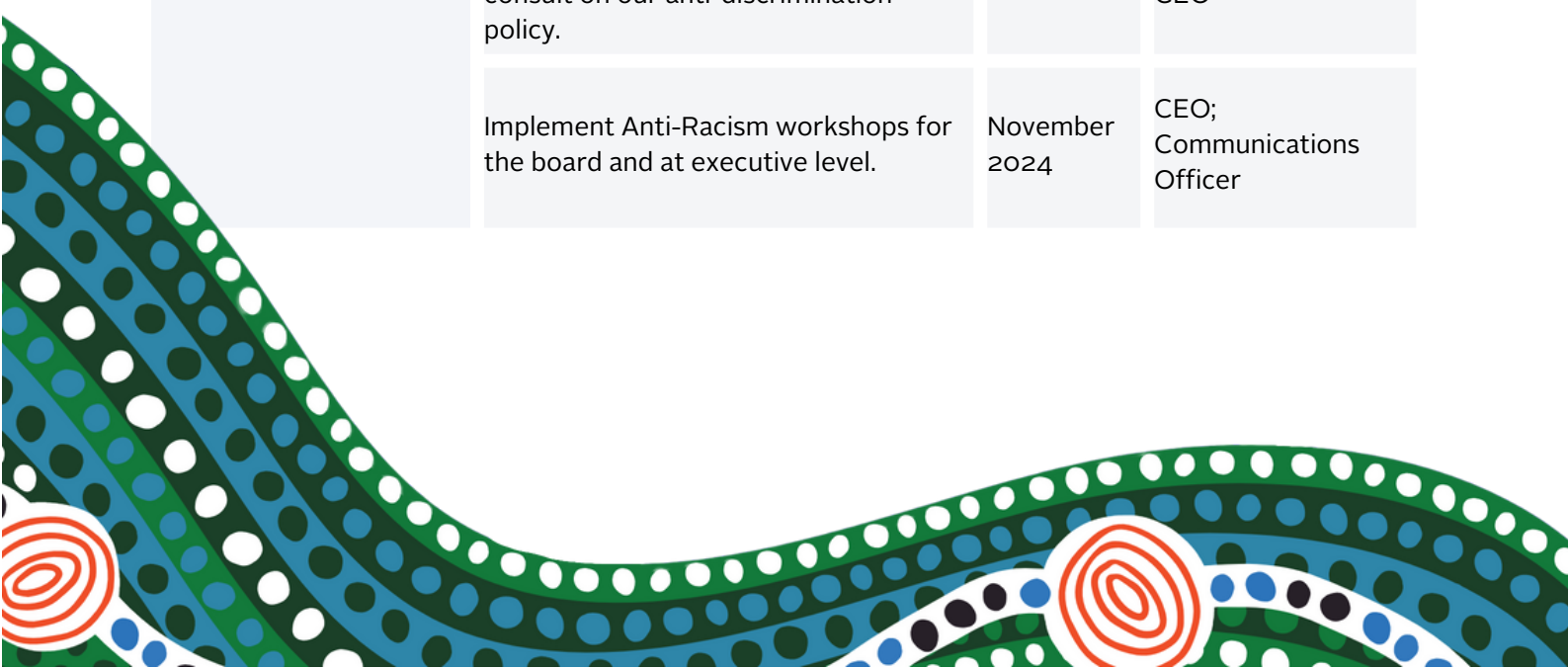




Action	Deliverable	Timeline	Responsibility
<b>Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.</b>	Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.	August 2023	CEO
	Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations for: <ul style="list-style-type: none"> <li>• Joint Venture housing development opportunities</li> <li>• Cultural tenancy framework development, and</li> <li>• Increase maintenance contractors</li> </ul>	August 2023	Community Services Manager; Communications Officer; Property Services Team Leader
<b>Build relationships through celebrating National Reconciliation Week (NRW).</b>	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May 2023; 2024	Communications Officer
	RAP Working Group members to participate in an external NRW event.	May, June 2023; 2024	Communications Officer; Community Engagement Officer
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	May, June 2023; 2024	Communications Officer; CEO
	Organise at least one on-country NRW event each year for all staff which improves our employees local Aboriginal & Torres Strait Islander knowledge.	May, June 2023; 2024	Communications Officer
	Register all our NRW events on Reconciliation Australia's NRW website.	May 2023; 2024	Communications Officer



Action	Deliverable	Timeline	Responsibility
<b>Promote reconciliation through our sphere of influence.</b>	Implement strategies to engage our staff in reconciliation.	June 2023; 2024	Communications Officer; Foyer Housing Coordinator
	Communicate our vision to reconciliation publicly, such as Intranet RAP hub, Visual RAP Board, roadshows, Communal artworks, social media calendar, through tenant engagement and publications.	December 2023	Communications Officer
	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	November 2023	CEO
	Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation.	June 2023; 2024	Housing Coordinator; Senior Housing Coordinator; Communications Officer
<b>Promote positive race relations through anti-discrimination strategies.</b>	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	June 2024	Community Services Manager; CEO
	Develop, implement, and communicate an anti-discrimination policy for our organisation to be launched on UN International Day for Elimination of Racial Discrimination March 21.	June 2024	CEO; Communications Officer
	Educate senior leaders on the effects of racism, including Board to be part of cultural training sessions and anti-racism awareness training activities.	November 2023	CEO
	Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.	June 2024	Community Engagement Officer; CEO
	Implement Anti-Racism workshops for the board and at executive level.	November 2024	CEO; Communications Officer







# Respect

The Respect pillar acknowledges the importance of Truth-telling and seeks to further embed a knowledge, appreciation and understanding of Aboriginal and Torres Strait Islander cultures within Foundation Housing.

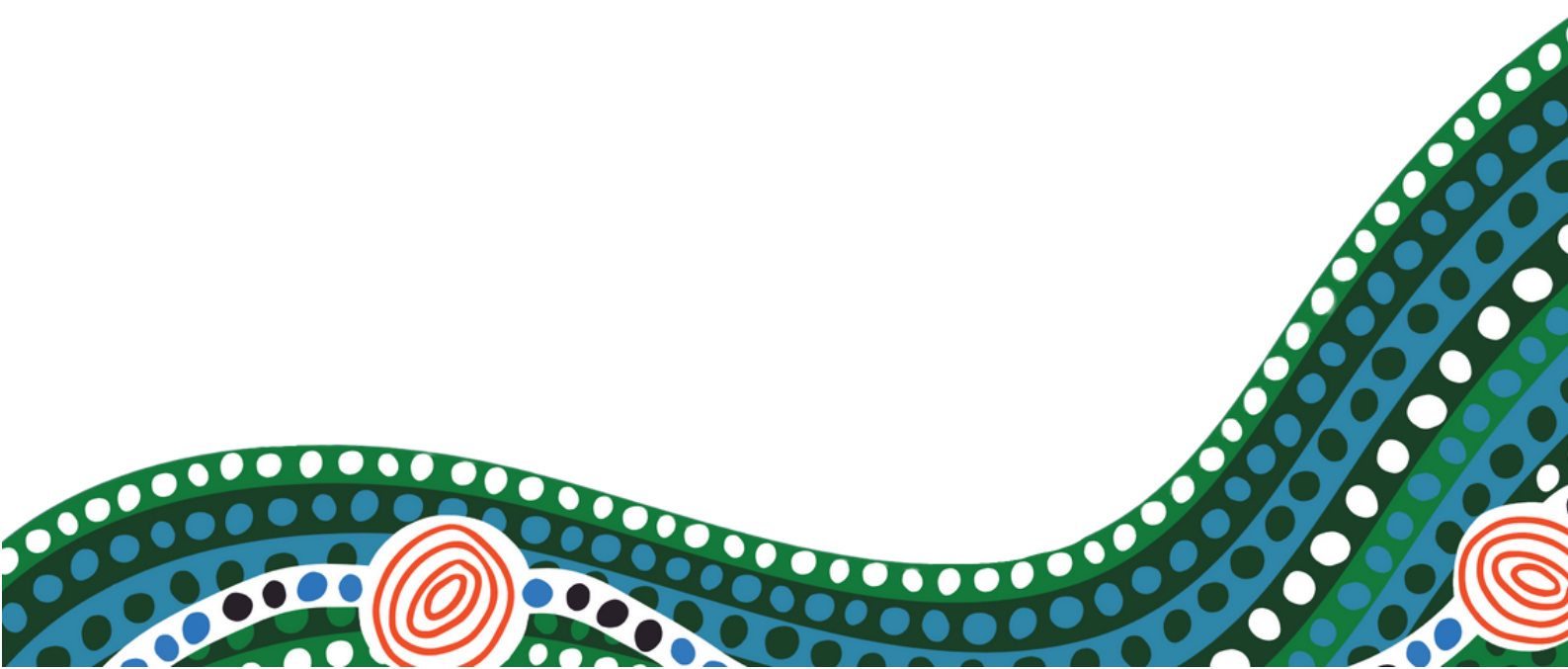
Foundation Housing seeks to show respect to Aboriginal and Torres Strait Islander employees and tenants and residents by increasing our cultural competency through tailored cultural training sessions and On Country experiences from board level right through the organisation.

We are committed to learn about the real history and celebrate Aboriginal and Torres Strait Islander cultures through a well-developed and considered Aboriginal and Torres Strait Islander events plan for all staff members to be involved in throughout the year. Significant events include, but are not limited to National Sorry Day, Close the Gap Day, NAIDOC week and National Reconciliation Week.

Action	Deliverable	Timeline	Responsibility
<b>Foster understanding of the impact of colonisation on Aboriginal and Torres Strait Islander peoples within our sphere of influence.</b>	Identify and partner with other organisations to share cultural learning activities to learn more about truth-telling.	December 2023	Housing Services Manager; Communications Officer
	RAP Working Group to subscribe to the 'Home from the Heart' campaign.	June 2023	Communications Officer
	Host yarning circles, movie screenings and other events to share Aboriginal and Torres Strait Islander stories and the impact of colonisation.	November 2023; 2024	Community Services Manager; Community Engagement Officer



Action	Deliverable	Timeline	Responsibility
<b>Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.</b>	Conduct a review of cultural learning needs within our organisation.	November 2023	Housing Services Manager; Lodging Coordinator; Senior Housing Coordinator; Foyer Housing Coordinator
	Develop, implement, and communicate a cultural learning strategy document/passport for all staff which provides all the yearly activities they can engage in either compulsory or optional.	February 2024	Housing Services Manager; Lodging Coordinator; Senior Housing Coordinator; Foyer Housing Coordinator
	Provide opportunities for RAP Working Group members, HR managers and other key leadership staff to participate in formal and structured cultural learning.	June 2023; 2024	CEO; Communications Officer
	Engage with local Elders to conduct on-country cultural training for all staff to increase their Aboriginal and Torres Strait Islander knowledge and connect with country.	June 2023; 2024	CEO; Communications Officer
	Educate all staff through cultural training programs such as yearly on-country, twice yearly cultural training programs.	April 2023; 2024 June 2023; 2024 November 2023; 2024	Communications Officer; CEO; Community Engagement Coordinator
	Provide additional opportunities for Board and staff to have an On Country experience whenever they have board meetings and trips to the regions.	August 2023; 2024	CEO; Communications Officer



Action	Deliverable	Timeline	Responsibility
<b>Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.</b>	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	November 2024	Communications Officer
	Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	February 2024	Housing Services Manager; Lodging Coordinator; Senior Housing Coordinator; Foyer Housing Coordinator
	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	February 2023 – February 2025	CEO; Communications Officer
	Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	February 2023 – February 2025	CEO
<b>Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week and recognising other significant days.</b>	RAP Working Group to participate in an external NAIDOC Week event.	July 2023; 2024	Community Engagement Officer
	Promote and encourage participation in external NAIDOC events to all staff.	July 2023; 2024	Communications Officer
	Host events for significant Aboriginal and Torres Strait Islander days and encourage discussion on the recognised issue or day. Examples include NAIDOC week, Indigenous Literacy Day and Close the Gap Day.	Ongoing, Review: March, June & September 2023; 2024	Community Engagement Officer, Senior Housing Coordinator, Communications Officer





# Opportunities

The Opportunities pillar sets out commitments that relate to improving our attraction, development and retention of Aboriginal and Torres Strait Islander employees at Foundation Housing.

With 15% tenants and residents from Aboriginal & Torres Strait Islander backgrounds, our people require a culturally informed approach in our interactions with our tenants and residents. With more trained staff, a culturally safe workplace and more employees that identify as Aboriginal and/or Torres Strait Islander people we can ensure our tenants feel safe in their homes, feel safe to engage with us and feel supported. All working towards our positive tenancy framework.

Furthermore, it sets out our pledge to amend our current procurement practises in order to put Aboriginal and Torres Strait Islander businesses front of mind and always consider them in any business transaction. These opportunities are important because they enrich the social, cultural and economic life of Aboriginal and Torres Strait Islander communities and provide opportunities for Aboriginal and Torres Strait Islander peoples to generate income, gain employment, develop professional skills and participate in the nation's economy, while maintaining a continued connection to Country and land.

Action	Deliverable	Timeline	Responsibility
<b>Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.</b>	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	June 2023	CEO
	Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy.	December 2023; 2024	CEO
	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.	Review January 2024	Communications Officer
	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	November 2024	Communications Officer; CEO; Community Services Manager; Housing Services Manager

Action	Deliverable	Timeline	Responsibility
<b>Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.</b>	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy/ policy (starting with maintenance).	February 2024	Team Leader Property Services
	Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	February 2024	Team Leader Property Services
	Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses. Commercial relationship with an Indigenous owned business (means 51% plus ownership is required at Innovate RAP level).	November 2024	Team Leader Property Services; CEO
	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	Review January 2024	Team Leader Property Services

## VISION ACTION

Action	Deliverable	Timeline	Responsibility
<b>Build safety and security of Aboriginal and Torres Strait Islander tenants and residents across our properties.</b>	Develop a cultural standards framework for July 2024 Aboriginal and Torres Strait Islander peoples living in Foundation Housing homes and lodges.	July 2024	Team Leader Property Services
	Consult with Aboriginal and Torres Strait Islander stakeholders on residential safety and cultural protocols.	February 2023 – February 2025	Team Leader Property Services

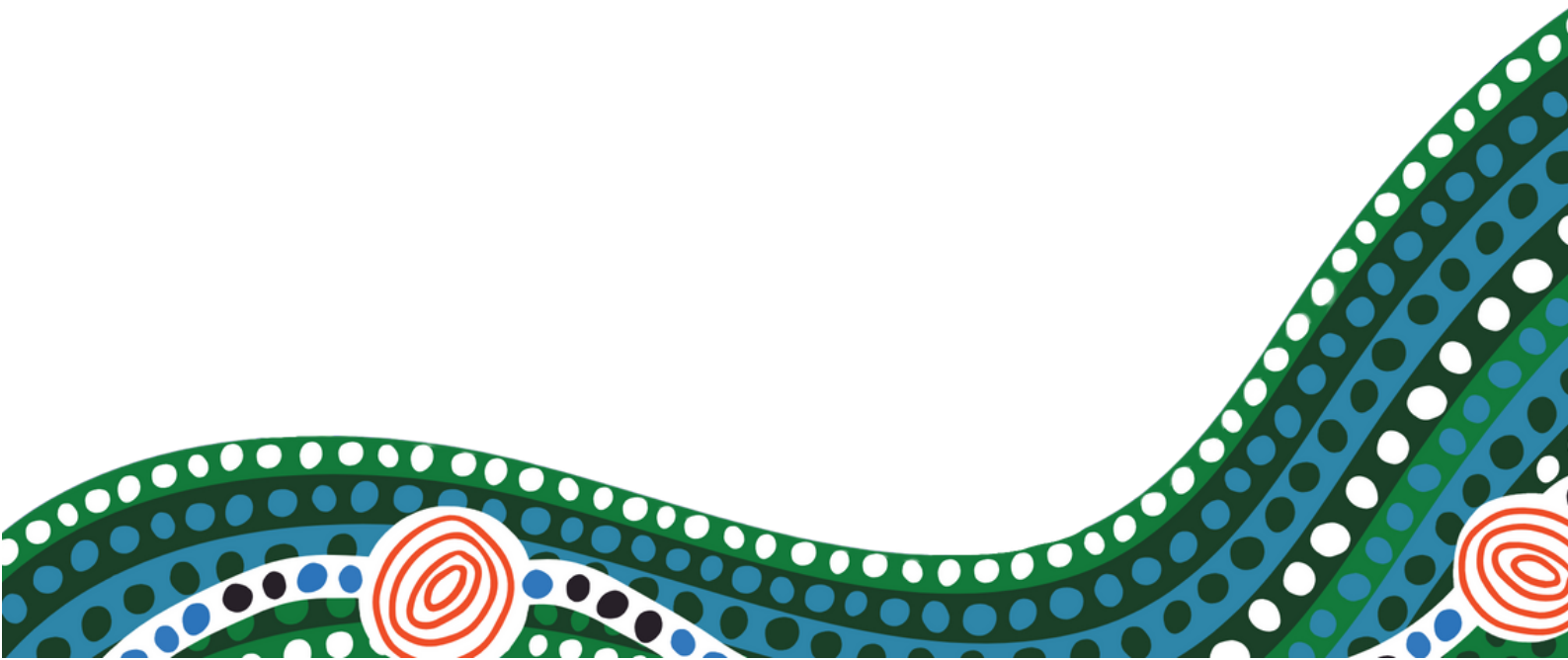






# Governance, tracking and progress reporting

Action	Deliverable	Timeline	Responsibility
<b>Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP.</b>	Maintain Aboriginal and Torres Strait Islander representation on the RWG.	Review January 2024	Community Engagement Officer; Communications Officer
	Meet at least four times per year to drive and monitor RAP implementation.	March 2023; 2024	Communications Officer
	Review and update our Terms of Reference for the RWG.	June 2023; 2024	Communications Officer
<b>Provide appropriate support for effective implementation of RAP commitments.</b>	Define resource needs for RAP implementation.	Review January 2024	Communications Officer; Community Services Manager
	Engage our senior leaders and other staff in the delivery of RAP commitments.	March 2023; 2024	CEO
	Define and maintain appropriate systems to track, measure and report on RAP commitments.	March 2023; 2024	Communications Officer
	Maintain an internal RAP Champion from senior management.	Review January 2024	CEO



Action	Deliverable	Timeline	Responsibility
<b>Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.</b>	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	September 2023; 2024	Communications Officer
	Report RAP progress to all staff and senior leaders quarterly.	March 2023; 2024, July 2023; 2024, October 2023; 2024, December 2023; 2024	CEO; Communications Officer
	Publicly report our RAP achievements, challenges and learnings, annually.	November 2023; 2024	CEO; Communications Officer
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	April 2023	Communications Officer
	Contact Reconciliation Australia to ensure that our primary and secondary contacts are up to date to ensure we are receiving important correspondence.	June 2023; 2024	Communications Officer
	Follow up with Reconciliation Australia if we have not yet received our unique reporting link to participate in the RAP Impact Measurement Questionnaire.	August 2023; 2024	Communications Officer
	Provide a traffic light report to Reconciliation Australia to help inform the development of our next RAP.	May 2024	Communications Officer
<b>Continue our reconciliation journey by developing our next RAP.</b>	Register via Reconciliation Australia's website May 2024 to begin developing our next RAP.	May 2024	Communications Officer



## CONTACT DETAILS

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## DESIGNING OUR RAP

This document has been a collaborative effort by our Reconciliation Action Plan Committee, Anthea Corbett, and Lushart Design.





GET SOCIAL WITH  
FOUNDATION HOUSING

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