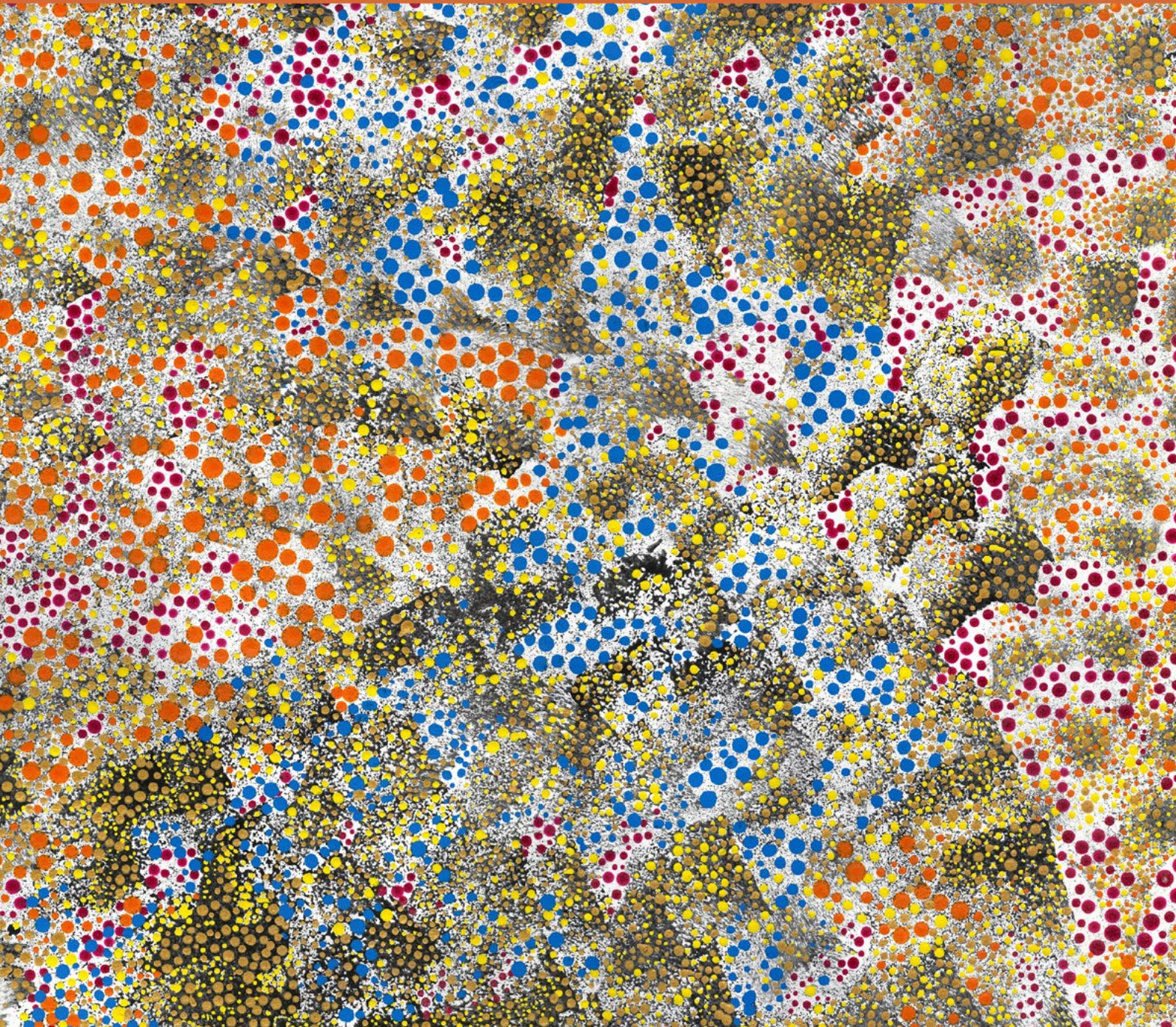


ATODA

Alcohol Tobacco & Other Drug
Association ACT



Reconciliation Action Plan Reflect

October 2023 - November 2024



RECONCILIATION
ACTION PLAN

REFLECT

Reconciliation Action Plan - Reflect

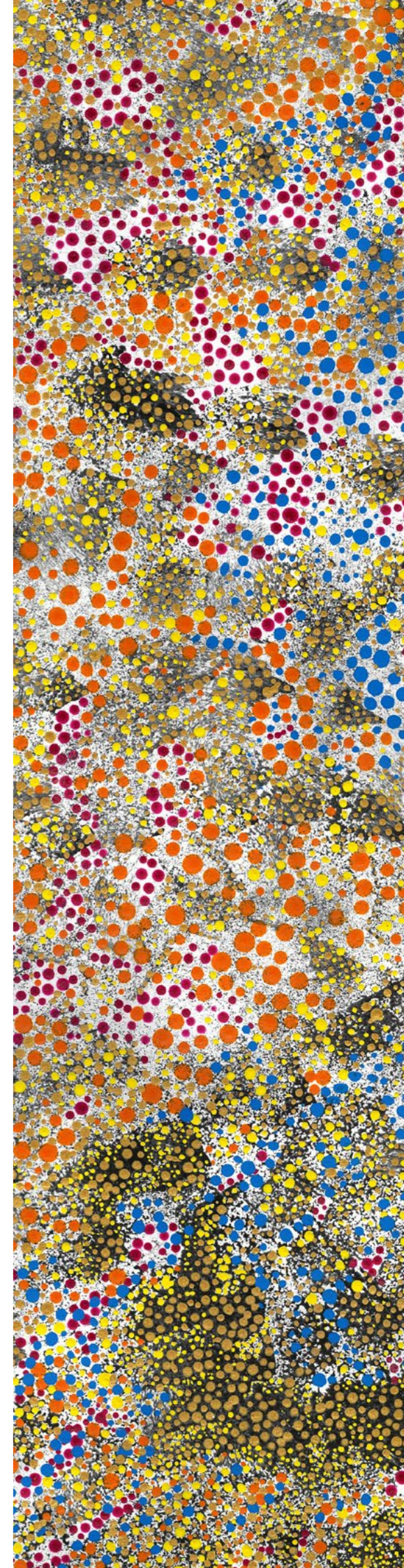
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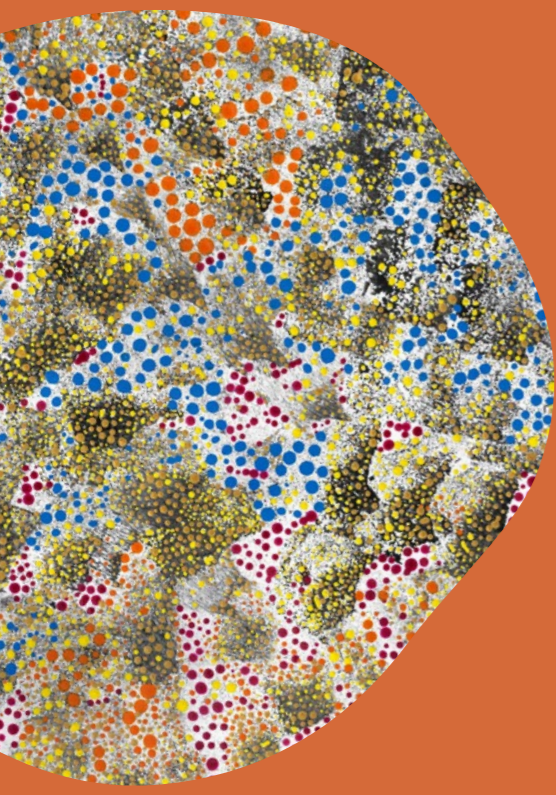
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PO Box 7009, Kaleen, ACT 2617
159 Maribyrnong Ave, Kaleen ACT 2617
T (02) 6249 6358
E info@atoda.org.au
W www.atoda.org.au

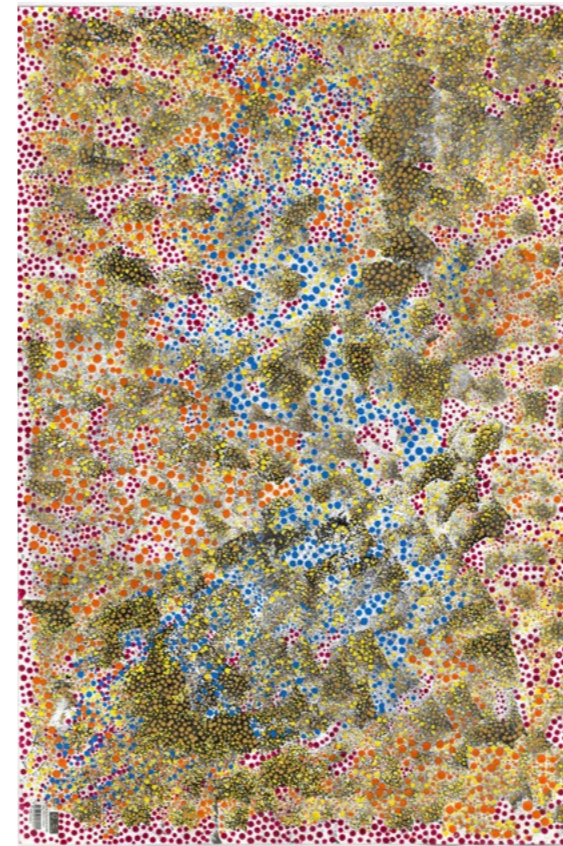
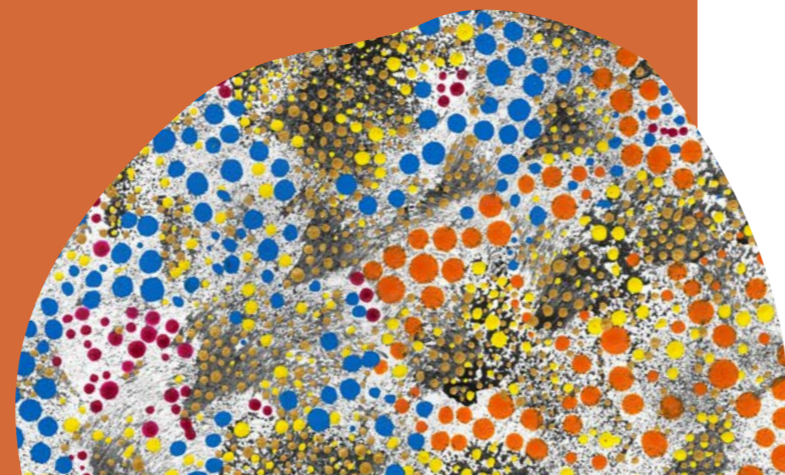
Available at: www.atoda.org.au





Acknowledgement of Traditional Custodians

ATODA acknowledges the Ngunnawal peoples as Traditional Custodians of the land we work on and recognises other peoples or families with traditional connections to the ACT and region. ATODA acknowledges, respects and celebrates the continuing culture and the contributions of Aboriginal and Torres Strait Islander peoples to the life of this city and this region and continues to learn from the contributions of Aboriginal and Torres Strait Islander peoples to the alcohol, tobacco and other drug sector.



About the featured artist

The artwork featured on ATODA's Reconciliation Action Plan (RAP) was produced by an emerging local artist named Sharon.

Sharon is a Stolen Generation Aboriginal artist who spent many years tracing her origins. After a long journey she reunited with her family of the Noongar tribe (/ˈnʊŋɑː/), a constellation of peoples of Indigenous Australian descent who live in the south-west corner of Western Australia, from Perth on the west coast to Esperance on the south coast. At the age of 16 she married into the Ngunnawal tribe in Canberra where she has been living for the last 30 years. Her children and grandchildren identify as Ngunnawal and many of them inherited her talent and are artists too.

With Sharon's support this artwork also features as part of ATODA's corporate identity and in many of our publications. We are thrilled to feature Sharon's work as part of this RAP.

Featured Artwork

Title: Unspoken History,

Map of Pain

Artist: Sharon

Date: 2020

Story of the featured artwork

While I was painting this, I was thinking about all layers of unspoken history that I will never get to know. Unspoken history of my family, my tribe and my Aboriginal peoples.

My mother belongs to the Stolen Generation, she was taken from her mother very early and sent to Gnowangerup Christian Mission for Aboriginal kids stolen from their parents located in the town of Gnowangerup in the Great Southern region of Western Australia. When she was 13 years old, she was placed in a white family to clean their house. I've never found out what happened to her in that family, how she was treated or how deep the trauma of having been taken away from her mother was, because she never talked to me about that. However, based on the fact that she had serious alcohol dependence which was the reason her children were taken away from her tells me – she never really recovered from it.

So, I was taken away from her as a baby and placed in a white family. She didn't want to give me away. It was only then when I was able to, reflecting on my pain, start thinking what she must have gone through. Stories of abuse you cannot talk about because you feel too ashamed, too vulnerable and too unprotected... Stories that stay unspoken because their sentences and words hurt as much as the deeds done to you. Stories you cannot tell because you feel by telling them you will fall apart, break into a million pieces and no one and nothing will be able to pick them up and put them together again...So... this painting is about everything I don't know but I feel – the pain, the sorrow, sadness and grief but also hope and rare moments of happiness that the hope brings.

● Sharon

Message from Reconciliation Australia

Reconciliation Australia welcomes Alcohol Tobacco and Other Drug Association ACT to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Alcohol Tobacco and Other Drug Association ACT joins a network of more than 2,500 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 3 million people now working or studying in an organisation with a RAP.

The four RAP types — Reflect, Innovate, Stretch and Elevate — allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations;

equality and equity; institutional integrity; unity; and historical acceptance. It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Alcohol Tobacco and Other Drug Association ACT to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Alcohol Tobacco and Other Drug Association ACT, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.


 **Karen Mundine**
Chief Executive Officer
Reconciliation Australia



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Chair's message



Since its inception, ATODA has been dedicated to social justice, equity and human rights. As part of this commitment, ATODA has always strongly valued and worked toward reconciliation between Aboriginal and Torres Strait Islander people and other Australians. Given the trauma of Australia's history, passed down through generations, reconciliation is an essential part of ATODA's work to minimise harms from alcohol and other drugs.

It brings me great pleasure, on behalf of the Board and the organisation, to formalise and make public our commitment to

reconciliation through this Reconciliation Action Plan 2023-2024.

I want to thank everyone on the Reconciliation Working Group who worked to bring this Reconciliation Action Plan to fruition, as well as Reconciliation Australia for its guidance and advice. This Reconciliation Action Plan is an important step for ATODA, it will guide our journey and hold us transparently accountable now and into the future.

 Sharon Tuffin

CEO's message

I have had the privilege of working in Aboriginal and Torres Strait Islander affairs for much of my career. I would like to acknowledge the expertise, cultural diversity, insight, generosity, integrity and commitment to achieving equity shown by my Aboriginal and Torres Strait Islander colleagues who I have been privileged to learn from and work alongside.

Australia has a complex history that we are still coming to terms with as a nation. For Aboriginal and Torres Strait Islander peoples, the ramifications of our collective past continue to be felt culturally, socially, economically and in health and wellbeing. Our social and political systems do not serve everyone equally. There is more to be done.

Reconciliation is one step in this ongoing journey towards achieving a truly equitable Australian society that values diversity and self-determination for Aboriginal and Torres Strait Islander peoples. It's up to mainstream organisations across Australia to step up, respectfully acknowledge and grow from our past, call out racism, embrace diversity and create inclusive and culturally safe workplaces.

It therefore gives me personal pleasure to present, as ATODA's CEO, the organisation's Reconciliation Action Plan 2023-2024. This RAP builds on ATODA's commitment, held since its inception, to work alongside Aboriginal and Torres Strait Islander organisations and ATOD practitioners to reduce harms caused by ATOD use in the community. As the peak body for the ATOD treatment and harm reduction services in the ACT, ATODA works closely with allied organisations in the health, social services and justice sectors to address the systemic biases resulting in disproportionate harms experienced by the Aboriginal and Torres Strait Islander communities in the ACT.



The RAP provides an action-orientated plan for strengthening ATODA's relationships with Aboriginal and Torres Strait Islander stakeholders; increasing ATODA's understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge; and scoping opportunities for increased Aboriginal and Torres Strait Islander employment and supplier diversity.

The RAP has been developed in consultation with ATODA's Reconciliation Working Group (RWG), and I thank them for their commitment to this work. In particular, I would like to acknowledge Monica Ruffy, from the Yuin Nation and is an Aboriginal and/or Torres Strait Islander representative on ATODA's RWG. We are grateful for Monica's dedication in supporting ATODA's reconciliation journey. I also thank the ATODA Board chair, all Board members, and ATODA staff for their engagement and commitment to achieving the shared ambition set out in this document. Lastly, I would like to thank Reconciliation Australia for their support and guidance.

ATODA looks forward to implementing this Reflect RAP, and to the ongoing journey of reconciliation.

 Anita Mills



About ATODA

The Alcohol Tobacco and Other Drug Association ACT (ATODA) is the peak body for the alcohol, tobacco and other drug sector in the Australian Capital Territory (ACT). ATODA's vision is a healthy, well and safe ACT community with the lowest possible levels of alcohol, tobacco and other drug related harms. Underpinning ATODA's work is a commitment to health equity, the social and cultural determinants of health, and the values of collaboration, participation, diversity, human rights, social justice and reconciliation between Aboriginal and Torres Strait Islander peoples and other Australians.

ATODA's purpose is to lead and influence positive outcomes in policy, practice and research, as the peak body for the alcohol, tobacco and other drug sector in the ACT. These outcomes flow from initiatives in prevention, early intervention, harm reduction, treatment, peer services, and continuing care.

Note: While the term AOD (alcohol and other drug) is commonly used to refer to the alcohol, tobacco and other drug sector, ATODA's preference is to use the term ATOD. This acknowledges the role that specialist service providers in this sector play in providing tobacco cessation support, and because tobacco use is the leading preventable cause of the burden of disease in Australia, contributing far more than alcohol or all illicit drugs combined.

ATODA provides collaborative leadership for intersectoral action on the social determinants of harmful drug use, and on societal responses to drug use and to people who use drugs. ATODA works to provide alcohol, tobacco and other drug related expertise in the areas of policy; sector workforce development and capacity building; research, data and evaluation; health services planning; coordination and partnerships; training and education; communication; information and resources.

ATODA operates out of one location in the ACT and as at September 2023 employs 6 full-time and 2 part-time staff. Currently, ATODA has no known staff that identify as Aboriginal and/or Torres Strait Islander people.



Our stakeholders and collaborators

ATODA, as the peak body for the ATOD sector in the ACT, maintains strategic relationships and professional networks with ATOD treatment providers, relevant allied health stakeholders and the broader community. ATODA's work would not be possible without the support of our members, and without collaborations and partnerships with services and organisations across a range of health, community, academic and government sectors. Together we work towards minimising harms related to ATOD use, improving the health and wellbeing of the ACT community and reducing stigma experienced by people impacted by ATOD use.

ATODA values the relationships it has with Aboriginal and Torres Strait Islander members and acknowledges and welcomes the perspectives and contributions that Aboriginal and Torres Strait Islander peoples bring to our work. As an organisation, ATODA continues to learn from the contributions of Aboriginal and Torres Strait Islander ATOD service providers in the ACT and seeks deeper and more meaningful relationships with these providers.

Genuine partnerships and collaborations with Aboriginal and Torres Strait Islander organisations and individuals are an important feature of ATODA's work across policy, research and workforce development. This includes invitations to contribute to policy submissions; involvement in a major co-design project and training opportunities and support for Aboriginal and Torres Strait Islander ATOD sector workers.

ATODA has developed cultural competency within the organisation through access to external training and staff webinar listen-and-learn opportunities. Internal procedures have been put in place to support ATODA's reconciliation efforts. These include: collaboratively developing and circulating an appropriate acknowledgment of country; purchasing ['Unspoken History, Map of Pain'](#) and making it a key element of our corporate identity; putting in place an Aboriginal and Torres Strait Islander employment strategy and developing a procurement plan that encourages staff to engage businesses listed on Supply Nation.

About our RAP

ATODA seeks to embed cultural safety as a core commitment of the organisation, as outlined in the Strategic Plan. In the context of colonisation, systemic disempowerment, the impact of intergenerational trauma, and other factors, alcohol, tobacco and other drugs have caused and continue to cause significant and disproportionate harm to Aboriginal and Torres Strait Islander peoples in the ACT. ATODA recognises the contribution Aboriginal

and Torres Strait Islander communities and Aboriginal and Torres Strait Islander ATOD practitioners have made to better understandings of social and emotional wellbeing. ATODA welcomes the unique opportunities presented by implementing culturally safe ATOD treatment. Within this context, contributing to reconciliation and modelling culturally safe and competent practices are a particular priority for ATODA.

Reconciliation between Aboriginal and Torres Strait Islander peoples and other members of the ACT community is important to ATODA on the principles of population health, human rights and social justice. Reconciliation:

- is an appropriate mechanism by which ATODA can support understanding and respect for Aboriginal and Torres Strait Islander peoples in our sector and our community;
- enables us to build partnerships with Aboriginal and Torres Strait Islander peoples, communities and organisations;
- encourages us to work collaboratively to create enabling environments within which empower Aboriginal and Torres Strait Islander peoples; and
- supports ATODA to work together with the alcohol, tobacco and other drug (ATOD) sector, Aboriginal and Torres Strait Islander organisations and Aboriginal and Torres Strait Islander communities to strengthen services, policy and research to prevent and reduce alcohol, tobacco and other drug related harms.

This RAP was developed over several months involving input from, and consultation with, ATODA staff. This included meetings that provided opportunities for input into the RAP and the chance for all staff to review drafts, provide feedback and make contributions. The RWG facilitated a process that also involved consultation with ATODA members, the ATODA Board and Reconciliation Australia.

Our Reconciliation Journey

The formation of a RWG in 2022 and progress made towards endorsement of a Reflect RAP is part of a much longer journey that ATODA has been on since its establishment in 2010. ATODA recognises the opportunity in 2023 to approach reconciliation with renewed vigour and a fresh approach towards the organisation's commitment to reconciliation. This Reflect Rap is underpinned by a collective commitment to embed reconciliation in everyday practices and processes, thereby creating a firm foundation for ongoing reconciliation.

All levels of ATODA embrace reconciliation and this RAP, with leadership and ownership coming from the Board as well as employees. This RAP represents a formalisation of the organisation's existing commitment to reconciliation between Aboriginal and Torres Strait Islander peoples and other Australians; outlines the steps that need to be taken to achieve ATODA's reconciliation goals; and acknowledges the work that still needs to be done. ATODA's CEO, Anita Mills, is the RAP Champion, and plays an active role in supporting and prioritising the organisation's RAP and reconciliation goals.

Reconciliation Working Group

ATODA identified a RAP Champion and in October 2022 established a Reconciliation Working Group (RWG). The RWG is responsible for providing advice to the ATODA CEO and Board on how ATODA will embed reconciliation across its work. This RWG is made up of a minimum of three people including at least two ATODA staff members and at least one Aboriginal and Torres Strait Islander member from within or outside the organisation. ATODA's RWG convenes quarterly to review RAP actions and deliverables and is an ongoing group. A key responsibility of the ATODA RWG is the development and implementation of this RAP in consultation with Reconciliation Australia and the ATODA Board.

Reconciliation Working Group

- Policy and Communications Officer
- Research and Workforce Development Officer
- Monica Ruffy (external member and Aboriginal and Torres Strait Islander representative for the RWG)

RAP Champion

- Chief Executive Officer

Our RAP

Relationships

Action	Deliverable	Timeline	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	1. Identify Aboriginal and Torres Strait Islander stakeholders and organisations within ATODA's local area or sphere of influence.	November 2023	Research and Sector Capacity Building Manager
	2. Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	December 2023	Research and Sector Capacity Building Manager
	3. Develop a strategic approach for engagement with the stakeholders identified in deliverable 1.1, using the principles identified in deliverable 1.2.	April 2024	Research and Sector Capacity Building Manager
2. Build relationships through celebrating National Reconciliation Week (NRW).	1. Circulate Reconciliation Australia's NRW resources and reconciliation materials to ATODA's staff.	May 2024	Policy and Communications Officer
	2. RWG members to participate in an external NRW event.	27 May - 3 June 2024	Policy and Communications Officer
	3. Encourage and support ATODA staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May - 3 June 2024	Policy and Communications Officer

Relationships

Action	Deliverable	Timeline	Responsibility
3. Promote reconciliation through our sphere of influence.	1. Communicate ATODA's commitment to reconciliation to all staff.	November 2023	CEO
	2. Identify external stakeholders that ATODA can engage with on our reconciliation journey.	October 2023	Lead: CEO Support: Research and Sector Capacity Building Manager
	3. Identify RAP and other like-minded organisations that ATODA could approach to collaborate with on our reconciliation journey.	October 2024	CEO
	4. Identify and circulate relevant Aboriginal and Torres Strait Islander ATOD and reconciliation resources as appropriate through the Bulletins and other avenues as appropriate.	March 2024	Lead: Policy and Communications Officer Support: Research and Workforce Development Officer
4. Promote positive race relations through anti-discrimination strategies.	1. Research best practice and policies in areas of race relations and anti-discrimination.	October 2023	Research and Workforce Development Officer
	2. Conduct a review of policies and procedures at ATODA to identify existing anti-discrimination provisions, and future needs.	November 2023	Research and Workforce Development Officer

Respect



Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	1. Develop a strategy for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within ATODA.	June 2024	CEO
	2. Conduct a review of cultural learning needs within ATODA.	November 2023	CEO
	3. Require all staff to include a learning and development goal regarding Aboriginal and Torres Strait Islander cultural capability in their performance agreement.	November 2023	CEO
	4. Commit to undertaking all-staff cultural safety training.	March 2024	CEO

Respect



Action	Deliverable	Timeline	Responsibility
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	1. Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within ATODA's operational area.	December 2023	CEO
	2. Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	March 2024	CEO
	3. Develop procedure for when ATODA uses Acknowledgement of Country and Welcome to Country protocols.	December 2023	CEO
	4. Commit to Acknowledgement of Country at the beginning of meetings and Welcome to Country at larger more formal events.	December 2023	CEO
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	1. Raise awareness and share information amongst ATODA staff about the meaning of NAIDOC Week.	June 2024	Operations and Membership Support Officer
	2. Introduce ATODA staff to NAIDOC Week by promoting external events in our local area.	June 2024	Operations and Membership Support Officer
	3. RAP Working Group to participate in an external NAIDOC Week event.	First week of July 2024	Research and Workforce Development Officer

Opportunities



Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	1. Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	October 2023	Business Manager
	2. Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities within ATODA.	June 2024	Business Manager
	3. Review HR and recruitment procedures and policies to facilitate Aboriginal and Torres Strait Islander participation within ATODA.	December 2023	Business Manager
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	1. Support procurement from Aboriginal and Torres Strait Islander owned businesses.	March 2024	Business Manager
	2. Investigate Supply Nation membership.	October 2023	Policy and Communications Officer
	3. Utilise Supply Nation website to identify potential Aboriginal and Torres Strait Islander businesses to procure future goods or services.	October 2024	Operations and Membership Support Officer

Governance



Action	Deliverable	Timeline	Responsibility
10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	1. Maintain a RWG to govern RAP implementation.	January 2024	CEO
	2. Review and update Terms of Reference for the RWG.	January 2024	CEO
	3. Establish Aboriginal and Torres Strait Islander representation on the RWG.	January 2024	CEO
11. Provide appropriate support for effective implementation of RAP commitments.	1. Define resource needs for RAP implementation.	October 2023	CEO
	2. Engage senior leaders in the delivery of RAP commitments.	March 2024	CEO
	3. Appoint a senior leader to champion our RAP internally.	June 2024	CEO
	4. Define appropriate systems and capability to track, measure and report on RAP commitments.	October 2023	Policy and Communications Officer
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	1. Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June Annually	Policy and Communications Officer
	2. Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	1 August Annually	Policy and Communications Officer

Governance

Action	Deliverable	Timeline	Responsibility
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	3. Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September Annually	Lead: Policy and Communications Officer Support: Research and Workforce Development Officer
13. Continue our reconciliation journey by developing our next RAP.	1. Register via Reconciliation Australia's website to begin developing our next RAP.	July 2024	CEO

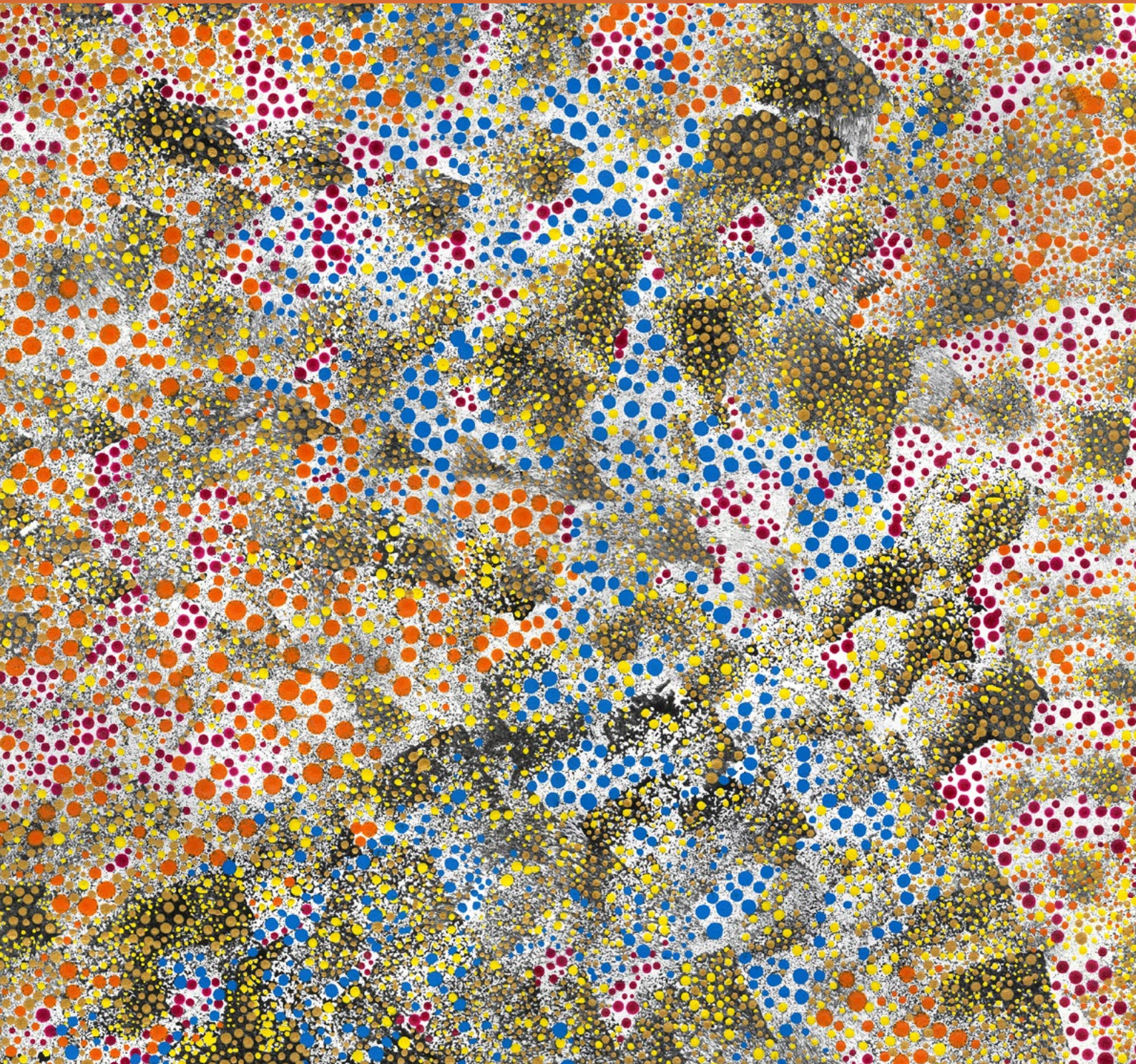
Contact Details

Alcohol, Tobacco and Other Drug Association (ATODA) ACT
 Phone: (02) 6249 6358
 Email: info@atoda.org.au
 PO Box 7009 Kaleen, ACT 2617



RECONCILIATION
ACTION PLAN

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ATODA

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Association ACT