



Acknowledgement of Country

Wiley acknowledge the deep connection
our First Nations peoples hold for country, wind and water.

We pay our respects to the Elders, the ancestors,
their ancient lore and sophisticated ways.

For thousands of years, they have gathered to tell their stories,
and we honour their rich contribution to our lives.

We are inspired and committed to do what we can
to learn and amplify this living culture.

May their spirit and wisdom be with us today.

Community Connections
Art by Danielle Fogg
Proud Wiradjuri/Gomeri woman
and Wiley Alumni



Wiley Innovate Reconciliation Action Plan (RAP)

April 2023 – April 2025

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Our artist

“Community Connections”

In May 2022, proud Wiradjuri/Gomeroi and former Wiley employee Danielle Fogg created an original artwork for our head office in Brisbane.

The piece reflects the Wiley story, from our people to our projects across Australia, and the stars which connect us all.

To honour the ancient First Nations’ tradition of storytelling, the description of this piece is oral-based knowledge in our family business, and is only spoken about, not documented.

Dani has given her blessing for use of this art and its elements in our storytelling.



Our vision for reconciliation

We believe in a better future. Our vision is of a reconciled Australia where we all have the same choices and chances.

We are committed to our journey of reconciliation and cultural responsibility, and we are acting to advance this change in our society.

We understand that our plan for reconciliation action brings richness through the process. We seek to expand our consciousness around beliefs and traditions affecting equality and respect of all our people.

We are integrating reconciliation into our eco-systems by understanding, grounding and amplifying our action. This is the foundation from which we are building strong relationships which empower and create opportunity for our First Nations peoples.

We invite the spirit and wisdom of the Elders to guide our mission.

Understanding

We expose and engage our people to understand and accept the history, culture and experiences of First Nations peoples. This builds trust and respect and fans the fire of our action creating unity and inspired ideas for the best approach to influence this change.

Grounding

We ground our reconciliation action in our everyday business practice. We use a structured approach, embedding initiatives permanently in the culture of our organisation with transparency and accountability. We are inspired by the ancient ways to bring care and ceremony to our business relationships and adventures.

Amplifying

We tell our story. We engage our connections. We expand our whole business eco-system, building lasting relationships with our broader communities of local mob, families, projects and partners to bring reconciliation to life.

"It's a privilege to present our Innovate Reconciliation Action Plan.

As a fourth-generation building company, our roots run deep in the Woolloongabba region and the broader community. We recognise that the land we all operate on was never ceded, and we carry the weight of that responsibility. Our determination drives us to rectify the wrongs of the past, forging a path towards a brighter future.

We seek to nurture stronger relationships and foster a sense of belonging for all. Our ultimate goal is to contribute significantly to closing the gap and creating more opportunities for First Nations peoples to thrive.

This journey demands dedication, humility, and a commitment to continuous learning. We're dedicated to engaging with First Nations communities, lending our ears to their voices, and embracing their unique perspectives. Through these efforts, we aspire to play a pivotal role in building a better, more inclusive Australia where everyone can partake in the opportunities and beauty this country has to offer.

We extend a heartfelt invitation to all members of our Wiley family, our valued clients, and our community to join us on this profoundly significant journey. Together, we can make a meaningful impact and lay the foundation for a brighter, more reconciled future."

Suzie Wiley
Reconciliation Action Plan Champion
Managing Director

Our business

Wiley are a family, in business, on Yuggera/Turrbal country for over 100 years.

We help organisations bring their vision to life from the ground up, taking our clients on a project journey that can start with a study of what is possible, through complex design and engineering, to building the ideal place for their people to work, create, grow, and play.

We are high performers in building an envelope around people in their environments. Our projects are complex and alive—in schools with children and food manufacturing and energy facilities that are operational. Keeping everyone healthy and safe and operating as normal while getting the job done is our special space.

We believe in a better future, and this is infused in how we work. Our people blend experience, intelligence and agility with continuous learning. Practiced collaborators, they creatively discovery and innovate elegant solutions.

Sustainability is forefront in our decision making for our business and those we work with, and the structures we build and how we build them. Action to advance reconciliation is in perfect alignment with our sustainability targets and responsibilities.

We keep humans at the centre. We honour long-term connections as a family and a business. We deliver in a way that mirrors rather than conflicts what our client needs, keeping quality and cost in balance. We work at making good exchanges and good agreements with the people we work with. Most of our business is with people we have worked with before.

We have evolved into an energetic and diverse project delivery company with a presence on Yuggera/Turrbal Country (Brisbane) and Aotearoa (New Zealand), and our portfolio of projects and connections spans multiple First Nations Countries and is concentrated on the eastern seaboard of Australia.





Country

“When we talk about traditional ‘Country’...we mean something beyond the dictionary definition of the word. ...we might mean homeland, or tribal or clan area and we might mean more than just a place on the map. For us, Country is a word for all the values, places, resources, stories and cultural obligations associated with that area and its features. It describes the entirety of our ancestral domains. While they may all no longer necessarily be the title-holders to land, Aboriginal and Torres Strait Islander Australians are still connected to the Country of their ancestors and most consider themselves the custodians or caretakers of their land.”

Professor Mick Dodson, a Member of the Yawuru peoples, Southern Kimberley region

How we acknowledge Country

Acknowledgement of Country - Australia

Wiley acknowledge the deep connection our First Nations peoples hold for country, wind and water.

We pay our respects to the Elders, the ancestors, their ancient lore and sophisticated ways.

For thousands of years, they have gathered to tell their stories, and we honour their rich contribution to our lives.

We are inspired and committed to do what we can to learn and amplify this living culture.

May their spirit and wisdom be with us today.

Acknowledgement of Country – Aotearoa

Kia ora koutou I take this opportunity to acknowledge Māori as tangata whenua and Treaty of Waitangi partners in Aotearoa New Zealand. I pay my respects to the mana whenua of the land on which we meet today.

At events

We open all significant events with an Acknowledgement of Country, and we creatively weave language and traditions into these acknowledgements.

At meetings

We open all significant meetings with an Acknowledgement of Country and when we are meeting online, we encourage the Acknowledgement of all Countries.

In documents

The first page of our significant documents is an Acknowledgement to Country and where the document is related to a particular place, we tailor the acknowledgement to honour the First Nations peoples of that Country.

On signage

In our offices and on our construction sites, we graphically Acknowledge Country.





Reconciliation is rewriting our values

We are on a journey to create a better future. Led day to day by our values, we seek to host the people we work with across countries, states, offices, sites and operations, to feel empowered, calm, confident, supported and in control. We work to maintain a liveable and inclusive culture where people can come to discover and realise the best possibilities for their work, their projects and themselves.



Healthy and Safe.

At Wiley, safety encompasses the well-being of the mind, body, and spirit. Together, we actively connect, listen, and care for ourselves and each other, ensuring that everyone under our care is in the safest of hands. We hold ourselves accountable to cultivate a culture that respects the prevention of all potential harm. 'Healthy and safe' isn't just a statement; it's a way of life.



Future focus.

At Wiley, we dream big, plan carefully, and take action. We empower ourselves and our clients to lead and shape a better future. We welcome new ideas, embrace change with enthusiasm, and apply our creativity to solve problems and find the best solutions in every situation. We're dedicated to continuous learning and innovation, always keeping sustainability in mind.



A sense of community.

At Wiley, we cherish relationships and treat our people like family – inclusive, nurturing, and supportive. We strive for life balance, working diligently, enjoying ourselves, and openly celebrating achievements. We recognise and honour the First Nations peoples, actively fostering relationships and education to advance our vision of reconciliation.



Integrity in all we do.

At Wiley, we value integrity above all else. We strive to be our best, support one another, and keep our promises. We believe in being honest, transparent, and taking responsibility for our actions. We treat each other with respect and act with courage and integrity in everything we do.



Empower our people.

At Wiley, we empower our people to reach their full potential. We encourage individual growth and value diversity in a flexible work environment that allows room for learning from mistakes. We support personal development and independence while fostering teamwork and collaboration. By recognising and celebrating both individual and collective strengths, we seek to provide equal opportunities for all.



Quality first.

At Wiley, quality is paramount. We are dedicated to our work, and our actions reflect our pride and commitment. We pursue excellence through ongoing improvement, setting high standards for ourselves and inspiring others to do the same. Our passion for work(wo)manship and attention to detail serve as visible expressions of our unwavering dedication to quality. Just as we empower our people to reach their potential, our commitment to quality ensures that our work speaks for itself.

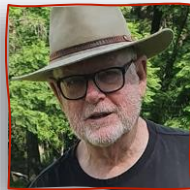
Our Reconciliation Working Group (RWG)

Wiley's reconciliation action is advocated by our hard working and heart felt Reconciliation Working Group (RWG) led by the Chair, Bill Lenehan Senior. This group is responsible for driving the strategic actions of the RAP, including sharing information and connecting the different operations within our businesses, leading cultural growth and ensuring the governance of our RAP. The RWG is made up of representatives across a number of different areas within Wiley.



Suzie Wiley
Champion

Suzie is an Architect with a background in human-centered design and community consultation, currently serves as Managing Director. As a family board member, Suzie plays a pivotal role in integrating reconciliation into Wiley's operations, aligning with the company's commitment to community engagement and inclusivity.



Bill Lenehan Senior
Chairman and Leader

Bill joins us for the second leg of our reconciliation journey to assist with our Innovate RAP. With decades of service on many Boards including SBS (working closely with the NITV network) and senior executive at Network Ten Limited for most of his career, Bill has a thorough appreciation of the importance of effective corporate governance. His most valued attribute is his personal integrity.



Andrea Miszczuk
Coordinator

Andrea is our reconciliation ambassador, shadowing Bill as leader she manages all our actions and events. "My personal experiences have allowed me to look into my own role in promoting reconciliation. I have come to realise that change begins within ourselves. By examining our biases and prejudices, we can take responsibility for the ways in which we have contributed to division and inequality. This is an ongoing process that requires constant self-reflection and a commitment to growth. It is not an easy journey, but it is a necessary one if we truly want to build a better, more united nation."



Aisling Spillane
Chief People Officer

Aisling leads the people at Wiley. She is the single point of responsibility for reconciliation action within our workforce at Wiley, and she handles recruitment, workforce sustainability, she informs our current systems and policies, and she looks after our budget.



Karen White
Curator

Karen conducts and nurtures the change through curating communications, connections and creations. "Wiley has a genuine interest in reconciliation and so do I. It is a privilege to be doing this work to honour and integrate the incredibly sophisticated knowledge and wisdom that comes from our First Nations peoples – the oldest living culture."



Creative team

Our reconciliation action efforts are elevated by the talent of our amazing Creative Team of Michael Hoad (visuals) and Angela Tohl (words).



*Dani's beautiful share posted on
our socials for Sorry Day
13 February 2023*



Danielle Fogg, Wiley admin assistant.

"This is me with my pop. My grandparents were part of the stolen generation. I grew up hearing how they were torn from their families, so I know first-hand the suffering they went through. This is called generational trauma.

"When Kevin Rudd apologised in 2008, I think it was the first sign that Australia wanted to understand what us First Nations people experienced. It was the first indication of remorse, and an implicit promise that we'll be a part of the nation's future choices. To me, that's why today's anniversary is so important."



Wiley

9,346 followers

7mo •



Fifteen years ago today, Australia apologised to surviving members of the Stolen Generation. Here at Wiley, we proudly stand with First Nations people and are committed to hearing and learning about the mistakes of the past. For this reason, we asked our Brisbane admin assistant, [Danielle Fogg](#), to share her thoughts on the importance of today's anniversary.

[#sorry](#) [#reconciliation](#) [#wearewiley](#)

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Michael Hoad • 1st

6mo •••

Creative Director/Marketing at WILEY - The ...



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Our Reconciliation Action Plan (RAP)

Reconciliation Action Plans (RAPs) enable organisations to embed the principles and purpose of reconciliation, and sustainably and strategically take meaningful action to advance reconciliation. Based around the core pillars of relationships, respect, opportunities and governance, RAPs provide tangible and substantive benefits for First Nations peoples, increasing economic equity and supporting First Nations self-determination.

Wiley took the opportunity to start a RAP to deliver the understanding of reconciliation across our whole organisation. To understand that having a formal approach to building respectful connections with First Nations peoples takes commitment, patience, and persistence. We encourage our RAP working members and all staff to take a step forward and connect with communities to get the chance to see what First Nations people's everyday lives look like.

Our Reflect RAP provided us the opportunities for conversations, challenges, and engagement which we took on. We learnt how to understand the importance of cultural matters and needs not only within our organisation but in communities and this led to many open discussions on how we feel and how we can better those. These discussions form an essential part of our fortnightly catch ups.

From our Reflect RAP journey we have listed key learnings and activations that have taken place:

- We have partnered with the Logan District Elders to help sponsor and be a part of their NAIDOC Family Fun Day.
- We have prepared meals for rural communities with Fair Share Meals for the Mob Program.
- We launched an artwork for Wiley's internal use.
- We outlined the importance of having Acknowledgement to country performed at each significant meeting.

To achieve Wiley's vision for reconciliation, we are excited to action our initiative strategies for the next two years with our Innovate RAP over 2023-2025. Our intention is to gain a deeper understanding of our sphere of influence and establish the best approach to advance reconciliation. We will develop and strengthen relationships with First Nations peoples, engage our staff and our stakeholders in reconciliation to empower these people and their traditions.

We are inspired to drive reconciliation through our business and our sphere of influence and publicly report back some great outcomes. We believe this effort will contribute to a stronger and more diverse anthropology benefiting our Wiley community overall.



Relationships

One of Wiley's core values is to have a sense of community. We value relationships that include, nurture, support and protect our people by building relationships and working closely with First Nations peoples we will develop a deeper understanding of Australia's First Nations peoples and the Cultures. We care passionately about learning and growing the knowledge on Australia's Cultures and the histories.

Action	Deliverable	Timeline	Responsibility
1. Establish and maintain mutually beneficial relationships with First Nations stakeholders and organisations.	Meet with local First Nations stakeholders and organisations to develop guiding principles for future engagement.	Commenced April 2023 Ongoing	Leader and Coordinator
	Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.	Commenced May 2023 Ongoing	Leader and Coordinator
2. Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	Commenced May 2023 Ongoing	Chief People Officer
	RAP Working Group to participate in an external NRW event.	Commenced May 2023 Ongoing	Working Group
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW	Commenced May 2023 Ongoing	Chief People Officer
	Organise at least one NRW event each year.	Commenced May 2023 Ongoing	Working Group
	Register all our NRW events on Reconciliation Australia's NRW website.	Commenced May 2023 Ongoing	Coordinator

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Action	Deliverable	Timeline	Responsibility
3. Promote reconciliation through our sphere of influence.	Develop and implement a staff engagement strategy to raise awareness of reconciliation across our workforce.	Commenced May 2023 Ongoing	Working Group
	Communicate our commitment to reconciliation publicly.	Commenced June 2023 Ongoing	Leader and Coordinator
	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	Commenced June 2023 Ongoing	Coordinator Creative Team
	Collaborate with RAP organisations and other like-minded organisations to develop innovative approaches to advance reconciliation.	Commenced July 2023 Ongoing	Leader and Coordinator
4. Promote positive race relations through anti-discrimination strategies.	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	Commenced July 2023 Ongoing	Chief People Officer
	Develop, implement, and communicate an anti-discrimination policy for our organisation.	Commenced July 2023 Ongoing	Chief People Officer
	Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.	Commenced August 2023 Ongoing	Chief People Officer
	Educate senior leaders on the effects of racism.	July 2024	Chief People Officer

Getting amongst it

RECONCILIATION WEEK

In 2021, we were very fortunate to have a team from Tribal Experiences perform storytelling and digeridoo playing.

In 2022, five of our senior leaders attended the launch breakfast at the Queensland Parliamentary Annex as part of our commitment to celebrating and building respectful relationships with First Nations peoples.

In 2023, we hosted a Welcome to Country BBQ. Tommy Coghill, descendant of the Yagara language-speaking nation. He performed a smoking ceremony at our headquarters in Meanjin (Brisbane office). He shared some of the history of the area, played us some digeridoo and performed a traditional smoking ceremony. We were joined by some of our valued consultants and suppliers and enjoyed some bush tukka from [Fig Jam](#) owned and run by First Nations people.



QTIC NAIDOC CORPORATE BREAKFAST

Wiley representatives joined more than 500 people to celebrate First Nations culture at the QTIC NAIDOC Corporate Breakfast 2023. Made up of change makers, Queensland Tourism is leading the way in driving progress to progress reconciliation. We were treated to an outstanding lineup of speakers, while simultaneously showing support for First Nations communities.



LOGAN NAIDOC FUN DAY SPONSORS 2023

Wiley was represented by staff and senior leaders and their families at the Logan NAIDOC celebration – a community festival. It was a privilege to be a part of this event. The event was perfect for dance, art and community to come together.

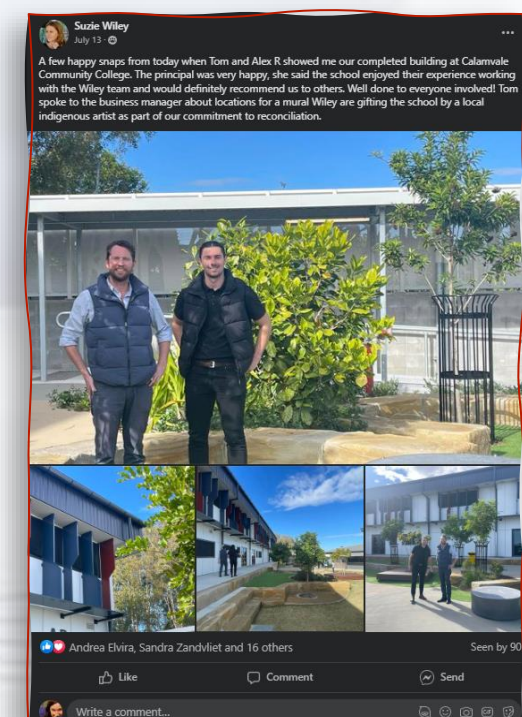
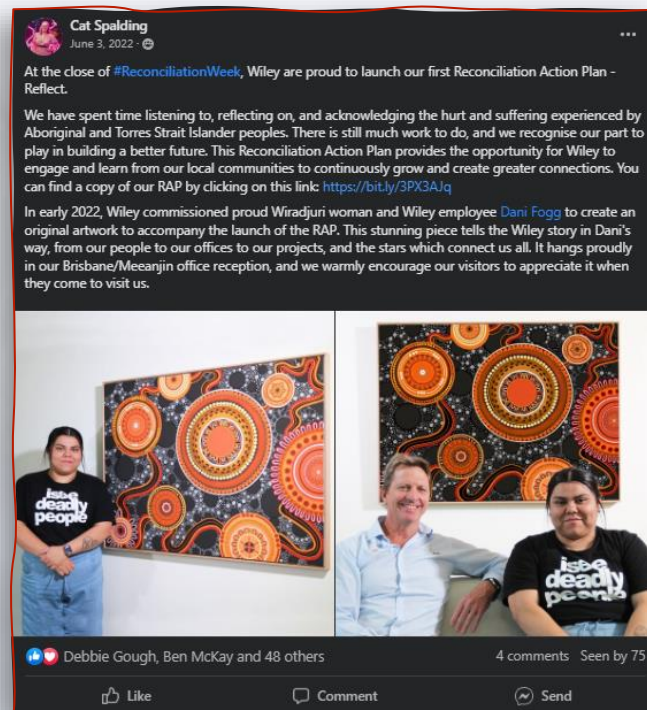
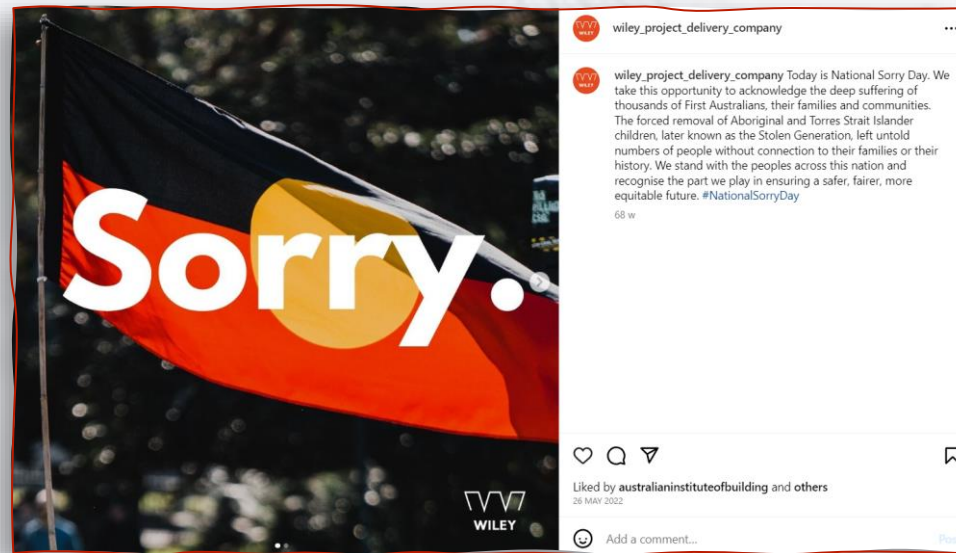
We were delighted to sponsor the smoking ceremony by Thomas Coghill—a descendant of the Yagara language-speaking nation—a very moving Welcome to Country by Yugambah elder Aunty Robyn Williams and Elders Blanket embroidery. There was also a flag raising. This year Logan Elders made this event their primary focus to support their people far and wide to start the healing process of coming together to share stories and hope for the future.



FARESHARE RAP LAUNCH

We were invited to celebrate the launch of FareShare's RAP as part of NAIDOC week 2022. FareShare send ready-to-eat meals to people who need them around the country, including First Nations communities in remote areas. They put on a delicious spread of native meats (emu, kangaroo) and we had a look around the kitchen where they make Meals for the mob. We made 2,133 meals this day which isn't bad for an afternoon's work.





Acknowledgement of Country at a significant client dinner

Wiley acknowledges the Traditional Owners of the beautiful Country on which we work and live, and all Aboriginal and Torres Strait Islander peoples that we engage with. We recognise their continuing connection to country—land, water and community—and the great care they have given looking after this country for thousands of years. We pay our respect to Elders past, present and emerging. May their strength and wisdom be with us today.

We respectfully acknowledge the Wurundjeri Woi-wurrung and Bunurong Boon Wurrung peoples of the Eastern Kulin Nation of Melbourne City, the Traditional Owners of the land on which we gather this evening. Their banquet menu sourced from the local land and waters is a little different to ours tonight. They enjoyed an abundance of eel, fish, and duck and the women would wade through the Merri with string bags suspended around their neck, searching the bottom for shellfish.

Emu, goanna, porcupine, possum, wallaby and kangaroo were hunted in the grasslands and a large variety of fruits, nuts, roots, vegetables, grasses and seeds gathered from the bush, now these city streets.

In their language “wominjeka” - hello and welcome.



Respect

At Wiley having respect for First Nations cultures gives recognition to the original custodians of this country. Having respect shows awareness of the histories and the cultures. At Wiley we believe that having respect for our First Nations cultures and histories creates a more united Australia and a better understanding to build a better future.

Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Conduct a review of cultural learning needs within our organisation.	Sept 2023 Ongoing	Leader and Coordinator
	Consult local Traditional Owners and/or First Nations advisors to inform our cultural learning strategy	Commenced July 2023 Ongoing	Leader and Coordinator
	Develop, implement, and communicate a cultural learning strategy document for our staff.	Sept 2023	Chief People Officer
	Provide opportunities for RAP Working Group members, HR managers and other key leadership staff to participate in formal and structured cultural learning.	Commenced July 2023 Ongoing	Chief People Officer
6. Demonstrate respect to First Nations peoples by observing cultural protocols.	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	Commenced April 2023 Ongoing	Leader and Coordinator
	Develop, implement, and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	Commenced May 2023 Ongoing	Chief People Officer Creative Team
	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	Commenced July 2023 Ongoing	Leader and Coordinator
	Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	Commenced April 2023 Ongoing	Leader and Coordinator

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Action	Deliverable	Timeline	Responsibility
7. Build respect for First Nations cultures and histories by celebrating NAIDOC Week.	RAP Working Group to participate in an external NAIDOC Week event.	Commenced July 2023 Ongoing	Working Group
	Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.	Commenced June 2023 Ongoing	Chief People Officer
	Promote and encourage participation in external NAIDOC events to all staff.	Commenced June 2023 Ongoing	Leader and Coordinator Creative Team

Integrating ceremony

Integrating ceremony into our workplace holds immense significance for our reconciliation action. By recognising and respecting our First Nations cultures, we foster inclusivity, unity, and promote healing. Ceremonies provide a powerful platform to acknowledge history, strengthen relationships, and build bridges across cultures. Embracing ceremony cultivates understanding, empathy, and mutual respect, allowing reconciliation to flourish, and creating a harmonious and equitable workplace for all employees.

Welcome to Country

Each year aligned with a significant event, we host a Welcome to Country at our headquarters in Brisbane. We work with local First Nations peoples who deliver the ceremony, and we invite along groups we partner with, and businesses and residents in the area to join in the experience. We enjoy lunch catered by a wonderful local First Nations catering group Fig Jam, who we now use for select events.

On our education projects, we work with the schools to coordinate moving Welcome to Country ceremonies to officially open the project. We gift in a way that supports our reconciliation vision---a mural, Indigenous garden or we fundraise to support the school on the costs of the ceremony event. We worked closely with Auntie Robyn Williams, a First Nations Elder (Country) in the Logan region to deliver a heartfelt Welcome to Country and coordinate a smoking ceremony performed by Tommy Coghill.

Acknowledgement of Country

Significant meetings, events and documents at Wiley begin with an Acknowledgement to Country. We research and give meaning to the acknowledgement in the place of country. We are further integrating this by using traditional names of Country on documentation and plans that we produce.

Yarning circles

We conduct yarning circles in our workplace that are a safe space for informal conversation. The practice is expanding our practice of deeply listening (Dadirri), space holding and heart-felt sharing.

Commissioning of a Coolamon

We have commissioned a Coolamon from Caleb Fitzgerald, a Parrdarrama man (Southeast Tasmania) with bloodlines that connect to Northeast Arnhem Land. He makes cultural objects as a way to continue cultural practice and share with the next generations. We will use this artefact at significant gatherings to be the container holding the distractions and worries and fears to honour the traditional use as multi-purpose vessel.

Tommy Coghill, descendant of the Yagara language-speaking nation performs a smoking ceremony at the opening of a newly completed project by Wiley on Yugambeh language Country, the traditional custodians Waterford West State School.



Opportunities

Creating and receiving opportunities at Wiley are an important value. This creates the opportunity to follow certain paths which then leads to achieving goals and dreams. Opportunities create challenges and rewards; we want Wiley to be an organisation of choice for Aboriginal and Torres Strait Islander peoples. We want it to be known as a place that offers ongoing opportunities for all people.

Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	Commenced Oct 2023 - Ongoing	Chief People Officer
	Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy.	Commenced Oct 2023 Ongoing	Chief People Officer Leader and Coordinator
	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	Commenced Oct 2023 Ongoing	Chief People Officer
	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.	Jan 2024	Chief People Officer Leader and Coordinator
	Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.	Commenced Nov 2023 Ongoing	Chief People Officer
9. Increase First Nations supplier diversity to support improved economic and social outcomes.	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.	Commenced Oct 2023 Ongoing	Procurement Estimating, Cost Planning Chairman
	Investigate Supply Nation membership	Nov 2023 Completed	Coordinator
	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	Jan 2024	Procurement Estimating, Cost Planning Chairman
	Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	Commenced May 2023 Ongoing	Procurement Estimating, Cost Planning Chairman
	Develop commercial relationships with First Nations businesses.	Commenced Oct 2023 Ongoing	Working Group

Giving it back

We value a sense of community, and our longevity enables us to direct financial and in-kind philanthropic efforts towards local organisations whose impact contributes local economic and employment benefits and encourages social cohesion. We make a difference through our involvement as individuals and as a business. We not only fund raise, but often help out with the organisation and marketing of events.

FareShare is one of the local community organisations Wiley has been involved with. FareShare operates Australia's largest non-profit kitchens in Melbourne and Brisbane to transform rescued, donated and homegrown food into millions of free delicious, nutritious meals for Australians battling food insecurity. First Nations people represent the world's oldest continuous culture, rich in history, diversity, language and culture. Yet research shows that food insecurity among First Nations peoples is disproportionately high, especially in remote communities where it is often hard to access affordable nutritious food. Meals for the Mob was developed in consultation with First Nations communities and services to provide targeted food relief in the form of free, nutritious and tasty ready-to-eat meals.

Wiley delivered FareShare's new commercial kitchen in Morningside and currently completing FareShare's Abbotsford facility. We deliver these projects at no or low cost so they can continue with their mission to feed the hungry. Wiley staff volunteer regularly at FareShare. Together we help prepare meals for the Meals for the Mob program, which are then distributed for free to First Nations communities in remote and regional areas. We participate in Tour De Office and all funds raised are donated to FareShare. We are continually inspired by the incredible impact of FareShare's work on the health and well-being of First Nations communities. We thank FareShare for giving us the chance to make a difference.

We made 2820 Meals for the Mob at our most recent cookup at FareShare in August 2023. Fifteen of our volunteer staff rolled up their sleeves under the supervision of experienced chefs. These meals go to for residents facing food insecurity in Mornington Island, Doomadgee and Yarrabah.

FareShare "Meals for the Mob"
<https://www.fareshare.net.au/first-nations/>



The Wiley volunteers cooked 2820 Meals for the Mob!

Governance

Action	Deliverable	Timeline	Responsibility
10. Establish and maintain an effective RAP Working group	Maintain Aboriginal and Torres Strait Islander representation on the RWG.	Ongoing	Chief People Officer
	Establish and apply a Terms of Reference for the RWG.	Completed	Leader and Coordinator
	Meet at least four times per year to drive and monitor RAP implementation.	Ongoing	Working Group
11. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	Ongoing	Leader Chief People Officer
	Engage our senior leaders and other staff in the delivery of RAP commitments.	Commenced June 2023 Ongoing	Leader Chief People Officer Chairman
	Define and maintain appropriate systems to track, measure and report on RAP commitments	Commenced April 2023 Ongoing	Coordinator Curator
	Appoint and maintain an internal RAP Champion from senior management.	Commenced Oct 2023 Ongoing	Chief People Officer



POLICY Equal Employment Opportunity

PURPOSE

It is the obligation of Wiley to provide a safe work environment and to provide equal employment opportunities free from discrimination.

SCOPE

This policy applies to Wiley employees, contractors, subcontractors, visitors and prospective employees.

RESPONSIBILITY

Leaders, managers, People and Development and employees have responsibility for this policy.

METHODOLOGY AND CONSIDERATIONS

What is equal employment opportunity

Equal employment opportunity aims to ensure fair and equitable outcomes in all areas of employment which relate to recruitment, selection and management of employees. It includes ensuring that prospective employees and employees are treated on their merits, without regard to factors that are not applicable to their position. Employees are valued according to how well they perform their duties and their ability and enthusiasm to maintain the Wiley standards and culture.

Discrimination must not be made:

- in the arrangements made for deciding who should be offered work; or
- in deciding who should be offered work; or
- in the terms of work that is offered; or
- failing to offer work; or
- in any variation of the terms of work; or
- in denying or limiting access to opportunities; or
- in dismissing a worker; or
- by treating a worker unfavourable in any way in connection with work.

What is discrimination

Please refer to the Anti-discrimination Policy.

Actions that are not discriminatory

Legitimate and reasonable management actions and business processes, such as, actions taken to transfer, demote, discipline, redeploy, retrench or dismiss an employee are not considered to be discriminatory, provided these actions are conducted in a reasonable and lawful way.



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Effects of harassment on people and the business

Discrimination undermines proper working relationships and can have legal implications as well as low morale, absenteeism and resignations.

Responsibilities of team leaders and managers

Team Leaders and managers must ensure that all employees and prospective employees are treated equitably and are not exposed to discrimination. Employees in a management position are required to personally demonstrate appropriate behaviour and treat complaints seriously. They must also ensure that people who make complaints, or are witnesses, are not victimised themselves and that all information surrounding queries and complaints is kept confidential.

Responsibilities of employees

Wiley requires all employees to behave responsibly by complying with this policy, to not tolerate unacceptable behaviour, to maintain privacy during investigations and to immediately report incidents of discrimination to your Team Leader or any member of Management that you feel comfortable with.

RELATED DOCUMENTS

Policy – Anti-discrimination Policy

Procedure – Delegation of Authority

Procedure – Workplace Grievance Procedure

Suzie Wiley | Managing Director



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Governance

Action	Deliverable	Timeline	Responsibility
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	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.	Completed Ongoing	Leader and Coordinator
	Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	Completed Ongoing	Leader and Coordinator
	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	Completed Ongoing	Leader and Coordinator
	Report RAP progress to all staff and senior leaders quarterly.	Completed Ongoing	Leader and Coordinator
	Publicly report our RAP achievements, challenges and learnings, annually.	Completed Ongoing	Creative Team Chairman
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	Nov 2024	Leader and Coordinator
	Submit a traffic light report to Reconciliation Australia at the conclusion of this RAP.	Nov 2024	Curator and Coordinator
13. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	Dec 2024	Coordinator

How we are creating opportunity

On our projects with the Queensland Department of Education, we commit to supporting, stimulating and growing opportunities within local communities, and the Indigenous Economic Opportunity Plan. We have delivered many of these projects and have exceeded the agreed outcomes through strong multi-year relationships with First Nations organisations and contractors.

First Nations Employment

One of the commitments is to agree and deliver a number of First Nations jobs, based on the percentage of the value of the contract, including training that will be supported through the delivery of the project. We are accountable and formally report this.

First Nations Procurement

As part of this commitment, Wiley engage First Nations groups as Subcontractors and Suppliers to deliver school projects. This is also based on a percentage of the value of the contract. As a result we gained insights into the challenges First Nations individuals encounter in finding employment, including issues related to transportation, licenses, interview skills, and literacy.

To address these obstacles, Wiley partners with the local community, our subcontractors and suppliers, and First Nations training agencies providing opportunity for First Nations candidates to acquire the necessary skills and certifications for improved employment prospects in the future.

Partnering directly with First Nations enterprises and building relationships with non-Indigenous organisations that work closely with Indigenous groups establishes better employment and training opportunities for Indigenous workers.

As an organisation that is committed to both commercial and social outcomes for First Nations people, we assist government and other industries in providing direct tangible employment and skills benefits to First Nations persons, businesses and their communities on our projects through:

- Ascertaining the availability of potential Australian First Nations workers via Registered Training Organisations, Construction Skills Qld, DATSIP, employment agencies and community groups including First Nations subcontractors, labourers, cadets and apprentices;
- Developing and implementing fair and culturally sensitive recruitment strategies;
- Advertising employment opportunities on projects in local community newspapers, at local employment agencies and on Australian First Nations employment websites;
- Identifying and contacting First Nations businesses when seeking quotes for various trade packages on our Department of Education projects and more broadly across the business for other types of work as well.

As well as our formal commitments, we bring our deep respect for cultural heritage into our education projects in a number of ways. We are equally committed to developing more meaningful relationships and fostering an education environment that is respectful and inclusive of First Nations peoples and cultures.



- We endeavour to make contact and form a relationship with the First Nations peoples of the Country where the project is being built.
- We use signage on the fencing of the project that acknowledges the Country's First Nations owners.
- Either at commencement of site works, and/or at the official opening of the project, we work with the schools to coordinate Welcome to Country ceremonies to highlight the cultural significance of the school, surrounding Country and recognise the traditional owners.
- We may raise funds at our time on Country and gift the funds to the school. These funds have gone towards paying for the Welcome to Country ceremony, First Nations mural installations and native gardens in the schools.



Our RAP custodians

William Lenehan Senior

RAP Chairperson

william.lenehansnr@wiley.com.au

Andrea Miszczuk

RAP Coordinator

0468 928 761

andrea.miszczuk@wiley.com.au