



Government of **Western Australia**
Department of **Indigenous Affairs**



Reconciliation Australia
RECONCILIATION ACTION PLANS

Department of Indigenous Affairs Reconciliation Action Plan
Annual Progress Report for the Year 2009 and 2010

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Our vision for reconciliation

The Department of Indigenous Affairs (DIA) will lead action to improve life opportunities for Aboriginal Western Australians and is committed to the following principles:

- Recognise the continuing rights and responsibilities of Aboriginal people as the first people of Western Australia, including traditional ownership and connection to land and waters;
- Address issues which affect Aboriginal and Torres Strait Islander communities, families and individuals at a local and regional level recognising the need for flexibility
- That trust and mutual respect are integral to working effectively with Aboriginal Torres Strait Islander peoples
- Promote capacity building within communities to empower individuals and foster change; and
- Progress genuine partnerships through effective engagement, consultation and communication.

Our Reconciliation Action Plan for 2008 - 2010

In 2007 the Western Australian Government announced all State Government agencies would develop Reconciliation Action Plans (RAPs). The DIA is working closely with Reconciliation Australia (RA) and State Government agencies to achieve this commitment.

DIA registered its RAP with Reconciliation Australia in early 2008. Under three key headings – Relationships, Respect and Opportunities – we identified 19 actions we would undertake.

Our RAP focuses on ways we can help improve economic and social outcomes for Aboriginal and Torres Strait Islander Peoples in Western Australia. Our aim was to create more awareness of the importance of reconciliation within DIA as well as promote the principles of reconciliation to other agencies and organizations.

DIA supports Aboriginal people in sharing equally in the benefits of Western Australian society and economy. DIA believes that by working together, Government can play an important role in achieving this. DIA supports all State Government agencies developing a RAP by providing advice and recommendations.

The DIA continues to engage with Aboriginal people and all levels of Government to improve service delivery and developing of policy and programs to deliver sustainable economic, environmental and social benefits to Aboriginal communities.

The department believes RAPs are vital to the process of achieving these goals.

Summary and Key Learnings

This report examines progress under the DIA RAP for January 2009 to June 2010. Where an action was achieved in 2008, this is also noted in the report.

The DIA continues to lead reconciliation in Western Australia through:

- Supporting Western Australia government agencies to develop Reconciliation Action Plans (RAPs); supporting them to implement, report and refresh RAPs; and creating awareness about RAPs in local governments and other organisations in Western Australia.
- Delivery of cultural awareness training to Government and non-government agencies across Western Australia;
- Providing Reconciliation Grants for key initiatives; and
- Managing the Partnership, Acceptance, Learning and Sharing (PALS) program.

The DIA RAP has identified measurable targets for achieving actions that support these and other initiatives. The implementation of DIA's RAP from 2008 has been a challenging experience as it coincided with a period of organisational change and realignment, including the development and commencement of DIA's strategic plan in 2009 and 2010. A working group has monitored progress on the actions in the department's RAP. The group met quarterly and ensured that the majority of actions were achieved. The group discovered most actions were achieved. Certain divisions were very clear about the role of the department and actions which lead to making a difference through reconciliation.

Our successes

Reconciliation Action Plans

In May 2007, the Minister for Indigenous Affairs announced that all Western Australian Government agencies were to develop RAPs by the end of 2007 and that DIA was to facilitate this process.

As well as its own successes, DIA has provided a leadership role in coordinating WA State Government agencies in the development of their RAPs. DIA partners with Reconciliation Australia to support agencies to develop RAPs. Currently more than forty agency RAPs have been approved in WA (this number exceeds that achieved in other jurisdictions). Also, DIA worked with Reconciliation Australia in 2009 to support the Town of Narrogin to establish a RAP, it is the first WA local government to do so. The department has also raised the profile of RAPs in the small business and other sectors.

PALS (Partnership, Acceptance, Learning and Sharing)

The Partnership, Acceptance, Learning, Sharing (PALS) program is a partnership between DIA and BHP Billiton to encourage school students to learn about reconciliation and to spread the message to their communities. DIA and BHP Billiton recently committed to additional funding for the program for a further three years.





Participation in the program in 2009 has increased 144 per cent from 2008, with projects submitted ranging from breakfast clubs to living libraries and gardens.




PALS was a huge success in 2009 with more than 24,500 students participating in the program. This was an increase of 200 per cent from the 8180 students involved in 2008. 166 schools received grants and 220 projects, submitted to the PALS Awards. The program has improved greatly from the 90 projects submitted by 76 schools in 2008. Demonstrating an increase of 118 per cent in the number of schools involved.

This success was due to an improved marketing strategy that included providing media statements to community newspapers and advertising in relevant media, as well as increased funding support from principal partner BHP Billiton that enabled PALS to travel to regional areas to promote the program through workshops at schools.

Challenges:

- The working group found that the department needed a better consultation process to identify the actions for inclusion in the RAP. This will ensure the department has the capability and resources to work toward achieving the action.
- The working group did not adequately consult with regional staff about the RAP process. This was due to their location and inability to attend the working group meetings. This will be revised to allow for regional consultation.
- Through the RAP, policy within the department has the opportunity and potential to embrace the culture of Aboriginal & Torres Strait Islander people and build a strong connection with reconciliation.

EXCEEDED 	ACHIEVED 	ON TRACK 	NOT ACHIEVED 
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Relationships				
Effective consultation and engagement between Government, non-government organisation and the Indigenous community is essential in promoting and achieving reconciliation.				
Action	Target	Actual Progress	Lessons Learned	Stop Light
Establish a working group of Aboriginal and non Aboriginal staff members to monitor and report to Corporate Executive on progress of implementing the RAP	Working Group to meet at least 4 times a year to review RAP implementation and report on progress.	4 meetings held with good attendance throughout 2008 and 2009	Staff members in the working group were not able to commit to every meeting. A more consistent approach will be adopted to ensure the working group has regular attendance. A representative from each directorate will provide new actions; additionally a person will join the working group to monitor progress of these actions, allowing the responsibility to be shared within each directorate.	
Lead the coordination of RAPs by all State agencies in collaboration with RA.	Number of state agencies with RAPs registered with RA	More than forty RAPs have been approved by RA with the support of DIA DIA continues to support and guide agencies to develop RAPs.	A DIA officer provides advice and contacts to facilitate the appropriate development of RAPs. Some agencies have not shown interest in developing a RAP. The Minister for Indigenous Affairs' position of RAPs needs to be determined and if appropriate the development of RAPs enforced rather than recommended. This will ensure all State Government agencies in WA are working to achieve Reconciliation.	
Influence the introduction of a new category in the Premier's Awards for the most successful Reconciliation initiative.	Discussions held in 2008 with the Department of Premier and Cabinet regarding the introduction of a new Award. Reconciliation award given as part of the Premiers Awards	Target was not met due to timeframe and change of government in 2008. Briefing note and request to have a Premier's award for the most successful reconciliation initiative was not accepted by the Premier.	As a result DIA decided to take a different approach and sponsored the new category "Indigenous Service Award" at the Regional Achievement and Community Awards in 2008. The concept of the awards embraces reconciliation initiatives that will contribute to Closing the Gap.	

Relationships

Effective consultation and engagement between Government, non-government organisation and the Indigenous community is essential in promoting and achieving reconciliation.

Action	Target	Actual Progress	Lessons Learned	Stop Light
Promote and market the DIA PALS (Partnership, Acceptance, Learning and Sharing) School Reconciliation Program.	Annual Survey of teachers and students on behavior change resulting from their PALS projects.	<p>The PALS annual survey was assessed for improvement and to better align with substantive equality, and delivered on time. 34 teachers and 545 students responded to the survey, an increase of 127% and 138% respectively from 2007 respondents.</p> <p>The PALS annual survey was delivered in 2009. 58 teachers and 1761 students responded to the survey, an increase of 71 per cent and 223 per cent respectively from 2008 respondents.</p>	<p>The changes made to the survey greatly improved the information gained from respondents. More changes could be made to further improve the survey and to ensure the survey is suitable for all respondents. This would include a survey that kindergarten students or ESL students could easily complete.</p> <p>Changes made to 2008 survey: removed irrelevant questions (such as "the drawings and paintings of Indigenous Australians are unusual and attractive") that were not useful in terms of Reconciliation.</p> <p>Questions directly relating to Reconciliation replaced those removed (such as "I think Indigenous culture is an important part of my identity as an Australian").</p> <p>Further changes were made in 2009, including simplifying the student survey so that kindergarten and lower primary could answer the questions more easily.</p> <p>The survey used in 2009 will be used again in 2010, but improvements to the reporting of results will be made, such as combining responses to gain more accurate results indicating areas that affect each other.</p>	●
	Annual PALS awards presentation at Wardarnji festival.	20 schools were presented with prizes at the PALS Awards at the Wardarnji Festival on 14 November 2009. PALS had a big presence at the festival, with a PALS marquee and bush tucker, face painting, dance workshops, archaeological dig, colouring in stations and a treasure hunt.	DIA does not conduct any surveys to seek formal feedback, this may be useful in future to improve the festival. It was a positive initiative that the PALS marquee was well attended throughout the day for all the activities we ran with very few instances of empty space.	●
	Annual report to education stakeholders and sponsoring partner BHP Billiton Iron Ore.	Annual report prepared and provided to stakeholders.	The report relies on the results of the annual survey and takes time to compile. Future surveys to be conducted prior to November annually to have the report completed and with sponsor by start of the new year.	●

Relationships

Effective consultation and engagement between Government, non-government organisation and the Indigenous community is essential in promoting and achieving reconciliation.

Action	Target	Actual Progress	Lessons Learned	Stop Light
Promote Aboriginal and Torres Strait Islanders reconciliation news, events and achievements to staff, external stakeholders, State agencies, communities and media via the DIA's publication, Tarwangin.	<p>26 Publications a year. Tarwangin is distributed to all DIA staff members.</p> <p>Tarwangin is distributed to external stakeholders with increased marketing of the newsletter to new stakeholders and communities.</p>	<p>Tarwangin was last published on 10 July 2009 and was replaced by the Department of Indigenous Affairs (DIA) newsletter</p> <p>The DIA Newsletter will be published quarterly and be available both online through the DIA website and sent out to the Tarwangin subscriber email list.</p>	<p>Tarwangin was replaced with the DIA Newsletter; this was after consultation with stakeholders who said they would like more in-depth stories about Aboriginal leaders, successful programs and partnerships.</p> <p>DIA Newsletter – November 2009 – Some of the stories that promoted reconciliation were:</p> <ul style="list-style-type: none"> • Students empowered to promote Reconciliation • Aboriginal seniors learn more sports and make new friends • PALS Awards 2009 • <p>DIA Newsletter – April 2010 – This edition was a special Reconciliation edition newsletter - Some of the stories that promoted reconciliation were:</p> <ul style="list-style-type: none"> • Reconciliation Week 27 May – 3 June 2010 • 2010 Reconciliation Grants Open • Sydney Harbour Bridge walk: 10 years ago <p>This change has proved to be a success as many people appreciate deep and meaningful stories.</p>	<p>●</p> <p>●</p>
Provide IT equipment that is no longer required by the DIA to Aboriginal and Torres Strait Islander community organisations.	Report on the number of Aboriginal and Torres Strait Islander organisations assisted each year.	<p>Six Indigenous communities benefiting from the computer donation program in 2008 and five in 2009.</p> <p>Ongoing donation of equipment.</p>	This has been a very successful initiative. Community organisations appreciate the contributions that DIA has made as it helps them use their funds for other important things needed.	●

Respect

The DIA recognises the continuing rights and responsibilities of Indigenous people as the first peoples of Western Australia and will actively promote Aboriginal and Torres Strait Islander cultures.

Action	Target	Actual Progress	Lessons Learned	
Recognise Aboriginal and Torres Strait Islander cultures through collating and maintaining oral histories, expanding genealogical databases and enabling re-unification and family reunions.	6 community information sessions held each year.	15 information sessions were held throughout 2008 and 11 in 2009.	<p>We exceeded our initial target set and the information sessions were very well received in both metropolitan and regional locations. Sessions were held at community events e.g, Wardarnji Aboriginal Cultural Festival, NAIDOC events and Seniors Week.</p> <p>Photographs from different regions are available for family members to view.</p> <p>The information sessions provide community members the opportunity to find out where their family records are held and how to gain access to the information.</p>	●
Evaluate the DIA grant programs for Heritage and Culture, reconciliation and National Aboriginal and Islander Day Observance Committee (NAIDOC).	<p>Advertising of grants during the first quarter of 2009, closing March 2009</p> <p>Future grants offered have measurable outcomes for Aboriginal and Torres Strait Islander people.</p>	<p>Grants closed end of April Funding of \$100,000 allocated</p> <p>Sponsorship to the value of \$3,000 for reconciliation initiatives.</p> <p>Grants process updated and outcomes will be measured.</p>	<p>Successful 2009 Grant program with 38 grants approved to budget for a diverse range of reconciliation initiatives. The Grant Program has been a success because projects were conducted by various organizations throughout the state.</p> <p>It was important that the grant application clearly articulated reconciliation initiatives which provide the opportunity for the broader Aboriginal & Torres Islander Strait Islander community in partnership with the broader community to embrace the oldest living culture.</p>	●
Promote DIA's commitment to substantive equality on email signatures.	New signature block for emails introduced and used by 100% of staff members.	<p>Signature block implemented and used by all staff</p> <p>However use of the signature block was discontinued from 2009</p>	<p>The email signature tag demonstrated DIA's commitment by state and federal governments to Closing the Gap. The tag adopted by DIA "Advancing the Apology" refers to the National Apology February 13th 2008.</p> <p>DIA has now removed the signature tag due staff disapproval, this is largely due to lack of consultation with staff as to the signature tag, more consultation required with staff.</p> <p>The Working Group existed to monitor progress; not responsible for achieving the actions. Stronger consultation and collaboration are required for the department to demonstrate commitment to advancing reconciliation.</p>	●

Respect

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Action	Target	Actual Progress	Lessons Learned	
Develop and implement protocols for 'welcome to country' and/or recognition of traditional owners during events, speeches and flying of Aboriginal and Torres Strait Islander flags.	<p>Aboriginal and Torres Strait Islander cultural respect protocols developed.</p> <p>Promotion and dissemination of protocols to other agencies and organisations.</p> <p>Traditional peoples for all regions are identified and recognised at all key DIA events.</p>	<p>Fact sheets were in the process of being produced on a range of Indigenous protocols</p> <p>All DIA hosted events commence with a Welcome to Country ceremony by the appropriate Elder. All speeches given by DIA staff and Minister acknowledge the traditional owners</p> <p>The Aboriginal and Torres Strait Islander flags are displayed at special departmental meetings and events</p>	<p>Due to the restructuring of the department and the demise of public affairs this action did not progress.</p> <p>DIA refers requests about protocols to those developed by other agencies and organizations. As a leading agency in indigenous affairs, this action is worthwhile to complete and will be included in the refreshed RAP.</p>	<p>●</p> <p>●</p> <p>●</p>
Install a plaque at all the DIA offices recognising the agency's commitment to reconciliation and acknowledgement of traditional owners.	Plaques located in all the DIA office reception areas.	Working Group was to decide on format/wording of plaques and this did not take place.	The department was going through organizational change and due to the lack of a strategic direction it was felt that to progress this action may create additional politics within the regions and the action did not continue.	●


Respect

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Action	Target	Actual Progress	Lessons Learned	
<p>Increase staff awareness of the history and cultures of Aboriginal and Torres Strait Islander people in Western Australia through cultural awareness training.</p>	<p>All staff to have completed cultural awareness training by 2009.</p> <p>Evaluation completed by attendees to measure positive feedback.</p>	<p>On track with 60 staff members (head office/regional) attending training. DIA has approx 160 staff in total.</p> <p>New staff members are advised and given the opportunity to attend training sessions.</p> <p>There are 3 training sessions per year.</p> <p>Evaluations from staff and external participants received.</p>	<p>The target was difficult to achieve as there was a significant turnover of staff within DIA. Additionally, it is recognised there is only one staff member with the skills to conduct the training. This needs to be reviewed due to the large workload this creates for one person. Other Indigenous staff are able to provide training under the instruction of the Senior Indigenous Advisor.</p> <p>Cultural Awareness training has been provided to internal and external government agencies, to date some 160 staff have completed CAT (this includes the 60 DIA staff and around 100 Department of Health Staff).</p> <p>Evaluations are completed immediately following each training session to seek feedback. This has been a useful tool to improve the delivery of training.</p>	<p>●</p> <p>●</p>
<p>Celebrate Aboriginal and Torres Strait Islander cultures, learning and achievements with opportunities for staff to participate in events.</p> <p>The DIA to celebrate NAIDOC week with its own staff celebration and attended by Indigenous and non-Indigenous staff members.</p>	<p>Report on opportunities provided and cultural leave allowances to staff to participate in events.</p> <p>Number of staff participating in events.</p>	<p>In 2008 teams to be formed to work on the various celebrations throughout the year (e.g. NAIDOC). Working Teams to be made up of Indigenous and non Indigenous staff.</p> <p>No data was collected</p>	<p>HR needs to report on cultural leave allowances.</p> <p>In 2008 there was no formal tracking system to count the number of staff members that attended NAIDOC events. This would have been a useful way to track how many staff attended.</p>	<p>●</p> <p>●</p>

Respect

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Action	Target	Actual Progress	Lessons Learned	
	100% of Perth staff invited to attend NAIDOC week celebrations at Head Office.	<p>All staff invited in 2008.</p> <p>In 2009 DIA did not hold any specific events. Staff were encouraged to attend NAIDOC activities held by external agencies/organizations. DIA also participated in numerous NAIDOC events by holding stalls to promote DIA initiatives.</p> <p>As the department is the lead agency in indigenous affairs, DIA encourages other agencies to hold celebrations during significant events.</p>	By attending other NAIDOC events, it provided an opportunity for DIA staff to network with other agencies and engage with community organisations.	

Opportunities

The DIA recognises the valuable contribution which Indigenous people bring to the Department through cultural knowledge, networks and skills. The DIA will promote opportunities for Aboriginal and Torres Strait Islander employment, development and retention within the Department and public sector.

Action	Target	Actual Progress	Lessons Learned	
Establish Aboriginal and Torres Strait Islander specific employment targets.	Establishment of a measurable target to increase Indigenous employment within the DIA on an annual basis.	DIA have exceeded the 3% target set by the State Government. DIA percentage of Indigenous employees is 31%.	The department found that setting percentages was not helpful as DIA already has a high number of Indigenous employees and it was a matter of how to retain Indigenous employees. An Aboriginal Recruitment & Retention Strategy 2010 – 2013 has been developed and there are no set targets. The strategy focuses on retention and support mechanisms for Indigenous employees.	●
The DIA formally respects and values the specific skills and abilities that Aboriginal and Torres Strait Islander employees contribute to the Department.	Annual survey of Indigenous employees to develop skills database. Survey feedback identifies any areas of disadvantage or suggestions for improved inclusiveness of Indigenous employees.	Formal skills are managed through Employee Performance Agreement (EPA) monitoring. Survey was conducted.	There was no Aboriginal recruitment and retention strategy at that time and this made it difficult to formally value Aboriginal and Torres Strait Islander employees' contribution to the Department. It has been difficult to locate survey findings as there been staff turnover, need to improve systems in place. The department now has an Aboriginal Recruitment & Retention Strategy that recognizes that the employment of Aboriginal staff is a key element to achieving its goals. One of the actions in the strategy is to identify barriers that prevent or hinder the employment of Aboriginal people. Aboriginal staff are also invited and encouraged to participate in decision making committees, working groups and project teams.	●
Conduct an evaluation of the DIA's traineeship and graduate intake programs for Aboriginal and Torres Strait Islander students.	Evaluation Completed. Re-structured programs to be implemented in 2009, together with the establishment of Indigenous employment targets.	Evaluation of traineeship program completed in 2008. New Aboriginal Recruitment and Retention Strategy 2010-2013 is now being implemented. DIA has recruited a trainee, who is working with the PALS team.	Evaluation of the traineeship program demonstrates DIA has a commitment to continuation of the program.	●

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Action	Target	Actual Progress	Lessons Learned	
Invest in the professional development of Aboriginal and Torres Strait Islander people within our Department, through training, mentoring and leadership development opportunities.	100% of Indigenous staff at levels 6 & 7 offered the opportunity to participate in DIA mid level leadership program in Annual Report.	No internal mid-level leadership program ran during 2008, given ongoing 'change' process and restricted funding capacity (1 Indigenous staff member currently undertaking DPC Leadership program) Currently there are five Aboriginal staff undertaking Certificate III in Business and one completing the Public Sector Management Program	DIA needs to consider 'post completion' placement opportunities within the current organisational structure. DIA has now developed an Aboriginal Recruitment & Retention Strategy 2010 – 2013 that focuses on developing career pathways for Aboriginal staff. We are now working with partnership on Public Sector Standards to address trainee/graduate intakes. The strategy will cover all areas of professional development of Aboriginal and Torres Strait Islander staff.	●
	Evaluate mentor program	Staff who were involved in the mentor program have left the department and therefore this action was not pursued.	Due to staff turnover and uncertainty of direction the department was taking, it was considered best to discontinue with this action until there was stability within the department. The department now as an Aboriginal Recruitment and Retention Strategy which focuses on retaining Aboriginal staff. This includes supporting Aboriginal staff through identifying programs such as career counseling, coaching, mentoring, job rotation and secondments to enhance the skills and competencies of Aboriginal staff.	●
Evaluate the Department's mentor program and implement a revised program.	Offer mentor program to 100% Indigenous staff members, with targets set for participation in 2009.	Staff that were involved in the mentor program have left the department and therefore this action was not pursued.	The development of the Aboriginal Recruitment & Retention Strategy has helped to bring more focus on building the capabilities of Aboriginal staff.	●
	Conduct two Indigenous leadership development workshops per year.	Indigenous leadership workshops not held in 2008 or 2009.	This action was not pursued as DIA does not have to capacity to deliver Leadership workshops in-house.	●

Opportunities

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Action	Target	Actual Progress	Lessons Learned	
Offer secondment opportunities for the DIA staff to work in Aboriginal and Torres Strait Islander organisations and communities.	Increased support for Aboriginal and Torres Strait Islander organisation through secondment and skill sharing and establishing targets for 2009.	1 DIA staff member seconded to South West Aboriginal Land and Sea Council in 2008/2009, as a result of this secondment Heritage matters were dealt in partnership with SWALSC and DIA. There were no specific targets identified as unpredicted issues were dealt with as heritage matters arise.	This initiative helped build successful partnerships between DIA and SWALSC. There was a joint management of sites. This action helped manage, preserve and protect Aboriginal sites through the Aboriginal Heritage Act.	●
	Report on number of staff participants in Annual Report with a summary of experience.	Report on success of program in 2008/09 included in the Annual Report.	Staff have the opportunity to input positive initiatives in the Departments annual report.	●
Initiate discussions with the Department of Premier and Cabinet to undertake a series of public information sessions on the Indigenous recruitment program for entry level positions in the metropolitan area, and extension to regional areas.	Negotiations held with the Department of Premier and Cabinet. Develop a proposal for information sessions in the metropolitan area. Develop a program to rollout to major regional locations.	With advice from DIA Public information sessions are currently run by DPC.	DIA is now working very closely with Public Sector Standards and other employment agencies to engage Aboriginal and Torres Strait Islander people in traineeships and other opportunities. This has proved to be a more helpful way to make connections.	●

Tracking progress and reporting

Action	Target	Actual Progress	Lessons Learned	Stop Light
Launch of the DIA's RAP by Minister for Indigenous Affairs	<p>RAP launched. 80% of the DIA Perth employees attend the launch.</p> <p>Regional Managers successfully rollout to regional staff with local event.</p> <p>Level of positive feedback from employees.</p>	Achieved, RAP was launched successfully.	This was an effective way to promote the DIA RAP as it brought focus to the RAP. It helped create more awareness of the values of reconciliation.	
Publish the DIA's RAP on our website and the Reconciliation Australia website. Provide regular updates on implementation process	RAP published and placed on the DIA and Reconciliation Australia website, reported on annually, and updated as actions completed	This target was achieved. RAP was published on the DIA website as well as Reconciliation Australia. Annual reports sent to RA.	This was an effective way to promote the DIA RAP as it brought public focus to the RAP.	
Review and report on the current RAP and develop successive plans.	<p>Report on the 2008 RAP in January 2009.</p> <p>The new RAP developed and endorsed by December 2009.</p>	Report on 2008 was submitted to Reconciliation Australia. The refreshed RAP for 2010 - 2012 is in the process of being developed.	The report on 2008 was submitted to Reconciliation Australia. Due to staff turnover, there was a delay in reporting for the 2009 period and as a result this has postponed the refreshed RAP stage. In future DIA needs to clarify process within the department, so that management is aware of the stages involved in reporting and refreshing the RAP.	
Report regularly to the Minister for Indigenous Affairs on the State Government's contribution to Reconciliation and in particular on the development and implementation of State Government agencies' RAPS.	<p>Quarterly Ministerial briefing notes.</p> <p>Each State Government agency to provide the DIA with reports of at least one effective Reconciliation initiative. The DIA will promote these initiatives to all agencies.</p>	<p>Quarterly Ministerial notes submitted</p> <p>All state government department submit annual RAP reports to DIA.</p>	When RAPS/reports are approved, they are promoted on the Reconciliation Australia website. Other agencies which are interested in developing RAPS find this helpful as they can see examples of actions endorsed by other departments.	