



Innovate Reconciliation Action Plan—July 2024 to July 2026





Acknowledgement of Country

Wiley acknowledge the deep connection
Aboriginal and Torres Strait Islander Peoples
hold for country, wind, and water.

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

For thousands of years, these Peoples 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 these living cultures.

May their spirit and wisdom be with us today.

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

Reconciliation Australia CEO Statement



Reconciliation Australia commends Wiley & Co. on the formal endorsement of its inaugural Innovate Reconciliation Action Plan (RAP).

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

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement.

This Innovate RAP is both an opportunity and an invitation for Wiley & Co. to expand its understanding of its core strengths and deepen its relationship with its community, staff, and stakeholders.

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

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

With close to 3 million people now either working or studying in an organisation with a RAP, the program's potential for impact is greater than ever. Wiley & Co. is part of a strong network of more than 3,000 corporate, government, and not-for-profit organisations that have taken goodwill and intention, and transformed it into action.

Implementing an Innovate RAP signals Wiley & Co. readiness to develop and strengthen relationships, engage staff and stakeholders in reconciliation, and pilot innovative strategies to ensure effective outcomes.

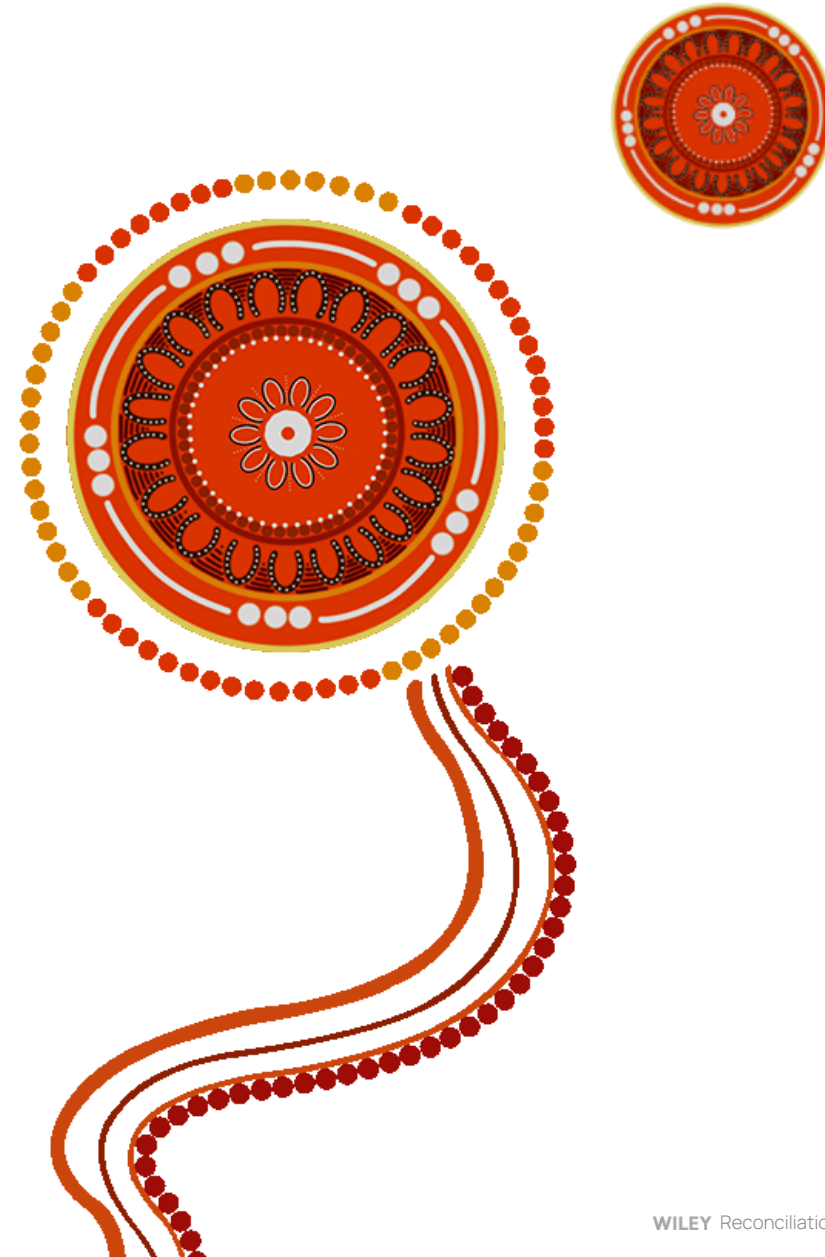
Getting these steps right will ensure the sustainability of future RAPs and reconciliation initiatives and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Wiley & Co on your Innovate RAP and I look forward to following your ongoing reconciliation journey.

Karen Mundine
Chief Executive Officer
Reconciliation Australia

Contents

Artist	5
Our vision for reconciliation	6
Our business	7
How we acknowledge Country	8
Reconciliation is rewriting our values	10
Reconciliation Working Group (RWG)	11
Reconciliation Action Plan (RAP)	13
Getting amongst it	14
How we are creating opportunity	15
Integrating ceremony	17
Giving it back	18
Relationships	19
Respect	22
Opportunities	24
Governance	26





Danielle Fogg pictured on the launch of her "Community Connections" artwork

Artist

"Community Connections"

In May 2022, proud Wiradjuri/Gomerioi 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 Aboriginal and Torres Strait Islander 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 brings richness through the process. We seek to expand our consciousness around beliefs and traditions affecting equality and respect of all people.

We are integrating reconciliation into our eco-systems by understanding, grounding and amplifying our actions. This is the foundation from which we are building strong relationships which empower and create opportunity for Aboriginal and Torres Strait Islander peoples.

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

Understanding

We expose and engage our people to understand and accept the histories, cultures, and experiences of Aboriginal and Torres Strait Islander 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 creating more opportunities for Aboriginal and Torres Strait Islander peoples to thrive.

This journey demands dedication, humility, and a commitment to continuous learning. We're dedicated to engaging with Aboriginal and Torres Strait Islander 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 is a family, in business, on 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.

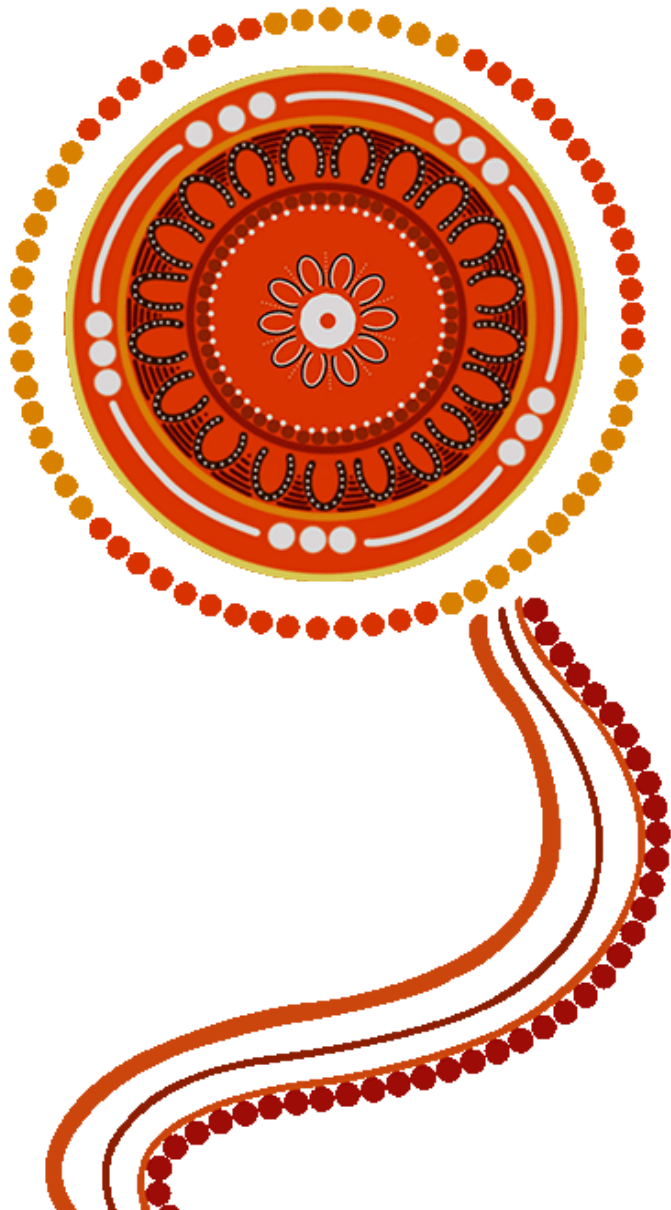
We are high performers in building an envelope around people in their environments. Our projects are complex and alive—in schools with children and food manufacturing and energy facilities that are operational. Keeping everyone healthy and safe and operating as normal, while getting the job done, is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

After a period of expansion of staff and multiple offices across Australia and Southeast Asia, Wiley have streamlined our operation and evolved into an energetic and diverse project delivery company with a presence on Turrbal Country (Meeanjin/Brisbane) and Aotearoa (New Zealand). Our portfolio of projects and connections spans multiple Aboriginal and Torres Strait Islander Countries and is concentrated on the eastern seaboard of Australia. We employ 120 specialist staff most of whom are employed in Australia. Wiley currently employ **three permanent staff** and a varying number of contracted labourers on our project sites who identify as Aboriginal and Torres Strait Islander Peoples. We have contracted Baringa Barambah Meeanjinu proud Turrbal and Gubbi Gubbi woman as a cultural advisor for our Reconciliation Working Group. Our goal over the years to come is to employ more Aboriginal and Torres Strait Islander peoples to not only increase our Aboriginal and Torres Strait Islander employee rates but to gain more knowledge on the history and traditions of our country and Australia's First Peoples.





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

(short version)

Wiley acknowledge the deep connection Aboriginal and Torres Strait Islander Peoples hold for Country, wind and water.

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

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

(Refer to Page 1 for long version)

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 meetings

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

At events

We open all significant events with an Acknowledgement of Country, and we creatively weave languages and traditions into these acknowledgements. At our headquarters on Turrbal Country, we host a traditional Welcome to Country during Reconciliation Week facilitated by Turrbal Peoples. We encourage the schools we work with to host a Welcome to Country at the official opening of the project works.

In documents

The first page of our significant documents is an Acknowledgement of Country and where the document is related to a particular place, we tailor the acknowledgement to honour Aboriginal and Torres Strait Islander 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 livable 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 Aboriginal and Torres Strait Islander 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.

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 comprised of representatives from various disciplines and teams within Wiley.



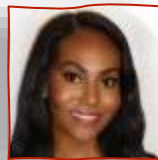
Suzie Wiley
Champion

Suzie is an Architect with a background in human-centered design and community consultation, currently serving 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.



Baringa Barambah Meeanjinu
Cultural Advisor

Baringa Barambah Meeanjinu is a proud Turrbal and Gubbi Gubbi woman from Queensland with connections to Wakka Wakka, Kamilaroi and Birri Gubba country. She grew up on Country in Meeanjin (Brisbane) with strong ties to her Turrbal culture. She is currently a Songwoman, Lore-woman in training and President of the Ningy Ningy Management Committee, a subgroup of the Turrbal Peoples. We are honoured to have Baringa join our RWG as a cultural advisor.



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.

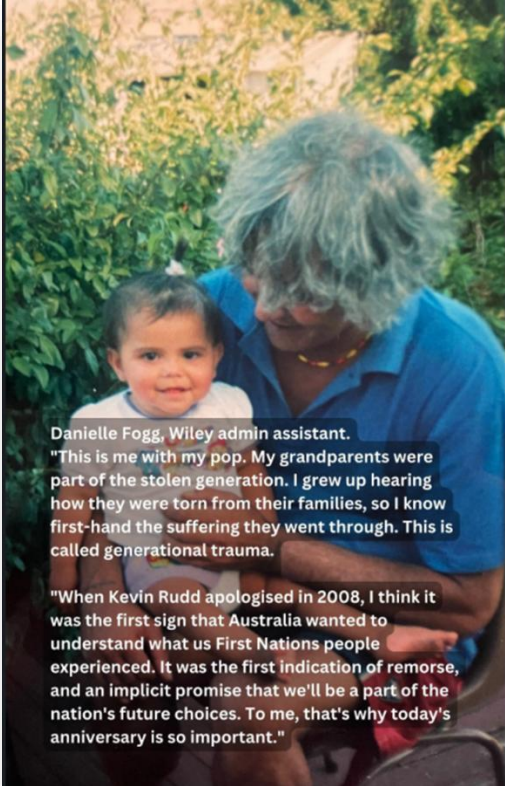


Karen White
Curator

Karen conducts and nurtures 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 Aboriginal and Torres Strait Islander Peoples – the oldest living cultures."

Michael & Angela
Creative team

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



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

Reconciliation Action Plan (RAP)

Wiley took the opportunity to start a RAP to deliver the understanding of reconciliation across our organisation. To understand that having a formal approach to building respectful connections with Aboriginal and Torres Strait Islander 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 Aboriginal and Torres Strait Islander peoples' everyday lives look like.

Our Reflect RAP facilitated meaningful opportunities for conversation, problem-solving, and active involvement and encouraged us to engage in reflective practices, where we critically examined our experiences, challenges, and achievements. We then took purposeful action based on those reflections. We learned how to understand the importance of cultural matters and needs, not only within our organisation but in communities. This led to many open discussions on how we feel and how we can better those. Those discussions formed an essential part of our fortnightly catch ups. From our Reflect RAP journey, we have listed key learnings and activations that have taken place:

Forming respectful connections Former employee Danielle Fogg, Wiradjuri/Gomerioi woman invited the Wiley RAP Working Group to connect with her Yugambah Peoples – the Logan District Aboriginal & Torres Strait Islander Corporation for Elders. We were invited by Margaret Flinlay, Secretary of the Logan District Elders to take part in their celebrations - NAIDOC Family Fun Day. We were a sponsor for the day and several families attended from Wiley. Our sponsorship helped to pay for the activities, in particular the Welcome to Country and ceremonial smoking. This impacted all who were present. Impact was extended as we also posted video of some of the event to our socials explaining the significance. Wiley staff who attended the Family Fun Day attended with their children and a grandparent also attended, this extended the cultural learnings of the day into generations of family members. We would like to continue to cherish our relationship with the Logan Elders and to sponsor and attend events when we can especially the Family Fun Day which is such a great event for the children to learn. Forming connection with Turrbal peoples where we are located has been a slow and unfolding journey and we have learnt that we need to remain committed and respectful.

Artwork We commissioned and launched an artwork for Wiley's internal use. Although we have been given the artists blessing to use the art and elements as we please, we are careful to be respectful with this piece, it's meaning and with all our communications.

Support of Meals for the Mob We have prepared meals for rural communities in need with FareShare *Meals for the Mob Program*. It is our intention to channel our charity efforts into activities that support our RAP.

Welcome To Country / Acknowledgement of Country We outlined the importance of Welcome to Country (where possible) and Acknowledgement of Country at each significant meeting and event.

Activating suppliers and recruiters We are investigating ways that we can connect with supply and recruiting organisations to feed employment and contracting opportunities directly to Aboriginal and Torres Strait Islander organisations and peoples.

Languaging and protocols We are learning to use appropriate language and protocols in our communications and conversations.

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 2024-2026. 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 Aboriginal and Torres Strait Islander peoples, engaging our staff and stakeholders in reconciliation to empower Aboriginal and Torres Strait Islander Peoples and 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 stronger and more aware workforce benefiting our Wiley community overall.

Getting amongst it

RECONCILIATION WEEK

In 2021, we were extremely fortunate to have a team from Tribal Experiences perform storytelling and didgeridoo 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 Aboriginal and Torres Strait Islander peoples.

In 2023, we hosted a Welcome to Country BBQ at our headquarters in Meeanjin (Brisbane office). Tommy Coghill, descendant of the Yagara language-speaking Nation, shared some of the history of the area, played us some didgeridoo 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 Aboriginal and Torres Strait Islander peoples.



Reconciliation Week Event 2023

Tommy Coghill, descendant of the Yagara language-speaking Nation, performs a Welcome to Country smoking ceremony at Wiley Head Office. Pictured from left to right is David Schubert - Estimating Manager, Tom Wilson - Operations Manager and Graham Harvey – General Manager.



LOGAN NAIDOC FUN DAY SPONSORS

Wiley was represented by staff and senior leaders and their families at the Logan 2023 NAIDOC celebration – a community festival.

It was a privilege to be a part of this event that brought together dance, art and community in a meaningful way and inspired cultural exchange, creative expression and community building.

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.



QTIC NAIDOC CORPORATE BREAKFAST

Wiley representatives joined more than 500 people to celebrate Aboriginal and Torres Strait Islander cultures at the QTIC NAIDOC Corporate Breakfast 2023.

Made up of change makers, Queensland Tourism is leading the way in driving to progress reconciliation. We were treated to an outstanding lineup of speakers, while simultaneously showing support for Aboriginal and Torres Strait Islander communities.



NAIDOC Corporate Breakfast 2023

Elijah Croxford, Wiley Project Coordinator
Danielle Fogg, Proud Wiradjuri/Gomeri woman and Wiley Alumni and Artist
Tom Wilson, Wiley Operations Manager
Ellia Hendry, Former Wiley HR Coordinator

FARESHARE RAP LAUNCH

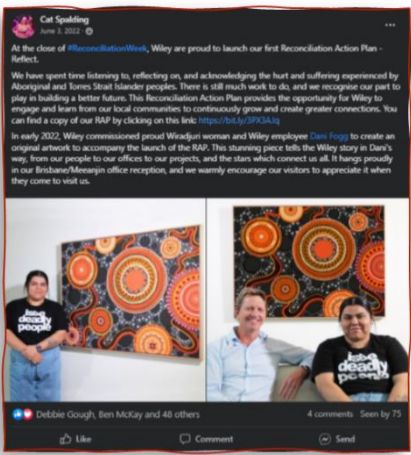
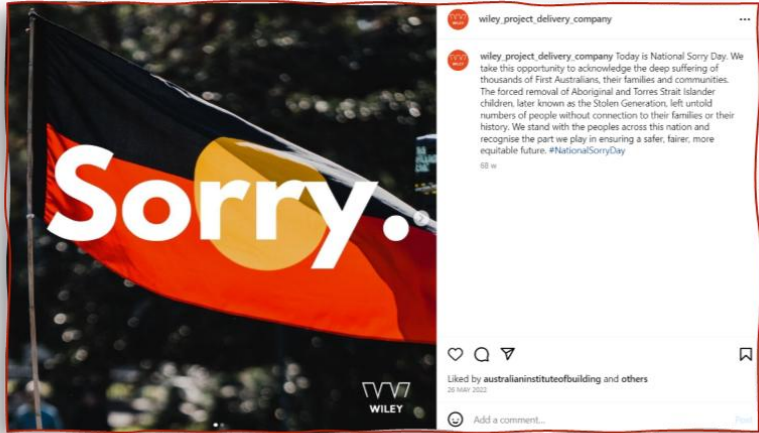
Wiley was invited to celebrate the launch of FareShare's RAP as part of NAIDOC week 2022. FareShare send ready-to-eat meals to people who need them around the country, including Aboriginal and Torres Strait Islander communities in remote areas.

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.



NAIDOC Logan Family Fun Day 2023

Clavin and EJ Doolan – Wakka Wakka Heritage and nephews of Wiley staff member Andrea Miszczuk, our RAP 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 Aboriginal and Torres Strait Islander organisations and contractors.

Aboriginal and Torres Strait Islander Employment

One of the commitments is to agree and deliver several Aboriginal and Torres Strait Islander 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.

Aboriginal and Torres Strait Islander Procurement

As part of this commitment, Wiley engage Aboriginal and Torres Strait Islander 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 Aboriginal and Torres Strait Islander 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 Aboriginal and Torres Strait Islander training agencies providing opportunity for Aboriginal and Torres Strait Islander candidates to acquire the necessary skills and certifications for improved employment prospects in the future.

Partnering directly with Aboriginal and Torres Strait Islander enterprises and building relationships with non-Indigenous organisations that work closely with Aboriginal and Torres Strait Islander groups establishes better employment and training opportunities for Aboriginal and Torres Strait Islander workers.

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

- Ascertaining the availability of potential Australian Aboriginal and Torres Strait Islander workers via Registered Training Organisations, Construction Skills Qld, DATSIP, employment agencies and community groups including Aboriginal and Torres Strait Islander 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 Aboriginal and Torres Strait Islander employment websites.
- Identifying and contacting Aboriginal and Torres Strait Islander 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 our formal commitments, we bring our deep respect for cultural heritage into our education projects in several ways. We are equally committed to developing more meaningful relationships and fostering an education environment that is respectful and inclusive of Aboriginal and Torres Strait Islander peoples and cultures.



Tommy Coghill, descendant of the Yagara language-speaking Nation, performs a smoking ceremony at the opening of a newly completed project by Wiley on Yugambah language Country, the Traditional Custodians Waterford West State School.

- We endeavour to make contact and form a relationship with the Aboriginal and Torres Strait Islander peoples of the Country where the project is being built.
- We use signage on the fencing of the project that acknowledges the Traditional 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 while on Country and gift the funds to the school. These funds have gone towards paying for the Welcome to Country ceremony, Aboriginal and Torres Strait Islander mural installations and native gardens in the schools.

Integrating ceremony

Integrating ceremony into our workplace holds immense significance for our reconciliation action. By recognising and respecting Aboriginal and Torres Strait Islander cultures, we foster inclusivity, unity, and promote healing. Ceremonies provide a powerful platform to acknowledge histories, 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 Aboriginal and Torres Strait Islander peoples who deliver the ceremony, and we invite groups we partner with, and businesses and residents in the area to join in the experience. We enjoy lunch catered by a wonderful local Aboriginal and Torres Strait Islander 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, native garden, playground yarning circle or we fundraise to support the school on the costs of the ceremony event. We worked closely with Auntie Robyn Williams, an Aboriginal and Torres Strait Islander Elder (Country) in the Logan region to deliver a heartfelt Welcome to Country and coordinate a smoking ceremony performed by Tommy Coghill.

Building on our relationship with the Turrbal Peoples, we are delighted to be planning a Welcome to Country Ceremony for Reconciliation Week each year, and to extend this ceremony to the official openings of our schools. We will be supporting the Turrbal People with any local events they host in any way we can.

Acknowledgement of Country

Significant meetings, events and documents at Wiley begin with an Acknowledgement of 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 deep 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 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, worries and fears to honour its traditional use as a 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 Yugambah language Country, the Traditional Custodians Waterford West State School.

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 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.

Aboriginal and Torres Strait Islander people represent the world’s oldest continuous culture, rich in history, diversity, language and culture. Yet research shows that food insecurity among Aboriginal and Torres Strait Islander people 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 Aboriginal and Torres Strait Islander 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 in Brisbane and their Abbotsford facility in Victoria.

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 Aboriginal and Torres Strait Islander communities in remote and regional areas. We also 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 Aboriginal and Torres Strait Islander communities. We thank FareShare for giving us the chance to make a difference.

We made 2,820 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 residents facing food insecurity in Morningside, Doomadgee and Yarrabah.

Fareshare “Meals for the Mob”
<https://www.fareshare.net.au/first-nations/>



The Wiley volunteers cooked 2,820 Meals for the Mob!



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 Aboriginal and Torres Strait Islander peoples, we will develop a deeper understanding of Australia’s Aboriginal and Torres Strait Islander Peoples and 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 Aboriginal and Torres Strait Islander stakeholders and organisations.	Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.	Jul 2024 Jan 2025 Jul 2025 Jan 2026	Leader and Coordinator
	Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.	Sep 2024 Sep 2025	Leader and Coordinator
2. Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia’s National Reconciliation Week resources and reconciliation materials to our staff.	May 2025 May 2026	Coordinator
	RAP Working Group to participate in an external National Reconciliation Week event.	May 2025 May 2026	Coordinator
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate National Reconciliation Week.	May 2025 May 2026	Chief People Officer
	Organise at least one National Reconciliation Week event each year.	May 2025 May 2026	Coordinator
	Register all our National Reconciliation Week events on Reconciliation Australia’s National Reconciliation Week website.	May 2025 May 2026	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.	Oct 2024 Oct 2025	Curator
	Communicate our commitment to reconciliation publicly.	Oct 2024 Oct 2025	Leader and Coordinator
	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	Nov 2024 Nov 2025	Coordinator Curator
	Collaborate with RAP organisations and other like-minded organisations to develop innovative approaches to advance reconciliation.	Sep 2024 Sep 2025	Curator
	Tell powerful stories through our social medias that inform, educate, and motivate cultural learning and reconciliation action.	Jul 2024 Jan 2025 Jul 2025 Jan 2026	Curator
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.	Jul 2024 Jul 2025	Chief People Officer
	Develop, implement, and communicate an anti-discrimination policy for our organisation.	Jul 2024 Jul 2025	Chief People Officer
	Engage with Aboriginal and Torres Strait Islander staff and/or advisors to consult on our anti-discrimination policy.	Mar 2025 Mar 2026	Chief People Officer
	Educate senior leaders on the effects of racism.	Feb 2024 Feb 2025	Chief People Officer





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Action	Deliverable	Timeline	Responsibility
5. Build a network of RAP organisations on Turrbal Country to build relationships and share learnings and resources.	Connect with other RAP Working Groups on Turrbal Country and create a way to share cultural learning, experiences, and ideas.	Jan 2025 Jan 2026	Curator
	Explore ways of supporting RAP Working Groups that are at the beginning of their journey and share our strategies, documentation, experience, and learning.	Feb 2025 Feb 2026	Curator





Respect

At Wiley, having respect for Aboriginal and Torres Strait Islander cultures gives recognition to the original Custodians of this country.

Having respect shows awareness of the histories and the cultures, creating a more united Australia and a better understanding to build a better future.

Action	Deliverable	Timeline	Responsibility
6. 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.	Jul 2024 Jul 2025	Chief People Officer
	Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors to inform our cultural learning strategy.	Jul 2024 Jul 2025	Curator
	Develop, implement, and communicate a cultural learning strategy document for our staff.	Jan 2025 Jan 2026	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.	Jan 2025 Jan 2026	Chief People Officer
	On completion of our cultural training, create a shared cultural learning space that supports all RAP Working Groups on Turrbal Country to develop, implement, and communicate cultural learning.	Mar 2025 Mar 2026	Curator
7. Demonstrate respect to Aboriginal and Torres Strait Islander 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.	Jul 2024 Jul 2025	Leader and Coordinator
	Develop, implement, and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	Sep 2024 Sep 2025	Curator
	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	Jul 2024 Jul 2025	Leader and Coordinator
	Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	Jul 2024 Jul 2025	Leader and Coordinator





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Action	Deliverable	Timeline	Responsibility
8. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	RAP Working Group to participate in an external NAIDOC Week event.	<i>First week of</i> Jul 2024 Jul 2025	Leader and Coordinator
	Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.	Jul 2024 Jul 2025	Chief People Officer
	Promote and encourage participation in external NAIDOC events to all staff.	<i>First week of</i> Jul 2024 Jul 2025	Curator Leader and Coordinator





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
9. 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.	Jan 2025 Jan 2026	Chief People Officer
	Engage with Aboriginal and Torres Strait Islander people to consult on our recruitment, retention, and professional development strategy.	Jan 2025 Jan 2026	Cultural Advisor
	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention, and professional development strategy.	Mar 2025 Mar 2026	Chief People Officer
	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.	Jan 2025 Jan 2026	Chief People Officer
	Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.	Jul 2024 Jul 2025	Chief People Officer



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Action	Deliverable	Timeline	Responsibility
10. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.	Feb 2025 Feb 2026	Procurement Chairman
	Develop a list of Aboriginal and Torres Strait Islander suppliers by researching Aboriginal and Torres Strait Islander business directories.	Feb 2025 Feb 2026	Coordinator
	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	Feb 2025 Feb 2026	Procurement
	Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	Feb 2025 Feb 2026	Procurement
	Develop commercial relationships with Aboriginal and Torres Strait Islander businesses.	Feb 2025 Feb 2026	Procurement





Governance

Action	Deliverable	Timeline	Responsibility
11. Establish and maintain an effective RAP Working Group	Maintain Aboriginal and Torres Strait Islander representation on the RWG.	Jul 2024 Jul 2025	Chief People Officer
	Review the established Terms of Reference for the RWG.	Jul 2024 Jul 2025	Curator
	Meet at least ten times per year to drive and monitor RAP implementation. The Leader and Coordinator meet each month.	Jul 2024 Jul 2025	Coordinator
12. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	Jul 2024 Jul 2025	Chief People Officer
	Engage our senior leaders and other staff in the delivery of RAP commitments.	Sep 2024 Oct 2024	Chief People Officer
	Define and maintain appropriate systems to track, measure and report on RAP commitments	Sep 2024 Oct 2024	Coordinator Curator
	Appoint and maintain an internal RAP Champion from senior management.	Jul 2024 Jul 2025	Chief People Officer





Governance

Action	Deliverable	Timeline	Responsibility
13. 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.	Jul 2024 Jul 2025	Leader and Coordinator
	Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	Jul 2024 Jul 2025	Leader and Coordinator
	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	Jul 2024 Jul 2025	Leader and Coordinator
	Report RAP progress to all staff and senior leaders quarterly.	Oct 2024 Jan 2025 Apr 2025 Jul 2025 Oct 2025 Jan 2026 Apr 2026	Curator
	Publicly report our RAP achievements, challenges and learnings, annually.	Apr 2025 Apr 2026	Curator
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	Dec 2024 Dec 2025	Leader and Coordinator
	Submit a traffic light report to Reconciliation Australia at the conclusion of this RAP.	Apr 2025 Apr 2026	Curator and Coordinator
14. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	Apr 2026	Coordinator





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.



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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