



# REFLECT RECONCILIATION ACTION PLAN (RAP)

DECEMBER 2020 – DECEMBER 2021



# Acknowledgement of Country

Nova Group (Nova) respectfully acknowledges the Traditional Custodians of the land and waters and pay our respects to Elders past, present and future. Nova also acknowledges the services of the Aboriginal and Torres Strait Islander men and women who have contributed to defending Australia and its national interests.

## Image Warning

Aboriginal and Torres Strait Islander people are advised that this document may contain images or content referring to deceased persons. It may also contain words or descriptions that are culturally sensitive.

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# Group CEO Foreword

I am proud Nova Group has commenced our reconciliation journey by implementing our inaugural Reconciliation Action Plan (RAP).

This Plan sets out the first steps we are committed to taking to build opportunities for, and stronger relationships with, Aboriginal and Torres Strait Islander peoples.

This framework for the actions and accountability our organisation and people will implement will ensure our actions are relevant, authentic, and effective. Along our journey we will communicate our progress and learnings to our employees, board, clients and industry partners.

Our RAP will see Nova Group deepen our awareness, understanding and appreciation of Aboriginal and Torres Strait Islander cultures contributing to a respectful, inclusive, and diverse culture.

We imagine a future where all Australians value, respect and embrace Aboriginal and Torres Strait Islander histories, cultures, and rights, as a fundamental part of our national identity.

**Jim McDowell**  
Group CEO



# Reconciliation Australia

Reconciliation Australia welcomes Nova Group to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Nova Group joins a network of more than 1,100 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with over 2.3 million people now working or studying in an organisation with a RAP.

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

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

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.



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

Congratulations Nova Group, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

**Karen Mundine**  
Chief Executive Officer  
Reconciliation Australia

# Our Business

Nova Group is a leading engineering services and technology partner. We solve the complex challenges that really matter to our clients.

Our people specialise in the provision of specialist engineering, management, and systems integration services, and technology enabled solutions to Defence, Government, Commercial Aerospace, and Essential Services, playing a critical role in the safety and security of our nation.

Founded in 2000, from humble family origins in South Australia, we now employ more than 850 talented and dedicated professionals (employees & sub-contractors) in Australia, across our 10 strategically located offices in South Australia, Victoria, New South Wales, Queensland, Western Australia and Canberra. We currently have one identified Aboriginal and/or Torres Strait Islander employee and six Aboriginal and/or Torres Strait Islander companies in our supply chain. We intend to improve Aboriginal and Torres Strait Islander employment outcomes throughout our reconciliation journey.

We live our values of Trust, Professionalism, Passion and Community every day. We care for our people, and the communities we live in. Our Inclusion, Diversity, Equality, Action and Leadership (IDEAL) committee ensures we strengthen our culture and create an environment where our people feel they belong and can bring their whole self to work to thrive.

Nova Group is comprised of Nova Systems, GVH Aerospace, Geoplex, and two10degrees. We employ more than 850 (employees & sub-contractors) professionals across Australia, New Zealand, South East Asia, United Kingdom and Europe, exporting Australian know-how across the globe.



# Our RAP

Our reconciliation journey began in 2019 with the review of our Inclusion, Diversity, Equality, Action, and Leadership (IDEAL) strategy. As part of this review, we prioritised our activities in Cultural Diversity, Gender Diversity and Youth & STEM.

The development of our RAP was identified as the first step to formalise our reconciliation journey. Our RAP aims to improve our relationships, create opportunities and deepen our awareness, understanding and appreciation of Aboriginal and Torres Strait Islander cultures.

Our inaugural RAP marks the beginning of our journey to recognise the value and importance of a truly united Australia.

Our plan is a formal statement of commitment to reconciliation that aims to support the development of respectful relationships and meaningful opportunities with Aboriginal and Torres Strait Islander peoples.

The Reflect RAP is the most suited to Nova as it provides opportunities to develop a solid RAP governance model and build the momentum for future commitments. It includes practical actions that will drive Nova's contribution to reconciliation both internally and in the communities in which we live and operate.

Our RAP is aligned with our values of Trust, Professionalism, Passion and Community. We intend for our RAP to become a representation of Nova's culture in action, through which we can provide real solutions for the wider community.

Nova leadership have affirmed their support for the RAP. The Inclusion, Diversity, Equality, Action, and Leadership (IDEAL) chair is our RAP champion who is supported by the RAP Working Group to execute this plan.

# Our Story - Connections

This painting represents the story of connection and partnership. We all work together to be strong. The animals, lands and ocean all have journeys and through connection and coming together our stories are made.

## Artist - Kiya Watt

Kiya is a Menang/Gnudju Noongar woman. Noongar nation is the south western region of Western Australia and is made up of 14 different language and tribe groups, Menang and Gnudju being two of them.

For Kiya and Aboriginal people, art is so much more than painting, it is their lifeline, it is how they connect as a community and share and preserve their stories.

[www.kiyawatt.com.au](http://www.kiyawatt.com.au)







# Nova Reconciliation Action Working Group

**RAP WG Chair:**

Stephen Camporeale – Chief Executive Officer, Nova Systems Europe

**RAP WG Secretary:**

Matt Taylor – Project Support Officer

**Operations Manager Representative:**

Kristen Raby – General Manager, Operations Nova Systems ANZ

**HR/PandC/Recruiting Representatives:**

Nicole McCallum – Group Human Resources Manager

**CSR Committee Members:**

Mark Wagstaff – Senior Systems Engineer

**Major Service Provider (MSP) Representative:**

Kristen Raby – General Manager, Operations Nova Systems ANZ

**Communications Representative:**

Sarah de Valence – Senior Employee Communications Manager



# Our Partnerships & Current Activities

- Attended Aboriginal Employment Defence Industry Cluster meetings, organised by the South Australian Government
- Partnered with 6 Indigenous companies, providing business and employment opportunities
- Sponsored the Boigu Island touch football teams in the Torres Strait Island 2019 "Battle of the Islands" tournament
- Engaged with Kiya Watt to create artwork to represent the Nova story
- Begun the development of our cultural diversity education program
- Engaged Evolve Communities to educate Novans on the importance of reconciliation and to develop our people's understanding of Acknowledgement of Country
- Participation in the CSIRO Young Indigenous Women's STEM Academy 'Yarn' webinar series, taking on a presenting role in June 2020 and attending the events. Our next speaking role is scheduled for January 2021
- Engaged 100% Aboriginal owned and managed design agency, Ochre Dawn, to design our RAP
- Engaged with Reconciliation Australia to provide feedback and support Nova to finalise our RAP

\*As at September 2020





# Relationships

ACTION	DELIVERABLES	TIMELINE	RESPONSIBILITY
<p>1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.</p>	<ul style="list-style-type: none"> <li>• Develop a list of Aboriginal and Torres Strait Islander peoples, communities and organisations within our local area or sphere of influence that we could approach to connect with on our reconciliation journey.</li> <li>• Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.</li> <li>• Begin to build partnerships with Aboriginal and Torres Strait Islander people and organisations.</li> </ul>	<p>Mar 21</p> <p>Mar 21</p> <p>Jun 21</p>	<p>RAP WG Secretary</p> <p>RAP WG Secretary</p> <p>RAP WG Secretary</p>
<p>2. Promote reconciliation through our sphere of influence.</p>	<ul style="list-style-type: none"> <li>• Develop and implement a plan to raise awareness among all employees across Nova about our RAP commitments.</li> <li>• Develop and implement a plan to engage and inform key internal stakeholders of their responsibilities within our RAP.</li> <li>• Engage our senior Nova leadership in the delivery of RAP outcomes.</li> <li>• Communicate and celebrate achievements relating to our RAP commitments</li> <li>• Develop a list of RAP organisations and other like-minded organisations (e.g. in the Defence Industry Cluster) that we could approach to connect with on our reconciliation journey.</li> <li>• Identify external stakeholders that our organisation can engage with on our reconciliation journey.</li> </ul>	<p>Dec 20</p> <p>Mar 21</p> <p>Dec 20</p> <p>Jun 21</p> <p>Mar 21</p> <p>Jun 21</p>	<p>Senior Employee Communications Manager RAP WG Chair</p> <p>RAP WG Chair Senior Employee Communications Manager CSR Chair</p> <p>CSR Chair</p>
<p>3. Add an Aboriginal organisation to Nova's workplace giving scheme (Corporate Social Responsibility).</p>	<ul style="list-style-type: none"> <li>• Develop and submit a proposal to add an Aboriginal organisation to Nova's workplace giving scheme.</li> <li>• Once added, communicate this with wider Nova; use this to build further awareness of Nova's RAP.</li> </ul>	<p>Dec 20</p> <p>Mar 21</p>	<p>CSR Chair</p> <p>CSR Chair</p>
<p>4. Participate in and celebrate National Reconciliation Week (NRW).</p>	<ul style="list-style-type: none"> <li>• Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.</li> <li>• Encourage and support employees and senior leaders to participate in at least one external event to recognise and celebrate NRW.</li> <li>• Ensure our RAP Working Group participates in an external event to recognise and celebrate NRW.</li> </ul>	<p>May 21</p> <p>May 21</p> <p>May 21</p>	<p>RAP WG Secretary</p> <p>RAP WG Secretary</p> <p>RAP WG Secretary</p>



# Respect

ACTION	DELIVERABLES	TIMELINE	RESPONSIBILITY
<p>5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning.</p>	<ul style="list-style-type: none"> <li>• Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights within our organisation.</li> <li>• Conduct a review of cultural learning needs within our organisation.</li> <li>• Develop Nova’s cultural awareness training module and ensure it is embedded into the Nova Australian induction process.</li> <li>• Commission an Aboriginal artwork as an internal and external focal point of the company commitment to reconciliation and acknowledgement of our Australian heritage as a company.</li> </ul>	<p>Sep 21</p> <p>Sep 21</p> <p>Dec 20</p> <p>Dec 20</p>	<p>Group Human Resources Manager</p> <p>Group Human Resources Manager</p> <p>Group Human Resources Manager</p> <p>RAP WG Secretary</p>
<p>6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.</p>	<ul style="list-style-type: none"> <li>• Explore who the Traditional Owners are of the lands and waters in our local area.</li> <li>• Develop a list of local Traditional Owners of the lands and waters within Nova’s sphere of influence who we could consult with regarding cultural protocol activities.</li> <li>• Develop and implement a plan to raise awareness and understanding of the meaning and significance behind Acknowledgement of Country and Welcome to Country protocols (including any local cultural protocols).</li> <li>• Acknowledgement of Country will be made at Nova Australian Conferences.</li> </ul>	<p>Mar 21</p> <p>Mar 21</p> <p>Mar 21</p> <p>Sep 21</p>	<p>RAP WG Secretary</p> <p>RAP WG Secretary</p> <p>RAP WG Secretary</p> <p>RAP WG Secretary</p>
<p>7. Participate in and celebrate NAIDOC Week.</p>	<ul style="list-style-type: none"> <li>• Raise awareness and share information among Novans of the meaning of NAIDOC Week, including information about the local Aboriginal and Torres Strait Islander peoples and communities.</li> <li>• Introduce Novans to NAIDOC Week by promoting community events in our local area.</li> <li>• Ensure our RAP Working Group participates in an external NAIDOC Week event.</li> </ul>	<p>Jul 21</p> <p>Jul 21</p> <p>Jul 21</p>	<p>RAP WG Secretary and Senior Employee Communications Manager</p> <p>RAP WG Secretary and Senior Employee Communications Manager</p> <p>RAP WG Secretary and Senior Employee Communications Manager</p>



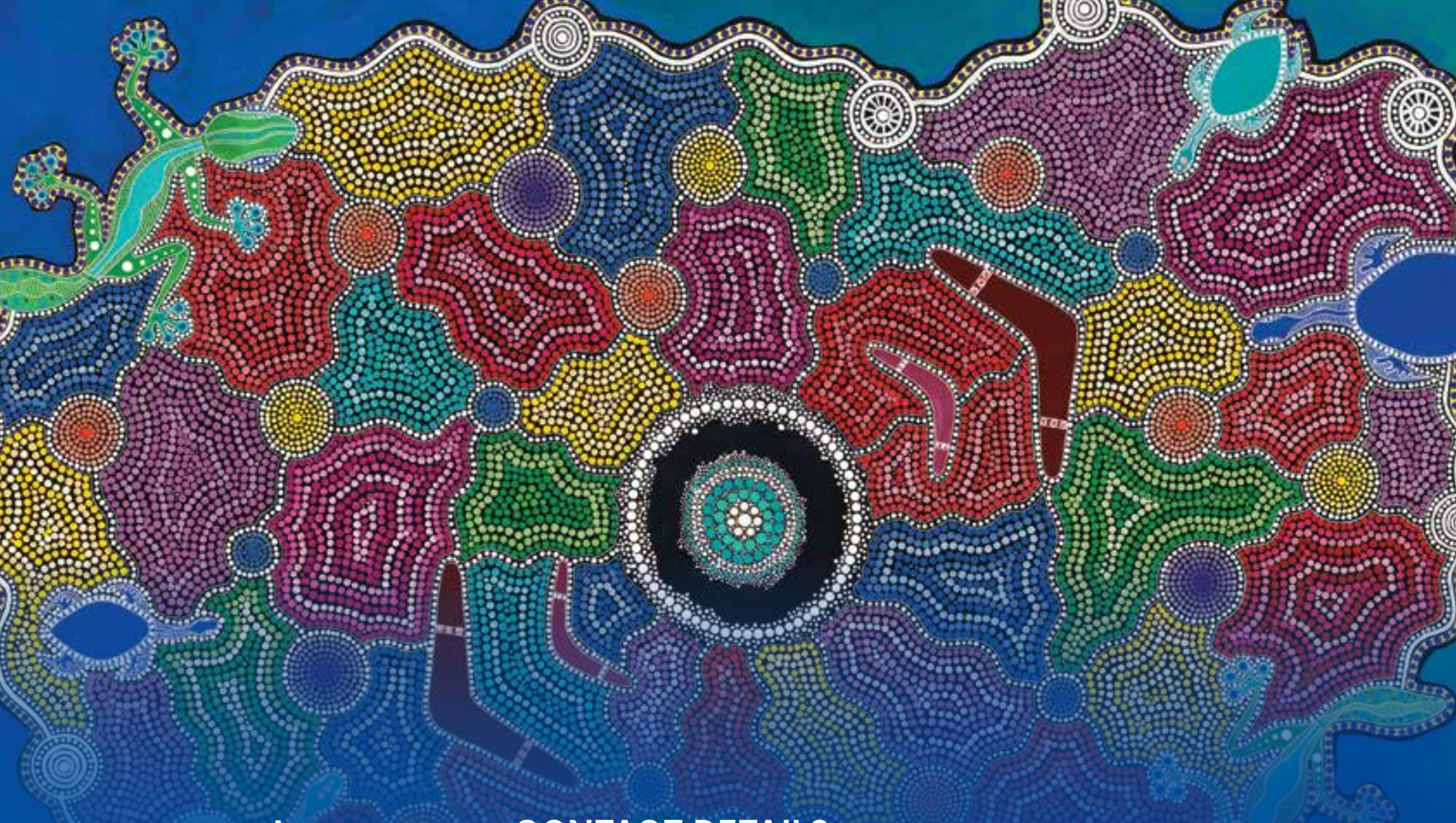
# Opportunities

ACTION	DELIVERABLES	TIMELINE	RESPONSIBILITY
9. Investigate establishing an internal mentoring and networking program.	<ul style="list-style-type: none"> <li>Develop and implement a plan to link Nova Group employees with industry-interested Aboriginal and Torres Strait Islander peoples in the local community in a mentoring/networking scheme.</li> </ul>	Mar 21	GM Operations
	<ul style="list-style-type: none"> <li>Invite local Aboriginal and Torres Strait Islander businesses to participate in mentoring and networking opportunities.</li> </ul>	Mar 21	GM Operations
10. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.	<ul style="list-style-type: none"> <li>Develop and implement an Aboriginal and Torres Strait Islander employment and retention strategy for Nova.</li> </ul>	Jul 21	Talent Acquisition Manager
	<ul style="list-style-type: none"> <li>Investigate the advertising of all vacancies in Aboriginal and Torres Strait Islander media.</li> </ul>	Dec 20	Talent Acquisition Manager
	<ul style="list-style-type: none"> <li>Review HR and recruitment procedures and policies to ensure that there are no barriers to Aboriginal and Torres Strait Islander employees and future applicants participating in Nova's workplace.</li> </ul>	Dec 20	Talent Acquisition Manager
	<ul style="list-style-type: none"> <li>Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.</li> </ul>	Mar 21	RAP WG Chair
11. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	<ul style="list-style-type: none"> <li>Develop an understanding of the mutual benefits of procurement from Aboriginal and Torres Strait Islander owned businesses.</li> </ul>	Jun 21	Commercial Manager
	<ul style="list-style-type: none"> <li>Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.</li> </ul>	Jun 21	Commercial Manager
	<ul style="list-style-type: none"> <li>Investigate Supply Nation membership.</li> </ul>	Jun 21	Commercial Manager



# Governance & Tracking Progress

ACTION	DELIVERABLES	TIMELINE	RESPONSIBILITY
12. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	<ul style="list-style-type: none"> <li>Maintain an operational RAP Working Group to support the implementation of our RAP.</li> <li>Draft a Terms of Reference for the RWG.</li> <li>Establish and maintain Aboriginal and Torres Strait Islander representation on the RAP Working Group.</li> </ul>	Dec 20  Dec 20  Dec 20	RAP WG Chair  RAP WG Chair  RAP WG Chair
13. Provide internal stakeholders with support for effective implementation of RAP commitments.	<ul style="list-style-type: none"> <li>Define resource needs for RAP implementation.</li> <li>Engage senior leaders in the delivery of RAP commitments.</li> <li>Define appropriate systems and capability to track, measure and report on RAP commitments.</li> </ul>	Dec 20  Dec 20  Dec 20	RAP WG Chair  RAP WG Chair  RAP WG Chair
14. Build accountability and transparency through reporting RAP achievements, challenges, and learnings externally.	<ul style="list-style-type: none"> <li>Complete the annual RAP Impact Measurement Questionnaire and submit to Reconciliation Australia.</li> </ul>	Sep 21  (Annual)	GM Operations
15. Review and refresh RAP.	<ul style="list-style-type: none"> <li>Liaise with Reconciliation Australia to develop a new RAP based on learnings, challenges, and achievements.</li> <li>Submit draft RAP to Reconciliation Australia for review.</li> <li>Submit draft RAP to Reconciliation Australia for formal endorsement.</li> <li>Add the endorsement message from CEO of Reconciliation Australia to RAP.</li> </ul>	Sep 21  Oct 21  Nov 21  Jun 21	RAP WG Chair  RAP WG Chair  RAP WG Chair  RAP WG Chair



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