



The Cyrenian House Stretch Reconciliation Action Plan

JULY 2015 TO JUNE 2017



Cyrenian House would like to acknowledge the Traditional Custodians of this land and pay our respects to Elders past, present and future for they hold the history, the cultural practice and the traditions of their people.



Our vision for reconciliation

Cyrenian House

Cyrenian House is a non-government, not-for-profit alcohol and other drug service with over 30 years of successful operations within the alcohol and drug (AOD) sector. Cyrenian House has shown an enduring capacity to deliver a professional and effective rehabilitative treatment service and is one of the leading AOD services in Western Australia. Cyrenian House has demonstrated innovative responses to service delivery which include: Non-Residential Treatment (NRS), Residential Services (Therapeutic Communities), Saranna Women's and Children's Program, North Metro Community Alcohol and Drug Service (NMCADS) and the Cyrenian House Milliya Rumurra (CHMR) Outreach Team servicing Bidydanga and the Dampier Peninsula. Cyrenian House provides a continuum of care to people affected by alcohol and other drugs using a variety of methods in an endeavour to meet individual consumer needs.

As at July 2015, we employ 120 people, including six Aboriginal staff. We have seven Committee of Management members, including one Aboriginal representative.



Our Vision for Reconciliation

Cultural security is about ensuring that the delivery of health services is such that no one person is afforded a less favourable outcome simply because she or he holds a different cultural outlook. Cyrenian House is committed to applying this principle in practice across all aspects of organisational governance and planning, service delivery and all relationships with Aboriginal individuals and organisations. Through the Cyrenian House Reconciliation Action Plan, we aim to further develop positive relationships and ways of working that will contribute to improving the health and wellbeing and dignity of all Australians.

Cyrenian House aims to:

- Address the 17 year life expectancy gap between Aboriginal peoples and non-Aboriginal Australians through equitable access to culturally appropriate treatment for alcohol and other drug use and co-occurring mental health issues.
- Provide and promote opportunities for Aboriginal participation and employment.
- Ensure equal access to our facilities, services and information is afforded to all Aboriginal peoples within the community.
- Teach life skills and provide health education and vocational training that support Aboriginal peoples achieving equality in all aspects of life.

We recognise and value:

- The unique status of Aboriginal peoples as the original custodians of Australia's lands and waters.
- Aboriginal spirituality, cultures, languages and heritage.
- The great diversity of cultural values, backgrounds, living situations and aspirations of Aboriginal peoples.
- The rights of Aboriginal Australians to self-determination and equitable participation in the community.

We acknowledge:

- The significant gap in health and wellbeing and overall life expectancy between Aboriginal and non-indigenous Australians.
- The social and economic disadvantage experienced by Aboriginal peoples.
- The significant commitment necessary to address the disadvantage faced by Aboriginal peoples.

We commit to:

- Actively seeking and listening to the voices of Aboriginal peoples and continuing to make a meaningful contribution to reconciliation.



The Cyrenian House Reconciliation Action Plan (RAP)

Our RAP provides us with a framework for the future, detailing steps and priorities to make a difference and achieve respectful partnerships between Aboriginal and non-Aboriginal peoples. The Cyrenian House RAP is a dynamic document and has been developed and will continue to be refreshed in consultation with staff and consumers.

The development of the initial 2013-2014 Innovate RAP in 2011 was facilitated by the establishment of an internal working group that consulted closely with the Aboriginal Alcohol and Drug Service (AADS) and Milliya Rumurra. A RAP Implementation Committee comprising Aboriginal representatives from our partner organisations and key Cyrenian House staff continue to actively monitor RAP development, including implementation of actions and tracking progress. Ongoing


RAP development is championed internally the by the Corporate Communications and Compliance Manager with the support of the CEO and Operations Manager. The RAP objectives are owned and actioned by the service managers in ways that are specific to and appropriate for their sites. Cyrenian House staff are actively engaged in the reconciliation efforts of the organisation through continuous quality improvement processes, ongoing professional development and relationship building. The RAP is incorporated into Cyrenian House policies, practices and procedures and its related continuous quality improvement systems. The RAP directly influences our organisational planning processes, particularly our strategic and business plans, our relationships, the way we communicate and who we are in the community.



Learnings and Developments Born out of the Innovate RAP

Relationships - Building strong relationships with Aboriginal people and communities will provide an inclusive and informed environment in which healing can take place.

- Culturally appropriate material used for treatment matching, education and treatment.
- Positive feedback received from Aboriginal consumers and stakeholders regarding cultural competency and appropriate interventions.
- Ongoing meetings of the RAP Implementation Committee.
- Staff secondment and shared training relationship developed with AADS.
- Aboriginal specific events celebrated:
 - Annual Smoking Ceremony conducted during Reconciliation Week. Half day event that involved all residents and staff. All Rick Hammersley Centre Therapeutic Community (RHCTC) buildings, grounds, and people were smoked. Celebrations incorporated music, dance art language and storytelling.
 - NAIDOC week celebration held at the RHCTC incorporating Welcome to Country, storytelling and food.
 - Storytelling and Smoking Ceremony held at Non-Residential Services and attended by all NRS and corporate staff.
- Working partnerships with Aboriginal organisations:
 - Partnership between Cyrenian House and Milliya Rumurra to deliver outreach services to communities in the Dampier Peninsula.
 - Strong working relationship with Aboriginal Alcohol and Drug Service. CEO of AADS on the RAP Implementation Committee.
 - Partnership between RHCTC and Madjitil Moorna Choir of Aboriginal Reconciliation. A number of public performances were given throughout the 2013/14 year including performing at the Perth Festival 2014.
 - Monthly attendance of Moorditj Djena, a mobile podiatry service for diabetic Aboriginal clients at the RHCTC.
 - Aboriginal children from the Saranna Program are supported to attend Moorditj Nyoongar Community College in Midland.
 - Aboriginal health nurse attends Saranna Program to see children.
 - Saranna women and children attend Meerilinga playgroup.
 - Meerilinga visits Saranna Program to assist Aboriginal women with budget planning and home skills.

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- Strong Families assist with working with clients and DCPFS.
 - CHMR conducted and compiled surveys of the inhabitants of the communities of Beagle Bay, Djarindjin, Ardyaloon and Bidyadanga as well as the town of Broome to identify community perceptions of the nature of alcohol and drug concerns in each location. Each community was given their compiled survey data to use as they see fit.
 - The CHMR team have worked with the target communities of Beagle Bay and Djarindjin to develop alcohol management plans based on priorities identified by community leaders and members and survey data.
 - The CHMR team addressed Bidyadanga Council and community meetings in February 2014 to consult with the people there about AOD concerns and priorities. Work is ongoing with the Council and the interagency group to develop an AOD management plan.
 - The Community Council serve the function of cultural reference group in each community. Via these forums plus regular outreach service visits the CHMR team have developed referral pathways and set out community prevention strategies for the upcoming year.
 - Aboriginal extended health assessments through the GP clinic and Closing the Gap funding for RHCTC residents.
 - Referral pathways negotiated by the CHMR team with remote schools, clinics and other service providers in each target community.
 - Flexibility with regard to treatment setting, the primary aim being to conduct work in the setting most acceptable to clients.
 - CHMR deploy their Aboriginal staff to liaise with people in communities as far as possible.
 - Increased engagement and retention rates of Aboriginal consumers accessing services.
 - The CHMR team doubled the target number of visits to the Peninsula and exceeded the Bidyadanga target by 25%. This shows considerable investment and flexibility by CHMR staff given the geographical and cultural context in which we work, as plans made months ahead can be rendered unworkable by weather, changing community priorities, cultural obligations, sorry business and the extreme mobility of the client group.

Respect - Developing an understanding of the history and culture of Aboriginal people will cultivate awareness, recognition and respect.

- Cultural security training tailored to Cyrenian House services developed by Aboriginal staff in consultation with the Aboriginal community and delivered to all staff as mandatory training.
- 'Ways of Working with Aboriginal people' training completed by NMCDs clinical staff.

- Acknowledgment of Country at events, as a standard on staff meeting agendas and within organisational email signatures.
- Appropriate policy and protocols implemented and available to staff on the Document Management System.
- Local Aboriginal Traditional Owners present at significant events to do Welcome to Country.
- Aboriginal flag displayed at all sites.
- Acknowledgement of country displayed at all sites.
- Aboriginal and Torres Strait Islander art displayed at some sites. Working towards displays at all sites.
- Website includes relevant images, information and acknowledgements – reviewed in consultation with the RAP Implementation Committee.
- Continuous quality improvement of services against performance indicators prescribed by The Standard on Culturally Secure Practice and embedded into practice as evidenced by agency procedures.
- Certification against the Standard on Culturally Secure Practice for both essential and good practice criteria.
- Review of Welcome to Country Protocols Policy and Consumer Diversity Policy in consultation with the RAP Implementation Committee.
- Fortnightly Cultural Safety groups run for residents at the RHCTC.
- Development of “I am Welcome” poster in conjunction with consumers, indicating that the agency embraces diversity.

- Production of video Wanjoo=Welcome for the website describing the agency approach to cultural safety.

Opportunities - Creating opportunities for Aboriginal people will contribute to Aboriginal equality, health and wellbeing.

- Aboriginal peoples contributed to our service design and delivery.
- Aboriginal representation on the Cyrenian House Committee of Management.
- Increased engagement and retention rates of Aboriginal consumers accessing services.
- Advice sought from Aboriginal personnel throughout the organisation.
- Employment of Aboriginal people in Aboriginal specific roles within the organisation.
- Counsel sought from Aboriginal members of the RAP Implementation Committee.
- Retention and professional development opportunities for our Aboriginal staff.
- Training and placement opportunities provided for Aboriginal peoples across the organisation.
- Six dedicated Aboriginal beds at the RHCTC.



Tracking Progress and Reporting

- Ongoing progress made on RAP objectives through quarterly RAP Implementation Committee meetings.
- RAP included in Annual Report.
- RAP targets reported at Committee of Management meetings.
- RAP objectives included in staff planning day discussions, management meetings and staff meetings.
- 2012/2013 and 2013/14 Annual Reports submitted to Reconciliation Australia.
- Commitment to refreshing the RAP to reflect new objectives and identified opportunities for improvement.

Moving forward

The 2015-2017 Stretch RAP was developed by the RAP Implementation Committee consisting of the Cyrenian House CEO, Operations Manager, Corporate Communications and Compliance (CCC) Manager and Service Managers; the CEO of the Aboriginal Alcohol and Drug Service (AADS); and the Senior Policy and Workforce Officer, Aboriginal Programs, Drug and Alcohol Office (DAO). The Stretch RAP development process commenced in October 2014 for the period 1 July 2015 to 30 June 2017 and is focussed on expanding and embedding tested and proven strategies to meet realistic targets in the areas of participation, cultural awareness, recruitment, retention, promotion and procurement.

Our Stretch RAP was developed using a collaborative approach. We reviewed the progress made with our Innovate RAP and the feedback received from stakeholders to ensure that the Stretch RAP was informed by lessons learnt. The RAP Implementation Committee made a decision to retain many of the elements of the original RAP to inform continuous quality improvement and consolidate what we have achieved while at the same time adding Stretch RAP standard elements in order to extend the work we are doing. We sought advice from Reconciliation Australia and made changes and additions as suggested based on their feedback.

As well as being a vital component of our way of working within the organisation, our Stretch RAP signals our continued public commitment to the reconciliation process. It has been a privilege to embark upon the learning journey of reconciliation, which will enhance the impact of our programs and partnerships across the communities in which we work.

Cyrenian House would like to acknowledge the support and expertise of all participants involved in the ongoing development and implementation of our RAP. We would like to thank our stakeholders, especially acknowledging the support provided by Aboriginal peoples. We acknowledge the ongoing efforts of the RAP Implementation Committee and in particular, thank Daniel Morrison, CEO AADS and Cliff Collard, Senior Policy and Workforce Officer, Aboriginal Programs, DAO for their counsel and ongoing participation in the development and implementation of our RAP. Many thanks also to Reconciliation Australia for their comprehensive feedback and expert guidance throughout the Stretch RAP development process.

Seven elements of a RAP

1. Embraced across all levels of the organisation – part of all staff JDF's and performance appraisals, standard agenda item, part of CQI processes
2. Aboriginal collaboration – Aboriginal staff members, relationship with the Aboriginal Alcohol and Drug Service and Milliya Rumurra, consultation with Western Australian Network of Alcohol and other Drug Agencies
3. Specific actions – relationships, respect, opportunities
4. Measurable targets
5. Timelines
6. Annual public reporting on RAP progress - through the Cyrenian House Annual Report
7. Annual refresh of RAP - RAP is reviewed annually with the strategic plan and business plan of the organisation



Relationships

Building strong relationships with Aboriginal people and communities will provide an inclusive and informed environment in which healing can take place.

Action	Responsibility	Timeline	Target
The RAP Implementation Committee continues to actively monitor RAP development, including implementation of actions and tracking progress.	Corporate Communications and Compliance (CCC) Manager	February 2016 June 2016 February 2017 June 2017 Monthly July 2015-June 2017 August / October / November	<ul style="list-style-type: none"> • Biannual RAP working group meetings to discuss RAP implementation and review objectives. • RAP objectives reported on monthly at the Management Meeting. • RAP objectives reported on to the Committee of Management at quarterly meetings and at the AGM through the Annual Report.
Provide opportunities for Aboriginal employees and other employees to build relationships with the local community and celebrate National Reconciliation Week together.	RHCTC Manager Serenity Lodge TC Manager NRS Manager NMCADS Manager CHMR Manager	May- June 2015 May- June 2016 May- June 2017	<ul style="list-style-type: none"> • Invite clients and all staff to participate in Aboriginal cultural celebrations and National Reconciliation Week (NRW) activities. • Host a minimum of at least one NRW event. • Host a minimum of at least one NAIDOC Week event. • All staff encouraged to participate in at least one event during National Reconciliation Week. • Site specific commitments to reconciliation strategies. • Culturally appropriate promotional material provided and used. • Hosting of at least two events per year. • Participation in events documented and reported.

Action	Responsibility	Timeline	Target
Develop strategies as part of our core business plan to assist in implementation of our RAP initiatives.	CEO	June 2015	<ul style="list-style-type: none"> Implement a Strategic Plan that includes relevant RAP objectives and actions. Implement a Business Plan that includes relevant RAP objectives and actions.
	Operations Manager	June 2016	
	CCC Manager	June 2017	
Continue to develop positive relationships with Aboriginal organisations, peoples and communities to create opportunities for joint projects and mutually beneficial outcomes including: Improved outcomes for Aboriginal consumers through targeted culturally competent service provision and higher engagement and retention levels in services.	CEO	June 2015 review and plan	<ul style="list-style-type: none"> Actively identify opportunities to work in partnership with Aboriginal organisations we have developed relationships with including but not limited to: <ul style="list-style-type: none"> Shared training opportunities with AADS and Milliya Rumurra (at least 3 times per year). Staff exchanges with AADS (at least once per year). Opportunities for staff to visit services on a day exchange (at least twice a year). Continue to submit combined tenders for joint service provision (as opportunities present). Develop our Annual Plan to ensure forward planning of projects.
	Operations Manager	June 2016 review and plan	
	CCC Manager	June 2017 review and plan	
	RHCTC Manager		
	Serenity Lodge TC Manager		
	NRS Manager		
	NMCADS Manager		
	CHMR Manager		



Action	Responsibility	Timeline	Target
Utilise Aboriginal mentors and/or consultants to provide support and advice to the organisation to continually improve the cultural competency of our service.	CEO Operations Manager CCC Manager	May 2015 May 2016 May 2017	<ul style="list-style-type: none">• Seek feedback from Aboriginal consumers and Aboriginal mentors regarding the cultural competency of our services and possible opportunities for improvement through:<ul style="list-style-type: none">– Stakeholder feedback forms - annually.– Consumer participation strategies operating within our Therapeutic Communities - annually.– Consumer focus groups - quarterly.– Direct consultation with Aboriginal representatives on Committee of Management, RAP Committee, staff, residents and clients – as required.– Direct consultation with Aboriginal communities on the Dampier Peninsula and Bidydanga.– Collate feedback and use to inform ongoing development of Strategic Plan, Business Plan, RAP and service provision.
Provide a service that provides consumer focussed, culturally competent practice and targeted interventions that meet consumer needs.	CEO Operations Manager CCC Manager	July 2015 July 2016	<ul style="list-style-type: none">• Measurable improved outcomes for Aboriginal consumers:<ul style="list-style-type: none">– Higher engagement in services.– Higher retention levels in services.– Improved relationships.– Improved health.– Reduction in alcohol and other drug use harm.

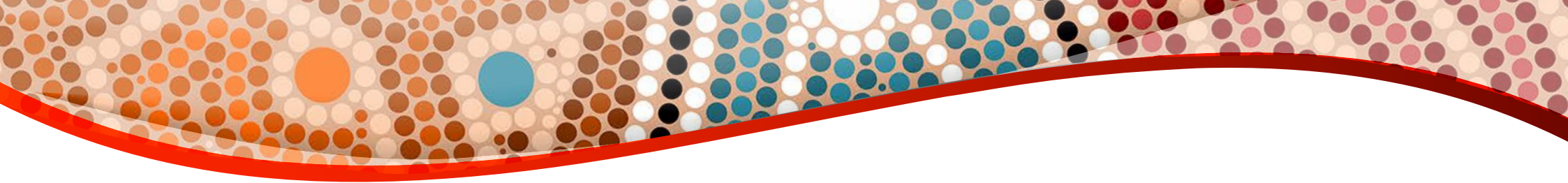
Action	Responsibility	Timeline	Target
Clearly articulate our capacity, capabilities and strengths to enable good communication skills when developing partnerships with Aboriginal peoples and organisations.	CCC Manager RHCTC Manager	December 2016	<ul style="list-style-type: none"> Develop and/or review agency brochures and presentations to ensure clear communication of the services we offer. Develop a set of protocols to be followed in a culturally competent way. Development of a bi-lingual feelings chart.
Ensure Aboriginal perspectives are integrated in areas such as policies, program, service delivery and programming.	Operations Manager CCC Manager	October 2015 October 2016	<ul style="list-style-type: none"> Develop, implement and review an inclusion strategy.
Establish meaningful opportunities to enable all employees the option to undertake a secondment with Aboriginal organisations.	Executive	August 2015	<ul style="list-style-type: none"> Staffing exchange relationship with the Aboriginal Alcohol and Drug Service in place. Encourage all staff to participate. Make secondment information available to all staff. Minimum of one secondment annually. Two interagency visits for staff annually.
Develop marketing tools and materials that respond to the diversity of Aboriginal peoples, communities and organisations.	Executive and Service Managers	November 2015 November 2016	<ul style="list-style-type: none"> Ensure our literature and website adequately responds to the diversity of Aboriginal peoples, communities and organisations through direct consultation. Two Aboriginal specific articles in Cyrenian newsletter per year.

Respect

Developing an understanding of the histories, lands and cultures of Aboriginal peoples will cultivate awareness, recognition and respect and facilitate reconciliation.

Action	Responsibility	Timeline	Target
Continue to engage employees in cultural learning to increase understanding and appreciation of different cultural backgrounds in order to lay the foundation for RAP actions to be achieved and the provision of a service that is culturally appropriate, welcoming and engaging for Aboriginal people.	Executive and Service Managers	September 2015 September 2016	<ul style="list-style-type: none">• 100% staff members participate in cultural awareness training.• Develop annual refresher information.• 100% of staff members participate in refresher training and/or activities annually.• Enhanced on an ongoing basis and included as part of the staff induction and supervision process.• Engage Committee of Management in cultural awareness training.
Welcome to Country and Acknowledgement of Land will become habitually practiced throughout the organisation.	Executive and Service Managers	August 2015	<ul style="list-style-type: none">• Continue to conduct an Acknowledgement of Country at all community events.• Acknowledgement of Country at all staff meetings.• Continue to arrange a Traditional Owner to give a Welcome to Country address at significant community events.• Develop a list of key contacts for organising a Welcome to Country protocol, specifically an MOU with Shaun Nannup.• Update the Welcome to Country protocol to encourage senior leaders to personally reply to a Welcome to Country.

Action	Responsibility	Timeline	Target
Support our Aboriginal employees to engage with their cultures and community through NAIDOC Week events.	Executive and Service Managers	July 2015 July 2016	<ul style="list-style-type: none"> Support all staff to participate in events in the local community. Support Aboriginal staff to attend NAIDOC events and celebrate their culture in their local community. Staff with community obligations are able to return home for NAIDOC events. Contact our local NAIDOC Week Committee to discuss mutually-beneficial opportunities. Host a minimum of one internal NAIDOC Week event.
Respectfully acknowledge important dates and events for Aboriginal communities.	Executive and Service Managers	July 2015 May/June 2016 July 2016 May/June 2017	<ul style="list-style-type: none"> Ensure that Aboriginal staff can access leave for cultural purposes, including 'Sorry Business', and commitments to family, kin and community members in ways that are consistent with Cyrenian House policy and practices Important dates for celebration included in agency calendars. Culturally appropriate promotional material is used/provided to staff. Plan and host suitable events and celebrations for staff and/or clients on relevant Aboriginal dates of note, including Closing the Gap Day (22 March), Sorry Day (26 May), National Reconciliation Week (27 May to 3 June), NAIDOC Week (1 to 8 July), and International Day of the World's Indigenous People (IDWIP) (9 August). Hosting of events or participation in events documented and reported. Participate in at least three events annually.



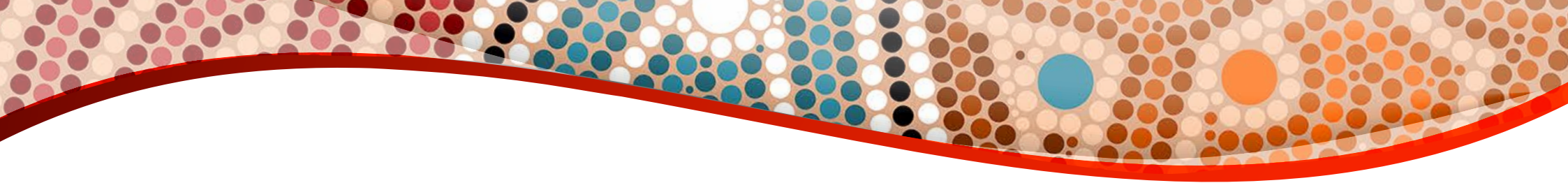
Action	Responsibility	Timeline	Target
Actively demonstrate and model respect for Aboriginal peoples, cultures, lands and histories.	CCC Manager	May/June 2016	<ul style="list-style-type: none">• Aboriginal flag displayed at all sites.• Aboriginal art displayed at all sites.• Website includes relevant images and information.• Regular smoking ceremony conducted at all Cyrenian House sites as appropriate.• Work with local Aboriginal people to develop visual educational displays referring to the land they are on.• Provision of opportunity for Aboriginal consumers to learn Acknowledgement of Country in Nyoongar language.
	Service Managers	May/June 2017	
Commit to consumer focused and culturally secure continuous quality improvement of services.	CCC Manager	February 2016	<ul style="list-style-type: none">• Implement the Culturally Secure Accreditation Framework (The Standard) across the organisation.• Continuous quality improvement of services against performance indicators prescribed by The Standard on Culturally Secure Practice.• The Standard embedded into practice as evidenced by agency procedures.• Maintenance of accreditation status.
		August 2016	
		February 2017	

Opportunities

Creating opportunities for Aboriginal people will contribute to Aboriginal equality, health and wellbeing.

Action	Responsibility	Timeline	Target
Increase the recruitment and retention of Aboriginal employees within our organisation.	Operations Manager	July 2015	<ul style="list-style-type: none"> Commit to maintain a target of at least 5 Aboriginal employees at all times and actively moving toward an organisational target of 15 Aboriginal employees. Positively discriminate for Aboriginal peoples in the Volunteer Counselling Program to provide necessary opportunities and skills for employment in the AOD sector. Continue to provide professional development opportunities for existing Aboriginal staff. Use the WANADA Aboriginal and Torres Strait Islander Recruitment and Retention Guide to guide Human Resources policy and practice. Establish relationships with key Aboriginal employment and training groups including: the Aboriginal Workforce Development Centre in Perth and Broome, Indigenous Jobs Australia and Indigenous Careers and Employment. Provide training and placement opportunities for at least six Aboriginal students and workers annually.
	Volunteer	July 2016	
Increased employment and training opportunities for Aboriginal students and workers.	Counselling Program Coordinator		
	NRS Manager		
	RHCTC Manager		
	Serenity Lodge TC Manager		
	NMCADS Manager		
	CHMR Manager		

Action	Responsibility	Timeline	Target
Better target our communications with regard to employment among Aboriginal peoples.	Operations Manager CCC Manager	July 2015	<ul style="list-style-type: none"> • Statement acknowledging our commitment to reconciliation and 'closing the gap' in our job advertisements. • All job vacancies encourage Aboriginal and Torres Strait Islander Peoples to apply. • Advertise all vacancies in Aboriginal media. • Develop, implement and review a recruitment advertising strategy.
Increase opportunities for businesses owned by Aboriginal people to supply their goods and services to our organisation.	Finance Manager	July 2016	<ul style="list-style-type: none"> • Develop a minimum of 3 commercial relationships with Aboriginal owned and operated goods and service providers per year. • Consider becoming a member of Supply Nation and supporting the WA Aboriginal Chamber of Commerce.
Increase opportunities for Aboriginal people to actively contribute to our organisation.	Executive and Service Managers	June 2017	<ul style="list-style-type: none"> • Identify Aboriginal people, communities and organisations with which to consult and seek feedback. • Maintain at least two Aboriginal people on our RAP Committee. • Maintain at least one Aboriginal person on our Committee of Management. • Maintain a relationship with preferred service provider Shaun Nannup to deliver education, storytelling and welcome to country for at least 3 organisational events per year. • Ensure feedback is reflective of the diversity of Aboriginal people through varied consultation. • Ensure advice has been sought from Aboriginal personnel throughout the organisation where appropriate.



Action	Responsibility	Timeline	Target
Service design and delivery informed by Aboriginal consultation and contribution to increase engagement and retention rates for Aboriginal consumers in services.		October 2015 October 2016	<ul style="list-style-type: none">• Identify Aboriginal people, communities and organisations with which to consult and seek feedback.• Seek contributions from Aboriginal peoples with regard to service design and delivery.• Develop a plan to implement feedback.
Maintain Aboriginal representation on the Committee of Management to ensure that all organisational decisions are made with due cultural consideration.		October 2015 (AGM) October 2016 (AGM)	<ul style="list-style-type: none">• Maintain at least one Aboriginal representative on the Committee of Management.• Work toward appointing another Aboriginal representative by 2017.

Tracking progress and reporting

Action	Responsibility	Timeline	Target
Report achievements, challenges and learnings to Reconciliation Australia for inclusion in the Annual Impact Measurement Report.	CCC Manager	September 2015 September 2016	<ul style="list-style-type: none"> Complete and submit the RAP Impact Measurement Questionnaire to Reconciliation Australia annually and include a copy of the Annual Report. Commence development of the next RAP.
Report against the objectives of the RAP in the Cyrenian House Annual Report	CCC Manager	October 2015 October 2016	<ul style="list-style-type: none"> Include RAP report as part of the Cyrenian House Annual Report to stakeholders.
Report on RAP objectives at the Metropolitan Manager's meetings	CCC Manager	July 2015 Recurring monthly	<ul style="list-style-type: none"> Include RAP as part of the updates section on the Metropolitan Manager's meetings.
Report on RAP objectives at Committee of Management meetings and at AGM	CEO	Quarterly and AGM October 2015 October 2016	<ul style="list-style-type: none"> Include RAP as part of the CEO report to the Committee of Management at MC meetings and Cyrenian House AGM.

Contact details

Please contact Carol Daws, CEO of Cyrenian House at carol@cyrenianhouse.com for any enquiries about the Cyrenian House Reconciliation Action Plan and our commitment to Reconciliation.

