



Reflect Reconciliation Action Plan

January 2025 – January 2026



jointly.

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ACKNOWLEDGMENT OF COUNTRY



Jointly acknowledges the Aboriginal and Torres Strait Islander peoples as Traditional Custodians of Australia, and the oldest continuing culture in human history.

We pay respect to Elders past, present and emerging and we are committed to respecting the lands we walk on and the communities we walk with.



Aboriginal Artist and Graphic Designer - Lani Balzan

Meet Lani Balzan, a proud Aboriginal woman from the Wiradjuri people of the three-river tribe. Though her family roots lie in Mudgee, she grew up traversing various regions of Australia, finally finding her home in Queensland, Australia.

Lani is an Aboriginal artist and graphic designer specialising in designing Indigenous canvas art, graphic design, logo design, Reconciliation Action Plans Design and document design.

In 2016 Lani was announced as the 2016 NAIDOC Poster Competition winner with her artwork 'Songlines'. This poster was used as the 2016 NAIDOC theme across the country.

With over a decade of experience under her belt, Lani has achieved consistent success throughout the country. One of her biggest aspirations is to strengthen her connection to her culture and contribute to the journey of reconciliation, bringing people and communities together to appreciate the richness of Australia's unique and vibrant indigenous culture. Through her mesmerising art, Lani Balzan continues to make a profound impact, celebrating heritage, and fostering unity in the diverse tapestry of Australia's cultural landscape.

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The Story of Jointly's Journey Towards Reconciliation

At the centre of the artwork lies a powerful gathering symbol, representing the essence of Jointly's work and its deep connection to the community. In Aboriginal culture, this symbol signifies a place of sharing—where stories, knowledge, and traditions intertwine, creating bonds that transcend time.

To the left of the gathering symbol, three circular elements honour Jointly's core values: trust, loyalty, and integrity. These guiding principles form the foundation of their relationships and commitments, symbolising the strength and unity that comes from shared purpose and respect.

On the right, three more circular elements represent the three offices strategically located in Melbourne, Mildura, and Shepparton. Each circle signifies a hub of connection and collaboration, highlighting the reach and impact of Jointly's work across communities.

Footprints weave across the artwork, marking the pathways of reconciliation. These tracks represent the individual journeys we all take to deepen our understanding of Aboriginal culture and heritage. They remind us that reconciliation is not a destination but an ongoing journey, shaped by learning, growth, and respect.

Scattered throughout the piece are symbols of connection to the land, depicted through native plants and natural elements. These elements ground the artwork in the beauty and vitality of Country, reminding us of the inseparable bond between people and place.

Boomerangs, featured prominently, signify the importance of gathering and exchanging information. They embody the motion of giving and receiving, emphasising the need for open dialogue and shared understanding to educate others about the importance of reconciliation.

Handprints appear as a testament to care and respect—symbolising the hands that reach out to learn, nurture, and share cultural understanding. They represent the act of taking time to connect, listen, and contribute to reconciliation efforts.

At the top of the artwork, a series of interconnected elements symbolise communities and the strong ties that bind them together. This part of the design reflects the collective spirit and shared responsibility that underpin reconciliation.

Finally, white lines at the bottom represent Jointly's core business role—a metaphorical foundation of building blocks that support understanding and knowledge-sharing. These lines remind us of the structure and support Jointly provides to strengthen connections and foster reconciliation.

This artwork captures the journey of reconciliation, celebrating Jointly's commitment to fostering trust, community, and shared understanding. Through this visual story, we see a pathway to a stronger, more inclusive future where everyone is connected by a shared respect for culture, Country, and one another.

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



Karen Mundine
Chief Executive Officer
Reconciliation Australia

Jointly joins a network of more than 3,000 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 close to 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 Jointly 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 Jointly, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

STATEMENT FROM THE DIRECTOR OF JOINTLY



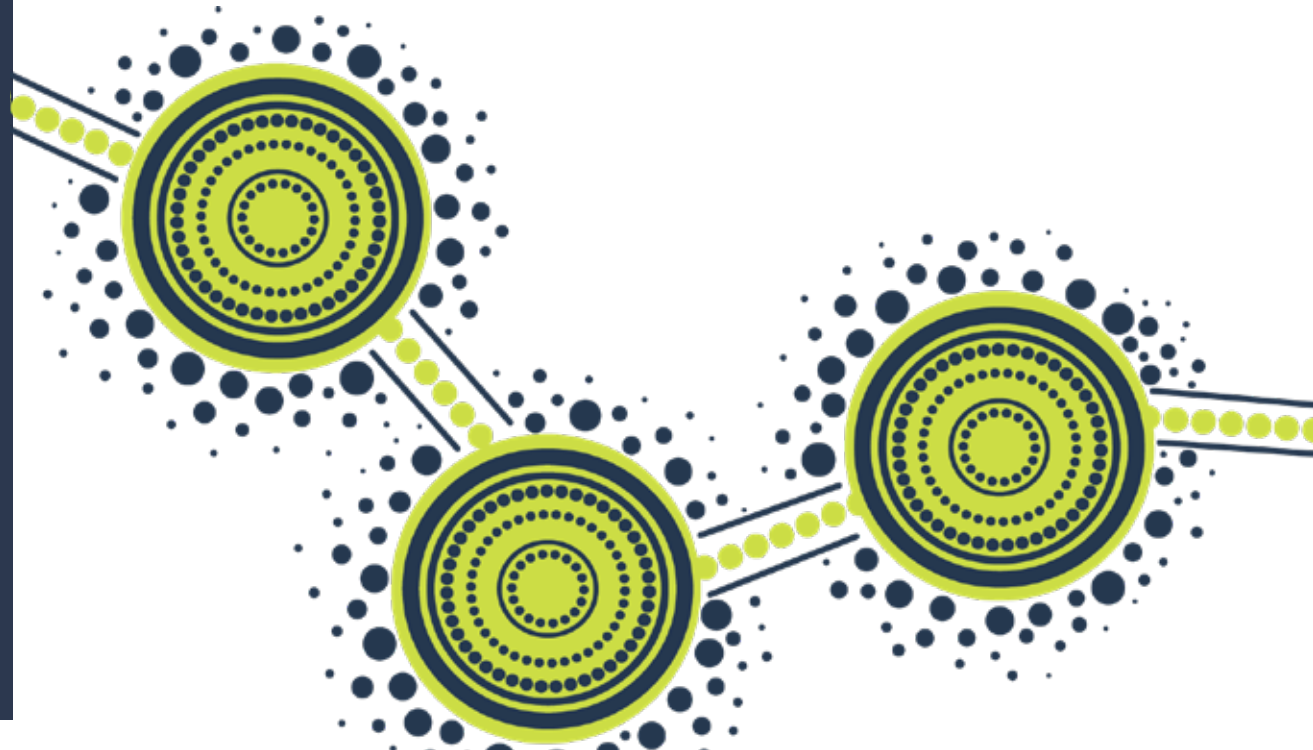
We hope your Reconciliation Action Plan represents the respect and love that we have for the First Nation people.



Hugh James
Director
Jointly

As a company we have always strived to be a company of diverse people (cultural, heritage and gender), delivering projects the right way and treating everyone along the way with respect at all times. We are not big on mission statements and do not promote these values externally, we have always wanted it to show naturally to those that work with us. We feel we have succeeded at this.

Along our journey we have employed many First nation people and engaged many First Nation owned contractors along the way. However, we recognised it is a space that we could turn our focus to and improve on by having a mandate for us to achieve some key meaningful actions. We have set out to create a Reconciliation Action Plan for our continual improvement and no doubt for the benefit of generations of First nations people to come through career and business development.



Jointly was established in 2012 and has since grown into a reputable commercial building company with a strong presence in Victoria. Our core business revolves around delivering high-quality commercial construction projects, and we are proud to employ approximately 70 dedicated professionals across Victoria. While we currently do not have specific data on the number of Aboriginal and Torres Strait Islander staff members within our workforce, we are committed to gathering this information and fostering diversity and inclusion within our organisation.

Our operations are firmly rooted in Victoria, with a geographic reach that spans both metropolitan and regional areas. We have four office locations which are situated in Mildura, North Melbourne, Bayswater North, and Shepparton. These locations enable us to effectively manage projects across the region, ensuring that we meet the needs of our clients while contributing to the growth and development of the communities in which we operate.



Jointly is committed to developing a Reflect Reconciliation Action Plan to take a positive step towards reconciliation and therefore have an impact on the Aboriginal and Torres Strait Islander peoples. Jointly are always looking to tender and hopefully be awarded commercial builds that directly benefit the community. Jointly aims to promote career development and participation of Aboriginal and Torres Strait Islander peoples within our company, striving to make our business sustainable and contribute to a better society.

Initially, we will seek out and contact the stakeholders that are relevant to the commercial building industry and let them know we have commenced our journey. We have appointed Raymond Tran, our Commercial Manager, to lead this initiative. Raymond is a highly respected senior member of the Jointly team and has direct access to our supplier network. His goal is to encourage our suppliers to become more culturally aware and aligned with our values. Our goal is to ensure all employees are aligned and truly part of the process with Raymond and our Operational team leading with guidance, integrity and compassion. We are also committed to working with contractors and businesses from Aboriginal and Torres Strait Islander communities.

As a company new to this journey, we acknowledge we have not yet embarked on this path but are determined to push ourselves and our people to make meaningful contributions to the Aboriginal and Torres Strait Islander Peoples.

RELATIONSHIPS



Action	Deliverable	Timeline	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	January 2025	Commercial Manager
	Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	January 2025	Contracts Team Lead
2. Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	February 2025	Operations Manager
	RAP Working Group members to participate in an external NRW event	27 May- 3 June, 2025	Operations Manager & Directors
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May- 3 June, 2025	Operations Manager & Directors
3. Promote reconciliation through our sphere of influence.	Communicate our commitment to reconciliation to all staff.	January 2025	Operations Manager
	Identify external stakeholders that our organisation can engage with on our reconciliation journey	February 2025	Commercial Manager
	Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	February 2025	Commercial Manager
4. Promote positive race relations through anti-discrimination strategies.	Research best practice and policies in areas of race relations and anti-discrimination.	March 2025	Contracts Teams Lead
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	March 2025	Commercial Manager

RESPECT



Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	January 2025	Directors
	Conduct a review of cultural learning needs within our organisation.	February 2025	Operations Manager
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	February 2025	Commercial Manager
	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	January 2024	Directors
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	July 2025	Operations Manager
	Introduce our staff to NAIDOC Week by promoting external events in our local area.	June 2025	Operations Manager
	RAP Working Group to participate in an external NAIDOC Week event.	First week in July, 2025	Operations Manager

OPPORTUNITIES



Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	January 2025	Director
	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	January 2025	Office Administrator & Operations Manager
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	January 2025	Office Administrator & Operations Manager
	Develop a list of Aboriginal and Torres Strait Islander suppliers	January 2025	Commercial Manager & Office Administrator

GOVERNANCE



Action	Deliverable	Timeline	Responsibility
10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	Maintain a RWG to govern RAP implementation.	March 2025	Office Administrator
	Draft a Terms of Reference for the RWG.	March 2025	Office Administrator
	Establish Aboriginal and Torres Strait Islander representation on the RWG.	March 2025	Office Administrator
11. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	March 2025	Office Administrator
	Engage senior leaders in the delivery of RAP commitments.	March 2025	Office Administrator
	Appoint a senior leader to champion our RAP internally.	March 2025	Office Administrator
	Define appropriate systems and capability to track, measure and report on RAP commitments.	April 2025	Office Administrator & Operations Manager
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June annually	Office Administrator & Operations Manager
	Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Survey.	1 August annually	Office Administrator
	Complete and submit the annual RAP Impact Survey to Reconciliation Australia.	30 September, annually	Office Administrator
13. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	April 2025	Office Administrator



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