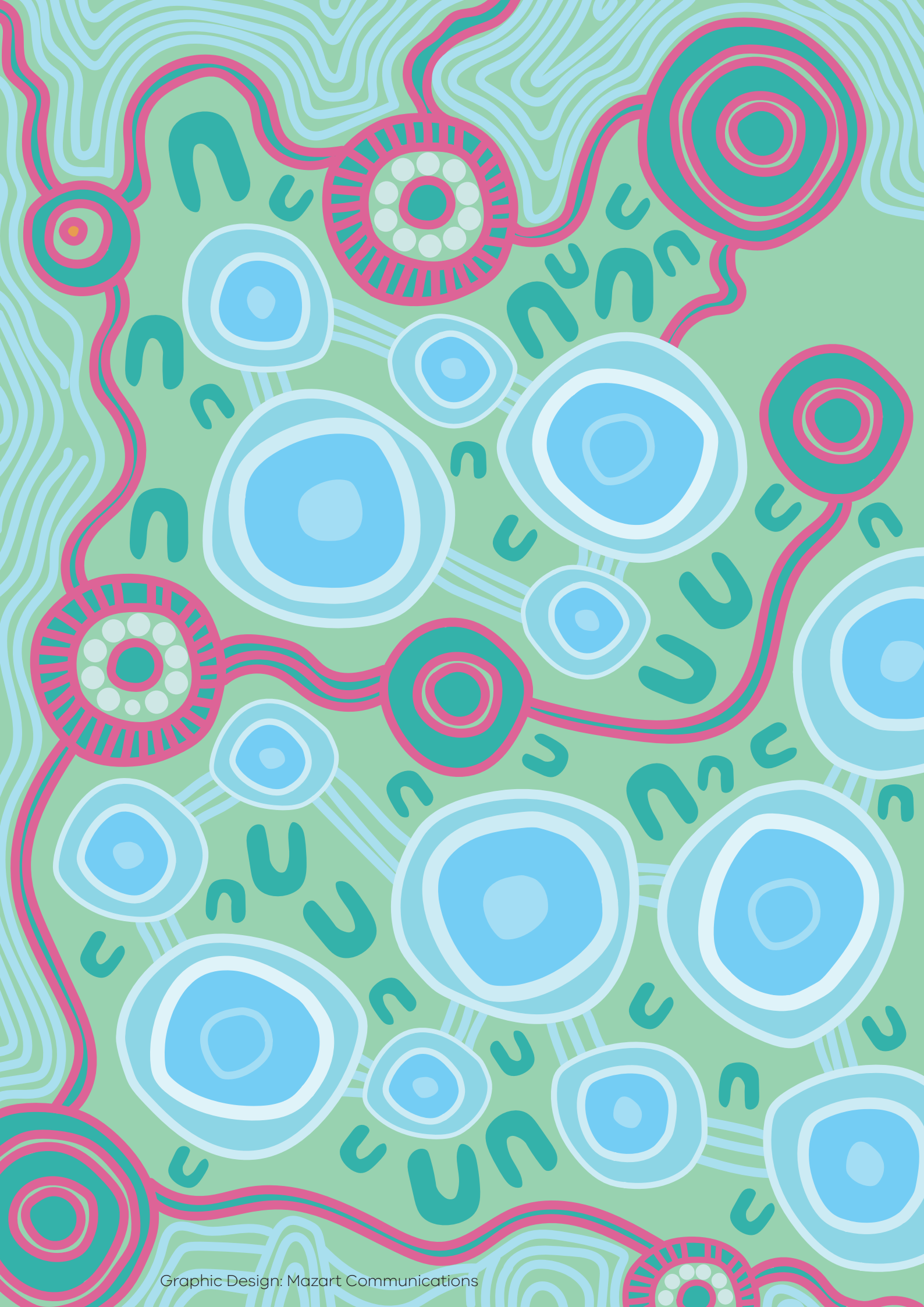


First Peoples Cultural Safety Framework

Action Plan 2024-2028







ACKNOWLEDGEMENT

We proudly acknowledge First Peoples throughout Victoria. We acknowledge their ongoing strength in practising the world's oldest living culture. We acknowledge the Traditional Owners' lands, waters and skies on which we live and work. We also pay our respects to their Elders past and present.

LANGUAGE STATEMENT

Language is important and can change over time, and words can have different meanings for different people.

We recognise the diversity of First Peoples living throughout Victoria. The terms 'Koorie' or 'Koori' are often used by Aboriginal people of southeast Australia. In this plan we have respectfully used the term First Peoples. This term refers to all people of Australian Aboriginal and/or Torres Strait Islander descent, living or visiting Victoria.

INTRODUCTION

Our vision is to enable thriving places and connected communities. As the Department of Transport and Planning (DTP), we all own this vision and its outcomes.

To increase First Peoples cultural safety, we've made commitments in the Department of Transport and Planning Cultural Safety Framework. This Cultural Safety Action Plan 2024-2028, outlines the Department's commitment to our first phase of actions.

This Action Plan applies to everyone in the Department. We all have a commitment to support the development of cultural safety.

The purpose of our First Peoples Cultural Safety Framework and Action Plan is to increase safety for First Peoples who:

- Use the Transport and Planning system.
- Work within the Department.
- Traditional Owners and First Peoples community who engage with the Department.



People

FOCUS AREA	ACTION	OUTCOMES	RESPONSIBILITY	TIME FRAME
Safety and support	Create regular First Peoples connection opportunities	First Peoples Staff Conference: <ul style="list-style-type: none"> held annually increased participation year on year co-designed with First Peoples 	<ul style="list-style-type: none"> First Peoples Self Determination and Reform 	Annually
Safety and support	First Peoples specific workshops and activities	Workshops and activities: <ul style="list-style-type: none"> improve cultural safety climate sessions offered annually co-designed with First Peoples support emerging and known needs 	<ul style="list-style-type: none"> First Peoples Self Determination and Reform With support from People and Culture 	Annually
Safety and support	Evaluate First Peoples specific Employee Assistance Program Pilot (EAP)	EAP goals: <ul style="list-style-type: none"> increase in the number of First Peoples employees accessing First Peoples EAP vs mainstream EAP 80% of First Peoples employees report their needs are met First Peoples specific EAP implemented if pilot is successful 	<ul style="list-style-type: none"> First Peoples Self Determination and Reform With support from People and Culture 	June 2024
Safety and support	Develop cultural safety e-learn suite	Cultural safety e-learn: <ul style="list-style-type: none"> e-learn training suite developed co-designed with First Peoples First Peoples lead as subject matter experts 	<ul style="list-style-type: none"> First Peoples Self Determination and Reform With support from People and Culture 	July 2024
Safety and support	Launch cultural safety e-learn suite	Cultural safety e-learn: <ul style="list-style-type: none"> added to new employee induction evaluated in real time 100% completion rate and Performance Development Plans training requirement for: <ul style="list-style-type: none"> Executive officers Managers of First Peoples employees engaging directly and indirectly with First Peoples People and Culture employees 90% completion rate for all other employees	<ul style="list-style-type: none"> First Peoples Self Determination and Reform With support from People and Culture 	March 2026



FOCUS AREA	ACTION	OUTCOMES	RESPONSIBILITY	TIME FRAME
Safety and support	Commitments in Performance Development Plans for the Department of Transport and Planning (DTP) Leadership	<p>Commitments related to:</p> <ul style="list-style-type: none"> self determination cultural safety Treaty readiness actions and implementation of First Peoples related plans i.e., Yani Bangal <p>Annual DTP wide:</p> <ul style="list-style-type: none"> progress reporting meeting to report on progress and share best practice examples 	<ul style="list-style-type: none"> DTP Leadership People and Culture with support from First Peoples Self Determination and Reform 	Launched October 2024
Safety and support	Develop and implement specialised cultural safety training	<p>Developed and implemented for:</p> <ul style="list-style-type: none"> People and Culture Managers of First Peoples employees frontline and customer facing transport workers (supported via commercial agreements with Portfolio agencies and operators) <p>Training:</p> <ul style="list-style-type: none"> evaluated in real time has 90% completion rate 	<ul style="list-style-type: none"> First Peoples Self Determination and Reform With support from People and Culture 	March 2028
Safety and support	Develop and launch intranet support resource for Managers of First People and Executives	<p>Intranet support resource:</p> <ul style="list-style-type: none"> instructs how to access 'manager of First peoples cultural support and coaching' via First Peoples specific EAP provides information on training opportunities 	<ul style="list-style-type: none"> First Peoples Self Determination and Reform With support from People and Culture 	September 2024
Safety and support	Launch and implement First Peoples Mental Health First Aid training	<p>Mental Health First Aid training:</p> <ul style="list-style-type: none"> launched evaluated in real time 100% of managers of First Peoples and Executives complete training 	<ul style="list-style-type: none"> First Peoples Self Determination and Reform 	March 2025
Safety and support	Establish a mechanism for First Peoples to report instances where they feel culturally unsafe	<p>Mechanism for First Peoples to report culturally unsafe conduct on the Transport network</p> <ul style="list-style-type: none"> co-designed with First Peoples launched and promoted established record system to manage data development of resolution processes focused on timely and culturally appropriate outcomes developed in line with self determination and accessibility principles 	<ul style="list-style-type: none"> First Peoples Self Determination and Reform Transport Regulatory Operations All 	September 2027



Systems Reform

FOCUS AREA	ACTION	OUTCOMES	RESPONSIBILITY	TIME FRAME
Traditional Owners	Design and implement Transport and Planning First Peoples engagement framework	First Peoples Engagement framework: <ul style="list-style-type: none"> • developed and implemented • evaluation co-designed with Traditional Owners • evaluation approach reviewed yearly • establish and implement monitoring and feedback register 	<ul style="list-style-type: none"> • First Peoples Self Determination and Reform • Employees engaging with Traditional Owners 	March 2024
Leadership led	Establish and progress DTP Group Action Plans	DTP Group action plans: <ul style="list-style-type: none"> • provide First Peoples led tailored organisational reform support • are developed and monitor progress quarterly • review cultural safety within systems, practices, governance structures and systemic behaviours • identify structures and systems that don't enable self determination and don't involve First Peoples in decision making about matters that affect them 	<ul style="list-style-type: none"> • DTP Executives 	June 2025
Systems reform	Develop zero tolerance discrimination and harassment policy	Policy: <ul style="list-style-type: none"> • includes complaints process for First Peoples to report culturally unsafe conduct • processes embedded into People Management System • developed with the consultation of the Transport and Planning First Peoples Staff Reference Group • evaluated annually 	<ul style="list-style-type: none"> • First Peoples Self Determination and Reform 	September 2025
Systems reform	Cultural safety embedded into HR systems and processes	HR systems and processes to include cultural safety: <ul style="list-style-type: none"> • in position description template • as a Performance Development Plan measure 	<ul style="list-style-type: none"> • People and Culture • With support from First Peoples Self Determination and Reform 	March 2027
Systems reform	Develop and implement culturally appropriate and safe process to encourage First Peoples staff to self-identify in HR systems	Self-identification process: <ul style="list-style-type: none"> • safe and culturally appropriate • data access transparency • HR system updates developed in consultation with the Transport and Planning First Peoples Staff Reference Group • effectively communicated 	<ul style="list-style-type: none"> • People and Culture • With support from First Peoples Self Determination and Reform 	March 2026

FOCUS AREA	ACTION	OUTCOMES	RESPONSIBILITY	TIME FRAME
Visual safety	Openly promote and celebrate First Peoples culture throughout the year to support ongoing cultural learning	Cultural events and activities: <ul style="list-style-type: none"> • events and communication plan • have broad participation • managers and executives encourage employees to attend • align to development focus areas • reviewed annually 	<ul style="list-style-type: none"> • First Peoples Self Determination and Reform 	Annually
Visual safety	All DTP offices and sites have: <ul style="list-style-type: none"> • plaques acknowledging Traditional Owners • Aboriginal and Torres Strait Islander flags 	100% of DTP offices and sites have: <ul style="list-style-type: none"> • visual cultural safety audit annually • Aboriginal and Torres Strait Islander flags in high traffic areas • plaques acknowledging Traditional Owners in high traffic areas on uncontested Country (permission sought from Traditional Owners) • tracking ledger for plaques and flags 	<ul style="list-style-type: none"> • Accommodation and Workplace Services • Department Government Services Shared Services Provider • Site landlords (where applicable) • With support from First Peoples Self Determination and Reform 	March 2028
Visual safety	Aboriginal language naming policy for internal assets and desktop review of external naming policy	Policy and process: <ul style="list-style-type: none"> • developed and implemented in partnership with Traditional Owners • tracking and monitoring system developed • desktop review of external naming policy 	<ul style="list-style-type: none"> • First Peoples Self Determination and Reform • Geographic Names Victoria • Applicable Victorian Government stakeholders 	July 2027

Note

- The First Peoples Staff Reference group (FPSRG) is an elected body of people from the First Peoples Staff Network (FPSN).
- The key purpose of the FPSRG is to provide advice on Transport and Planning policies and activities which have a direct impact on First Peoples Staff.
- The key purpose of the FPSN is to enable a peer to peer support network for First Peoples staff.





Accountability and Outcomes

FOCUS AREA	ACTION	OUTCOMES	RESPONSIBILITY	TIME FRAME
Monitor and report	Establish community feedback loops	<p>Community feedback loops:</p> <ul style="list-style-type: none"> • utilise place-based Implementation Plan round tables • developed in consultation with Community • establish a system to record and manage feedback • are evaluated • resolution processes developed - focus on timely and culturally appropriate outcomes • align with self determination, accessibility and Indigenous data sovereignty principles 	<ul style="list-style-type: none"> • First Peoples Self Determination and Reform • Regional Directors 	September 2026
Monitor and report	Develop and implement a First Peoples evaluation framework	<p>First Peoples Evaluation Framework:</p> <ul style="list-style-type: none"> • developed in consultation with First Peoples • is implemented • focuses on the impact of outcomes • aligns to the principles of self determination and Indigenous data sovereignty 	<ul style="list-style-type: none"> • First Peoples Self Determination and Reform 	February 2025
Monitor and report	Survey developed to measure our cultural safety climate of our First Peoples employees	<p>Survey:</p> <ul style="list-style-type: none"> • is developed in partnership with the Transport and Planning First Peoples Staff Reference Group • is held a minimum of every 18 months • findings are communicated • Indigenous data sovereignty principles upheld <p>DTP Group Action Plans are reviewed and updated based on survey findings</p>	<ul style="list-style-type: none"> • First Peoples Self Determination and Reform 	Launched June 2025
Report	Publicly reporting on the progress of our cultural safety framework	<p>Public report:</p> <ul style="list-style-type: none"> • is released annually • template developed in consultation with First Peoples employees • released in an accessible version • is written at a grade 9 reading level, with no Government jargon • aligned with Indigenous data sovereignty principles 	<ul style="list-style-type: none"> • First Peoples Self Determination and Reform 	First annual report due by October 2026



