



HIVE
LEGAL

Reconciliation Australia Plan

October 2021 – April 2023



RECONCILIATION
ACTION PLAN

REFLECT

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Reconciliation Australia Statement

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

Hive Legal 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 Hive Legal 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 Hive Legal, 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

Reflect Reconciliation Australia Plan

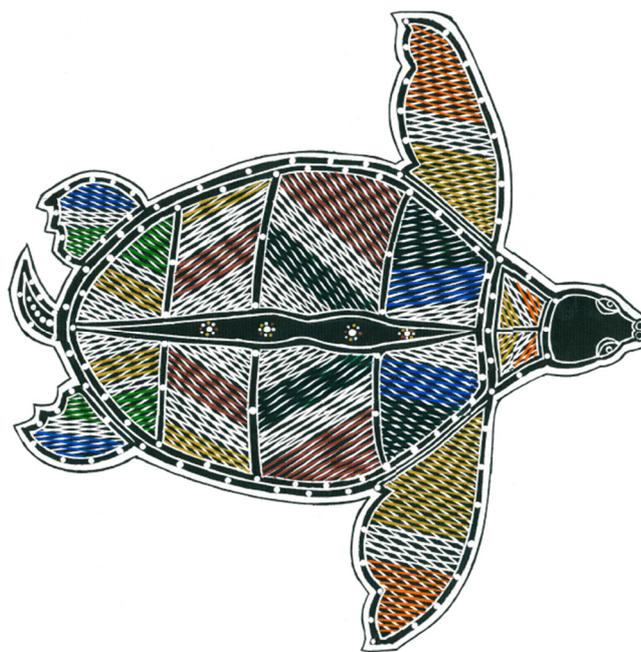
Hive has always been passionate about reconciliation and our Reflect Reconciliation Action Plan (**RAP**) represents our first step as an organisation in formalising and strengthening our long-term commitment to it and providing a roadmap for our reconciliation journey as an organisation. It is a step towards our ongoing support of reconciliation which reflects our active commitment to diversity, inclusion and community building and respect for the Traditional Owners of our Land.

Hive acknowledges Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands, skies and waterways across Australia. We recognise that sovereignty was never ceded and we are committed to supporting reconciliation initiatives and creating community partnerships to connect with First Nations people's cultures, countries and communities.

Hive pays its respects to their Elders past, present and emerging and we acknowledge our Melbourne office is on the traditional lands of the Wurundjeri People of the Kulin Nation. We celebrate the diversity, resilience and strength of all Aboriginal and Torres Strait Islander communities.

We are proud to commence our reconciliation journey and the implementation of our RAP will lay the foundations for further RAPs and reconciliation initiatives. We want our changes to have a positive impact, especially in areas such as developing a real understanding of Aboriginal and Torres Strait Islander cultures and really educating our team, clients and suppliers and building a culturally safe environment.

Hive will connect with First Nations people and join them along the journey of reconciliation. We understand the importance of cultural safety awareness, truth telling, and acting against racism. We are committed in making continuous impacts on reconciliation by setting targets and goals, and once achieved, creating new ones.



Our business

Hive is an innovative corporate commercial law firm driven by our purpose of **improving our clients' and our team's experience of legal services**. We provide high quality legal services and for us, **it's not just what we do, it's the way we do it**.

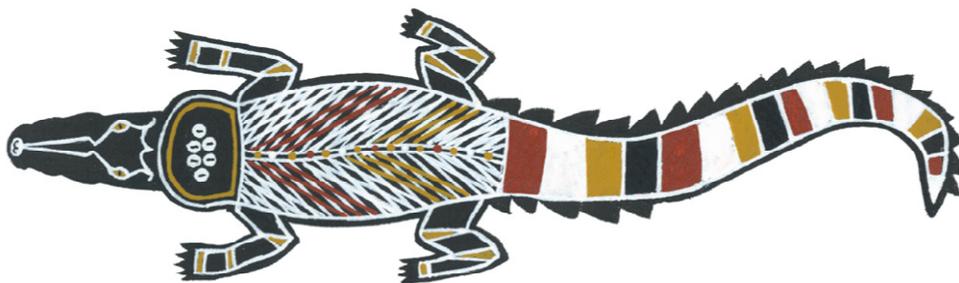
At Hive we are renowned for our collaborative, connected and innovative approach to law. We are a highly regarded and industry leading commercial law firm servicing clients nationally in highly regulated sectors which include Energy, Health, Government, Technology and Commercial, Corporate and M&A, and Financial Services.

The founding Principals of Hive Legal, a small group of seasoned partners from traditional top tier law firms, came together with a new philosophy of how they want to work with clients and staff. They designed a working model that achieves respectful collaboration, and **progressive and flexible work practices** which drive innovation, reduce costs and improve outcomes for our clients and our team.

Diversity and inclusion are paramount and embedded in our culture. We recognise and respect qualities which are unique to each individual and committed to an inclusive culture which values diversity of thought, opinion, experience and background, and where its employees are provided with equal access to opportunities.

We are a firm of 28 people delivering outstanding legal services, underpinned by a contemporary style of legal practice and consulting. Our office is located in the heart of Melbourne's CBD on the traditional land of the Wurundjeri People of the Kulin Nation.

Our values of contemporary thinking, creativity, courage, character and collaboration provide the motivation for why, as a firm, we feel it is important to develop a RAP and commence our journey towards reconciliation.



Our Reconciliation Australia Plan

Hive's RAP will formalise our commitment to reconciliation and in turn seeks to raise our awareness and understanding of Aboriginal and Torres Strait Islander achievements and contributions. It's important to us that we increase our staff's and stakeholder's awareness and understanding of matters affecting Aboriginal and Torres Strait Islander people and help us deepen our relationships with the wider Aboriginal and Torres Strait Islander community.

A RAP provides a framework for Hive to take practical actions to contribute to the goal of reconciliation. Hive's reconciliation journey to date has been heavily based on our internal policies, however, we want to reach out to our community and create long standing community partnerships with Aboriginal and Torres Strait Island peoples and organisations.

We understand and acknowledge the core pillars of a RAP:



Governance



Relationships



Respect



Opportunities

As a firm we aim to develop strategies and initiatives around each pillar to provide a space for independence of Aboriginal and Torres Strait Islander peoples and to help create a more diverse, inclusive and respectful workplace and client base.

The RAP is a pivotal step in our recognition of the importance of reconciliation in fostering not only a diverse, respectful and inclusive workplace but more broadly a diverse, respectful and inclusive society. At Hive we strongly believe and take responsibility for reconciliation and our part in contributing towards reconciliation in order for our firm and broader society to achieve improved outcomes.

Our RAP Team has a real passion for reconciliation and consists of:

- Adrienne Trumbull, Principal
- Stacy Otis, Operations Manager
- Jenny Taing, Special Counsel

Adrienne is Hive Legal's RAP Principal (Champion!) and has committed to raising awareness of our RAP internally and externally. Adrienne is dedicated to leading by example and will be overseeing our RAP to ensure we are meeting our actions and deliverables.

Our partnerships and current activities

Hive will ensure our commitment to our First Nations People will be ongoing. Our current support of reconciliation has included the following initiatives:

- **Acknowledgement of Country:** Hive acknowledges the Traditional Owners of the land and pays respect to Elders, past, present and emerging in all our staff meetings, email signatures, presentations, tenders and pitches, and social media posts.
- **Reconciliation Australia National Conference:** Hive will attend the Reconciliation Australia National Conference every year. It is important for us to show our support, connect with likeminded organisations and get updates on reconciliation developments.
- **Promoting the hiring of Aboriginal and Torres Strait Islander people:** Hive strongly encourages the hiring of Aboriginal and Torres Strait Islander peoples. This is emphasised in our Recruitment and Selection Policy, as well as on our website www.hivelegal.com.au/joinus.
- **Aboriginal and Torres Strait Islander Policy:** Hive adopted an Aboriginal and Torres Strait Islander Policy in 2018. This policy supports employment and the purchasing from Aboriginal and Torres Strait Islander suppliers. It also includes resources and information for staff.

Hive will be implementing the following initiatives within an 18-month period:

- **RAP awareness:** Hive will ensure all staff are aware of our RAP by providing regular updates on how we are tracking with our actions and deliverables.
- **Office environment:** Hive will create an office environment that shows our support to reconciliation. This will include displaying Aboriginal and Torres Strait Islander artwork, our Acknowledgement of Country and the purchasing of books as reading material for staff and visitors to view in our reception area.
- **Education:** *Cultural awareness training:* Hive will engage with Aboriginal and Torres Strait Islander organisations and hold cultural awareness training on Aboriginal and Torres Strait Islanders histories and cultures, along with *racism and unconscious bias training*.
- **Participate in Reconciliation events and activities:** Hive will participate in National Reconciliation Week (NRW); and sponsor Reconciliation Australia events.
- **Engage with Aboriginal and Torres Strait Islander Businesses:** Hive will use supplynation.org.au, which provides a directory of verified Aboriginal and Torres Strait Islander businesses when looking for suppliers and build community partnerships by supporting Reconciliation activities.

Action and deliverables

Hive will aim to meet the action and deliverables in the table below within an 18-month period. Our RAP team will meet once every two months to monitor and report on implementations of our RAP and its deliverables.



Relationships

1. Establish and strengthen mutually beneficial relationship with Aboriginal and Torres Strait Islander stakeholders and Organisations.

Deliverable	Timeline	Responsibility
Identify Aboriginal and Torres Strait Islander stakeholders and organisation within our local area of sphere of influence.	March 2022	Operations Manager
Research best practices and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and Organisations.	March 2022	Operations Manager

2. Build relationships through celebrating National Reconciliation Week (NRW).

Deliverable	Timeline	Responsibility
Circulate Reconciliation Australia's NRW resources and reconciliation materials to staff.	May 2022	Operations Manager
RAP team members to participate in an external NRW event.	27 May – 3 June 2022	Operations Manager
Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May – 3 June 2022	RAP Principal

3. Promote reconciliation through our sphere of influence.

Deliverable	Timeline	Responsibility
Communicate our commitment to reconciliation to all staff.	Oct 2021	RAP Principal

Identify external stakeholders that our organisation can engage with on our reconciliation journey.	July 2022	Operations Manager
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Identify RAP and other likeminded organisations that we could approach to collaborate with on our reconciliation journey.	July 2022	Operations Manager
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4.Promote positive race relations through anti-discrimination strategies.

Deliverable	Timeline	Responsibility
Research best practice and policies in areas of race relations and anti-discrimination.	March 2022	Operations Manager
Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	March 2022	Operations Manager



Respect

5.Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.

Deliverable	Timeline	Responsibility
Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	March 2022	Operations Manager
Conduct a review of cultural learning needs within our organisation.	March 2022	Operations Manager

6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.

Deliverable	Timeline	Responsibility
Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	March 2022	Operations Manager
Increase staff's understanding of the purpose and significance behind cultural	March 2022	Operations Manager

protocols, including Acknowledgement of Country and Welcome to Country protocols.

7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.

Deliverable	Timeline	Responsibility
Raise awareness and share information amongst staff about the meaning of NAIDOC Week.	June 2022	Operations Manager
Introduce staff to NAIDOC Week by promoting external events in our local area via our social media platforms.	First week in July 2022	Operations Manager
Participate in an external NAIDOC Week event.	First week in July 2022	Operations Manager



Opportunities

8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.

Deliverable	Timeline	Responsibility
Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	December 2021	Operations Manager
Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	December 2021	Operations Manager

9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.

Deliverable	Timeline	Responsibility
Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	July 2022	Operations Manager
Investigate Supply Nation membership.	July 2022	Operations Manager



Governance

10. Maintain an effective RAP Working Group (RWG) to drive governance of the RAP.

Deliverable	Timeline	Responsibility
Maintain a RWG to govern RAP implementation.	Oct 2021	Operations Manager
Draft a Terms of Reference for the RWG.	Feb 2022	Operations Manager
Establish Aboriginal and Torres Strait Islander representation on the RWG.	Feb 2022	Operations Manager

11. Provide appropriate support for effective implementation of RAP commitments.

Deliverable	Timeline	Responsibility
Define resource needs for RAP implementation.	December 2021	Operations Manager
Engage senior leaders in the delivery of RAP commitments.	December 2021	RAP Principal
Define appropriate systems and capability to track, measure and report on RAP commitments.	December 2021	Operations Manager

12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.

Deliverable	Timeline	Responsibility
Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 Sept 2022	Operations Manager

13. Continue our reconciliation journey by developing our next RAP.

Deliverable	Timeline	Responsibility
Hive will register via Reconciliation Australia's website to begin developing our next RAP.	Dec 2022	Operations Manager

Contact details

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