

Innovate Reconciliation Action Plan

January 2024 – January 2026



Acknowledgment of Country

Hive acknowledges the Traditional Owners of the Land and pays respect to Elders, past, present, and future. We acknowledge our Melbourne office is on the traditional lands of the Wurundjeri People of the Kulin Nation and we pay our respects to the Traditional Custodians of the land. Hive also extends this respect to all other nations we work and live on.

Hive recognises that sovereignty was never ceded and acknowledges Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands, skies and waterways across Australia

A message from Reconciliation Australia

Reconciliation Australia commends Hive Legal on the formal endorsement of its inaugural Innovate Reconciliation Action Plan (RAP).

Commencing an Innovate RAP is a crucial and rewarding period in an organisation's reconciliation journey. It is a time to build strong foundations and relationships, ensuring sustainable, thoughtful, and impactful RAP outcomes into the future.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement.

This Innovate RAP is both an opportunity and an invitation for Hive Legal to expand its understanding of its core strengths and deepen its relationship with its community, staff, and stakeholders.

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By investigating and understanding the integral role it plays across its sphere of influence, Hive Legal will create dynamic reconciliation outcomes, supported by and aligned with its business objectives.

An Innovate RAP is the time to strengthen and develop the connections that form the lifeblood of all RAP commitments. The RAP program's framework of *relationships*, *respect*, and *opportunities* emphasises not only the importance of fostering consultation and collaboration with Aboriginal and Torres Strait Islander peoples and communities, but also empowering and enabling staff to contribute to this process, as well.

With over 2.3 million people now either working or studying in an organisation with a RAP, the program's potential for impact is greater than ever. Hive Legal is part of a strong network of more than 1,100 corporate, government, and not-for-profit organisations that have taken goodwill and intention, and transformed it into action.

Implementing an Innovate RAP signals Hive Legal's readiness to develop and strengthen relationships, engage staff and stakeholders in reconciliation, and pilot innovative strategies to ensure effective outcomes.

Getting these steps right will ensure the sustainability of future RAPs and reconciliation initiatives and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Hive Legal on your Innovate RAP and I look forward to following your ongoing reconciliation journey.

Karen Mundine
Chief Executive Officer
Reconciliation Australia



Our vision for Reconciliation

Hive's vision for reconciliation goes beyond our firm and encompasses our entire nation's future. Hive envisions a society, and in particular a legal industry, in which Aboriginal and Torres Strait Islander peoples' rights and cultures are properly recognised and respected. This vision entails historical acceptance and acknowledgement that sovereignty was never ceded, along with a sincere recognition of the injustices of the past. In this future, we strive for a legal industry where Aboriginal and Torres Strait Islander peoples enjoy true equality and equity, whether that be as lawyers, service providers or recipients of legal services. It is a place where institutional integrity prevails, ensuring fair and just treatment for all. Our vision embraces a society free from racism, promoting an environment of unity, understanding, and diversity and inclusion. Through these joint efforts, we aim to build a society that values and appreciates its diverse heritage and celebrates the rich cultures and histories of Aboriginal and Torres Strait Islander peoples.

Hive is proud to commence the second stage of our reconciliation journey with our Innovate Reconciliation Action Plan (**Innovate RAP**). Hive recognises that reconciliation entails a transformation of connections between Aboriginal and Torres Strait Islander communities and non-Indigenous people. We remain committed to developing meaningful connections with Aboriginal and Torres Strait Islander peoples, actively standing by their side in their journey, and continuously supporting the path to reconciliation. It's important to us that we engage with stakeholders who hold the same values and vision as us. This includes our staff, clients and broader network.

Our business

Hive is an innovative corporate and 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 corporate and 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, a small group of seasoned partners from traditional top tier law firms, came together with a new vision for how they wanted 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.

The types of work we do:

Commercial: Our team is highly experienced in general commercial and contracting matters. We regularly assist clients in a range of sectors with their commercial needs, including contract reviews and risk identification; complex contracting arrangements; strategic projects; procurement; negotiations and drafting contract terms; template updates or preparation; and tenders (both preparing and responding).

Corporate Advisory: Our corporate team offers assistance with corporate governance needs, board advisory matters and structural arrangements such as joint ventures and shareholdings.

Transactions: We are highly experienced in mergers and acquisitions. Our team brings a depth of knowledge from both top tier and inhouse M&A environments, with a key focus on bringing deals to an outcome that manages our clients' key ambitions and risks.

Privacy And Data Security: Our privacy team has significant expertise assisting clients in relation to a broad range of privacy compliance, data protection and health records issues. This includes undertaking or providing: privacy health checks or audits (either organisational-wide or project/team-specific); preparation of key privacy documents; privacy training; advising in relation to both significant or business-as-usual privacy compliance risks and issues; and drafting mandatory and other data breach notifications or communications to regulators and affected individuals.

Marketing And Consumer Law: We work with legal teams and marketing teams directly, to reduce risk under the Australian Consumer Law, Therapeutic Goods Advertising Code and other regulatory requirements in relation to marketing materials. We also advise on permitted methods of direct marketing, taking into account the *Spam Act* and *Privacy Act* requirements.

The types of work we do:

Technology And Digital: Our team has extensive technology-specific expertise which sits alongside our skills in related areas such as general commercial transactions, privacy and data security and intellectual property protection and commercialisation.

We regularly advise both 'blue chip' corporates and growth clients on a wide range of technology projects, from discrete software and service suppliers and procurements through to major IT initiatives and complex contracting, including transformation projects, outsourcing, systems integration projects and enterprise-wide solutions. We also provide advice to clients looking to adapt technology in emerging fields such as healthtech, telehealth, energytech and fintech.

Innovation and Business Consulting: We help our clients (corporates, in-house teams, law firms, professional services firms, legal educators and regulators) to identify, design and implement better processes, services, programs, products, business models and strategies by using our purpose-driven design thinking framework, *HiveThink*[®].

Energy: We have a highly experienced energy team with specialist skills in electricity, gas, climate change/carbon, and renewable energy. We advise on, and assist clients with regulatory risk and compliance; energy contracting and projects; specialist disputes in the wholesale and network sectors; energy sector M&A and law and market reform, strategy and policy.

Financial Services: We work with domestic and international financial services institutions, public, private or listed, with a wholesale and/or retail client focus. Our team advises across a broad range of issues including Corporations Act matters (fundraising, disclosure, licensing, registered scheme/trust establishment and wind down), ASIC, APRA, ASX and AUSTRAC policy and regulation, outsourcing contracts (e.g. custody, sub-custody, investment management, administration, registry, liquidity, prime brokerage), trust law, securities law, general corporate advisory and M&A in the financial services/funds management space, exchange traded funds and exchange traded managed funds, AQUA market quotation, ASX-listed trusts, AML/CTF law and superannuation law.

Our people

We are a firm of 38 staff 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.

At present, there are no staff members in our organization who identify as Aboriginal and/or Torres Strait Islander people. However, as part of our commitment within this RAP, we will explore culturally appropriate methods to gain a better understanding of this matter.

It's embedded in our culture to support diversity and inclusion, and it is of critical importance to Hive and our values. We recognise and respect qualities unique to each individual and see our diversity as a strength from which we can innovate and grow. It's also important to us that our broader network share these values with us. We are committed to an inclusive culture which values diversity of thought, opinion, experience, and background, and where our employees and future employees are provided with equal access to opportunities. This is evident in our diverse workforce - though there is more we'd like to do to continue to foster diversity in our team. We encourage all Aboriginal and Torres Strait Islander peoples to contact us if interested in joining our firm.

We understand we have a sphere of influence outside of our organisation and it's important to us that we are vocal in our support for reconciliation to ensure it reaches our broader network and that we spread the message for unity. We work with many different industries, some including but not limited to, Health, Transport, Energy, Life Sciences, Retail and consumer, Financial Services, Higher Education and Technology. We also support and sponsor some of Victoria's major universities such as Monash University, Swinburne University, RMIT University, and La Trobe University. We are also regular contributors and attendants to many of the legal industry's major network partners such as the Australian Legal Technology Association, Australian Legal Practice Management Association, The Centre for Legal Innovation, College of Law and Leo Cussen.

Our Innovate RAP

Hive's Reflect RAP was adopted in 2021 and concluded in April 2023. We have learned a lot in the past two years and continue to reflect and learn as we move towards our Innovate RAP.

During our reconciliation journey, we have developed a deeper understanding of the importance of acknowledging and respecting the rights and cultures of Aboriginal and Torres Strait Islander peoples. Through engagement and collaboration, we have come to recognise the historical injustices and the significance of reconciliation in building a more inclusive and just Australia.

Throughout our Reflect RAP we have learned that reconciliation is an ongoing journey. It requires empathy and active involvement from all members of our firm and the broader community. Some of the key challenges we encountered include the need to address unconscious biases, recognise the complexities of historical events and allow individuals to recognise moments of significance within their own culture, and create safe spaces for open dialogue and cultural sharing. We have learned that reconciliation is not a straight path, and that patience and perseverance is key.

The insights gathered from our reconciliation journey have directly informed the commitments we are making in this Innovate RAP. Gaining a better understanding of the diverse cultures, histories, and experiences of Aboriginal and Torres Strait Islander peoples are central in shaping our approach to reconciliation.

Firstly, we are committed to a more inclusive workplace by actively promoting diversity and inclusion and ensuring equitable opportunities for Aboriginal and Torres Strait Islander peoples. This will be achieved through targeted recruitment strategies, cultural awareness training for all employees, and ensuring a culturally safe and respectful work environment. Secondly, our Innovate RAP focuses on partnering with Aboriginal and Torres Strait Islander communities to develop stronger relationships and to ensure that our actions align with their priorities and aspirations, promoting shared ownership of the reconciliation process.

Lastly, we are dedicated to educating our employees and broader network about the histories, cultures, and ongoing challenges faced by Aboriginal and Torres Strait Islander peoples. This includes integrating cultural awareness training, unconscious bias training and advocating for reconciliation within the legal industry and broader Australia.

Our RAP Committee

To achieve our vision, and to play our part in reconciliation, Hive's dedicated RAP Committee was formed in 2021. All members of our dedicated RAP Committee have a passion and genuine interest in reconciliation. The committee meets every quarter (March, June, September and December) to discuss our RAP, along with how we are tracking with our current and future initiatives.

Our RAP Committee consists of:

- Adrienne Trumbull, Principal and Director
- Stacy Otis, Operations Manager
- Ella Cannon, Principal and Director
- Jenny Taing, Special Counsel
- Jay Ong, Lawyer
- Anna Schuller, Paralegal

We currently have one external member of our RWG that identifies as a First Nations person.

Adrienne Trumbull is our RAP Champion and has committed to raising awareness of our RAP internally and externally. Adrienne is dedicated to leading by example and oversees our RAP to ensure we are meeting our actions and deliverables.

Hive's RAP Committee ensures that we consult with Aboriginal or Torres Strait Islander peoples for clarification or advice on RAP initiatives, aiming to conduct them in a culturally appropriate and respectful manner.

Our Reconciliation journey

Over the past 18 months, Hive has consistently demonstrated its dedication to supporting Aboriginal and Torres Strait Islander peoples through various reconciliation initiatives, showcasing our ongoing commitment to this important cause. These initiatives included:

Acknowledgment of Country: An Acknowledgment of Country recognises the ongoing connection that Aboriginal and Torres Strait Islander peoples have with the land we live upon. Hive performs an Acknowledgment of Country in all our meetings and presentations, both internally and externally. We have also included an Acknowledgment of Country on our website, e-signatures, and meeting invites.

Engaging with likeminded organisations: Hive attends the **Reconciliation Australia National RAP Conference** each year. It is important for us to show our support, connect with likeminded organisations and get updates on reconciliation developments.

Internal operations and policies: It's important to us that we have the necessary policies in place to support Aboriginal and Torres Strait Islander peoples. These policies include Aboriginal and Torres Strait Islander Policy, Recruitment and Selection Policy, Leave Policy, and our Supplier Code of Conduct.

These policies outline our commitment to:

- the **hiring** of Aboriginal and Torres Strait Islander peoples;
- the **purchasing** from Aboriginal and Torres Strait Islander suppliers. Some of our recent purchases include artwork for our office, books and children's books for our staff and their families, and Acknowledgment of Country plaques, all purchased from 100% owned and operated Aboriginal and Torres Strait Islander companies; and
- the acknowledgment of Aboriginal and Torres Strait Islander cultural events which has led us to implement **Sorry Business Leave** and **Cultural and Ceremonial Leave** for staff who identify as Aboriginal and Torres Strait Islander.

Our Reconciliation journey

Education and cultural awareness

Evident in our **Continuing Education and Training Policy**, Hive regards the training and development of Hive staff as being vital to its future and to achieving its overall objectives.

Hive has undergone mandatory **Aboriginal and Torres Strait Islander Cultural Awareness Training**. The training included an introduction to culture, cultural protocols and cultural competency and histories from an Aboriginal perspective. This training was hosted by Karen Milward, an Aboriginal and Torres Strait Islander person. We have also held mandatory **racism and unconscious bias training**.

Further to that, on a quarterly basis, we circulate an updated document with **reconciliation events** happening in Victoria and across Australia and encourage staff to attend them.

We have also purchased a number of books, along with children's book and encourage employees to take the books home with them to read them, along with reading to their children. Extending our education, particularly to our family and friends is also very important to us.

Our Reconciliation journey

Participate in reconciliation events and activities:

Hive participates in reconciliation activities through acknowledging significant dates and events for Aboriginal and Torres Strait Islander peoples. These include, but are not limited to, National Reconciliation Week and NAIDOC Week.

In 2021, Hive celebrated NAIDOC Week by hosting a Morning Tea for Culture. All donations were made to the Victorian Aboriginal Child Care Agency (VACCA). VACCA is a state-wide Aboriginal Community Controlled Organisation (ACCO) servicing children, young people, families, and community members.

In 2022, Hive celebrated NAIDOC Week by hosting Janet Turpie-Johnstone, an Elder, to come and speak to our Hivesters about the theme Get Up! Stand Up! Show Up.

In 2023, Hive celebrated NAIDOC Week by inviting all staff to attend a Koorie Heritage Site walking tour, led by a First Nations guide, to enable awareness of and connection to the lands and cultural artifacts surrounding our Melbourne office building.

We have continued to show our support to Aboriginal and Torres Strait Islander communities through a number of initiatives. One of our most recent initiatives is getting involved in the **Happy Box Project** – the project provides much needed toiletries and beauty products to Aboriginal and Torres Strait Islander women in remote communities. In addition to our donations, our Hivesters also send personalised Happy Boxes as well.

Our Reconciliation journey

Pro bono support for Aboriginal and Torres Strait Islander organisations and individuals:

Over the past two years we have provided pro bono legal services to a number of Aboriginal and Torres Strait Islander organisations and individuals, providing assistance with issues such as intellectual property rights / licensing, and privacy and data protection. We will continue to actively look for similar opportunities to use our highly specialised legal services to support and empower Aboriginal and Torres Strait Islander communities.

We will continue to support and improve our current initiatives and in addition to this, it's important we acknowledge and educate our firm on the National Agreement on Closing the Gap (**the National Agreement**), which has identified 19 national socio-economic targets across areas that have an impact on life outcomes for Aboriginal and Torres Strait Islander peoples. As indicated, the objective of the National Agreement is to enable Aboriginal and Torres Strait Islander peoples and governments to work together to overcome the inequality experienced by Aboriginal and Torres Strait Islander peoples and achieve life outcomes equal to all Australians.

Actions and Deliverables



RELATIONSHIPS

Building strong relationships between Aboriginal and Torres Strait Islander peoples and non-Indigenous peoples is important to our firm, and it aligns with our core values of contemporary thinking, creativity, courage, character, and collaboration.

- **Contemporary thinking:** Embracing contemporary thinking means recognising the importance of inclusivity and diversity in the modern world.
- **Creativity:** By sharing experiences and engaging with different cultural backgrounds, we can create unique and innovative solutions.
- **Courage:** Challenging past prejudices builds trust and respect, which develop productive and meaningful partnerships with Aboriginal and Torres Strait Islander peoples.
- **Character:** Demonstrating strong character means committing to reconciliation.
- **Collaboration:** Connecting people from diverse backgrounds leads to effective communication and engagement with Aboriginal and Torres Strait Islander peoples.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	<ul style="list-style-type: none">• Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.	June 2024	Operations Manager
	<ul style="list-style-type: none">• Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.	July 2024	Operations Manager and Principal

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
2. Build relationships through celebrating National Reconciliation Week (NRW).	<ul style="list-style-type: none"> Circulate Reconciliation Australia’s NRW resources and reconciliation materials to our staff. 	April 2024, 2025	Operations Manager
	<ul style="list-style-type: none"> RAP Working Group members to participate in an external NRW event. 	27 May - 3 June 2024 27 May - 3 June 2025	Operations Manager
	<ul style="list-style-type: none"> Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW. 	27 May - 3 June 2024 27 May - 3 June 2025	Principal
	<ul style="list-style-type: none"> Organise at least one NRW event each year. 	27 May - 3 June 2024 27 May - 3 June 2025	Operations Manager
	<ul style="list-style-type: none"> Register all our NRW events on Reconciliation Australia’s NRW website. 	May 2024, May 2025	Operations Manager

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
3. Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> Develop and implement a staff engagement strategy to raise awareness of reconciliation across our workforce. 	June 2024	Operations Manager
	<ul style="list-style-type: none"> Communicate our commitment to reconciliation publicly. 	March 2024	Principal
	<ul style="list-style-type: none"> Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes. 	October 2024	Operations Manager
	<ul style="list-style-type: none"> Collaborate with RAP organisations and other like-minded organisations to develop innovative approaches to advance reconciliation. 	August 2024	Operations Manager
	<ul style="list-style-type: none"> Provide a copy of our RAP as part of the firm induction process. 	July 2024	Operations Manager
	<ul style="list-style-type: none"> Create and circulate a comprehensive quarterly newsletter to staff highlighting reconciliation events happening in Victoria and across Australia 	March, June, September and December (annually)	Operations Manager
	<ul style="list-style-type: none"> Share and promote reconciliation initiatives through our social media channels to promote reconciliation in the broader legal industry 	March, June, September and December (annually)	Operations Manager

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
4. Promote positive race relations through anti-discrimination strategies.	<ul style="list-style-type: none"> Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs. 	August 2024	Operations Manager and Principal
	<ul style="list-style-type: none"> Develop, implement, and communicate an anti-discrimination policy for our organisation. 	September 2024	Operations Manager and Principal
	<ul style="list-style-type: none"> Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy. 	June 2024	Operations Manager
	<ul style="list-style-type: none"> Educate senior leaders on the effects of racism. 	July 2024	Principal
	<ul style="list-style-type: none"> Conduct a training session that educates our staff on the effects of racism and unconscious bias. 	May 2025	Operations Manager and Principal

Actions and Deliverables



RESPECT

Hive is dedicated to developing cultural understanding aiming to promote a deep appreciation of Aboriginal and Torres Strait Islander communities, their diverse cultures, and rich histories. Our goal is to promote and uphold respectful and meaningful relationships with Aboriginal and Torres Strait Islander peoples, whilst increasing awareness about reconciliation to our broader network. This is important to us to help bridge gaps and to create positive change and meaningful progress.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	<ul style="list-style-type: none"> Conduct a review of cultural learning needs within our organisation. 	February 2024	Principal
	<ul style="list-style-type: none"> Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors to inform our cultural learning strategy. 	March 2024	Operations Manager
	<ul style="list-style-type: none"> Develop, implement, and communicate a cultural learning strategy document for our staff. 	April 2024	Operations Manager
	<ul style="list-style-type: none"> Provide opportunities for RAP Working Group members, HR managers and other key leadership staff to participate in formal and structured cultural learning. 	May 2024	Principal
	<ul style="list-style-type: none"> Conduct a firm wide cultural awareness training session that covers Aboriginal and Torres Strait Islander cultures, histories, knowledges, and rights. 	May 2024	Operations Manager

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
	<ul style="list-style-type: none"> • Create resources such as reading materials, documentaries, and online training to educate employees about the histories, cultures, and contributions of Aboriginal and Torres Strait Islander peoples. 	August 2025	Operations Manager
	<ul style="list-style-type: none"> • Create and circulate a calendar of Aboriginal and Torres Strait Islander key dates of significance to increase staff awareness and understanding. 	March, June, September and December (annually)	Operations Manager
6. Demonstrate respect to Aboriginal and Torres Strait Islander people by observing cultural protocols.	<ul style="list-style-type: none"> • Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. 	March 2025	Operations Manager
	<ul style="list-style-type: none"> • Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country. 	February 2025	Operations Manager

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
	<ul style="list-style-type: none"> Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year. 	July 2024 and July 2025	Operations Manager
	<ul style="list-style-type: none"> Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings. 	January 2024	Operations Manager
	<ul style="list-style-type: none"> Review our Leave Policies to actively include additional leave options that enable Aboriginal and Torres Strait Islander peoples to observe cultural protocols. 	February 2025	Operations Manager and Principal
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	<ul style="list-style-type: none"> RAP Working Group to participate in an external NAIDOC Week event. 	7 July – 14 Jul 2024 6 July – 13 Jul 2025	Operations Manager
	<ul style="list-style-type: none"> Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week. 	April 2024 and 2025	Operations Manager and Principal
	<ul style="list-style-type: none"> Promote and encourage participation in external NAIDOC events to all staff. 	7 July – 14 Jul 2024 6 July – 13 Jul 2025	Operations Manager

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
8. Promote understanding of the First Nations history of the places we work on.	<ul style="list-style-type: none"> Create materials for our Melbourne office that offer insights into the local histories of Aboriginal and Torres Strait Islander communities. 	April 2025	Operations Manager
	<ul style="list-style-type: none"> Inspire our staff to compile information about the local histories of Aboriginal and Torres Strait Islander communities in their respective areas of residence through research, and then report their findings to us for the purpose of creating a compilation of the lands where we reside and operate. 	May 2025	Operations Manager
	<ul style="list-style-type: none"> Gather all the collected information regarding the local histories of Aboriginal and Torres Strait Islander communities from our Melbourne office and staff, and explore opportunities to display in culturally appropriate ways within our office space. 	July 2025	Operations Manager

Actions and Deliverables



OPPORTUNITIES

Hive actively promotes the hiring of and purchasing from Aboriginal and Torres Strait Islander peoples through our dedicated policies and public voice. It's important to us that we use our voice and influence to support Aboriginal and Torres Strait Islander peoples, businesses and communities, and generate opportunities that contribute to constructive outcomes.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
9. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.	<ul style="list-style-type: none"> Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. 	March 2025	Principal
	<ul style="list-style-type: none"> Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy. 	March 2025	Operations Manager
	<ul style="list-style-type: none"> Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy. 	May 2025	Operations Manager and Principal
	<ul style="list-style-type: none"> Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders. 	May 2025	Principal
	<ul style="list-style-type: none"> Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace. 	June 2024 and June 2025	Operations Manager and Principal

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
10. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	<ul style="list-style-type: none"> Develop and implement an Aboriginal and Torres Strait Islander procurement strategy. 	October 2024	Operations Manager
	<ul style="list-style-type: none"> Investigate Supply Nation membership. 	August 2024	Operations Manager
	<ul style="list-style-type: none"> Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff. 	October 2024	Operations Manager
	<ul style="list-style-type: none"> Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses. 	October 2024	Operations Manager
	<ul style="list-style-type: none"> Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses. 	March 2025	Operations Manager
	<ul style="list-style-type: none"> Collaborate with Aboriginal and Torres Strait Islander businesses to provide pro bono support in areas of corporate and commercial expertise. 	January 2025	Principal

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
11. Design and Launch an Aboriginal and Torres Strait Islander Internship Program	<ul style="list-style-type: none"> • Create a structured Aboriginal and Torres Strait Islander Internship Program designed to provide Aboriginal and Torres Strait Islander individuals with hands-on experience in the legal and business field 	August 2025	Operations Manager and Principal
	<ul style="list-style-type: none"> • Develop outreach strategies to actively recruit Aboriginal and Torres Strait Islander candidates for the internship program, partnering with local Aboriginal and Torres Strait Islander organisations and communities. 	August 2025	Operations Manager and Principal
	<ul style="list-style-type: none"> • Assign experienced legal and business professionals within the business to mentor and provide training to interns, helping them gain valuable legal and business skills and insights. 	August 2025	Operations Manager and Principal
	<ul style="list-style-type: none"> • Consult with Aboriginal and Torres Strait Islander stakeholders/advisors on the development of the internship program to ensure it's culturally safe and appropriate. 	August 2025	Operations Manager and Principal

Actions and Deliverables



GOVERNANCE			
ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
12. Establish and maintain an effective RAP Committee) to drive governance of the RAP.	<ul style="list-style-type: none"> Maintain Aboriginal and Torres Strait Islander representation on the RAP Committee 	March, June, September and December (annually)	Operations Manager
	<ul style="list-style-type: none"> Establish and apply a Terms of Reference for the RAP Committee 	March 2024	Operations Manager
	<ul style="list-style-type: none"> Meet at least four times per year to drive and monitor RAP implementation. 	March, June, September, and December (annually)	Operations Manager
13. Provide appropriate support for effective implementation of RAP commitments.	<ul style="list-style-type: none"> Define resource needs for RAP implementation. 	March 2024	Operations Manager
	<ul style="list-style-type: none"> Engage our senior leaders and other staff in the delivery of RAP commitments. 	February 2024	Principal
	<ul style="list-style-type: none"> Define and maintain appropriate systems to track, measure and report on RAP commitments. 	March 2024	Operations Manager
	<ul style="list-style-type: none"> Appoint and maintain an internal RAP Champion from senior management. 	January 2024	Principal

Actions and Deliverables



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
14. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	<ul style="list-style-type: none"> 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)	Operations Manager
	<ul style="list-style-type: none"> Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Survey. 	August (annually)	Operations Manager
	<ul style="list-style-type: none"> Complete and submit the annual RAP Impact Survey to Reconciliation Australia. 	30 September (annually)	Operations Manager
	<ul style="list-style-type: none"> Report RAP progress to all staff and senior leaders quarterly. 	March, June, September, and December (annually)	Operations Manager
	<ul style="list-style-type: none"> Publicly report our RAP achievements, challenges and learnings, annually. 	June and December (bi-annually)	Operations Manager
	<ul style="list-style-type: none"> Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer. 	May 2024	Operations Manager
	<ul style="list-style-type: none"> Submit a traffic light report to Reconciliation Australia at the conclusion of this RAP. 	January 2026	Operations Manager
15. Continue our reconciliation journey by developing our next RAP.	<ul style="list-style-type: none"> Register via Reconciliation Australia's website to begin developing our next RAP. 	September 2025	Operations Manager

Contact

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