

# REFLECT

## Reconciliation Action Plan

July, 2025 – December, 2026





## ***Acknowledgement of Country***

Statewide Novated Leasing acknowledges Traditional Owners of Country throughout Australia and recognises the continuing connection to lands, waters and communities.

We pay our respect to Aboriginal and Torres Strait Islander cultures; and to Elders past and present. Aboriginal and Torres Strait Islander peoples should be aware that this website may contain images or names of people who have since passed away.

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## A Message from the CEO

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

Statewide Novated Leasing 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 Statewide Novated Leasing 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 Statewide Novated Leasing, 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



## About the Artist

Tommy Crow was born in 1966 in Cunumulla, in southwest Queensland.

Tommy is a highly creative and talented individual who paints and plays didgeridoo professionally for corporate events and Festivals in both Australia and overseas, having performed at locations from Germany to Disney World, Florida to the Sydney Opera House.

Tommy's painting style is highly individualistic, called Sunset Dreaming, which he says came to him in a dream. His Uncle Lenny in Charleville taught Tommy to paint he captures the brilliant colours of the desert sunsets and in the foreground, he depicts figures in ceremony, native animals and rocky outcrops. Tommy's paintings are evocative of the desert landscape, capturing the essence of his ancestral country.

Tommy also invests 10% from the sale of his "Sunset Dreaming" series and it is held in a trust to further education, training, employment and healthy living opportunities for Indigenous Australians.



## About the Artwork

Name : **Sunset Dreaming by Tommy Crow, 2024**

Description :

The idea for Tommy Crow's unique 'Sunset Dreaming' painting came to the artist in a dream. Tommy captures the brilliant colours of the desert dusks, dawns and starry nights, and in the foreground, he depicts figures in ceremony, native animals, and rocky outcrops.





**Novated Leasing Pty Ltd**

## ***Our Business***

Statewide Novated Leasing (Statewide) is a proudly 100% Queensland owned and operated salary packaging provider specialising in novated leasing. An Australia-wide provider, Statewide serves a wide range of organisations to assist their employees in maximising their income through salary packaging. We are honoured to have received the Minister's "Buy Queensland Award", which recognises our outstanding contributions to local and regional communities. Our distinct edge lies in our highly personalised service and unwavering commitment to compliance. At Statewide, we believe in empowering people to make informed decisions, encapsulated in our motto: "Knowledge is Power".

Established in 2001, we have carved out a niche among larger interstate competitors, growing from humble beginnings to our current stature as a small business employing 21 staff. Statewide employees operate from our two Queensland offices located in Herston (Brisbane) and Maroochydore (Sunshine Coast). Currently our organisation has no known staff that identify as Aboriginal and/or Torres Strait Islander people.

## Our RAP

Statewide recognises our responsibility to acknowledge and respect the First Nations peoples experiences and stories. The history of Australia both past and present affects us all, staff and customers included. Our RAP Champion, Jessica Wyvill, is proudly part of an Aboriginal family. Jessica is driving and championing internal engagement and awareness of the RAP. We are developing our RAP in order to actively contribute to the reconciliation movement in a considerate and mindful way. In developing our RAP we decided that our key objectives were engaging our senior leaders with assigned deliverables with the view of actively promoting engagement within our company and establishing relationships with First Nations stakeholders in our community to seek guidance and advice.

The implementation of our RAP will align with our overarching commitment to maintain integrity, honesty and respect. Reconciliation Australia's RAP framework will allow Statewide, our employees, customers and community to come together, share and acknowledge our histories and celebrate our differences. We have faith that our RAP will allow us to create strong and respectful relationships with First Nations peoples and assist us in moving forward together towards a reconciled Australia



## ***Our Partnerships/Current Activities***

While Statewide is in the first phase of our reconciliation journey, Reflect, we have been on a journey to support and acknowledge First Nations peoples for many years. Our journey to date has included:

- Public Acknowledgement: Statewide's websites have featured an Acknowledgement of Country for many years.
- Employment: Statewide is proud of its multicultural office environment. Currently our organisation has no known staff that identify as Aboriginal and/or Torres Strait Islander people. We actively encourage everyone that meets the requirements outlined within role descriptions to apply and proudly sanction our a non-discriminatory employment policy.
- Community Engagement: Statewide actively seeks to engage with social enterprises and/or with First Nations owned businesses. Statewide manages an Aboriginal Health Corporation's salary packaging arrangement and have conducted site visits. We are keen to build relationships with more Aboriginal and/or Torres Strait Islander businesses and charities.



## Relationships

| Action                                                                                                                                          | Deliverable                                                                                                                                  | Timeline                               | Responsibility                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------------------------|
| <b>1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.</b> | • Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.                | July 2025                              | QMS Manager                                   |
|                                                                                                                                                 | • Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations. | July 2025                              | Administration Supervisor                     |
| <b>2. Build relationships through celebrating National Reconciliation Week (NRW).</b>                                                           | • Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.                                              | April 2025 / 2026                      | QMS Manager                                   |
|                                                                                                                                                 | • RAP Working Group members to participate in an external NRW event.                                                                         | 27 May - 3 June 2025 / May - June 2026 | QMS Manager / Administration Supervisor / CEO |
|                                                                                                                                                 | • 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 / 2026            | CEO                                           |
| <b>3. Promote reconciliation through our sphere of influence.</b>                                                                               | • Communicate our commitment to reconciliation to all staff.                                                                                 | July 2025                              | CEO                                           |
|                                                                                                                                                 | • Identify external stakeholders that our organisation can engage with on our reconciliation journey.                                        | September 2025                         | QMS Administration Supervisor                 |
|                                                                                                                                                 | • Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.                 | September 2025                         | QMS Manager                                   |
| <b>4. Promote positive race relations through anti-discrimination strategies.</b>                                                               | • Research best practice and policies in areas of race relations and anti-discrimination.                                                    | October 2025                           | QMS Administration Supervisor                 |
|                                                                                                                                                 | • Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.                      | November 2025                          | QMS Manager                                   |

| Action                                                                                                                                                                | Deliverable                                                                                                                                                                                                                                       | Timeline                        | Responsibility                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-----------------------------------------------|
| <b>5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.</b> | <ul style="list-style-type: none"> <li>Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.</li> </ul>         | December 2025                   | QMS Manager and Administration Supervisor     |
|                                                                                                                                                                       | <ul style="list-style-type: none"> <li>Conduct a review of cultural learning needs within our organisation.</li> </ul>                                                                                                                            | December 2025 - January 2026    | QMS Manager                                   |
| <b>6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.</b>                                                       | <ul style="list-style-type: none"> <li>Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's office areas and a broad understanding of those throughout Queensland.</li> </ul> | January 2026                    | QMS Manager                                   |
|                                                                                                                                                                       | <ul style="list-style-type: none"> <li>Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.</li> </ul>                                | February 2026                   | CEO                                           |
| <b>7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.</b>                                                  | <ul style="list-style-type: none"> <li>Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.</li> </ul>                                                                                                       | June 2026                       | CEO                                           |
|                                                                                                                                                                       | <ul style="list-style-type: none"> <li>Introduce our staff to NAIDOC Week by promoting external events in our local area.</li> </ul>                                                                                                              | June 2026                       | CEO                                           |
|                                                                                                                                                                       | <ul style="list-style-type: none"> <li>RAP Working Group to participate in an external NAIDOC Week event.</li> </ul>                                                                                                                              | 6 - 13 July, 2025 and July 2026 | QMS Manager / Administration Supervisor / CEO |



## Opportunities

| Action                                                                                                                                         | Deliverable                                                                                                                                                                                             | Timeline   | Responsibility |
|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------------|
| <b>8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.</b> | <ul style="list-style-type: none"> <li>Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.</li> </ul>                                                 | March 2026 | QMS Manager    |
|                                                                                                                                                | <ul style="list-style-type: none"> <li>Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.</li> </ul> | March 2026 | QMS Manager    |
| <b>9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.</b>                  | <ul style="list-style-type: none"> <li>Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.</li> </ul>                                                  | April 2026 | QMS Manager    |
|                                                                                                                                                | <ul style="list-style-type: none"> <li>Investigate Supply Nation membership.</li> </ul>                                                                                                                 | April 2026 | QMS Manager    |





## Governance

| Action                                                                                                                                        | Deliverable                                                                                                                                                               | Timeline               | Responsibility            |
|-----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------|
| <b>10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.</b>                                        | • Form a RWG to govern RAP implementation.                                                                                                                                | July 2026              | QMS Manager, CEO          |
|                                                                                                                                               | • Draft a Terms of Reference for the RWG.                                                                                                                                 | July 2026              | QMS Manager               |
|                                                                                                                                               | • Establish Aboriginal and Torres Strait Islander representation on the RWG.                                                                                              | September 2026         | CEO                       |
| <b>11. Provide appropriate support for effective implementation of RAP commitments.</b>                                                       | • Define resource needs for RAP implementation.                                                                                                                           | September 2026         | Administration Supervisor |
|                                                                                                                                               | • Engage senior leaders in the delivery of RAP commitments.                                                                                                               | October 2026           | QMS Manager               |
|                                                                                                                                               | • Maintain a senior leader to champion our RAP internally.                                                                                                                | October 2026           | Whole Team                |
|                                                                                                                                               | • Define appropriate systems and capability to track, measure and report on RAP commitments.                                                                              | November 2026          | QMS Manager               |
| <b>12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.</b> | • 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         | Administration Supervisor |
|                                                                                                                                               | • Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Survey.                                                                    | 1 August, annually     | QMS Manager               |
|                                                                                                                                               | • Complete and submit the annual RAP Impact Survey to Reconciliation Australia.                                                                                           | 30 September, annually | QMS Manager               |
| <b>13. Continue our reconciliation journey by developing our next RAP.</b>                                                                    | • Review RAP Champion appointment.                                                                                                                                        | December 2026          | CEO                       |
|                                                                                                                                               | • Register via Reconciliation Australia's <a href="#">website</a> to begin developing our next RAP.                                                                       | December 2026          | QMS Manager               |



**Novated Leasing Pty Ltd**

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