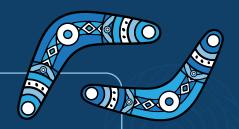


Reconciliation Action Plan JULY 2022 - DEC 2023





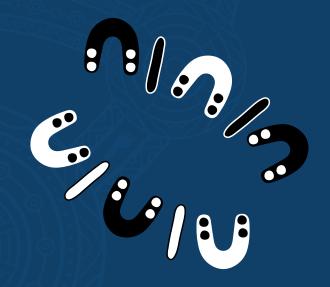


Acknowledgement

Metro acknowledges the Victorian Traditional Owners of the land on which our rail network operates, the Wurundjeri Woi Wurrung and Bunurong peoples of the Kulin Nation. We pay respect to Elders, past, present and emerging and to their cultural and spiritual connections to Country and Waters. We recognise that our trains move people every day through a landscape that holds the footprints and stories of thousands of generations of Aboriginal Victorian communities.

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The land is sacred; as well as providing a home and sustenance, the land is also our library and our university and the link between culture, identity, spirituality, family and our creator(s).

This artwork depicts those connections.

The circles represent the different communities* that live in Melbourne and the pathways show the connection between communities. The dotted lines are our familial, historical and learning journeys. They also represent train stations across the Metro train lines.

The feet show the footprint that Aboriginal people have on this landscape and caring for Country and that we are still being guided by our Elders and ancestors. It also represents Metro's current footprint across Melbourne as it assists our communities to have access to each other, creating one big community (which is depicted as the big circle in the middle), all working together and contributing to making Melbourne the amazing, special place that it is.

The 'U' shape symbols represent the RAP committee meeting to implement the RAP actions and to build relationships and work in collaboration to ensure that Aboriginal Victorians are able to share their culture and tell their stories.

The gum leaves are significant to Kulin people, as they are used for ceremony and in particular; 'Welcome to Country'. They are extended to guests of the Kulin Nation and remind us that whilst this is home to many, we have joined their community and it is always important to honour and respect Traditional Custodians.

Bunjil, the creator; flies over guiding and protecting our journey(s).

The shields represent the strength and resilience of Aboriginal people and that whilst our culture is ancient, it continues through us today; as we navigate contemporary society.

*Communities means both Aboriginal and non-Aboriginal people





This artwork was created for Metro by Dixon Patten who is a proud Yorta Yorta, Gunnai and Gunditjmara man, born and raised in Melbourne.

Dixon is the lead storyteller and artist of Bayila Creative.

"Art is a visual language and an effective communicative tool, Aboriginal people have been using this tool for millennia. I feel it is my cultural obligation to continue that tradition".

www.bayila.com.au | info@bayila.com.au



A message from our CEO



In July 2019, Metro took its first formal steps to support the participation of First Nations Australians in the social and economic opportunities we have at Metro. Our Reflect Reconciliation Action Plan (RAP) drew upon our vision to connect and enrich communities by building genuine relationships and creating opportunities with Aboriginal and Torres Strait Islander peoples.

Since that time, some key RAP deliverables have been achieved. These include putting in place governance around our RAP Working Group, processes and reporting, building awareness amongst our employees of our RAP and the significance of National Reconciliation Week and NAIDOC Week, finalising our Social Inclusion & Aboriginal Employment Plan and releasing a cultural protocol guideline. Other achievements are detailed further in this document.

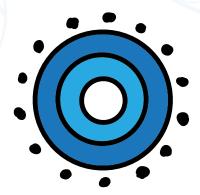
However, there is much still to be done. As you will read about in this RAP, the Working Group made the decision to put in place a second Reflect RAP in order to consolidate our efforts before we move ahead with an Innovate RAP. This Reflect RAP 2.0 will cover the period June 2022 through to December 2023. By taking this path, Metro will work to understand more about our own sphere of influence and the contribution we can make. Undertaking a second RAP will strengthen our ability to deliver successful RAPs into the future as well as reconciliation initiatives that provide true impact.

During 2022 and 2023 we will focus further on raising awareness, building external relationships with First Nations Australians, driving employment outcomes, procuring from Aboriginal and Torres Strait Islander owned businesses in Victoria and looking to bring Aboriginal cultures, arts and stories to our network.

I am proud to present the second Metro RAP and I am confident it will put the building blocks in place for us to shape strong, respectful relationships and opportunities for First Nations Australians well into the future.

Raymond O'Flaherty Chief Executive Officer Metro Trains Melbourne









Reconciliation Australia congratulates Metro Trains Melbourne on continuing its reconciliation journey by formally endorsing its second Reflect RAP.

Through this plan, Metro Trains Melbourne continues to play an important role in 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 continues the journey and primes the workplace for future RAPs and reconciliation initiatives.

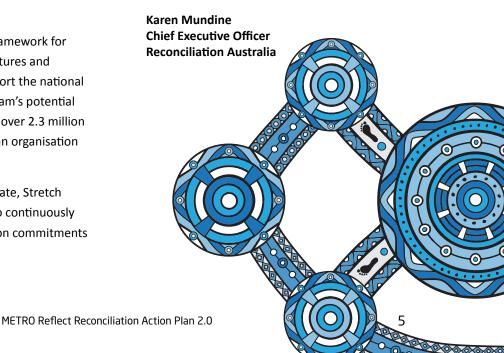
The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

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 to increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Metro Trains Melbourne 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 steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Metro Trains Melbourne on your second Reflect RAP, and I look forward to following your continuing reconciliation journey.





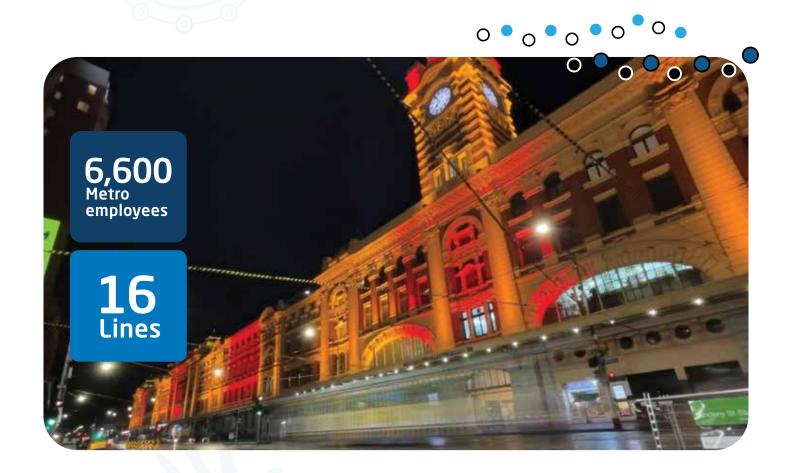
Metro Trains Melbourne (Metro) operates and maintains the metropolitan rail network in Melbourne, typically moving up to 800,000 passengers each day. In recent times, the impacts of COVID-19 in Melbourne have led to a significant drop in passenger numbers as people heed public health advice. However, as we move through 2022, passenger numbers are rebuilding.

Metro is a consortium of rail and construction businesses that operates the metropolitan rail service on behalf of the State Government of Victoria. Our shareholders are MTR Corporation, John Holland Group and UGL Rail. We commenced operating the rail network in 2009 and in 2017 were awarded a new franchise to continue until 2024.

Operating more than 230 six-carriage trains across more than 1,000 kilometres of track, we aim to support the liveability of Melbourne by providing seamless transport to keep people connected.

With 16 lines and 222 stations, we deliver our services seven days a week. From train drivers and station employees, to engineers, signallers and network controllers – Metro employs more than 6,600 people from diverse backgrounds and fields of expertise. We do not currently know how many Aboriginal and/or Torres Strait Islander employees are amongst our team.

As the Accredited Rail Operator, Metro is a key partner in the safe and successful delivery of transformative rail infrastructure projects. The Victorian Government is making an unprecedented investment to transform Melbourne's metropolitan rail network. This includes delivering new infrastructure and assets, like new trains and stations, to enhance safety, increase passenger capacity and improve the reliability of services. Metro works with multiple partners to support the delivery of key projects such as the Metro Tunnel Project and the Level Crossing Removal Project.







Metro's reconciliation vision is to connect communities and enrich our community by building genuine relationships and creating opportunities with Aboriginal and Torres Strait Islander peoples.



Relationships

Build strong, respectful and genuine relationships with Aboriginal and Torres Strait Islander peoples including our employees, passengers, community members and business partners.



Respect

Recognise and embrace Aboriginal and Torres Strait Islander peoples and cultures in how we work.



Opportunities

Benefit Aboriginal and Torres Strait Islander peoples by driving equity and inclusion through employment, procurement and community investment.





Metro's commitment to diversity and inclusion is the driving force behind our RAP.

Aboriginal and Torres Strait Islander engagement and participation is a key pillar of our diversity and inclusion work. Through our RAP, we are bringing this pillar to life. The actions we commit to in our RAP are all linked to Metro's values: Zero Harm, Caring, One Team, Dependable and Make a Difference.

Our reconciliation vision links to our Metro vision - connecting people and places for a growing Melbourne. It shows our keenness to drive reconciliation with our employees, our passengers, our business partners and our communities.

The reach and scale of our network provides opportunity to foster respect for Aboriginal and Torres Strait Islander peoples and to offer participation in the benefits of a growing Melbourne.

Committing to a second Reflect RAP demonstrates that we are taking seriously the opportunity to properly set foundations for the journey ahead. Metro's first Reflect RAP was published in mid-2019. Whilst we had hoped to move on to an Innovate

RAP as our next step, there is still much to do from our first RAP. The impact of COVID-19 on our business has been substantial and much effort has been needed to ensure the ongoing safety of our employees and passengers during the pandemic.

We sought feedback about the results of our Reflect **RAP from Indigenous Cultural Connections Pty** Ltd. Their view was that we needed to raise more awareness amongst employees of why Metro has a RAP as well as build the cultural capability of the organisation to a greater extent before we moved on to an Innovate RAP.

Taking that advice, we have developed our Reflect RAP 2.0. The publication of this document enables us to build momentum for change, growing knowledge and support across the organisation for our RAP actions. Our intention is to deliver the actions as per the deliverables in this document and then progress to an Innovate RAP in 2024.

Our RAP Champion is Clare Abbott Executive Director, Corporate Affairs.





The role of the RAP Working Group is to support the successful implementation of Metro's RAP, ensuring appropriate engagement, cultural sensitivity, quality outcomes, timely delivery, and organisational resourcing and support.

Our Working Group consists of Metro employees with responsibility for delivering on RAP commitments and those who want to support the effort to drive change.

RAP Working Group as at May 2022:

- Amanda Hadley, Senior Risk & Systems Safety Assurance Advisor (Projects)
- Bardha Beluli, Acting Head of People (Operations & Passenger Delivery))
- Darren Hooper, Diversity and Inclusion Manager (People)
- Ebony Fry and Verity Shepherdson, Accessibility and Inclusion Advisors (Corporate Affairs)
- Jenny Odgers, General Manager Corporate Responsibility (Corporate Affairs)
- Kristy Hammond, Training Specialist, Rail System Alliance (Projects)
- Lara Elmaoula, Communications Advisor (Projects)
- Marcus Williams, Senior Communications and Stakeholder Relationships Manager, Metro Tunnel and Melbourne Airport Rail (Projects)
- Mario Sequeira, Station Officer Brighton Beach (Passenger)
- Ngaire Blackwood, SERQ Administrator (Projects)
 (Wemba Wemba/Yorta Yorta Nation)
- Shivangini Chand, Environment and Sustainability Manager, Metro Level Crossings Removal Team (Projects)
- Simone Dyson, Station Delivery Manager (Passenger)

- Simon Rabl, Head of Procurement, Systems
 Operations and Analytics (Finance and Commercial)
- Siobhan O'Dwyer, Driver Central (Train Services) (Indigenous woman)
- Susanna Ting, Procurement Specialist (Finance & Commercial)

Two RAP Working Group members identify as Aboriginal and/or Torres Strait Islander people.

The RAP Working Group meets at least quarterly and reports to the Diversity and Inclusion Steering Committee which is led by two Executives – Robert Duvel, Executive Director Safety and People and Clare Abbott, Executive Director Corporate Affairs and RAP Champion. The Diversity and Inclusion Steering Committee meets six times a year. Twice yearly RAP reporting is shared with the CEO and Executive by the General Manager Corporate Responsibility. Metro is appointing an Aboriginal and Torres Strait Islander Specialist who will have, as a crucial part of their role, the RAP action of building external relationships to strengthen our RAP approach and outcomes.







Key achievements from our first RAP include:

- Governance established around our RAP Working Group, our processes and reporting
- Aboriginal employees are part of the RAP Working Group
- Researched best practice and principles that support partnerships with Aboriginal and Torres
 Strait Islander stakeholders and organisations.
 Captured in a paper and shared with RAP Working Group.
- Raised awareness of National Reconciliation
 Week and NAIDOC Week through internal and
 external communications. This included in NAIDOC
 Week 2021 a profile piece entitled "What Country
 means to me" about RAP Working Group member
 and Wemba Wemba / Yorta Yorta woman, Ngaire
 Blackwood.
- Cultural protocol guidance released to all employees in 2020 as part of NAIDOC Week commemorations along with communications to explain the meaning and significance of Acknowledgement of County and Welcome to Country protocols
- Metro's website now includes an Acknowledgement of Country
- Metro CEO provides an Acknowledgement of Country at the start of all Metro Leadership Team,
 Senior Leadership Team and CEO Live Updates to all employees

- Koorie Heritage Trust cultural walks were purchased as part of National Reconciliation Week 2021 (although impacted by COVID-19).
- Launched RAP learning module on Learning@ Metro platform, our learning and development platform for all employees
- Diversity and Inclusion Social Inclusion & Aboriginal Employment Plan finalised
- Relationships with Aboriginal employment service providers established
- Continued to support the Career Trackers internship program
- Procured over \$5 million in goods and services from Aboriginal and Torres Strait Islander businesses
- Developed a three-year community partnership with The Fitzroy Stars Football & Netball Club, who provides a platform for the community to come together, improve their health and be exposed to opportunities, jobs, support and assistance.
- Some opportunities to foster recognition on the network captured including the scoping of placement of Acknowledgement of Country plaques on Metro premises
- Displayed 'Barring' in reception at head office 700
 Collins Street and in the reception area of the Metro
 Academy
- Produced face masks with the 'Barring' artwork, distributed to employees and passengers



During this next RAP, we will focus on:

- Building internal awareness and cultural capability
- Building external relationships with Aboriginal and Torres Strait Islander stakeholders
- Driving Aboriginal employment (recruitment, retention, development)
- Procuring from Aboriginal and Torres Strait Islander owned businesses in Victoria
- Bringing Aboriginal cultures, arts and stories to our network to engage our passengers







Relationships: Build strong, respectful and genuine relationships with Aboriginal and Torres Strait Islander peoples including our employees, passengers, community members and business partners.

RAP Action	RAP Deliverables	Timeline
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Identify and engage Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	Sept 2022
	 Share Metro's best practice principles to support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations within Metro. 	Sept 2022
Implementation		Responsibility
• Undertake a stakeholder mapping exercise to understand the peoples and organisations in our sphere of influence. Develop a stakeholder engagement plan.		GM Corporate Responsibility
Share our best practice principles paper to support procurement and partnerships internally.		
	etro through a community partnership (currently The Fitzroy Stars Football &	
Netball Club). • Continue engagement with Traditional Owners on land management practices.		Head of Environment
2. Build relationships through	Share Reconciliation Australia's National Reconciliation Week resources and reconciliation materials with our amplayees.	May 2023
elebrating National Reconciliation Week (NRW).	 and reconciliation materials with our employees. RAP Working Group members to participate in an external NRW event. 	27 May - 3 June
	Encourage and support employees and senior leaders to participate in at least one external event to recognise and celebrate NRW.	May 2023
Deliver an enterprise-wide National Reconciliation Week event.		GM Corporate
• Promote key events happening in Melbourne including promote Reconciliation Victoria's NRW calendar of events and share Reconciliation Australia's materials with employees.		Responsibility
Organise for RAP Team to participate in one external event.		27 May- 3 June
Provide opportunities for senior leaders	and others to attend an external event.	
. Promote reconciliation through our	Communicate our commitment to reconciliation to all employees.	May 2023
sphere of influence.	Raise awareness of and explore opportunities to support the Uluru Statement of the Heart and Treaty Victoria.	Jul 2022 - Sept 202
	 Investigate opportunities to support Reconciliation Victoria and its activities across the network. 	Jul 2022
	 Identify RAP organisations to collaborate with on our reconciliation journey. 	Dec 2022
• Develop and deliver an annual communications plan to demonstrate Metro's commitment to all employees. Include lunch and learns/regular shares about First Nations histories, cultures, achievements and key dates for reconciliation and celebrations, languages, profiling renowned people). Find a way of visual acknowledgement by employees such as lanyards. Develop an acknowledgement to be included as part of employees' signature panels on emails. Incorporate into the annual communications plan opportunities to learn about and support Uluru Statement of the Heart and Treaty		GM Corporate Responsibility

• Develop an Executive paper to support acknowledgement at key stations (for example, acknowledging country, First

Nations language and artwork, overlay our network map with countries).

4. Promote positive race relations through anti-discrimination strategies.	 Research best practice and policies in areas of race relations and anti- discrimination. 	Dec 2022
	 Conduct a review of HR policies and procedures to identify existing anti- discrimination provisions, and future needs. 	Jun 2023
	 Raise awareness of and explore opportunities to support 'Racism. It Stops with Me'. 	Sept 2022
• Engage with Aboriginal and Torres Strait Islander employees and Aboriginal advisors to review HR policies and procedures. Understand if any anti-discrimination provisions are required to be built into existing policies/ procedures.		ED Safety & People
• Educate employees on the effects of racism (incorporated into Think Twice or other People programs, as well as ongoing RAP communications (see action 3 above).		



Respect: Recognise and embrace Aboriginal and Torres Strait Islander peoples and cultures in how we work.		
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	 Conduct a review of cultural learning needs within Metro. Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within Metro. 	Dec 2022 Mar 2023
 Work with an Aboriginal advisor to review internal cultural learning needs, including consulting with Aboriginal and Torres Strait Islander employees about what constitutes a culturally safe workplace. Develop a business case. Develop and implement a cultural awareness / capability program for MTM that is sustainable and ongoing. Review induction. Display three Australian flags at key locations (eg reception at 700, Academy) and utilise as a learning opportunity. Display "Barring" at Flinders Street Station on concourse at the top of platform 1. Hold a significant event with stakeholders to launch its display. Use the opportunity to talk with employees and passengers about why First Nations engagement and participation is important to Metro Promote the utilisation of the Barring artwork across the network as a tool to grow knowledge and promote Aboriginal culture and heritage, and the ongoing contribution (see action 3 above). 		GM Talent & Development GM Corporate Responsibility
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	 Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area. Increase employees' understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. 	Sept 2023 Dec 2022
 Invite a Traditional Owner group representative to conduct a Welcome to Country at least once a year at senior leaders' forum. CEO and senior leaders to continue to provide Acknowledgement at the start of meetings/Townhalls. Make available our cultural guidelines to all employees (and reference as part of our cultural learning see action 5 above). 		GM Corporate Responsibility

7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	 Raise awareness and share information amongst our employees about the meaning of NAIDOC Week. Introduce our employees to NAIDOC Week by promoting external events in our local area. RAP Working Group to participate in an external NAIDOC Week event. 	Jun 2022, 2023 Jun 2022, 2023 First week in Jul 2022, 2023
 Equip managers with toolkit about NAIDOC Week, including promoting key events happening in Melbourne. Promote Reconciliation Victoria's calendar of events for NAIDOC. Organise for the RAP Team to participate in one external event. 		GM Corporate Responsibility First week in July



Opportunities: Benefit Aboriginal and Torres Strait Islander peoples by driving equity and inclusion through employment, procurement and community investment.

8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	 Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. Develop and implement a comprehensive Aboriginal and Torres Strait Islander employment and retention strategy. 	Sept 2022 Dec 2022
• Ensure robust data collection through encouraging Aboriginal and Torres Strait Islander job candidates, and employees, to self-identify. Be able to answer the question 'how many Aboriginal and Torres Strait Islander employees does Metro have?'		GM Talent & Development
• Work with an Aboriginal advisor to develop a targeted and comprehensive employment strategy which includes business case, recruitment, onboarding, retention and career development. Consult with Aboriginal and Torres Strait Islander employees as part of strategy development.		
Include in the employment strategy:		
o How we can effectively reach Aboriginal stakeholders with our job vacancies?		
o A small and targeted list of Aboriginal specialist employment service providers to assist us		
o A Learning and development program for managers of Aboriginal employees as part of the cultural learning strategy (see action 5)		
o Support of programs which bring Aboriginal students into Metro (eg Career Trackers internship program)		
o Promoting employment opportunities with Metro via networks of our RAP community partner.		
• Collaborate with Project Alliance partners to leverage their existing Aboriginal employment activity. Establish collective approaches which help grow Aboriginal employment (including metrics, monitoring and reporting).		

9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	 Develop and implement an Aboriginal and Torres Strait Islander comprehensive procurement strategy to procure from Aboriginal and Torres Strait Islander businesses. Become a member of Supply Nation or Kinaway. 	Dec 2022 Jul 2022
• Launch the social procurement framework and grow social procurement across the business. Identify and on-board Aboriginal-owned businesses in targeted categories and integrate into Metro catalogues. Ensure all Procurement employees complete the social procurement training, including its First Nations component.		General Manager Procurement & Supply Chain
• Understand our suppliers' commitment to First Nations engagement and participation through:		
o Adding questions to Avetta and reporting on supplier provision of Aboriginal and Torres Strait Islander goods and services to Metro directly and indirectly		
o Sourcing and contract managers to meet with suppliers and discuss approaches and potential collaborations		
• Commit to membership of organisations which will support our engagement with Aboriginal-owned businesses in targeted categories (for example, Supply Nation and Kinaway Aboriginal Chamber of Commerce).		
 Work with Project Alliance partners to leverage existing activity and establish collective approaches to social procurement (including metrics and monitoring). 		
procurement (metating metrics and monito	лшы,	



Governance and tracking: Ensure effective governance as we implement our RAP. Learn from our successes and challenges as we develop our next RAP.

Recruit more Aboriginal and Torres Strait	 Maintain a RAP Working Group to govern RAP implementation. Review Terms of Reference for the RWG. Continue to maintain Aboriginal and Torres Strait Islander representation on the RWG. s of Reference. across all divisions, as well as those with specific RAP actions to deliver. Islander employees to be part of the RAP Team. across Strait Islander employees on RAP implementation. 	Jun 2022 Sept 2022 Jun 2022 General Manager Corporate Responsibility
11. Provide appropriate support for effective implementation of RAP commitments.	 Define resource needs for RAP implementation. Define appropriate systems and capability to track, measure and report on RAP commitments. Engage senior leaders in the delivery of RAP commitments. 	Jun 2022 Dec 2022 Jul 2022, Jan 2023
 Engage with an Aboriginal and Torres Strait Islander Specialist to build capability, provide perspective, engage externally with the Aboriginal community, act as expert intermediary between community and business, advise and support implementation of the RAP across the business. Twice yearly reporting to the Executive. Nominated Executive (Clare Abbott) advocates for and supports RAP Team. Tracking mechanisms developed to measure and report on RAP commitments. Prepare for Metro's next RAP, aiming for Innovate RAP. 		General Manager Corporate Responsibility
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 Sept 2022, 2023
Submit the annual RAP questionnaire.		General Manager Corporate Responsibility
13. Continue our reconciliation journey by developing our next RAP.	 Register via Reconciliation Australia's website to begin developing our next RAP. 	30 Sept 2023
 Liaise with Reconciliation Australia about our next RAP (Innovate RAP). Register as required. 		General Manager Corporate Responsibility







METRO

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