

# LOVELL CHEN REFLECT

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*RECONCILIATION ACTION PLAN*

APRIL 2021 – APRIL 2022

LOVELL CHEN



LEVEL 5, 176 WELLINGTON PARADE  
EAST MELBOURNE 3002  
AUSTRALIA



**RECONCILIATION**  
AUSTRALIA



We acknowledge the Traditional Owners of the Lands on which we work. We acknowledge the people of the Kulin nation and pay our respects to Elders past, present and emerging.

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## OUR BUSINESS

Lovell Chen is a multi-disciplinary practice delivering architectural and heritage consulting services. Our team combines architects and designers with heritage consultants, planners, conservation specialists, historians, researchers, materials experts and other specialists in aspects of the built environment.

Whether we are designing a new building or adapting a heritage structure, providing conservation management advice or strategically planning managed change of a heritage place, developing a master plan or carrying out detailed restoration, our approach is based on an understanding of place. We work collaboratively, with clients and project team members, to deliver a truly integrated service. Strategic thinking, design skills, research and experience are combined with a passion for heritage places and the built environment.

We find solutions, intelligent creative cost-effective solutions that respond to client ambitions, site constraints and statutory requirements. Lovell Chen works on built environment projects of all types and sizes, from large scale former industrial complexes to individual houses and structures.

We are led by four directors with up to 40 employees, with the majority in full time positions. We do not currently have any Aboriginal and/or Torres Strait Islander employees.

Lovell Chen is based in Melbourne with our work predominantly undertaken in metropolitan and regional Victoria. Our reach is national, and we consistently have work that takes us interstate to WA, SA, TAS, ACT and QLD.

## Directors' Introduction

Our work is underpinned by an understanding of place and history.

Our vision is to sustain the past to unlock the future.

From this naturally evolves a commitment to recognising the cultures and values of First Australians and contributing meaningfully to the reconciliation process in Australia. We see it as essential for our growth as individuals, a community, a profession and a country. We embrace the opportunity through this RAP to embark on a process of discovery and engagement.



KAI CHEN



KATE GRAY



PETER LOVELL



ANNE-MARIE TREWEEKE

## Our Services

### *Architecture*

A full range of architectural services for new-build, adaptation and refurbishment

### *Conservation works*

Repair, maintenance, preservation, restoration and reconstruction

### *Building presentation*

Interior and exterior fabric treatments, fitments and furnishings

### *Passive House*

Design to Passive House standards for new-build, adaptation and refurbishment

### *Strategic + master planning*

Strategic planning for buildings and places with complex heritage issues

### *Heritage advice + appraisals*

Advice, analysis and assessments for individual buildings and places concerning listing/works

### *Heritage management planning*

Conservation management plans (CMPs) and heritage management plans (HMPs)

### *Heritage studies*

Municipal heritage studies and planning scheme amendments

### *Infrastructure*

Heritage planning, advice and permit co-ordination for major infrastructure projects

### *Approvals + appeals*

Heritage impact statements, permit co-ordination, approvals submissions and appeals

### *Heritage asset management*

Heritage strategies for the management of complex places or groups of places

### *Landscape*

Assessments, management strategies and landscape architecture for heritage landscapes

### *Site interpretation*

Strategies and plans, signage and panels, integration with adaptive works

## OUR RAP

Lovell Chen have committed to developing a RAP because we believe that as a practice, it is our ethical duty to ensure we are working to a best practice approach to cultural awareness. As an architecture and heritage firm, we work directly with land that was never ceded by Traditional Owners. We acknowledge that our work has an impact on the land's use, value and significance to communities and we understand we have an important role to play in reconciliation. We want to actively engage in the hard issues and work to be part of the movement towards a solution, not contribute to a problem. We want a RAP that builds respect and value, is meaningful, ongoing and becomes core to what we do as a practice and create a workplace that is culturally safe.

Our approach to implementing the RAP is to commit to it at strategic and management level, steered by a committee representing all facets of the practice. We will adhere to the Reconciliation Australia RAP framework.

A RAP Working Group has been established to work on the development of the Reflect RAP and future implementation of the RAP deliverables.

A RAP Champion, Practice Principal Anne-Marie Treweeke, has been appointed to manage and drive the RAP at a senior level. Anne-Marie Treweeke is a key member of our leadership team. She is a director and Lovell Chen's practice principal, bringing more than 20 years' experience in architecture and master planning to the strategic role of high-level practice management and development. She is central to the decision-making processes of the practice, and instrumental in supporting our collaborative way of working. She ensures the effective delivery of our architecture, conservation and heritage services.

## Our Partnerships & Current Activities

Our reconciliation journey so far has been to develop our cultural awareness, attending training sessions at Koorie Heritage Trust and the University of Melbourne's Wilin Centre. The Koorie Heritage Trust session was attended by 20 members of the office comprising both the Heritage and Architecture Teams and the session with the Wilin Centre was attended by all staff. Both sessions encouraged the development of this RAP and also led to Lovell Chen taking action to better acknowledge Aboriginal and Torres Strait Islander cultures within the office including, subscribing to the Koorie Mail and establishing a Cultural Heritage reading/discussion group to increase our cultural awareness. In addition, to meet the hunger for knowledge, we have instituted a proactive policy of purchasing books associated with reconciliation and Aboriginal and Torres Strait Islander histories and cultures to make our collection relevant and current to our development of cultural awareness. We have added to our office Intranet a page titled 'Reconciliation Action Plan' as a place to bring attention to the resources available within the office and as a place to continue to disseminate information and make resources readily available to employees through the RAP process. We also have a MSTeams channel for the RAP to encourage daily dialogue. Lovell Chen has also completed a number of recent projects that involved some engagement with Aboriginal or Torres Strait Islander stakeholders. In most cases, this engagement was managed through the client or through a partnership with cultural heritage consultants.

In April 2020, Lovell Chen and Biosis Pty Ltd prepared a Heritage Interpretation Strategy setting out a recommended approach to the interpretation of cultural heritage values associated with the former Lilydale Quarry (now known as Kinley). The proposed approach will prioritise consultation with Traditional Owners and other relevant Aboriginal stakeholder groups, to inform interpretive content: what stories can be shared; how to share them; and ways to demonstrate respect for Aboriginal cultures at this site. This consultation will occur prior to the development of precinct level Heritage Interpretation Plans.

Lovell Chen has also been involved in several recent projects at the University of Melbourne which have direct engagement with Aboriginal and Torres Strait Islander staff and students and Traditional Owner representatives as heritage advisors (specifically the Wilin Centre and Murrup Barak buildings). This process has included working with a conduit between the advisory group and the broader consultancy team and managing the interface between design drivers, historical heritage legislation and the requirements of the Aboriginal and Torres Strait Islander user groups. Key lessons from this experience were the requirement for clear communication between all stakeholders and the ways in which intangible values can meaningfully be expressed in built design.

As part of a current project for Barwon Water, Lovell Chen participated in the client's ongoing engagement with Wadawurrung, the Traditional Owners of the land, to include traditional owner reflections in a briefing report that will provide the foundation for a heritage interpretation program at the site. This consultation involved a site visit to meet with Wadawurrung stakeholders and listen to the stories and values the community associates with the land. Further engagement is expected in the next stage of the project and the Aboriginal values of the place will be incorporated as central elements in the final outcome.

In 2020 we acknowledged National Reconciliation Week and NAIDOC week through a number of virtual events including staff joining a Zoom call to acknowledge National Reconciliation Week and the Traditional Owners of the Country on which we live and work.

## RELATIONSHIPS

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	June 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
	Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	July 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
2. Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	April 2021	Sue-Anne Williams, <i>Knowledge Services/</i> <i>Librarian</i>
	RAP Working Group members to participate in an external NRW event.	27 May - 3 June 2021	Michelle Bashta, <i>Associate – Heritage,</i> RAP Working Group Chair
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May - 3 June 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
3. Promote reconciliation through our sphere of influence.	Communicate our commitment to reconciliation to all staff.	April 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
	Identify external stakeholders that our organisation can engage with on our reconciliation journey.	August 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
	Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	August 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
4. Promote positive race relations through anti-discrimination strategies.	Research best practice and policies in areas of race relations and anti-discrimination.	June 2021	Bianca Deveson, <i>HR Manager</i>
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	June 2021	Bianca Deveson, <i>HR Manager</i>

## RESPECT

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	October 2021	Anne-Marie Treweeke, <i>Director</i> , Practice Principal
	Conduct a review of cultural learning needs within our organisation.	October 2021	Kate Gray, <i>Director</i> , Professional Development Committee Chair
	Establish a Reconciliation and Aboriginal and Torres Strait Islander Cultural Heritage Discussion Group	April 2021	Michelle Bashta, <i>Associate – Heritage</i> , RAP Working Group Chair
	Develop a Terms of Reference for the Reconciliation and Aboriginal and Torres Strait Islander Cultural Heritage Discussion Group	May 2021	Michelle Bashta, <i>Associate – Heritage</i> , RAP Working Group Chair
2. 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.	June 2021	Anna Hyland, RAP Working Group member
	Increase staff’s understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	June 2021	Libby Blamey, RAP Working Group member
3. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	July 2021	Jack Tweedie, RAP Working Group member
	Introduce our staff to NAIDOC Week by promoting external events in our local area.	July 2021	Jack Tweedie, RAP Working Group member
	RAP Working Group to participate in an external NAIDOC Week event.	First week in July 2021	Jack Tweedie, RAP Working Group member

## OPPORTUNITIES

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	September 2021	Anne-Marie Treweweke, <i>Director</i> , Practice Principal
	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	April 2021	Anne-Marie Treweweke, <i>Director</i> , Practice Principal
	Investigate Career Tracker involvement	April 2021	Anne-Marie Treweweke, <i>Director</i> , Practice Principal
2. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	October 2021	Anne-Marie Treweweke, <i>Director</i> , Practice Principal
	Investigate Supply Nation membership.	May 2021	Anne-Marie Treweweke, <i>Director</i> , Practice Principal

## GOVERNANCE

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	Maintain a RWG to govern RAP implementation.	April 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
	Apply a Terms of Reference for the RWG.	April 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
2. Provide appropriate support for effective implementation of RAP commitments.	Review resource needs for RAP implementation.	April 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
	Engage senior leaders in the delivery of RAP commitments.	April 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
	Review and update existing systems and capability to track, measure and report on RAP commitments.	April 2022	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
3. 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 September 2021	Anne-Marie Treweweke, <i>Director,</i> Practice Principal
4. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	April 2022	Anne-Marie Treweweke, <i>Director,</i> Practice Principal



## Contact Deatils

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