

Office of Equal Employment Opportunity

Strategic Plan 2007 – 2009

'Building capacity through diversity'



OFFICE OF EQUAL
EMPLOYMENT
OPPORTUNITY

VISION

A more diverse workforce in public authorities that:

- better matches the community at all levels of public employment;
- promotes equal opportunity in a work environment; and
- is inclusive and free from discrimination.

MISSION

To achieve a more diverse workforce at all levels of public employment and to ensure improved compliance by public authorities with their legislative obligations to eliminate discrimination and promote equal opportunity in employment.

VALUES

As employees of the Office of the Public Sector Standards Commissioner (OPSSC) we acknowledge our role in upholding OPSSC corporate values and codes.

As staff of the Office of EEO we are also guided by the following values:

- Having a strong customer focus and acknowledging the individual needs of customers.
- Valuing the diversity of clients and their workforces in recognising that equity can involve treating people differently according to their different circumstances.
- Being honest and ethical in dealings with clients and with each other.
- Achieving quality and excellence in work.
- Being a leader in creating an equitable and diverse workforce within the Office of EEO.

CONTEXT

The Director of Equal Opportunity in Public Employment (DEOPE) is a statutory officer appointed by the Governor. The business model for the Office of Equal Employment Opportunity (OEEEO) is defined by the legislative functions of Part IX of the *Equal Opportunity Act 1984* (the 'EO Act'). The interpretation of these functions is influenced by whole of Government policy priorities and through an ongoing analysis of the diversity profile of each sector of public employment: the state public sector, local government authorities and public universities. The Office of EEO endeavours to work with public authorities in partnership to achieve improved equity and diversity in their employment outcomes through EEO management planning and through the implementation of equity and diversity improvement strategies.

The following plan outlines Key Result Areas, objectives (aligned to legislative functions), and strategies associated with the achievement of those objectives and measures identifying specific indicators of effectiveness. The plan also identifies strategies specifically linked to activities undertaken in collaboration with the Commissioner for Public Sector Standards in promoting practices that integrate merit, equity and probity within a quality framework.

PRIORITIES

	Legislative Function / Strategic Objective	Strategies	Measures Effectiveness Indicators Blue = Quantity Green = Quality
Key Result Area 1 Build and support quality practices in equity and diversity management	Advise and assist authorities in relation to EEO management plans, including the development of guidelines to assist authorities in preparing EEO management plans Evaluate the effectiveness of management plans in achieving the objects of Part IX	<ul style="list-style-type: none"> • Develop and implement program of EEO management plan evaluation and improvement in public sector agencies • Implement EEO Planning support programs for local government authorities • Develop specific strategies to support the development and implementation of EEO management plans in priority areas <ul style="list-style-type: none"> ○ Representation of people with disabilities ○ Improving representation of women in management tiers ○ Improving equity index of Indigenous staff across the sector • Maintain and develop range of targeted information services, products and resources 	<ul style="list-style-type: none"> • Improvement in the public sector composite equity index for women, people with disabilities, Indigenous Australians and people from culturally diverse backgrounds • % of public sector agencies provided with direct advice and assistance during the year • % of local government authorities provided with direct advice and assistance during the year • Level of satisfaction with advice and assistance provided (annual survey of agency reps)
Key Result Area 2 High quality, accurate, and timely reporting	Make reports and recommendations to the Minister as to the operation of EEO management plans Make reports and recommendations to the Minister as to such matters as the DEOPE thinks appropriate	<ul style="list-style-type: none"> • Undertake Annual EEO data collection and reporting <ul style="list-style-type: none"> ○ Sector Progress Reports ○ Prepare and deliver How Does Your Agency Compare ○ Prepare and deliver How Does Your Ministry Compare • Prepare and deliver DEOPE Annual Reports • Undertake audits and/or investigations where and when appropriate (s147 of the EO Act, T11202) • Provide equity focus to OPSSC reports as required • Contribute to and support implementation of cross sector workforce data collection and reporting initiatives. • Successful transition of EEO reporting from MOIR to WACA 	<ul style="list-style-type: none"> • % of public authorities who have provided all reports as requested under Part IX, s.146 of the EO Act • % of public authorities who have complied with all annual data reporting requirements • % of agencies receiving yearly EEO reports • % of public authorities who agree that feedback through the OPSSC/OEEEO survey process has increased their understanding of EEO issues
Key Result Area 3 Performance Partnering	Consult with persons or peak bodies who are concerned with any or all of the objects of the EO Act.	<ul style="list-style-type: none"> • Maintain, build and facilitate performance partnerships that foster cross sector leadership in equity and diversity management • Support targeted initiatives that provide leverage for the objects of the EO Act across the sector and in large agencies. 	<ul style="list-style-type: none"> • # of EEO partnerships initiated and supported • # of consultations of a substantial nature during the year • % of diversity forum participants who agree that the forums have increased their understanding of EEO issues
Key Result Area 4 Effective staff, systems and processes	To ensure internal coherence and accountability in planning, decision making, operations, evaluation and reporting	<ul style="list-style-type: none"> • Develop an accountability framework that defines roles/responsibilities and articulates decision-making mechanisms • Establish, develop and maintain a diverse, effective and appropriately skilled Office of EEO team 	<ul style="list-style-type: none"> • Framework developed and implemented by Dec 08 • Level of staff satisfaction with quality of business coordination and support systems (internal staff satisfaction survey)