

# Minutes

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Trim Ref: 09/233909

## WORKFORCE DIVERSITY COUNCIL

Monday, 16 November 2009

### MINUTES

**Attendees:** Craig Allen, Annette Richards, Gina Archer, Ches Hargreaves, Mark Hunter, Joy Holbeck, Adele Rice, Reg Burns, Tony Brown

**Teleconference:** Marion Healy, Leah Mertens

**Apologies:** Gary Francis, Sue Fergusson, Gail Stocker, Nicole Lee, Andrea Harris

**Secretariat:** Monica D'Souza

**Pre- reading papers distributed:** Agenda, Minutes from previous meeting, Hidden History Training dates for 2010, MOHRI data, Diversity Council flowchart, Online Disability Awareness training template design, Example of images to be used in the online training, Online training: Anti-Discrimination Unit, Draft – Aboriginal and Torres Strait Islander Employment Action Plan.

#### Agenda Item 1: Welcome, Welcome to Country/Acknowledgement and Apologies

Craig Allen opened the meeting, acknowledged the Traditional Custodians of the Land and welcomed attendees.

#### 2: Confirmation of Minutes from Previous Meeting

Previous Minutes were accepted.

#### 3: Business Arising from Previous Minutes

Action	Outcome/ Update
<b>Action 3.1:</b> Workforce Planning and Resourcing to provide further report on status of part-time teacher policy update.	Completed.
<b>Action 4.1:</b> Workforce Diversity to circulate updated data on classroom teachers out of session.	Completed. Members received a copy of the MOHRI data. Addressed under agenda item 4.
<b>Action 5.1:</b> QIECC to forward contact details for Young Indigenous Leaders Program to Workforce Diversity.	Completed.
<b>Action 5.2:</b> Workforce Diversity to forward information on Disability Action Week to Training HR distribution list.	Completed.



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<b>Action 7.1:</b> Workforce Diversity to arrange Hidden Histories sessions for Human Resources and central office staff.	Completed. Members received a copy of the training dates for 2010.
<b>Action 8.1:</b> Council members to forward feedback on draft strategies to Manager, Workforce Diversity by 16 September.	Completed.
<b>Action 8.2:</b> Workforce Diversity to convene out-of-session video/teleconference to progress development of new Workforce Diversity strategy.	Cancelled.

## 4: Data analysis

Statistical reports were tabled. A/Assistant Director, Workforce Planning and Performance provided explanatory information to assist interpretation of the data.

**ACTION 4.1** Workforce Diversity to circulate updated data on classroom teachers out of session to Queensland Teacher's Union.

## 5: Updates of Network/ Reference Group Activities

- **Aboriginal and Torres Strait Islander People's Reference Group**
  - Update - Indigenous Education Workers' Conference 2009 - Townsville
    - Attendees included Teacher Aides, Teachers, Principals and representatives from Human Resources
    - Manager, Workforce Diversity attended conference to discuss Network Committees and the importance of completing the EEO census and the *Reconciliation Action Plan*
    - Chair of QIECC (Queensland Indigenous Education Consultative Committee) attended the conference & invited attendees to join QIECC committee when nominations were called.
    - Discussions took place around the 'Closing the Gap' strategy which has replaced 'Partners for Success'.
  - The issue of permanency for Indigenous workers was discussed.
  - Workforce Diversity advised that they are currently collating data for Teacher Aides who have been working as temporary employees for more than 3 years and are eligible for permanency.
  - Members discussed some of the ways in which Commonwealth money can be better targeted to meet the 2.6% benchmark of Indigenous employees in the workplace. It was mentioned that a cultural shift needs to happen at all levels for this target to be met.
  - Aboriginal and Torres Strait Islander Reference Group (face-to-face) meeting was held on 30/07/09 and had an attendance of 25 people. The teleconference scheduled to be held on 12/10/09 was cancelled due to lack of a quorum.

It was agreed that once the new *Aboriginal and Torres Strait Islander Employment Action Plan* had been approved, a new Terms of Reference would be developed and Reference Group members sought through an Expression of Interest.



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- **Workforce Disability Employees' Network**
  - Manager, Workforce Diversity mentioned that the Disability networks were not working as well as expected. There were only 2 attendees present at the last employees' network meeting for the Wide Bay region.
- **Culturally and Linguistically Diverse (CALD) Employees' Network**
  - Two pilot CALD network meetings were held in Brisbane and on the Gold Coast. Fourteen people attended the Brisbane meeting with a nil attendance on the Gold Coast.
- **Australian South Sea Islander Employees' Network**
  - A teleconference will be held on Friday 20/11/09 to discuss progression of this network.

Members discussed the following:-

- Need for reinigorating the networks and reference groups
- Virtual networking could be a way forward given the geographical nature of Queensland

**ACTION 5.1** Assistant Director-General HR to meet with the Assistant Director-General, Indigenous Education and Training Futures to discuss employment options for Indigenous staff.

**ACTION 5.2** Workforce Diversity to conduct research into developing virtual networking platform for all EEO groups eg. chat rooms, blogs, discussion forums etc.

## 6: Diversity Events

- **International Women's Day – Monday 8<sup>th</sup> March 2010**
  - Workforce Diversity to investigate suitable guest speakers for this event.
- **Harmony Day - Tuesday 23<sup>rd</sup> March 2010**
  - Tentative theme "Bollywood" dances, the videos can be posted on the websites.

It was discussed that events need to focus on issues such as increasing cultural awareness, inclusive education strategies and practices.

**ACTION 6.1** Workforce Diversity to discuss which events will be supported by the department in 2010 with the ADG HR.

## 7: Mentoring Program

As there is no certainty about the continuation of the department's Leadership Development Program it was suggested that funding, which had been targeted towards people from a diverse background attending the course, be reallocated to developing a mentoring/coaching program for this group.



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**ACTION 7.1** Workforce Diversity to work with Professional Development to develop a mentoring/coaching program for people from diverse backgrounds

## 8: Diversity On-line Training

Workforce Diversity is currently developing the online material for Anti-Discrimination Unit.

Members discussed that the Diversity Training needs to be mandatory for all staff. It was suggested that training be completed prior to promotion.

## 9: Indigenous Economic Participation National Partnership, Queensland Government Reconciliation Plan and Australian Employment Covenant

Workforce Diversity has developed a draft of the *Aboriginal and Torres Strait Islander Employment Action Plan* in line with the Australian Employment Covenant.

**ACTION 9.1** Workforce Diversity to circulate a final copy of the draft plan to all committee members for comment

## 10: Next Meeting

**Date:** 4<sup>th</sup> March 2010

**Time:** 10am – 12pm

**Venue:** Room 12.18, Level 12, Education House, 30 Mary St. Brisbane – 4000

