

SUPPLYING THE WORLD

BREAKING TH

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BOURKE SHIRE COUNCIL EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PLAN 2022-2025

JUNE 2022



Tinnenburra Shearing Shed



*When the rump jockies are wild and wild,
That's where the pick of the stockmen ride
To the back o' Bourke!
Under the blue clouds above and below,
Moving Southward by rail and by sea,
That's where the Queensland stockmen
Get at the back o' Bourke!*

...an easy way for many to travel, after

*It was a long, lonely ride to the main township...
...the early 1900's. The party...
...the Bourke town...
...the Bourke town...
...the Bourke town...*

*Western mail! As
And we feel as the
Let them have the
Do not believe me
Let them say and
There is some thing
And our hearts break
They have brought*



*There will be a great many
...the Bourke town...
...the Bourke town...
...the Bourke town...*



INTRODUCTION

To achieve our goal of providing leadership and initiative in maintaining and improving services and opportunities that meet the needs of the communities of Bourke Shire, now and into the future, we will need diversity in viewpoints, perspectives, knowledge and experience.

We believe that a diverse workforce, which truly reflects the community it serves, is better equipped to understand and meet the needs of our community and our customers.

Bourke Shire Council's Equal Employment Opportunity (EEO) Management Plan (2022 – 2025) sets out Council's commitment to provide a workplace that is free from discrimination, harassment, adverse action and victimisation and ensures equal employment opportunities for current and future employees.

Further, Council aims to provide a welcoming workplace that fosters fairness, equity, respect and inclusion for all, with a particular focus on:

- Women in the workplace
- People with a disability
- Indigenous Australians
- People from culturally and linguistically diverse backgrounds
- Young people
- Mature aged workers

These groups have been affected by past or continuing disadvantage or discrimination in employment.

The aim of the EEO Management Plan is to:

- Create a work environment which is free from discrimination and where employees are treated fairly, with dignity and respect
- Support engagement, inclusion and participation by increasing employee confidence in our workplace practices
- Monitor, review and evaluate employment practices to ensure flexibility in accommodating changing workforce needs
- Maintain contemporary, compliant workforce policies and procedures
- Ensure all employees have an equal opportunity based on merit
- Provide a safe, healthy and productive working environment

This plan is supported by the following strategies, plans and policies:

- Disability Inclusion Access Plan
- Workforce Management Plan
- Code of Conduct
- Equitable Workplace Policy

EEO STRATEGY 2022 – 2025

GOAL	ACTION	RESPONSIBILITY	2022 / 2023	2023 / 2024	2024 / 2025
Strengthen community awareness and understanding about how people with impairment participate in society on an equal basis with others ¹	Educate and inform the workforce about the objectives of the Disability Inclusion Access Plan ¹	HR			
	Ensure workforce management practices align with the principles of diversity, access and inclusion ¹	Manex			
	Promote Council as an EEO employer	Manex			
	Seek to advertise vacancies to reach a diverse audience	HR			
	Provide 'how to apply guide' as part of recruitment information package	HR			
The workforce understands the value of diversity and inclusion	Communicate the intent of the EEO Management Plan	HR			
	Promote EEO awareness through staff meetings, annual health and well-being day, newsletter etc	HR			
	Conduct training for managers and supervisory staff about their responsibilities	HR			
Employees enjoy a workplace that is respectful, safe and supportive ²	Establish a buddy system for new employees	Manager			
	Promote EAP through communication strategies, education initiatives and induction	HR			
	Make available external support agency contact details	HR			
	Review grievance procedure	HR			
	Identify and resolve access and inclusion barriers	Manex			

GOAL	ACTIONS	RESPONSIBILITY	2022 / 2023	2023 / 2024	2024 / 2025
Improve access to meaningful employment for people with impairment ³	Review recruitment and selection processes to ensure they are free from discrimination ³	HR			
	Improve candidate engagement and awareness activities ³	HR			
	Improve workplace functionality and access ³	Manex			
	Work with schools, agencies and other community networks to promote Council as a 'first choice' employer ³	Manager EDM/HR			
	Focus learning, training and development on creating a supportive environment that encourages lifelong learning for all employees	Manex			
	Review workforce management policies and procedures Develop and implement succession plans	HR Manager			
We understand our workforce demographic and their experiences and can plan for increased diversity	Include access, inclusion & diversity questions in staff engagement survey	HR			
	Collect, record and report on EEO data				
	Consult with peak bodies to better understand the needs and expectations of EEO target groups				

¹ and ³ Disability Inclusion Action Plan 2022

² Workforce Management Plan 2022 - 2025

PERFORMANCE INDICATORS

REPRESENTATION	Employees from monitored groups compared with organisation and community	Percentage
RECRUITMENT	Applicants for positions from monitored groups compared with the potential pool of applicants from labour market representation	Percentage
SELECTION	Appointment of individuals from monitored groups compared with appointment of applicants who are not members of a monitored group	Percentage
PROMOTION	Promotions awarded to individuals from monitored groups compared with promotions awarded to individuals who are not members of a monitored group	Number
DEVELOPMENT	Tracking lateral moves, appointment to acting roles, training and other learning and development participation, and stretch assignment opportunities by monitored group	Number
RETENTION	Tenure for employees from monitored groups compared to tenure across the workforce	Average
ENGAGEMENT	Engagement scores for individuals from monitored groups compared with scores reported by individuals who are not members of a monitored group	Engagement score

Note: A monitored group refers to:

- Women in the workplace
- People with a disability
- Indigenous Australians
- People from culturally and linguistically diverse backgrounds
- Young people
- Mature aged workers



**BOURKE
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