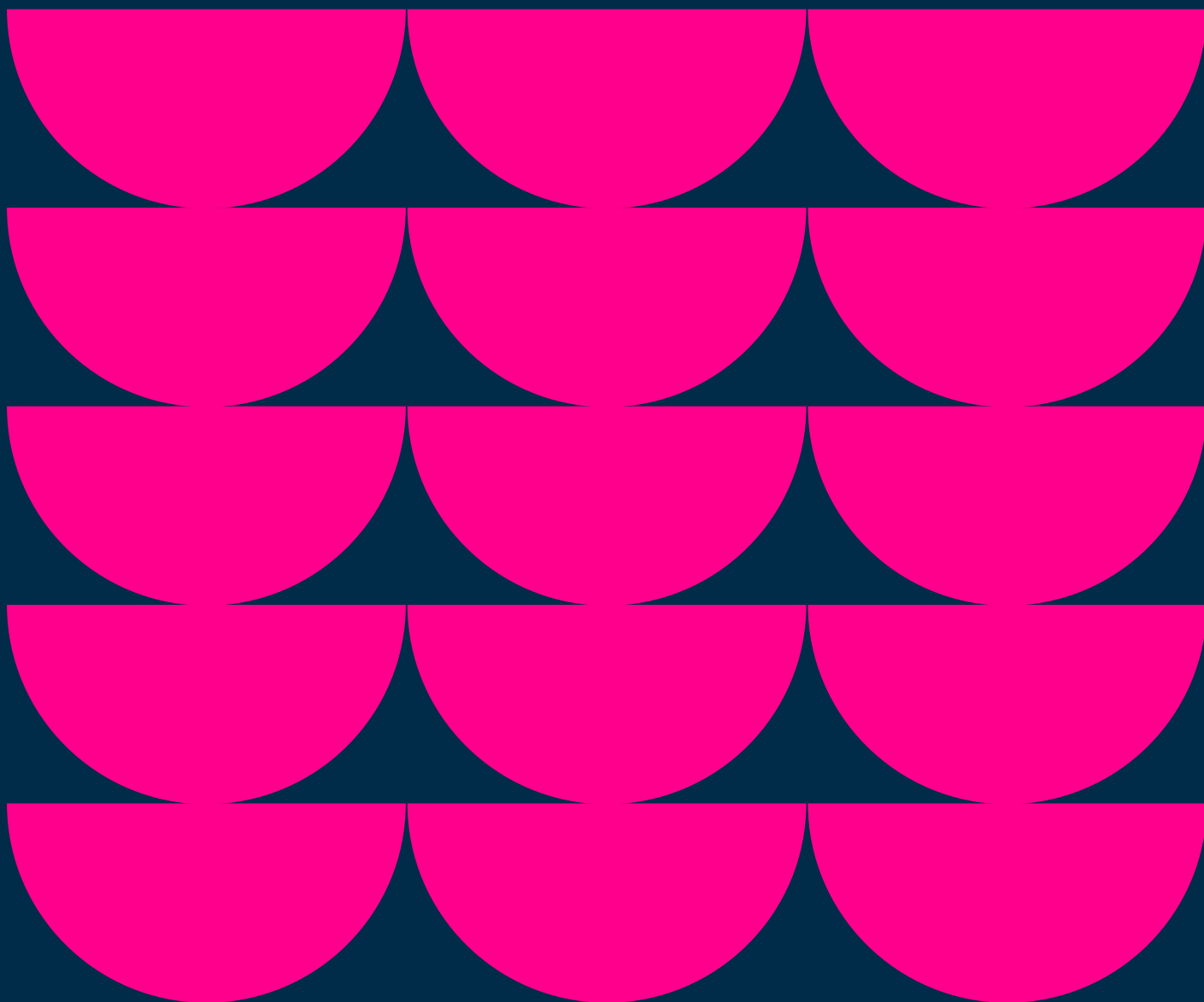


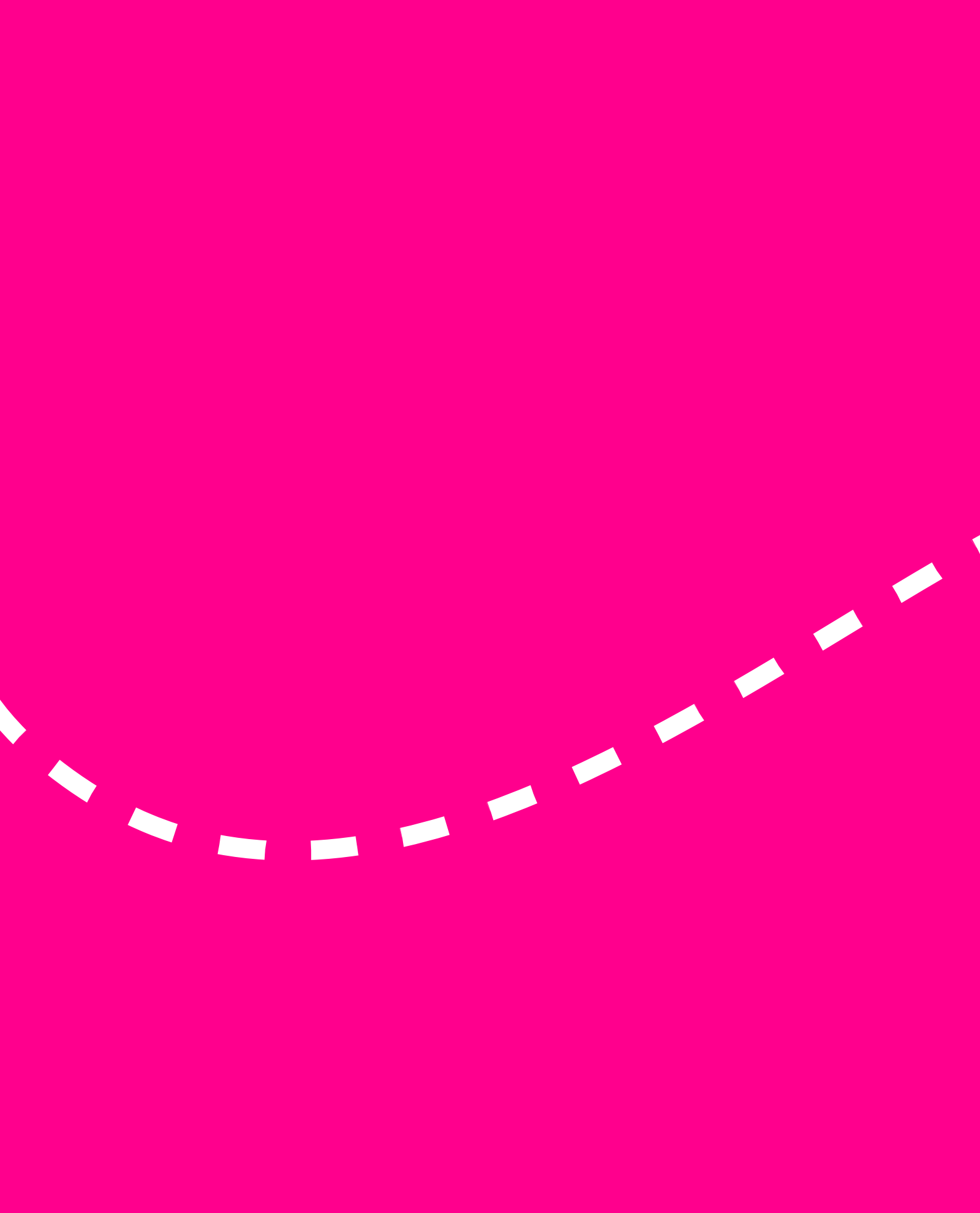


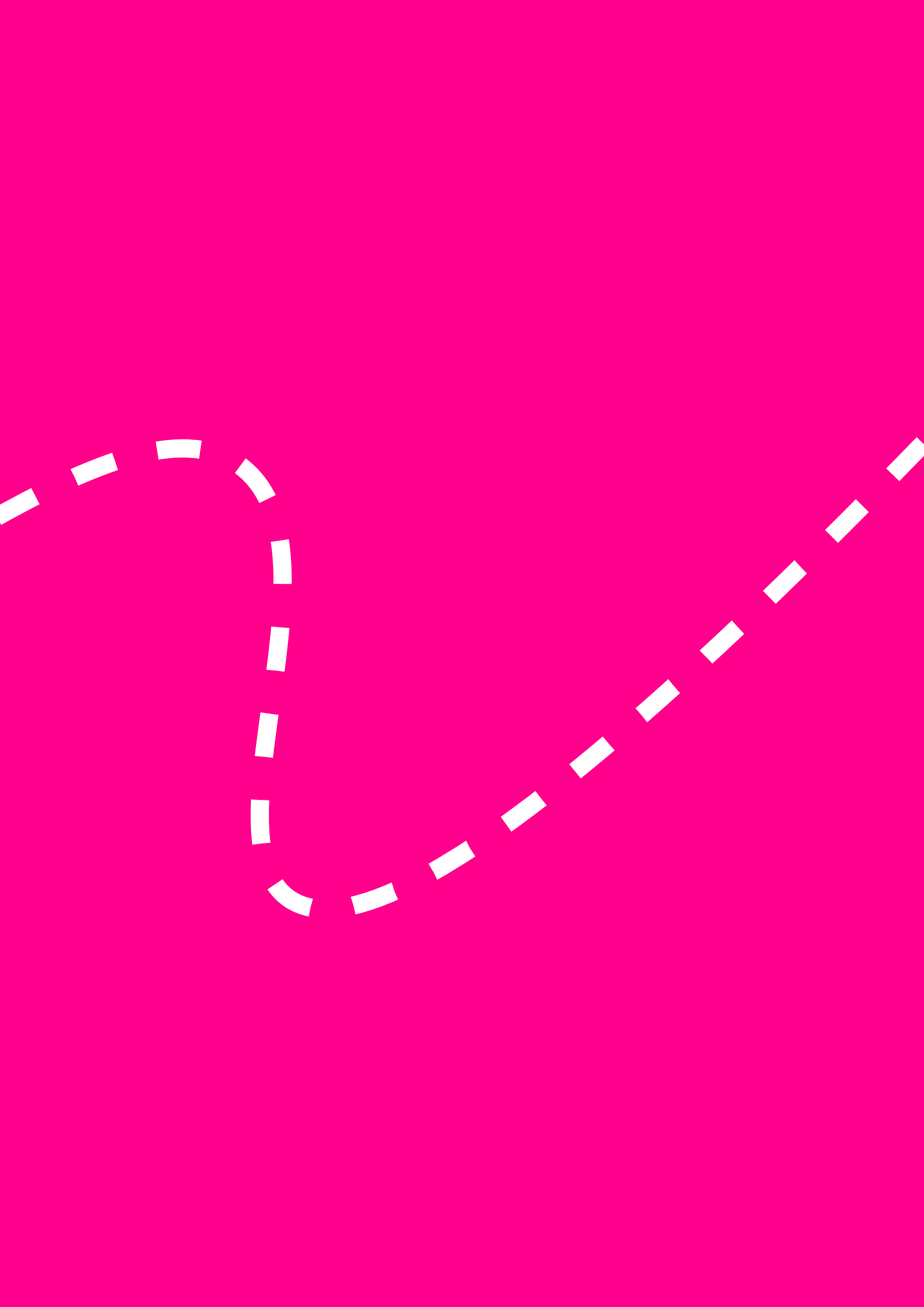
Equal Employment Opportunity



**CITY OF
PARRAMATTA**

**Management Plan
2022–2025**





We respectfully acknowledge the
Traditional Owners and custodians
of the land and waters of Parramatta,
the Dharug peoples.

*Nunanglanungdyu Barramada gulbanga
mawa naa Barramadagal dharug ngurrawa
badura Barramada dharug yura*



Recognition of the Dharug Peoples

City of Parramatta recognises the Dharug peoples as traditional owners, peoples of the oldest continuous living culture in the world.

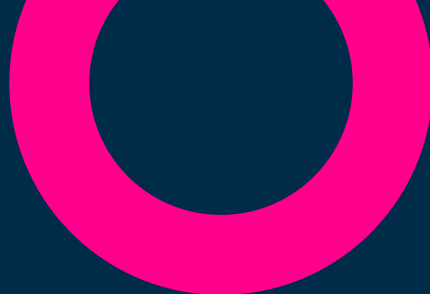
For more than 60,000 years, Parramatta has been home to the Dharug peoples, the traditional custodians of the land we call the City of Parramatta today. The Dharug peoples have cared for and nurtured the habitat, land and waters for thousands of generations, and maintain an ongoing connection to Parramatta and its surrounding areas.

As a community, we can learn from the resilience and community spirit of Aboriginal and Torres Strait Islander peoples (First Nations people) to best ensure a sustainable City for all. Parramatta has always been an important meeting place for our First Nations people, particularly the Parramatta River, which has provided life and vitality since the beginning of time (The Dreaming).

The name Parramatta is derived from the word Barramada or 'place where the eels lie down' (breeding location for eels within the Parramatta River). City of Parramatta recognises the significance of this area for all First Nations people as a site of early contact between the First Australians and European Colonists, and Parramatta remains an important meeting place for our First Nations community.

First Nations people continue to play a vital role in the ecological, economic, social and cultural life of Parramatta, while maintaining a distinct culture built on the principles of Caring for Country, the primacy of family, and the dignity and governance of Elders.

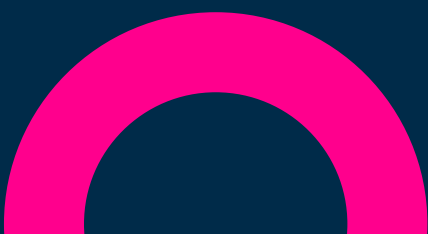
At City of Parramatta we aspire to a future where the cultures, histories and rights of all First Nations people are understood, recognised and respected by all Australians. City of Parramatta is committed to playing an active role in making this future a reality. City of Parramatta is proud to acknowledge the ongoing stewardship of Country by First Nations people and to celebrate their enduring wisdom, strength and resilience.





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Message from the CEO

About our Plan

The City of Parramatta is a highly diverse local government area, with people from a wide range of cultures, experiences and backgrounds. As a leading organisation in our community, we recognise the importance and value of being an inclusive organisation where everyone feels welcome and a sense of belonging.



The City of Parramatta Equal Employment Opportunity (EEO) Management Plan 2022–2025 has been developed to ensure that the principles of Equal Employment Opportunity are instilled throughout our practices. The Equal Employment Opportunity (EEO) Management Plan 2022–2025 is aligned to our strategic plans ensuring our workforce is truly reflective of the diverse community in which we operate. This includes our Community Strategic Plan, Delivery Program & Operational Plan and Resourcing Strategy and our Community Plans (i.e., Disability Inclusion Action Plan; Action Plan for the Prevention of Domestic and Family Violence, and our First Nations Strategy).

The EEO Plan also establishes a framework to ensure all People and Culture practices and policies:

- ✓ encourage diversity and participation;
- ✓ remove all forms of discrimination and facilitate equal access to opportunities within the Council for all employees; and
- ✓ ensure merit-based selection with respect to all employment related decisions.

The elements that form the basis of this plan, along with identified actions, have been specifically designed to provide a safe, productive, healthy workplace that is free from discrimination, as well as increase participation of under-represented groups in our workforce.

I look forward to delivering this plan and ensuring that we remain dedicated to diversity and equality.

Bryan Hynes
Acting Chief Executive Officer
City of Parramatta Council



Our Vision

At the City of Parramatta, we are committed to promoting a diverse and inclusive environment where we value and respect the diverse experiences, backgrounds and perspectives of all our people. We aim to reflect and celebrate the diverse community in which we operate, enabling us to enrich our workplace through diversity of thought and creating a sense of belonging for all.

To enable our vision, a new Diversity, Equity and Inclusion (DEI) Strategy was launched in 2022. The strategy includes Employee Resource Groups (ERGs) and Diversity, Equity and Inclusion (DEI) Committee enabling us to learn from our people's lived experiences, and further promote and drive our inclusion efforts.

We put our employees and our community members at the front and centre of our decisions. We are calling this our 'People First. Community First.' principle. To live and breathe a People First. Community First. lens, we have introduced a set of behaviours across the organisation to be used by all.

We are calling these behaviours, our ASPIRE (appreciative, supportive, positive, inclusive, respectful, and empowering) behaviours. ASPIRE is an acronym on how we will collectively demonstrate these behaviours.







Our Values and Behaviours

Our People First. Community First guiding principle and our ASPIRE behaviours (appreciative, supportive, positive, inclusive, respectful, and empowering) enable us to embrace diversity of thought and create a sense of belonging for all.

Our Principle

People First. Community First.

Our Behaviours



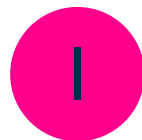
APPRECIATIVE



SUPPORTIVE



POSITIVE



INCLUSIVE



RESPECTFUL



EMPOWERING

Our Values



INTEGRITY



CUSTOMER
FOCUS



TEAMWORK



INNOVATION

Our Commitment to EEO

City of Parramatta is dedicated to a working environment which is safe, productive, healthy, and free from discrimination with a positive awareness of the spirit and intent of discrimination and equal opportunity legislation. Council is committed to delivering fair and equitable opportunities for all and the Equal Employment Opportunity (EEO) Management Plan 2022–2025 is an extension of the commitment council has previously initiated in the workplace strategy.

The EEO Management Plan supports our EEO Policy in eliminating and ensuring the absence of direct, systemic and indirect discrimination on the grounds of:	Race	
	Sex	
	Ethnicity	
	Disability	
	Sexual orientation or gender identity	
	Age	
	Religion	
	Marital/family status	
	Pregnancy or potential pregnancy	
	Breastfeeding	
	Caring Responsibilities	
Our key commitments:	Align policies, procedures and plans to include EEO Principles:	▶ Workforce Management Strategy ▶ Community plans (First Nations Strategy, Disability Inclusion Action Plan, Prevention of Domestic and Family Violence Plan) ▶ 2021-2023 Diversity, Equity and Inclusion (DEI) Strategy
	Develop EEO programs to educate and develop our people	
	Collect and capture data to map progress and guide future EEO Strategies	
	Continue to attract and retain people from diverse backgrounds and abilities	
	Increase the number of women in mid-senior management positions	



The Equal Employment Opportunity (EEO) Management Plan 2022–2025 has also been prepared in accordance with the requirements of the Local Government Act 1993. The Equal Employment Opportunity (EEO) Management Plan 2022–2025 has also been created to align to the following pieces of state and federal legislation applicable to EEO, diversity and anti-discrimination at Council as well as Council’s industrial instruments.

LEGISLATION APPLICABLE TO EEO

Australian Human Rights and Equal Opportunity Commission Act 1986
Age Discrimination Act 2004
Equal Opportunity Act 1984
Sex Discrimination Act 1984
Racial Discrimination Act 1975
Disability Discrimination Act 1992
Fair Work Act 2009
Workplace Gender Equality Act 2012
Privacy and Personal Information Act 1998
Workplace Health and Safety Act 2011
New South Wales Anti-Discrimination Act 1977
New South Wales Industrial Relations Act 1996
New South Wales State Records Act 1998
Local Government Act 1993
Local Government (State) Award 2020
NSW Disability Inclusion Act (2014)

Focus Areas and Actions

Equal Employment Opportunity (EEO) Management Plan 2022–2025 is aligned to our commitment to promote and deliver an all-inclusive workforce. The EEO Plan will continue to support the ongoing mission to educate, develop and support staff of EEO responsibilities.





01. ALIGN POLICIES, PROCEDURES AND PLANS

Align policies, procedures and plans to include EEO Principles. Communicate and educate employees of updated policies, procedures and plans.

Focus Areas and Actions	Performance Indicators	Responsibility	Target date
Ensure Policies, Procedures and Plans comply with EEO Principles	All Policies, Procedures and Plans are reviewed and updated to ensure they promote EEO. All existing policies and strategies that address discrimination, harassment and bullying in the workplace are effective and reinforce a culture of belonging for all staff	► People, Culture and Workplace	► Ongoing
Deliver on our 2021-2023 Diversity, Equity and Inclusion (DEI) Strategy	Delivered on the framework and initiatives as outlined in our Diversity, Equity and Inclusion (DEI) Strategy. This includes the establishment of 5 new Employee Resource Groups (Gender, Disability, Veterans, LGBTQ+ and Multigenerational) and Diversity, Equity and Inclusion Committee	► People, Culture and Workplace	► Ongoing
Action Plan for the Prevention of Domestic and Family Violence 2022-2025	At least 80% of actions completed or in progress by 2025 harassment and bullying in the workplace are effective and reinforce a culture of belonging for all staff	► Community Services	► March 2025
Deliver Disability Inclusion Action Plan (DIAP)	Develop draft new DIAP 2022-2026 Obtain Council approval for the DIAP At least 80% of actions completed or in progress by 2027	► Community Services	► June 2027
Deliver First Nations Strategy	Develop draft First Nations Strategy (FNS) 2023-2027, building on the legacy of the Stretch Reconciliation Action Plan (RAP) Obtain Council approval for the First Nations Strategy At least 80% of actions completed or in progress by 2027	► Community Services	► March 2027



02. EDUCATE AND ENGAGE STAFF

Develop EEO programs for educational and awareness purposes.

<i>City of Parramatta Focus Area</i>	<i>Performance Indicators</i>	<i>Responsibility</i>	
Include EEO Principles to existing training	Review and update Induction presentations to include EEO principles and expectations.	▶ People, Culture and Workplace	▶ Ongoing
Recruitment team, wider Human Resources team and hiring managers to undertake Disability Confidant Recruiter Training through Australian Network on Disability (AND)	Approx. 30-35 participants to attend 2-hour Disability Confidant Recruiter Training through Australian Network on Disability (AND) to better support and drive disability inclusion in recruitment practices	▶ People, Culture and Workplace	▶ FY23 / FY24



03. MEASURING DATA

Collect and capture data to map progress and guide future EEO Strategies.

<i>City of Parramatta Focus Area</i>	<i>Performance Indicators</i>	<i>Responsibility</i>	
Capture EEO data for new starters	EEO data is collected at the onboarding stage	▶ People, Culture and Workplace	▶ Ongoing
Update EEO data from all staff	Include EEO questions into staff surveys (Engagement Surveys, Pulse Surveys and Diversity, Equity and Inclusion Surveys) to capture more data and record all data into information management system.	▶ People, Culture and Workplace	▶ Ongoing
Report on specialised Diversity and Inclusion data	Capture data and report on demographics and employee sentiments to create a greater sense of belonging amongst staff and track progress	▶ People, Culture and Workplace	▶ Ongoing
Review data and report trends	Review collected data from Surveys and report on changes and track trends. Include in HR Metric reporting.	▶ People, Culture and Workplace	▶ Target date Ongoing
Track progress of the EEO Management Plan	Ongoing management of the EEO Management Plan including reporting of progress, adjustments and achievements	▶ People, Culture and Workplace	▶ Ongoing



04. RECRUITMENT AND SELECTION

Improve strategies and educate key stakeholders to increase a diverse workforce.

<i>City of Parramatta Focus Area</i>	<i>Performance Indicators</i>	<i>Responsibility</i>	<i>Target date</i>
Review Recruitment techniques, selection criteria and interview questions	Update diversity statement to encourage First Nations people, people with disability, veterans, gender diverse, LGBTIQ and culturally diverse communities to join City of Parramatta	▶ People, Culture and Workplace	▶ Ongoing
Incorporate and align our new Employee Value Proposition (EVP) to recruitment activities	Ensure inclusive imagery, practices and messages are incorporated throughout the campaign	▶ People, Culture and Workplace	▶ Ongoing
Incorporate Disability Inclusion Action Plan (DIAP) to recruitment activities	Take out an Australian Network on Disability (AND) bronze membership to drive disability and accessibility efforts Complete the Access and Inclusion Index annually. Implement a Disability Employee Resource Group (ERG)	▶ People, Culture and Workplace	▶ FY23 / FY24
Incorporate Diversity, Equity, and Inclusion (DEI) strategy to recruitment activities	City of Parramatta attracts candidates from a wide range of backgrounds, lived experiences and diverse perspectives	▶ People, Culture and Workplace	▶ Ongoing
Incorporate First Nations Strategy to recruitment activities	Participate in a First Nations graduate and/or intern program (i.e. CareerTrackers)	▶ Community Services ▶ People, Culture and Workplace	▶ FY24



05. GENDER IN LEADERSHIP

Increase representation of women in mid and senior leader roles.

<i>City of Parramatta Strategies</i>	<i>Performance Indicators</i>	<i>Responsibility</i>	<i>Target date</i>
Gender in Leadership	Increase number of women in middle and senior leadership roles	▶ People, Culture and Workplace	▶ FY25

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Web: cityofparramatta.nsw.gov.au

Social: [@parracity](#)

[@cityofparramatta](#)

[@cityofparramatta](#)

📞 For non-English speakers, phone interpretation services are available via TIS National on 131 450.

KOREAN

본 소식지와 관련해 통역 지원이 필요하신 경우, TIS (131 450)에 전화하여 Parramatta Customer Service (9806 5050)를 연결해 달라고 요청하시면 됩니다. 업무시간은 월요일에서 금요일, 오전 8시 30분부터 오후 5시까지입니다.

CHINESE

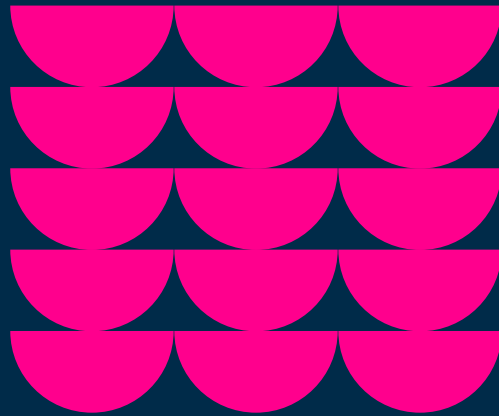
如果你需要翻译协助阅读这份新闻简报, 请联系 TIS, 电话131 450, 要求他们代表你接通巴拉玛打市议会顾客服务处, 电话 9806 5050。顾客服务处的工作时间是每星期一至星期五, 上午8:30至下午5:00。

ARABIC

إذا كنت بحاجة للمساعدة في ترجمة هذه النشرة, اتصل بـ TIS على الرقم 131 450 واطلب منهم الاتصال نيابة عنك بخدمة زبائن باراماتا على الرقم 9806 5050 من الإثنين إلى الجمعة بين الساعة 8:30 صباحاً و 5:00 مساءً.

HINDI

यदि आपको यह सूचना-पत्र समझने में सहायता चाहिए तो कृपया TIS को 131 450 पर फ़ोन करें और उनसे कहें कि आपकी तरफ़ से पैरामाटा कस्टमर सर्विस को 9806 5050 पर फ़ोन करें। यह सेवा सोमवार से शुक्रवार, सुबह 8.30 बजे से शाम 5.00 तक उपलब्ध है।



Equal Employment Opportunity

Management Plan
2022–2025



cityofparramatta.nsw.gov.au