



## DEPARTMENT OF THE PREMIER AND CABINET AND PUBLIC SERVICE COMMISSION PROGRESS REPORT - 1 JULY 2020 TO 30 JUNE 2021

### WHOLE-OF-GOVERNMENT ACTIONS (As detailed in All Abilities Queensland - Queensland Government Actions)

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
1.1	State Disability Plan whole-of-government action —support national communication strategies and activities to promote the National Disability Strategy 2010–2020.	Work with the Department of Communities, Disability Services and Seniors (DCDSS) to ensure promotional materials and campaign strategies are best practice and provide support to ensure external communications are inclusive.	Strategy and Engagement, PSC	The Government Advertising and Communication Committee, coordinated and chaired by DPC, have an ongoing role to ensure advertising campaigns support diversity and inclusion and people with disability. The secretariat of the committee reviews campaigns and makes recommendations to ensure promotional materials and campaign strategies are best practice.  PSC have an ongoing commitment to ensure all communication activity supports diversity and inclusion and people with disability. Any campaign activity and supporting products are created to ensure accessibility requirements are met.	Complete - BAU
1.2	State Disability Plan whole-of-government action —support national communication strategies and activities to promote the National Disability Strategy 2010–2020.	Deliver whole-of-government managed social media campaigns and sub-campaigns as appropriate for the (NDS) via: • Queensland Government Facebook • Queensland Government YouTube • Queensland Government Instagram.	Strategy and Engagement, PSC	PSC and DPC have not received any requests for public facing campaign support during the reporting period, however DPC continues to support any whole-of-government communication strategies and activities on the DPC-run social media channels where requested and as appropriate.  In addition, diversity and inclusion content from across the sector is supported on social media channels managed by the PSC (PSC LinkedIn, Queensland Government LinkedIn and Queensland Government Graduate Facebook page).	Complete - BAU
1.3	State Disability Plan whole-of-government action —support national communication strategies and activities to promote the National Disability Strategy 2010–2020.	Communicate NDS-related messaging via internal online platforms i.e. for Disability Action Week and for other DCDSS-developed material.	Strategy and Engagement, PSC	PSC continue to promote information about disability and their role in driving a more inclusive workforce and community. PSC shared information on disability inclusion and awareness-raising events through all internal communications channels throughout the reporting period.  PSC manages content on the ForGovernment website for the disability knowledge portal, has developed and published the sector's Inclusion and diversity strategy 2021-2025, and the Disabling the barriers to employment in the Queensland public sector implementation plan 2021, and has commenced a review of the people with disability knowledge centre.  DPC communicated information on disability inclusion and awareness-raising events including Disability Action Week 2020 through a range of internal communications channels including Director-General messaging, Intranet, Yammer, email to senior leaders as well as communications to the Diversity and Inclusion (D&I) committee. The D&I committee members were asked to promote relevant content to their teams.	Complete - BAU
1.4	State Disability Plan whole-of-government action —support national communication strategies and activities to promote the National Disability Strategy 2010–2020.	Deliver external communications and media campaigns that support diversity and inclusion and people with disability.	Strategy and Engagement, PSC	Following customer feedback from the <i>Working in the public service website information architecture review project</i> a review of the PSC Knowledge Centre has commenced to understand customer use, and determine improvements in the information made available to HR, managers and employees.  DPC ensured a diverse range of people were featured across all marketing material, such as the Queensland Day marketing campaign, Australia Day campaign and Australian of the Year Alumni communications. There have been no requests for a dedicated public facing campaign to support the NDS during the reporting period.	Complete - BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
2.1	State Disability Plan whole-of-government action —investigate and develop options to provide disability awareness training to Queensland Government frontline staff and to incorporate disability awareness training into Queensland Government induction programs.	Reinforce DPC and PSC's commitment to supporting an inclusive workplace culture through workplace induction. Provide new starters with access to a suite of training options, in addition to mandatory programs, including: <ul style="list-style-type: none"> <li>• disability awareness training</li> <li>• respectful workplace behaviours</li> <li>• unconscious bias</li> <li>• reasonable adjustment/workplace adjustment</li> <li>• recruitment and selection</li> <li>• mental health.</li> </ul>	Corporate and Government Services (Human Resource Services), PSC	<p>DPC and PSC have remained committed to supporting an inclusive culture through new starter inductions.</p> <p>The PSC, in collaboration with agencies across the Queensland public sector, continued to implement a range of actions from the Disabling the Barriers to Employment Implementation Plan 2021.</p> <p>At DPC, in addition to our suite of mandatory training programs, we continue to offer training and development options to all employees that support inclusive workplace practices through iLearn, our Learning Management System.</p> <p>During this reporting period the following training was offered to all staff including new employees:</p> <ul style="list-style-type: none"> <li>• 26 DPC employees attended the Disability Awareness lunch and learn session focussing on non-visible disabilities</li> <li>• 29 DPC employees attended Unconscious Bias training, including six ELT members</li> <li>• 22 DPC employees attended ORANGES Toolkit training - Wellbeing and Resilience Program</li> <li>• 2 DPC employees attended Mental Health first aid training</li> </ul> <p>In addition DPC provides access to the whole-of-government Disability Awareness Training - <i>All Abilities</i> to all new starters. This program forms a part of the DPC three year mandatory training program. The training can be access by new starters and existing employees via ilearn. During the reporting period 7 employees enrolled and 5 completed the course.</p>	Complete - BAU
3.1	State Disability Plan whole-of-government action —access for people with disability is improved by considering the needs of people with disability when buildings and venues used by the Queensland Government are refurbished or leases renewed, and where possible in choosing venues for Queensland Government run events and meetings.	Ensure DPC and PSC buildings are accessible wherever possible.	Office of the Director-General, 2032 Taskforce, Cabinet Services, Corporate and Government Services (Facilities), Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, PSC	<p>DPC is located across two sites in the Brisbane CBD and across various regional sites across Queensland.</p> <p>1 William Street has the following disability access facilities available to DPC/PSC staff and the public:</p> <ul style="list-style-type: none"> <li>• PWD toilets on each floor, including ground and lower ground - this includes Level 29 PWD toilet fitted with audio for open and close of the door</li> <li>• 71 meeting rooms fitted with infrared augmentation loop equipment and 7 meeting rooms fitted with hearing loops</li> <li>• Six PWD car parks in the building (1 for building visitors, 5 for PWD staff/tenants)</li> <li>• Vehicle drop off point has disability ramp</li> <li>• Access ramps to both sides of the building including the car park</li> <li>• Ability to program PWD access cards to a delayed lift opening</li> <li>• Brail and audio at lift card reader</li> <li>• Sliding doors as an alternative to access the front of the building</li> <li>• Tactile indicators at lights and to the front of the building</li> </ul> <p>111 George Street has the following disability access facilities available to OQPC and visitors:</p> <ul style="list-style-type: none"> <li>• PWD toilets on various tenanted floors</li> <li>• Two PWD car parks in the building leased by tenants</li> <li>• Vehicle drop off point at 33 Charlotte Street which has disability ramp to the footpath and lift access to 111 George Street</li> <li>• Flattening of footpath on George Street to enter through main entrance of the building on Charlotte Street</li> <li>• Automatic sliding doors at entrance to the building</li> <li>• Tactile indicators at lifts</li> <li>• Brail in lifts</li> </ul> <p>DPC has eight regional offices which are all equipped with access to PWD toilets, either PWD parking within the building or vehicle drop off areas with disability ramp, disability access to the main entrance of the building and brail either on the outside or inside (or both) of the lifts.</p>	Complete - BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

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3.2	State Disability Plan whole-of-government action —access for people with disability is improved by considering the needs of people with disability when buildings and venues used by the Queensland Government are refurbished or leases renewed, and where possible in choosing venues for Queensland Government run events and meetings.	Select venues for agency organised events on the basis of accessibility and suitable facilities for people with disability and their carers to ensure DPC and PSC events are accessible wherever possible.	Office of the Director-General, 2032 Taskforce, Cabinet Services, Corporate and Government Services, Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, PSC	DPC and PSC use event venues which are accessible and meet suitability requirements for people with a disability.	Complete - BAU
3.3	State Disability Plan whole-of-government action —access for people with disability is improved by considering the needs of people with disability when buildings and venues used by the Queensland Government are refurbished or leases renewed, and where possible in choosing venues for Queensland Government run events and meetings.	Provide a mechanism for event guests to advise of access requirements (e.g. AUSLAN interpreters, companion card and similar support programs) and provide support services for event participants and attendees where possible.	Office of the Director-General, 2032 Taskforce, Cabinet Services, Corporate and Government Services, Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, PSC	DPC and PSC continue to provide specialised support services as required to ensure all people have equitable access to events.  As part of event management, DPC attendees are asked to provide accessibility requirements at the point of registration for any events they attend. Where attendees identify requirements, alternate arrangements are made to ensure they can fully participate. A recent example of where DPC was able to meet access requirements was at the whole-of-government Speaker's series on 19 October. DPC responded to a request by providing live captioning for this event.	Complete - BAU
3.4	State Disability Plan whole-of-government action —access for people with disability is improved by considering the needs of people with disability when buildings and venues used by the Queensland Government are refurbished or leases renewed, and where possible in choosing venues for Queensland Government run events and meetings.	Respond on a case-by-case basis where agency staff with disability require a physical workplace adjustment.	Office of the Director-General, 2032 Taskforce, Cabinet Services, Corporate and Government Services, Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, PSC	DPC and PSC ensure workplace adjustments are made to support people with a temporary or permanent disability to undertake their job more safely and productively and to reach their full potential. Workplace adjustments can be made to premises, facilities, work practices, or training. Requests are responded to on a case-by-case basis.  DPC recruitment and selection processes provide all applicants with opportunities to advise of any reasonable adjustments at any point through the application process. All applicants are specifically asked if they require reasonable adjustments when invited to attend an interview.  DPC ensures information is communicated to all current employees about how to access to workplace adjustments to support them to undertake their role effectively. This is shared via the Intranet as well as communications throughout the year. During Disability Action Week 2020 information and resources were communicated to staff via a featured news article, DG All Staff email and Yammer.  DPC also promoted accessibility options through internal communications to support Global Accessibility Awareness Day, increasing staff awareness around options available to them.  The Policy Futures Graduate team worked with supervisors across the sector to facilitate physical workplace assessments and adjustments, including the purchase of equipment for two graduates in the 2021 cohort. Workplace adjustments made during this period included: <ul style="list-style-type: none"> <li>• onsite parking provided for an employee who uses a wheelchair</li> <li>• engaging with Job Access to undertake a workplace assessment, resulting in the purchase of an ergonomic desk and workstation set up adjustments</li> <li>• an ergonomic assessment resulting in workstation adjustments and the purchase of a chair and monitor risers.</li> </ul>	Complete - BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
4.1	State Disability Plan whole-of-government action —work towards ensuring Queensland Government information is accessible and provided in multiple formats.	Ensure all new agency information is available and published in accessible formats and can be converted using common assistive technologies. Regularly review existing materials to ensure accessibility in multiple formats.	Strategy and Engagement (Communication Services), PSC	All online DPC documents are published in accessible formats (HTML) for screen readers and other assistive technologies where possible. Website users can also request documentation in an alternate or specialised format.  PSC has updated their corporate identity guidelines to ensure increased accessibility, including small focus group testing. All new materials are created to align with the new accessible corporate identity guidelines and are regularly tested by running through an accessibility program. Where PSC resources are available in other, less accessible formats, these are being systematically updated as resourcing permits.	Complete - BAU
5.1	State Disability Plan whole-of-government action —government policies require Queensland Government websites to meet contemporary Australian Web Content Accessibility Guidelines. Work continues to be undertaken to provide transcripts and/or captions are available for newly created time-based media (i.e. pre-recorded video/audio).	Continue to review key documentation and website content to ensure compliance with Queensland Government Enterprise Architecture Standard 26 and accessibility standards.	Office of the Queensland Parliamentary Counsel, Strategy and Engagement (Communication Services), PSC	All online DPC and PSC documents are published in accessible formats (HTML) for screen readers and other assistive technologies where possible. Website users can request documentation in an alternate or specialised format.  The Application Programming Interface (API) and the new OQPC Corporate Website were developed in compliance with Queensland Government Enterprise Architecture Standard 26, website policy (S26), Consistent User Interface (CUE) guidelines and in consultation with QGCIO and DPC Comms to ensure that corporate branding and user accessibility were of the highest standard. API interface directly supports the government's OpenData initiative and offers programmatic access to the Queensland statute book to assist publishing subscribers and developers with greater access to the published legislation collection of Queensland.  DPC's legislation website has 'Browse Aloud' functionality to make online content more accessible for people with dyslexia, low literacy, English as a second language and those with mild visual impairments through speech, reading and translation support tools.	Complete - BAU
5.2	State Disability Plan whole-of-government action —government policies require Queensland Government websites to meet contemporary Australian Web Content Accessibility Guidelines. Work continues to be undertaken to provide transcripts and/or captions are available for newly created time-based media (i.e. pre-recorded video/audio).	Ensure that all videos compiled and published by the agency on social media are accompanied by text transcripts and closed captions, where practical.	Office of the Queensland Parliamentary Counsel, Strategy and Engagement (Communication Services), PSC	All original videos published online by DPC were accompanied by text transcripts. Closed captions are also used on original videos developed by DPC on social media when audio is included, and captioning is technically possible.  All DPC Speaker's series events are recorded and are promoted on the ForGovernment website. All Stategovernment employees can request access to the video and/or transcript by emailing DPC.  PSC websites and online applications (except for a small number of legacy systems which will be phased out) are compliant with the Queensland Government Enterprise Architecture Information Standard 26.	Complete - BAU
5.3	State Disability Plan whole-of-government action —government policies require Queensland Government websites to meet contemporary Australian Web Content Accessibility Guidelines. Work continues to be undertaken to provide transcripts and/or captions are available for newly created time-based media (i.e. pre-recorded video/audio).	Support government initiatives with new and redeveloped websites in accordance with best practice, websites policy (IS26) compliance and accessibility standards.	Office of the Queensland Parliamentary Counsel, Strategy and Engagement (Communication Services), PSC	All DPC and PSC websites and online applications (except for a small number of legacy systems which will be phased out) are compliant with the Queensland Government Enterprise Architecture Information Standard 26.  The Application Programming Interface (API) and the new OQPC Corporate Website were developed in compliance with Queensland Government Enterprise Architecture Standard 26, website policy (S26), Consistent User Interface (CUE) guidelines and in consultation with QGCIO and DPC Comms to ensure that corporate branding and user accessibility were of the highest standard. API interface directly supports the government's OpenData initiative and offers programmatic access to the Queensland statute book to assist publishing subscribers and developers with greater access to the published legislation collection of Queensland.	Complete - BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
6.1	State Disability Plan whole-of-government action —work towards ensuring Queensland Government legislation, policies and programs are consistent with national commitments under international conventions, consider the needs or interests of people with disability and carers, and promote and uphold the human rights of people with disability.	Ensure all Queensland Government policy and legislation considers the needs and interests of people with disability and upholds the human rights of people with disability in accordance with sections 3 and 4 of the Human Rights Act 2019.	Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement	<p>DPC continues to work with Queensland Government agencies and state and federal counterparts to ensure policy, legislation and programs consider the rights, interests and goals of people with disability, including by working collaboratively with the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships, in relation to policy affecting the needs and interests of people with disability in Queensland. Policy Division works in partnership with Department of Justice and Attorney-General to ensure the provisions of the <i>Human Rights Act 2019</i> are considered in policy and legislative development processes.</p> <p>In addition, The Office of the Queensland Parliamentary Counsel supports Queensland's democracy and rule of law by providing independent advice to all instructing departments (state and federal) that is consistent with fundamental legislative principles, and upholds the human rights of people with disability in accordance with the Human Rights Act 2019.</p> <p>Both DPC and PSC published updated risk planning and safety resources for employees affected by domestic and family violence, with a particular focus on the needs of different diversity groups, including people with disability. DPC also continues to provide information on DFV support services for people with disabilities via the DPC Intranet. We also promote the Sunny app, a DFV app for women with disability.</p>	Complete - BAU
6.2	State Disability Plan whole-of-government action —work towards ensuring Queensland Government legislation, policies and programs are consistent with national commitments under international conventions, consider the needs or interests of people with disability and carers, and promote and uphold the human rights of people with disability.	Continue to work collaboratively with state and federal counterparts to ensure policy, legislation and programs consider the rights, interests and goals of people with disability.	Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement	<p>The PSC participates in a cross-jurisdictional working group to support the employment of people with disability in the public sector. The forum is used to share information about new initiatives and successful approaches.</p> <p>DPC continues to work with Queensland Government agencies and state and federal counterparts to ensure policy, legislation and programs consider the rights, interests and goals of people with disability, including by working collaboratively with the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships, in relation to policy affecting people with disability in Queensland. DPC worked to ensure that the needs and interests of Queensland's diverse community were actively considered in the development of Queensland's response to the COVID-19 pandemic.</p>	Complete - BAU
7.1	State Disability Plan whole-of-government action —government services and funded non-government services provide access to language, translating and communication services.	Encourage the use of language, translating and communication services for people with disability and to their carers at DPC and PSC facilities and during DPC and PSC sponsored events.	Office of the Director-General, 2032 Taskforce, Cabinet Services, Corporate and Government Services, Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, PSC	<p>Accessibility of events remained a focus for both DPC and PSC.</p> <p>Attendees are asked to provide any accessibility requirements at the point of registration for any DPC events. Where an attendee identifies a requirement, arrangements are made to ensure they can fully participate in the event. In a recent DPC whole-of-government Speaker's series held on 19 October 2020, live captioning was made available to meet the needs of our audience. In addition, Auslan interpreters have been engaged at events. Most recently this was at the White Ribbon Day event which was delivered virtually.</p>	Complete - BAU
8.1	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	Continue to work collaboratively with other Queensland Government agencies on whole of sector disability employment initiatives.	PSC, Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p>DPC continues to work collaboratively with PSC to reduce the barriers to employment for people with disability.</p> <p>Through the Strategic Workforce Council, PSC provides information sessions to connect agency representatives with organisations that support disability employment.</p> <p>DPC attends the Strategic Workforce Council and information sessions offered to investigate opportunities presented as well as continues to collaborate with other agencies across the sector to promote initiatives where relevant.</p>	Complete - BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

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8.2	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	Continue to embed flexibility, inclusiveness and diversity in all human resource processes with a focus on recruitment, selection and capability development.	PSC, Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p>DPC's HR team meets with all panel chairs to guide and educate regarding best practice to support fair and transparent recruitment and decision making. This includes conversations that actively challenge assumptions and perceptions in recruitment and selection decisions.</p> <p>DPC also reinforces our commitment to inclusive work practices when promoting departmental vacancies, both internal and external, inviting candidates to advise the panel if there are any reasonable adjustments required.</p> <p>DPC's new recruitment and selection platform has been developed and will be launched in late 2021 and includes a broad range of information, including guidance on how to run an inclusive recruitment process. HR is currently updating internal processes to ensure all staff involved with recruitment can access this information. HR will also offer further support and training to all panel members to build their capability and understanding of the benefits of a more inclusive and diverse workforce.</p> <p>A priority for DPC this reporting period was to explore approaches to training delivery to support and better meet the needs of the workforce. DPC has introduced more diverse approaches to training delivery including increasing the number of online offerings, more self-paced learning options and access to a wider range of short training programs (half day or less).</p> <p>PSC published a refreshed Flexible by Design framework in 2021. The framework outlines the benefits, reasons and principles behind flexible work as well as the organisational journey to achieve a healthy work-life blend.</p> <p>During this reporting period DPC formalised 177 flexible working arrangements ensuring all staff can maximise participation in the workforce.</p>	Complete - BAU
8.3	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	Disseminate all vacancies through the JobAccess vacancy distribution service.	PSC, Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	PSC and DPC continues to refer vacancies through JobAccess as required. However, during the reporting period no roles were referred to JobAccess due to recruitment being only internal to the sector, in line with the Savings and Debt Plan.	Minor issues
8.4	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	Continue to deliver relevant and targeted disability awareness programs to support the attraction, recruitment, retention and career progression and development of people with disability.	PSC, Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p>DPC continues to offer a range of relevant and targeted disability awareness programs including:</p> <ul style="list-style-type: none"> <li>• Unconscious bias training via DPC iLearn. All officers who participate in recruitment and selection activities are strongly encouraged to complete this training.</li> <li>• Disability Awareness training. This was offered to all staff in the last reporting period. 26 employees attended including some members of the D&amp;I Committee. The session focussed on non-visible disabilities and overcoming the barriers to supporting the recruitment and retention of those who identify with having a disability.</li> <li>• the whole-of-government Disability Awareness Training which can be accessed from DPC's Disability Inclusion Intranet page, the learning management system and from the new starter induction resource page.</li> </ul> <p>Through the Strategic Workforce Council, PSC provides information sessions to connect agency representatives with organisations that support disability employment.</p>	Complete - BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
8.5	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	Use DPC and PSC recruitment diversity data to track and inform how roles are advertised and identify areas for improvement and opportunities to attract applicants with disability to future vacancies.	PSC, Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p>PSC and DPC receive monthly reporting on candidate diversity for vacancies advertised on the Smart Jobs and Careers website. The reports are not available at the time of shortlisting, are deidentified and not traceable to specific applicants. We therefore rely on applicants to voluntarily re-identify at the shortlisting/interview stage of the recruitment process.</p> <p>PSC and DPC share data, once available, with panel chairs for their information.</p> <p>DPC uses recruitment data regarding number of applicants identifying with a disability to better understand who we are attracting. This information can be used to inform future recruitment campaigns. Due to the Savings and Debt plan there was limited external advertising and therefore limited data available for this reporting period.</p>	Complete - BAU
8.6	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	<p>Ensure all recruitment processes including the whole-of-government Policy Futures Graduate Program continue to:</p> <ul style="list-style-type: none"> <li>• minimise barriers for people with disability</li> <li>• target recruitment and advertising to attract people with disability through specialist providers, universities and websites</li> <li>• ensure candidates with disability have a mechanism to advise of reasonable adjustment requirements and implement these throughout all stages of the recruitment and selection process</li> <li>• work with successful applicants to ensure reasonable adjustments are made to enable all employees to work safely and productively.</li> </ul>	PSC, Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p>The Queensland Government is an inclusive employer. This was promoted on our website during the recruitment and selection process for the 2021 Graduate cohort, along with additional information encouraging candidates to identify any reasonable adjustments required throughout the recruitment and selection process.</p> <p>Updates to the graduate application form and candidate communication were made to further emphasise the program's commitment to diversity and inclusion. At each stage of the process candidates were provided information about reasonable adjustments, including examples of adjustments provided in the past and invited to complete a survey outlining their requirements.</p> <p>All requested adjustments were able to be accommodated for the 2021 Graduate cohort, including:</p> <ul style="list-style-type: none"> <li>• extra time to complete online testing</li> <li>• video interview questions conducted over the phone</li> <li>• a quiet room for assessment centre activities</li> <li>• printed interview questions</li> <li>• matching candidates with an experienced panel member for interviews.</li> </ul> <p>Out of the 25 successful candidates of the 2021 cohort, two identify as living with disability, (8%).</p> <p>Due to recruitment restrictions under the Queensland Government Savings and Debt Plan, there were reduced opportunities to advertise vacancies external to government.</p>	Complete - BAU
8.7	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	Enlist the Disability Service Plan Working Group to continue to act as allies and champions for disability inclusion and encourage their colleagues to get involved.	Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p>During this reporting period DPC consolidated the DSP and the Cultural Capability Action Plan (CCAP) working groups to a single Diversity and Inclusion Consultative Committee (committee), led by our Diversity and Inclusion Champion, Tony Keyes, Parliamentary Counsel.</p> <p>The committee's scope is all elements of diversity and inclusion (D&amp;I), including disability, LGBTIQ+, cultural diversity, gender equity and generational diversity.</p> <p>Progress of the DSP actions is a standing agenda item on the quarterly committee meetings.</p>	Complete - BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
8.8	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	Promote campaigns that raise awareness of lived experience of disability and share personal stories of people with disability through internal communication channels including Yammer and the intranet.	PSC, Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p><b>Disability Inclusion</b> DPC shares information on disability inclusion and awareness-raising events through internal communications channels. Messaging was distributed through Director-General messaging, Intranet, Yammer, email to senior leaders, as well as communications to the Diversity and Inclusion Committee members for them to forward to their relevant teams. Topics included Helping people with disabilities eat well (February 2021), ABC news articles 'Am I disabled today?', supporting International Day of People with Disability (IDPWD), promotion of IDPWD magnetic pins, Disability Action Week (September 2020) and promotion of the Transport Legislation (Disability Parking and Other Matter) Amendment Bill.</p> <p>DPC also offers a range of employee engagement activities to promote personal stories to raise disability awareness, including:</p> <p><b>All Voices</b> - During the reporting period, DPC profiled two employees focusing on physical disability and mental health.</p> <p><b>DPC Speaker series</b> - On 18 March 2021, DPC held a Speakers series with Josie Thomson who discussed the topic of mental health and resilience with 340 staff from across the Queensland public sector in attendance. On 11 September 2020, Phil Barker spoke about the topics of positive masculinity, domestic and family violence, and depression rates. 237 staff from across the Queensland public sector attended.</p> <p><b>DPC Plate of Inspiration</b> - DPC Plate of Inspiration held on 21 October 2021 overviewed the HumanRights Manager Toolkit. As part of this session, a case study was discussed and examined around restricting people's movements so they can only travel for essential purposes and its impact on people with disability. 52 staff from DPC attended this session.</p> <p><b>COVID-19 workplace response and transition back to the workplace</b> Throughout COVID-19, DPC has provided consistent messaging and resources to support mental health and provided supervisors with tools to support people with disability and employees who are vulnerable, which may be due to chronic illness. The DPC All Staff Forum on 7 October 2020, featured Oranges Toolkit who spoke about building certainty and resilience to support employee mental health and wellbeing during COVID-19.</p>	Complete - BAU
8.9	State Disability Plan whole-of-government action —implement strategies to reach the Queensland Government target of eight per cent of the Queensland public sector workforce being people with disability by 2022. Strategies should address attraction, recruitment, retention and career progression and development, for example flexible work practices and inclusion of people with disability in the government employer brand.	Reinforce the importance of Equal Employment Opportunity (EEO) data in understanding our current workforce to help us provide relevant recruitment, retention and inclusion initiatives. Encourage staff to provide their EEO responses.	PSC, Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p>The PSC encourages staff to update their EEO data through regular communication and are looking at creating a page to go on the Intranet.</p> <p>DPC continued to encourage staff to update their EEO data and undertook an EEO drive in February 2021. A communications plan was established and the EEO drive was promoted through:</p> <ul style="list-style-type: none"> <li>• factsheet on updating data and further info on diversity definitions (particularly Disability)</li> <li>• Compass feature on the Intranet – 'Why you count 2021' EEO campaign</li> <li>• Email from D&amp;I Champion, Tony Keyes to other DDGs explaining EEO drive and rationale, seeking their support</li> <li>• Yammer post to launch the EEO drive</li> <li>• Article in the HR monthly newsletter</li> <li>• Verbal reminders to the D&amp;I Consultative Committee and Local Information Office meeting to update their EEO data and to share with team members</li> <li>• Noted in D&amp;I Consultative Committee minutes (11 February 2021 meeting)</li> </ul> <p>PSC is rolling out a sector wide EEO drive in for August 2021 and DPC will participate in this. Under this new roll out, PSC have added new workforce census definitions which include a non-binary gender identity option, define disability in broader and more inclusive terms, include a standalone question for Australian South Sea Islanders, and categorise diverse language speakers as 'Culturally and Linguistically Diverse' instead of being from a 'Non-English-Speaking Background'. These changes aim to:</p> <ul style="list-style-type: none"> <li>• create a more inclusive workplace culture</li> <li>• value employee diversity and lived experience</li> <li>• encourage employees to self-identify and in turn, create a more accurate workforce profile.</li> </ul>	Complete - BAU





# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
9.1	State Disability Plan whole-of-government action —promote information, resources and examples of the benefits to businesses of employing people with disability, the assistance available, and how to make the recruitment and employment process more accessible to improve opportunities for people with a disability to participate in employment.	Actively support DSDATSIP, PSC and other agency lead initiatives/campaigns to support the employment of people with disability.	Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	DPC continued to support and promote initiatives led by DSDSATSIP and the PSC. This included attending meetings as appropriate and sharing and promoting resources from across the sector to support the employment of people with disability.	Complete - BAU
9.2	State Disability Plan whole-of-government action —promote information, resources and examples of the benefits to businesses of employing people with disability, the assistance available, and how to make the recruitment and employment process more accessible to improve opportunities for people with a disability to participate in employment.	Share stories that promote a culture that recognises and values differences in the workplace.	Corporate and Government Services (Human Resource Services), Strategy and Engagement (Communication Services)	<p>The All Voices initiative is one way DPC shares stories to promote a culture where difference is valued. Employees are regularly featured, showcasing the diversity within the department. This reporting period two employees shared their stories around disability and mental health.</p> <p>DPC also seeks opportunities for people external to government to share their stories and experiences through DPC Speakers series. On 18 March 2021, DPC held a Speakers series with Josie Thomson who discussed the topic of mental health and resilience with 340 staff from across the Queensland public sector in attendance. On 11 September 2020, Phil Barker spoke about the topics of positive masculinity, domestic and family violence, and depression. The event inspired and challenged attendees to think differently and to understand their role in fostering positive masculinity. 237 staff from across the Queensland public sector in attendance.</p> <p>DPC has also contributed to the sector-wide research project focused on the employee experience of Queensland public servants who live with disability. One employee shared their lived experience in a face-to-face interview, reflecting on his experience of working, thriving and growing a career in the public sector.</p>	Complete - BAU
10.1	State Disability Plan whole-of-government action —work with the National Disability Insurance Agency to provide a smooth transition to the National Disability Insurance Scheme.	Continue to work with DSDATSIP, Queensland Treasury and other relevant agencies to increase Queensland participants in the NDIS and improve outcomes for all people with disability.	Policy Division (Intergovernmental Relations, Strategic Policy)	DPC worked with DSDSATSIP, the Commonwealth, States and Territories to develop a National Disability Strategy and review the NDIS.	Complete - BAU
11.1	State Disability Plan whole-of-government action —consultation and engagement processes are offered in a range of ways, including the use of technology, which maximise the participation opportunities for people with disability, their families and carers.	Continue to use technology, to ensure equitable participation for people with disability in DPC and PSC consultation and engagement processes.	Office of the Director-General, 2032 Taskforce, Cabinet Services, Corporate and Government Services (Facilities Management, Information Services), Office of the Director General, Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, PSC	<p>PSC and DPC provide opportunities for employees to identify needs, and these requests were responded to and acted upon.</p> <p>In June 2021, DPC held a series of focus groups to discuss our Strategic Review, offering employees the opportunity to participate either in person or online via teams. Employees were also given the option to provide feedback via an online written survey. Engaging employees in a variety of ways increased participation rates and enabled employees to respond in a manner suited to their individual needs and circumstances.</p>	Complete - BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
11.2	State Disability Plan whole-of-government action —consultation and engagement processes are offered in a range of ways, including the use of technology, which maximise the participation opportunities for people with disability, their families and carers.	Utilise available accessibility features on personal devices/systems to deliver necessary assistive technologies to staff with disability.	Office of the Director-General, 2032 Taskforce, Cabinet Services, Corporate and Government Services (Facilities Management, Information Services), Office of the Director General, Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, PSC	<p>PSC and DPC provide opportunities for employees to identify accessibility needs. We responded to and acted upon requests during the reporting period.</p> <p>All DPC staff are provided Windows 10 devices, which have numerous accessibility options available. Accessibility options are discussed with the employee to ensure the equipment/software is meeting their needs.</p> <p>DPC has promoted accessibility options through internal communications such as our Global Accessibility Awareness Day to increase staff awareness around options available to them.</p> <p>The PSC continues to monitor employees to determine if any accessible technologies are required.</p>	Complete - BAU
12.1	State Disability Plan whole-of-government action —Queensland Government agencies consult with people with disability when either developing a disability service plan or implementing disability service plan actions.	Provide opportunities for agency staff with disability or lived experience of disability to participate in DSP working group meetings and contribute to the development and implementation of DSP actions.	Corporate and Government Services (Human Resource Services)	<p>Where possible, DPC and PSC take a consultative approach to improve access and participation in the workforce.</p> <p>During this reporting period DPC consolidated the DSP and the CCAP working groups into a single Diversity and Inclusion Consultative Committee (committee), led by our Diversity and Inclusion Champion, Tony Keyes, Parliamentary Counsel.</p> <p>The committee has expanded its scope to cover all elements of diversity and inclusion (D&amp;I)- now encompassing disability, LGBTIQ+, cultural diversity, gender equity and generational diversity.</p> <p>An article was posted to our Intranet, inviting all staff to join the committee. Specific mention was made to encourage staff with lived experience of disability to join, along with D&amp;I allies. The committee comprises 33 people (approx. 7.8% of our workforce.)</p> <p>Since its inception in October 2020, the committee has met three times, discussing D&amp;I initiatives including the development and implementation of DSP actions. Members of the committee also are required to report and contribute to DSP actions annually.</p> <p>DPC and PSC continue to seek increased engagement between employees with disability and the DSP working group.</p>	Complete - BAU
13.1	State Disability Plan whole-of-government action —existing leadership programs are accessible and inclusive of Queenslanders with disability.	Tailor the content, structure and delivery of agency leadership programs to ensure they meet the specific needs of people with disability.	Corporate and Government Services (Human Resource Services), PSC	<p>DPC continued to work with employees and training providers when accessibility requirements were identified. During the reporting period, DPC increased online offerings to meet different learning styles and offer increased flexibility.</p> <p>DPC's Policy Futures Graduate team continued to work with external providers who deliver training to the 2021 cohort to ensure training venues and delivery were accessible for graduates with disability.</p>	Complete - BAU
14.1	State Disability Plan whole-of-government action —promote inclusion of people with disability on state government boards, steering committees and advisory bodies to foster 'change from within'.	Continue to promote the importance of diversity on Queensland Government Boards to foster 'change from within'.	Corporate and Government Services (Appointments and Constitutional Services)	<p>When providing feedback to agencies on upcoming board vacancy processes and board related matters, DPC continued to raise awareness of the Government's commitments to increasing diversity on boards.</p> <p>DPC participated on an officer-level working group on diversity on government boards.</p>	Complete – BAU



# Disability Service Plan

Department of the Premier and Cabinet and Public Service Commission

Action	Strategy	Activity/Measure	Accountable	Progress update	Status
15.1	COVID-19 All Abilities Plan 2020–21 —high quality engagement and communication with people with disability.	Investigate options to make online events and training more inclusive.	Corporate and Government Services, Strategy and Engagement, PSC	DPC and PSC continue to work in collaboration with CSYW to eliminate accessibility issues with our individual learning management systems as needs arise.  In addition, DPC works with a livestream provider to provide live captioning when required for online events. Attendees select upon registration if they have accessibility requirements. We also allocate seating at all our events for attendees who use a wheelchair.	Complete - BAU
15.2	COVID-19 All Abilities Plan 2020–21 —high quality engagement and communication with people with disability.	Ensure communication, resources and feedback mechanisms during departmental change management processes consider the needs of people with disability.	Cabinet Services, Corporate and Government Services, Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, PSC	PSC and DPC internal communications on the COVID-safe transition back to the workplace have emphasised the needs of vulnerable employees, including those with disability.	Complete - BAU
15.3	COVID-19 All Abilities Plan 2020–21 —high quality engagement and communication with people with disability.	Improve the employment experience of people with disability in the Queensland public sector, through a human-centred project that supports universal design in the built environment.	PSC	PSC has completed the research phase and is now preparing a report to set out findings and recommendations.	On track
16.1	COVID-19 All Abilities Plan 2020–21 —identify and action COVID-19 issues affecting people with disability.	Amend Business Continuity Planning instructions to include consideration of staff with disability.	Office of the Director-General, Cabinet Services, Corporate and Government Services, Office of the Queensland Parliamentary Counsel, Policy Division, Strategy and Engagement, 2032 Taskforce, PSC	Diverse needs of staff continued to be considered in Business Continuity Planning and activities for PSC.  DPC's Business Continuity planning is undertaken at business area level, which ensures the specific and personal needs of staff with disability are considered by Managers in preparedness, response and recovery phases of disruption.	Complete - BAU
16.2	COVID-19 All Abilities Plan 2020–21 —identify and action COVID-19 issues affecting people with disability.	Normalise uptake of flexible work arrangements to reduce the impact of work on employee health.	PSC	All PSC staff are encouraged to complete Flexible Workplace Agreements.  DPC supports all employees to work flexibly and approved 177 formal flexible working arrangements during the reporting period.	Complete - BAU