

Appendixes

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Appendix A – Legislative framework for public authorities

The EO Act provides for a shared accountability by the DEOPE and public authorities in achieving diversity outcomes.

To achieve the objects of Part IX of the EO Act, public authorities are required to prepare and implement an EEO management plan as outlined in s. 145 of the EO Act. Meeting the requirements of the Act may be achieved through a standalone EEO management plan or a workforce and diversity plan.

EEO management plans are a key tool in guiding the absence of discrimination in employment and promoting equal opportunity for all persons. In accordance with the

EO Act, the plans must include the following provisions:

- a process for the development of EEO policies and programs
- strategies to communicate the EEO policies and programs
- strategies to evaluate the EEO policies and programs
- methods for the collection and recording of EEO data
- processes for the review of personnel practices to identify any discriminatory practices
- goals and targets to determine the success of the EEO management plan
- a process to review and amend the EEO management plan
- the delegation of implementation, monitoring and review responsibilities.

All public authorities are to provide copies of their EEO management plans, and any amendments of their plans, to the DEOPE.

In addition, s. 146 of the EO Act outlines the requirement for public authorities to report annually to the DEOPE. This is generally met by the provision of workforce data to the DEOPE each year.

Appendix B – Public authorities reporting to the DEOPE

Public sector entities

Public sector entities as at 30 June 2015		
Animal Resources Authority	Corruption and Crime Commission	Department of Fire and Emergency Services
Architects Board of Western Australia	Country High School Hostels Authority	Department of Fisheries
Art Gallery of WA	Department for Child Protection and Family Support	Department of Health
Botanic Gardens and Parks Authority	Department of Aboriginal Affairs	Department of Housing
Burswood Park Board	Department of Agriculture and Food	Department of Lands
C Y O'Connor Institute	Department of Commerce	Department of Local Government and Communities
Central Institute of Technology	Department of Corrective Services	Department of Mines and Petroleum
Challenger Institute of Technology	Department of Culture and the Arts	Department of Parks and Wildlife
Chemistry Centre (WA)	Department of Education	Department of Planning
Commissioner for Equal Opportunity	Department of Education Services	Department of Racing, Gaming and Liquor
Commissioner of Main Roads	Department of Environment Regulation	Department of Regional Development
Construction Training Fund	Department of Finance	Department of Sport and Recreation

Public sector entities as at 30 June 2015

Department of State Development	Goldfields Institute of Technology	Legal Practice Board
Department of the Attorney General	Goldfields-Esperance Development Commission	Lotterywest (Lotteries Commission)
Department of the Premier and Cabinet	Government Employees Superannuation Board (GESB)	Mental Health Commission
Department of the Registrar Western Australian Industrial Relations Commission	Great Southern Development Commission	Metropolitan Cemeteries Board
Department of Training and Workforce Development	Great Southern Institute of Technology	Metropolitan Redevelopment Authority
Department of Transport	Health and Disability Services Complaints Office	Mid West Development Commission
Department of Treasury	Healthway (Western Australian Health Promotion Foundation)	Minerals and Energy Research Institute of Western Australia
Department of Water	Insurance Commission of Western Australia	Office of the Auditor General
Disability Services Commission	Keep Australia Beautiful Council (W.A.)	Office of the Commissioner for Children and Young People
Drug and Alcohol Office	Kimberley Development Commission	Office of the Director of Public Prosecutions
Durack Institute of Technology	Kimberley Training Institute	Office of the Environmental Protection Authority
Economic Regulation Authority	Landgate (Western Australian Land Information Authority)	Office of the Information Commissioner
Forest Products Commission	Law Reform Commission of Western Australia	Office of the Inspector of Custodial Services
Gascoyne Development Commission	Legal Aid Commission of Western Australia	Ombudsman (Parliamentary Commissioner for Administrative Investigations)

Public sector entities as at 30 June 2015

Peel Development Commission	School Curriculum and Standards Authority	West Coast Institute of Training
Perth Market Authority	Small Business Development Corporation	Western Australian Electoral Commission
Perth Theatre Trust	South West Development Commission	Western Australian Meat Industry Authority
Pilbara Development Commission	South West Institute of Technology	Western Australian Tourism Commission
Pilbara Institute	State Heritage Office	Western Australia Police
Polytechnic West	Swan River Trust	Wheatbelt Development Commission
Potato Marketing Corporation of Western Australia	The Library Board of WA	WorkCover Western Australia Authority
Public Sector Commission	The National Trust of Australia (W.A.)	Zoological Parks Authority
Public Transport Authority of Western Australia	VenuesWest (Western Australian Sports Centre Trust)	
Rottneest Island Authority	Veterinary Surgeons' Board	
Salaries and Allowances Tribunal	WA Museum	

Non-public sector authorities

Local governments

A list of all local governments is on the Department of Local Government and Communities website at www.dlg.wa.gov.au. Please note that the Shire of Christmas Island and the Shire of Cocos (Keeling) Islands are not required to report to the DEOPE under the EO Act.

Public universities

Public universities as at 30 June 2015

Curtin University of Technology	Murdoch University
Edith Cowan University	The University of Western Australia

Other authorities (including government trading enterprises, the Police Force and electorate offices)

Other authorities as at 30 June 2015		
Bunbury Water Board	Pilbara Ports Authority	Water Corporation
Busselton Water Board	Racing and Wagering Western Australia	Western Australian Greyhound Racing Association
Electorate offices	Southern Ports Authority	Western Australian Land Authority
Gold Corporation	The Electricity Networks Corporation (Western Power)	Western Australian Police Force
Kimberley Port Authority	The Independent Market Operator	Western Australian Treasury Corporation
Mid West Ports Authority	The Regional Power Corporation (Horizon Power)	

Independent authorities reported by larger authorities

For the purposes of EEO reporting, some public authorities are covered by the EEO management plans and processes of larger authorities. For example:

- Office of the Public Advocate and Public Trustee's Office provide data through Department of the Attorney General
- State Supply Commission is reported through the Department of Finance
- Teacher Registration Board of Western Australia is reported through the Department of Education Services
- Liquor Commission and Racing Penalties Appeal Tribunal are reported through the Department of Racing, Gaming and Liquor.

Appendix C – Glossary

Aboriginal Australians

Term respectfully used in this report to refer to persons of Aboriginal and/or Torres Strait Islander descent who identify as such and are accepted as such by the community in which they live.

ABS

Australian Bureau of Statistics

Academic staff

A person who is employed by a public university as an academic member of staff.

DEOPE

Director of Equal Opportunity in Public Employment

Distribution (equity index)

Measured using the equity index. The equity index determines the distribution of a diversity group across salary levels. The ideal index is 100, with an index of less than 100 indicating that a diversity group is concentrated at lower salary levels.

EEO

Equal employment opportunity

EO Act

Equal Opportunity Act 1984

Full-time equivalent (FTE)

One FTE is one person paid for a full-time position. FTE totals include all current employees except board members (unless they are on a public sector entity's payroll), trainees engaged through any traineeship program, award or agreement, and casuals who were not paid in the final pay period for the financial year; and do not include any time that is not ordinary time paid such as overtime and flex-time.

General staff

A person who is employed by a public university as a non-academic member of staff.

Headcount

Number of employees directly employed by a public sector entity at a point in time, regardless of employment type.

Indoor workers

Staff in local governments who are generally office based.

Management tiers

Linked to decision making responsibility rather than salaries.

Tier 1: Directs and is responsible for the public authority, as well as its development as a whole. Has ultimate control of, and responsibility for, the upper layers of management. Typical titles include Director General, Chief Executive Officer, General Manager, Executive Director and Commissioner.

Tier 2: Reports to tier 1. Assists tier 1 by implementing organisational plans. Is directly responsible for leading and directing the work of other managers of functional departments. May be responsible for managing professional and specialist employees. Does not include professional and graduate staff, such as engineers, medical practitioners and accountants, unless they have a primary management function.

Tier 3: Reports to tier 2. Formulates policies and plans for areas of control. Manages a budget and employees. Does not include professional and graduate staff, such as engineers, medical practitioners and accountants, unless they have a primary management function.

Mature workers

Refers to people aged 45 to 64 years.

Outdoor workers

Staff in local governments who generally work outdoors.

People from culturally diverse backgrounds

Are born in countries other than the below, which have been categorised by the ABS as mainly English speaking countries:

- Australia
- Canada
- England
- Ireland
- New Zealand
- Northern Ireland
- Scotland
- South Africa
- United States of America
- Wales.

People with disability

Have an ongoing disability and employment restriction that requires:

- modified hours of work or time schedules
- adaptations to the workplace or work area
- specialised equipment
- extra time for mobility or for some tasks
- ongoing assistance or supervision to carry out their duties.

Representation

Number of employees who self-identify as belonging to a diversity group, expressed as a proportion of the number of responses to voluntary diversity questionnaires, which have been administered by public authorities.

SES

Senior executive service generally comprises positions classified at PSGOGA equivalent Level 9 or above, with specific management and/or policy responsibilities.

Women in management

Women in management refers to the representation of women in the top three management tiers, and includes the SES in public sector entities.

Youth

Youth refers to people under 25 years of age.

Appendix D – References

Inter-jurisdictional data sources

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