

Governance – Human resources

Strategic workforce planning and performance

Staff are employed under the *Public Service Act 2008*.

The *Strategic Workforce Plan 2021-2025* allows for IGEM's strategic, operational and performance planning processes to be closely aligned. This Plan was prepared in line with the Public Service Commission's 10-year human capital outlook and 3-year human capital strategic roadmap. Executive management and IGEM employees were consulted about the plan and work to progress it will continue into the 2022–23 financial year.

IGEM remained committed to developing its workforce and enhancing capability by encouraging a culture of, and appetite for, shared learning. This is achieved through flexible working arrangements, encouraging professional development, (including internal and external secondments or relieving opportunities) and shadowing colleagues across different work streams. Due to the size and operating environment of IGEM, staff often have opportunities to upskill in other areas outside of their speciality.

In response to the Working for Queensland Survey results, the office has established the IGEM Consultative Committee to gain a greater understanding of the needs and expectations of staff to provide improved opportunities to communicate with the leadership team. Consultation commenced with all staff to define what inclusion and diversity means to them as a cohort, and to identify key activities that will support inclusion, diversity, and cultural capability in IGEM.

Performance management and development

IGEM continued to implement the Leadership Competencies for Queensland.

During this reporting period, new employees were inducted into IGEM, with varying skills and backgrounds. Induction covered issues such as performance expectations. New employees also received information about programs such as those that promote diversity and equity, ethics and risk management, prevention of domestic and family violence, and health and safety support.

The executive leadership group encourages staff to explore and develop their personal career goals by championing personal growth in the form of *Performance Development Agreements*.

Inclusion and diversity

IGEM remained committed to ensuring a focus on inclusion and diversity in the workplace and its work program. During 2021–22, IGEM's key achievements included:

- participating in Queensland public sector leadership development series activities
- promoting NAIDOC week, Multicultural Queensland month, Senior's week, Human Rights Week, Wear it Purple and Daffodil Day to IGEM staff
- supported cross-agency collaboration as a committee member of the Leading Women's Network including participating in events held in May, August and November 2021
- participated in the launch of the FireSticks Alliance 'Cultural practitioner fire certification program' in October 2021
- supported the Leading Women Event – 'Making Connections Count' and the Australasian Council of Women and Policing Excellence Awards in November 2021

- presented at the Healthy Environment and Lives Forum hosted by the Australian National University in November 2021
- sponsoring and awarding the work of those in the disaster management sector who actively champion change and demonstrate excellence at the IGEM International Women's Day 2022 Awards in March 2022
- participated in the QPS International Women's Day function in March 2022
- promoted a culture of respect, gender equity and equality by providing support for those affected by domestic and family violence.

Health, safety and employee wellbeing

IGEM's employee health and wellbeing continued to be an important part of the COVID-19 response. IGEM delivered its work program while supporting employees to work flexibly.

Access to professional, confidential and independent counselling through the Employee Assistance Program was promoted and made available to IGEM's employees and their immediate family members.

Early retirement, redundancy and retrenchment

No redundancy/early retirement/retrenchment packages were paid during the period.