

Policy Title	
CP No.	CP04
Version	1.0
Location	Applies to all Nodes
Policy/Procedure Link	Centre Charter Equity, diversity and inclusivity policies/procedures of the host institution of each Node.
Approved by	Centre Executive Committee
Date Approved	4 August 2021
Date Effective	4 August 2021
Next Review Date	August 2022
Contact for Assistance	plantsuccess@uq.edu.au

1.0 Purpose

To provide an overarching framework to support the Centre’s commitment to equity, diversity and inclusivity for its members, including staff and students and our broader community of partners and collaborators.

2.0 Scope

This policy applies to all members of the Centre. It outlines the internal frameworks which underpin the Centre’s endeavours to fulfill its obligations under various legislative instruments which relate to equity, diversity and inclusivity, and which will drive the Centre’s action plan to implement best practice initiatives to support our commitment to equal opportunity.

In preparing this policy, the Centre acknowledges the requirements of the host institution of each of its Nodes in relation to equity, diversity and inclusion practices, and the legislative requirements which underpin institutional policy and procedure in this regard. A list of relevant instruments and useful references/resources are described at Appendix 1 of this policy.

3.0 Definitions

Centre members	Centre members include Chief Investigators (CIs), Partner Investigators (PIs), Associate Investigators (AIs), Centre Post-doctoral Researchers, Associate Post-doctoral Researchers, Centre Higher Degree by Research (HDR) and Honours Students, Associate HDR and Honours Students, and Professional Staff.
Equity	Fair and impartial treatment of others.
Diversity	The practice of including or involving people from a range of different backgrounds so as to utilise their varying attributes, skills, experiences and perspectives.

Inclusion	The practice of providing equal access to opportunities and resources for people.
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4.0 Key Controls

4.1 Centre Mission Statement

The Centre recognises and values the diversity of its members, and acknowledges that equity and inclusivity enable creativity and innovation. It is committed to developing an environment that is free from discrimination, that is inclusive, and provides equal opportunity of access, participation and advancement.

The Centre has a stated mission to:

- realise the potential of people;
- be a 'preferred choice' research collaborator and Centre because of its professional and transparent ways, and its high standard of ethics, integrity and inclusion; and
- promote a safe and rewarding workplace.

(Centre Charter – Mission Statement, 1 December 2020)

4.2 Recruitment Processes

The Centre will:

- use inclusive language in recruitment advertisements;
- ensure the composition of selection panels is diverse and inclusive;
- adopt a proactive approach to flexible work conditions for all advertised positions within the Centre.

4.3 The Workplace

The Centre will:

- uphold the values of its Charter, including integrity and inclusivity;
- encourage members to embrace the "behaviours inventory" described in its Charter, to ensure a safe and productive workplace for members and other stakeholders;
- manage and monitor the conduct of Centre activities to ensure the tenets of its Ethics Plan are upheld through respectful and inclusive behaviours;
- ensure gender balance, representation of members from minority groups, and representation of members at various stages of career, on committees/working groups of the Centre;
- implement a carers' research support scheme for research intensive staff (men and women).

4.4 Community Engagement & Outreach

In hosting events, the Centre will:

- acknowledge traditional owners and, where possible, invite local Indigenous communities to deliver Welcome to Country;
- ensure appropriately diverse representation on panels, speaker lists and organising committees.

5.0 Monitoring and Review

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This CP will be reviewed annually.

The Centre will systematically review this policy, and other of its policies, procedures, guidelines, to ensure they are consistent with, and reflect the principles of, equity, diversity and inclusion.

The Centre acknowledges that each of its Nodes will also be guided by their respective host institution's policies and procedures concerning equity, diversity and inclusion both in terms of day-to-day operations of the Node, and when the Node may be hosting a Centre event.

6.0 Recording and Reporting

The Centre has established a suite of key performance indicators (KPIs) on equity, diversity and inclusion, which have been approved by the ARC as follows:

Equity, Diversity & Inclusion Performance Measure	Target Year 1	Target Year 2	Target Year 3	Target Year 4	Target Year 5	Target Year 6	Target Year 7
Centre-wide review of Centre Charter: The Centre will annually review how well the Charter is enabling us to operate in a way that is empowering the team to be inclusive and equitable, and that measures for promoting diversity are effective. This will be achieved through self review, and review by the Centre Advisory Board.	1	1	1	1	1	1	1
Benchmarking gender and diversity: The Centre will assess whether we are leading on gender and diversity metrics including Indigenous people and cross sectionality. This will be achieved through self review and review by the Centre Advisory Board. Metrics will be obtained from the ARC, Australian universities, and CSIRO.	1	1	1	1	1	1	1
Reviews of Centre wide processes impacting GEDI, eg Athena Swan: The Centre will regularly review Centre processes to identify processes that are leading to success in reaching GEDI targets and those that are detracting from them. Such processes would include, but not limited to, those related to hiring, promotion, access to resources, training, recognition, celebration, opportunities, travel, participation, flexible working opportunities, carers support, committee structures and decision making.	1	1	1	1	1	1	1

7.0 Appendix

7.1 Relevant Instruments & Useful Resources

7.1.1 Instruments

International Labour Organisation (ILO) Convention No. 156: Workers with Family Responsibilities.
Age Discrimination Act 2004 (Cth)
Anti-Discrimination Act 1991 (Qld);
Disability Discrimination Act 1992 (Cth);
Race Discrimination Act 1975 (Cth);
Sex Discrimination Act 1984 (Cth);
Workplace Gender Equality Act 2012 (Cth); and
Fair Work Act 2009 (Cth).

7.1.2 Resources

[Our Watch - Workplace Equality & Respect](#)

[Our Watch – Diversity and inclusion](#)

[Australian Human Rights Commission – Toolkits, guidelines and other resources](#)