



ABORIGINAL AND TORRES STRAIT ISLANDER BUSINESS ENCOURAGEMENT PLAN

The Aboriginal and Torres Strait Islander Business Encouragement Plan is aimed at supporting and encouraging more employment and business opportunities for Aboriginal and Torres Strait Islander people on all QSD projects.

Through the application of a number of flexible criteria, this Business Encouragement Plan enables QSD to assess whether particular projects can provide employment opportunities for Aboriginal and Torres Strait Islander people. They also provide advice as to how to facilitate greater levels of Aboriginal participation on such projects.

QSD is committed to extending and creating employment opportunities for Aboriginal and Torres Strait Islander people, enhancing their business skills, and improving the social and economic conditions for these people and communities throughout Australia.

Workforce Diversity

The Aboriginal and Torres Strait Islander Business Encouragement Plans aim is to improve workforce diversity on all QSD projects by facilitating the development of Aboriginal and Torres Strait Islander enterprises and encouraging contractors to provide Aboriginal and Torres Strait Islander people with apprenticeships, on-the-job skills training and career opportunities for those first entering the industry.

To achieve this, QSD will, on selected projects:

- Require service providers to meet agreed Aboriginal and Torres Strait Islander participation targets and report on the delivery of Aboriginal and Torres Strait Islander development outcomes
- Seek to use service providers with a commitment and demonstrated ability to effectively plan and implement Aboriginal and Torres Strait Islander participation appropriate to the needs of the service provider, the project and employees.

Employment Identity

All QSD project coordinators are required to identify projects that have the potential to deliver improved employment outcomes for Aboriginal and Torres Strait Islander people and enterprises.

This requirement applies to projects that are to take place in areas where there is a significant Aboriginal or Torres Strait Islander population, or where Aboriginal and Torres Strait Islander people are one of the main client groups for that project. If project coordinators require clarification or advice regarding Aboriginal demographics, they should contact the Department of Aboriginal Affairs.

It is recommended that agencies identify potential opportunities for Aboriginal and Torres Strait Islander participation as early as possible during project planning. This may involve meeting with members of the local Aboriginal or Torres Strait Islander community, and could include Aboriginal or Torres Strait Islander administration, tradespersons, apprentices and enterprises available to work on the project.

Maintaining Records

Each project coordinator must retain and centralise records of the performance of its employees and contractors in relation to Aboriginal and Torres Strait Islander participation.

Post-project reviews

Project coordinators must conduct a post-project review to identify project achievements with respect to Aboriginal and Torres Strait Islander participation and opportunities for improvement on other projects.

To continuously improve performance, it is important to establish mechanisms to collect community and project experience in order to share that learning and avoid pitfalls on future projects.

This would normally include responses to the following questions:

- Did the project deliver the identified Aboriginal and Torres Strait Islander participation objectives?
- What Aboriginal and Torres Strait Islander participation opportunities for employment, training and business development were achieved?
- If the project was successful, what were the main success factors?
- If the project was regarded as unsuccessful, what were the impediments?

Culturally Sensitive Communication

All QSD project coordinators are to ensure that their dealings with Aboriginal and Torres Strait Islander people consistently take place in a culturally sensitive manner. Ongoing commitment and leadership from management is vital to ensure the effectiveness and success of an Aboriginal and Torres Strait Islander Business Encouragement Plan.

General Occupational Health and Safety Standards Policy

Policy Date: 2008 – Policy Review Date: 2013

Note: All QSD Policies and Plans are ongoing and may be reviewed at any time during this period.