

2021 EMPLOYER PARTICIPATION DETAILS

EMPLOYER DETAILS: ALL ORGANISATIONS/EMPLOYERS MUST COMPLETE THIS PART OF THE SUBMISSION

EMPLOYER DETAILS: PLEASE CHECK THAT YOU HAVE COMPLETED ALL DETAILS WITHIN EACH ROW OF THIS TABLE

EMPLOYER / ORGANISATION DETAILS	
Organisation Name:	Victoria Police
Sector: <i>Please delete those not relevant</i>	<input type="checkbox"/> Public/Government: State
Employer Size (within Australia): <i>Please delete those not relevant</i>	Number of employees within Australia: <input type="checkbox"/> >= 8,001
Regional Employers	Is your head office Regional? No
Global Employers	Do you have international offices: No Is your head office in Australia: Yes
Contact Person for the Index: <i>Please provide full contact details including postal address and postcode.</i> <i>This is the person we should contact if we have any questions. Email results will also be sent to this person and hard copy participation certificates will be mailed to this person.</i>	Name: Brett Curran Position Title: Assistant Commissioner Postal address (including postcode): Victoria Police Centre, Level 24, 311 Spencer Street, Docklands, VIC, 3008 Phone number: 33(1) Email: brett.curran@police.vic.gov.au

INTERNATIONAL WORKPLACE INDEX PARTICIPATION	
Do you participate in any other workplace equality indices globally? <i>Please delete those not relevant</i>	

INDUSTRY BENCHMARKS	
<p>Participating employers will by default be benchmarked according to:</p> <ul style="list-style-type: none"> • Sector: Public / Private / NFP / Higher Education • Government: Federal, State, Local • Employer Size • Awarded Tier Recognition • Global Employers <p><i>All benchmarking tables will be provided for comparison, but only those that reflect your dominant industry/business should be selected here.</i></p> <p><i>Please remove all that are not applicable or your core industry business.</i></p>	<p>In addition to the Industries/Sectors listed in the column to the left, select the Industries most relevant to your organisation's area(s) of focus:</p> <p>Please select a maximum of 4 industries:</p> <p><input type="checkbox"/> Law Enforcement</p>

DISCLOSURE RECOGNITION	
<p>Please select participation identification level at which we can identify you (Name and Employer Tier only, no scores)</p> <p><i>Please delete those not relevant</i></p>	<p>We list employers annually that reach each of the employer recognition tiers within the AWEI, unless you choose to be anonymous. Some employers choose only to be identified should they reach a certain recognition tier.</p> <p>Select the recognition tier at which you would like to be publicly identified:</p> <p><input type="checkbox"/> We are happy to be identified regardless of employer tier reached</p>

ADDITIONAL AWARD SUBMISSIONS	
<p>Have you considered nominating someone for an LGBTQ Inclusion Award?</p> <p>Please list any other LGBTQ Inclusion Awards that you are submitting for this year within the AWEI. This provides us with a cross-check reference to ensure that all expected submissions are received.</p>	<p>Award Nomination Categories:</p> <ul style="list-style-type: none"> <input type="checkbox"/> CEO of the Year Award: <u>(insert nominee name/s)</u> <input type="checkbox"/> Executive Leadership Award: <u>(insert nominee name/s)</u> <input type="checkbox"/> External Media Campaign Award: <u>(insert nominee name/s)</u>



<ul style="list-style-type: none"> • Consider nominating a group or individual for their extensive work in LGBTQ inclusion within your organisation • More than one nomination in each category may be received <p>• Individual Nomination submission forms can be found here: http://www.pid-awe.com.au/submission-documents/</p>	<ul style="list-style-type: none"> <input type="checkbox"/> OUT Role Model Award: (insert nominee name/s) <input type="checkbox"/> Network Leader of the Year Award: (insert nominee name/s) <input type="checkbox"/> Sally Webster Ally Award: (insert nominee name/s) <input type="checkbox"/> Sapphire Inspire Award for LGBTQ Women: (insert nominee name/s)
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NEGATIVE PRESS / COMPLAINTS DISCLOSURE
<ul style="list-style-type: none"> • We have received negative press that has impacted our reputation as an LGBTQ inclusive employer • Formal complaints were lodged against us for LGBTQ discrimination, bullying or harassment (Fair Work Ombudsman, Human Rights Commission, Sex Discrimination Act) • We understand that up to 25 points <i>may be</i> deducted from our score if we have received a significant amount of negative press regarding an anti-LGBTQ incident where our organisation was responsible and insufficient action was taken to rectify this. <p>In relation to the above (maintaining required confidentiality), please broadly outline your course of action or response/outcomes of any complaints lodged:</p> <p>Victoria Police received significant publicity following an incident in which several police members were involved in sharing videos and making highly offensive comments regarding a well-known transgender person that had been in custody at their station. The organisation responded by immediately launching an investigation and suspending seven involved employees (six others were transferred to other duties). Every member in the Police Station in which the incident occurred was mandated to attend training delivered by Pride in Diversity. This training was also offered to the broader divisional area. Victoria Police have since established a full-time LGBTIQ Liaison Officer (GLLO) for the divisional area. This is only the second full-time GLLO officer position to exist in Victoria Police.</p>

ACCURACY STATEMENT	
We confirm that at the time of submission, details provided for all questions identified within the three submission documents are true and accurate. We understand that should any claims be found to be false, points and rankings will be adjusted accordingly.	
Name of person signing off accuracy:	Philip Green
Position within organisation:	Superintendent
Contact Email:	Philip.green@police.vic.gov.au
Contact Phone:	33(1)

2021 STANDARD EMPLOYER AWEI

SECTION 1: STANDING SUBMISSION

This section pertains to LGBTQ inclusion within organisational policies and practice.

The Standing Submission includes:	
HR Policy & Diversity Practice:	Standard practices within HR Policies and explicit LGBTQ inclusion within them; including third party policies
LGBTQ Bullying / Harassment & Support:	Tracking and handling of potential incidents and support for LGBTQ employees, should this occur
Trans & Gender Diverse Inclusion:	Explicit policy inclusion for trans and gender diverse employees; including leave, forms, titles and dress codes
Strategic Focus:	Accountabilities and role responsibilities for HR and Executive staff; external / customer facing inclusion promotions

IMPORTANT NOTE:

If you have submitted an AWEI last year, **you may choose to carry over your point allocations within Section 1: Standing Submission only.**

- **If you wish to carry over your entire Standing Submission scores from last year, please leave Section 1: Standing Submission blank.** (Recommended if you are satisfied with your previous scores and/or no further work has been done in this section.)
- **If you leave any questions blank within this section, we will not change the score from last year.**

OR:

- **If you wish to submit (or re-submit) for any question/s within Section 1: Standing Submission, please submit evidence for the individual question/s applicable.**
- **If you submit evidence for any question, the evidence and score will be re-evaluated based only on the evidence supplied within this Submission** (last year's evidence will not be referenced, so you must re-submit all evidence requested).

Please provide the name and contact details of your Senior HR person:

Senior HR Person:	Failure to include details here may impact point allocations.
Contact Details (email / phone):	Failure to include details here may impact point allocations.
Should we require clarification/verification for any particular question within Section 1: Standing Submission, we will contact this individual. If this contact is not supplied, it may result in a loss of points for questions within this section.	

For further support and clarification: Please download the [AWEI Scoring Guidelines](#) or refer to the [AWEI Tools and Support](#) webpage.

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE		FOUNDATION Max. 2 points				
<p>1. Removal of the terms: 'Sexual Preference' or 'Lifestyle Choice(s)'</p> <p>We have conducted a review to ensure that any reference to 'sexual preference' or 'lifestyle choice' within our policy documentation, diversity references, on external facing websites and company intranet pages has been replaced with the words 'sexual orientation.'</p> <p><i>Please provide an outline of progress to date.</i></p> <p>A full audit and review of material that is available to staff and members of the public has been conducted to ensure that there is no use of incorrect and offensive terminology. Where there is reference to LGBTIQ, the words 'sexual orientation' have been used. Development of new documentation that references or relates to LGBTIQ must comply with the <i>LGBTIQ Inclusive Language Guide</i> which is accessible to all employees via the intranet (refer to attachment question 1[e]). Publicly facing references to LGBTIQ can be viewed at https://www.police.vic.gov.au/diversity-and-inclusion or https://www.police.vic.gov.au/diversity.</p> <p>Further questions can be directed to:</p> <table border="1"> <thead> <tr> <th>Primary Contact</th> <th>Secondary Contact</th> </tr> </thead> <tbody> <tr> <td> 33(1) <i>Workplace Relations Division</i> <i>Human Resource Department</i> E: T: M </td> <td> 33(1) <i>Workplace Relations Division</i> <i>Human Resource Department</i> E: T: 33(1) </td> </tr> </tbody> </table>			Primary Contact	Secondary Contact	33(1) <i>Workplace Relations Division</i> <i>Human Resource Department</i> E: T: M	33(1) <i>Workplace Relations Division</i> <i>Human Resource Department</i> E: T: 33(1)
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<p>Policy Examples:</p> <p><u>Refer to Attachment – Standing Submission Q1-24 - Question 1 [a] - policy example – Leave</u></p> <p><u>Refer to Attachment – Standing Submission Q1-24 - Question 1 [b] - policy example – trans and gender diverse inclusion</u></p> <p><u>Refer to Attachment – Standing Submission Q1-24 - Question 1 [c] - policy example – Workplace flexibility</u></p> <p><u>Refer to Attachment – Standing Submission Q1-24 - Question 1 [d] - policy example – Workplace behaviours</u></p> <p>Inclusive Language Guide – Available on intranet:</p>						

Refer to Attachment – Standing Submission Q1-24 - Question 1 [e] – Inclusive Language Guide - Intranet

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE

FOUNDATION

2. LGBTQ Inclusivity within Policies and Benefits

Max. 2 points

On our policy intranet pages (or upfront within our policy documentation), we have made it explicitly clear that all policies are inclusive of LGBTQ employees and their families (where families are included within policies/benefits).

Please provide a screenshot or insert attachment of where you state the explicit inclusion of LGBTQ employees (and families where relevant) within policies/benefits (please do NOT attach complete policies).

The Victoria Police Corporate Policy unit has an ongoing process of reviewing all organisational policies and procedures to ensure they are fully inclusive of all protected attributes. This is conducted in partnership with the Gender Equality and Inclusion Command and the Priority Communities Division. The size and nature of the organisation means that policies and procedures stretch into the thousands which makes the ongoing review process a significant task.

The policy intranet page outlines the organisation’s commitment to “continuous improvement” by ensuring that all policies and guidelines are “fully inclusive of all employees regardless of personal circumstances. It goes on to say “Policy reviews are regularly undertaken to identify direct or indirect impacts on gender equity and inclusiveness of all protected attributes including gender identity, sexual orientation, race, disability and carer status. This also applies to development of all new Victoria Police policies.”

Refer to Attachment – Standing Submission Q1-24 – Question 2 – Victoria Police Policy Intranet Page – LGBTIQ Inclusivity

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE

FOUNDATION

3. New Parent Leave Inclusive of LGBTQ Families

Max. 3 points

On our policy pages (or upfront within our family policy documentation), we explicitly communicate that our New Parent Leave (or equivalent) includes those who have children via surrogacy, adoption and foster arrangements regardless of employee gender.

For full points, please identify:

- (a) If leave covers surrogacy and where the availability of this leave is explicitly communicated for LGBTQ families*
- (b) If leave covers adoption and where the availability of this leave is explicitly communicated for LGBTQ families*
- (c) If leave covers foster arrangement and where the availability of this leave is explicitly communicated for LGBTQ families*

The Victoria Police Manual (VPM) Leave, Parental Leave section has entitlements for surrogacy (VPS employees only at present), adoption and foster care arrangements. These entitlements arise from both enterprise agreements. Current policy covers pre-adoption and adoption leave. In the scope and application section of the policy, **a new sentence has been added to confirm that this policy applies to all Victoria Police employees, inclusive of LGBTQ employees and their families (where relevant).**

Surrogacy is not explicitly listed with this terminology but is included as “becoming a parent under any other parenting arrangement”

Section 29.4 (Parental leave – Primary Caregiver entitlements) of VPM Leave Policy - Parental leave for primary caregivers is taken in connection with the birth of a child, at the time of adoption or at the time of permanent/foster placement of a child. In relation to the birth of a child, or becoming a parent under any other parenting arrangement, leave may start at any time within 14 weeks prior to the expected date of birth, but no later than the date of birth. If the birth occurs earlier, leave starts automatically.

Definitions

The following definitions apply to the parental leave section:

- ‘Child’ in relation to birth related leave, means a child (or children from multiple birth) of the employee or the employee’s partner.
- ‘Child’ for adoption related leave purposes means a child who is, or will be, under 16 as at the day of placement, or expected day of placement and is not a child of the employee or the employee’s spouse. Adoption leave does not extend to children who are the child or step-child of the employee or their partner, or if the child has lived continuously with the employee for longer than six months.
- ‘Spouse’ includes a de facto spouse, former spouse or former de facto spouse. The employee’s de facto spouse means a person who lives with the employee as husband, wife or same sex partner on a bone fide domestic basis, whether or not legally married to the employee.
- ‘Primary caregiver’ means the person who is the primary carer of a newborn or newly adopted child. The primary carer is the person who meets the child’s physical needs more than anyone else. Only one person can be a child’s primary carer on a particular day.
- ‘Secondary caregiver’ means a person who has parental responsibility for the child but is not the primary caregiver.

Refer to attachment – Standing Submission Q1-24 – Question 3 – Parental Leave Policy – refer pages 38-46

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
4. Travel Advice for Employees	2 points
<p>We have travel advice and support available to our LGBTQ employees or employees with LGBTQ dependents should they be required to travel for work (e.g. cultural context, safety, LGBTQ matters in other jurisdictions).</p> <p><i>Please provide a copy of travel advice available.</i></p> <p>The Victoria Police Remuneration Policy covers employee business travel and provides a section on Travel Advice. This section specifically references the differences in approach that countries have in relation to people that identify as LGBTIQ and advises any LGBTIQ employees travelling internationally to check the latest Australian Government advice for LGBTIQ travellers at https://www.smartraveller.gov.au/before-you-go/who-you-are/LGBTI.</p> <p>Refer to attachment – Standing Submission Q1-24 – Question 4 – Excerpt from Victoria Police Manual - Remuneration</p>	

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
5. Third Party Policies	Max. 2 points
<p>We have audited third party service providers to ensure they align with our non-discriminatory policies/procedures, inclusive of LGBTQ people and their families.</p>	
<p>Please select <u>all</u> that have been audited, evidence only required for <u>one</u>:</p>	
<p> <input type="checkbox"/> Superannuation <input type="checkbox"/> Death & TDP Benefits / Life Insurance <input checked="" type="checkbox"/> Travel Insurance <input type="checkbox"/> Healthcare (excluding EAP – Employee Assistance Programs – covered elsewhere) </p>	
<p>Please select all that have been audited from the list above (clicking the check box will mark it as selected). Please also provide evidence for <u>one</u> of the above, showing explicitly where LGBTQ inclusivity is stated.</p>	
<p>As a Victorian Government agency, Victoria Police adheres and is committed to the requirements of the Victorian Government’s Social Procurement Framework (VGSPF) and guides. Social Procurement is defined in the VGSPF in the following way: “...organisations use their buying power to generate social value above and beyond the value of the goods, services or construction being procured.” The VGSPF includes a number of objectives and outcomes that ensure that chosen suppliers demonstrate equality, safety and fairness.</p> <p>Victoria Police has developed its own Social Procurement Strategy that outlines the organisation’s approach to achieving the requirements of the VGSPF for the period 2019-21 including all identified objectives and outcomes.</p> <p>The Victorian Managed Insurance Authority (VMIA) is Victoria Police’s supplier for business travel insurance and is an example of a best practice supplier for Victorian Government agencies. The VMIA Annual Report 2019-20 provides information on the completion of the three year Diversity and Inclusion Plan with particular reference to LGBTIQ as part of their Talent Program on page 26:</p> <p><i>“Over half of our people nominated on our Talent Program also identify with at least one diversity aspect (CALD, Aboriginal or Torres Strait Islander, age, LGBTIQ+, and/or disability). In November 2019, our former CEO, Colin Radford, received the highly respected Australian HR Institute (AHRI) CEO Diversity Champion Award, which celebrates the advancements our organisation has achieved in a short space of time. VMIA will continue to actively promote and demonstrate diversity and inclusion as part of our culture and our practices.”</i></p> <p><u>Refer to attachment – Standing Submission Q1-24 – Question 5 – Victorian Government Insurance Agency Annual Report</u></p>	

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
6. LGBTQ Inclusive Domestic & Family Violence Policy	Max. 5 points
<p>We have a Domestic & Family Violence Policy (DFV) that covers the following:</p>	

- (a) specific challenges and unique types of violence faced by LGBTQ communities
- (b) stated LGBTQ avenues of support
- (c) a statement that the policy explicitly covers LGBTQ people, partners and their families

For full points, please provide evidence for all of the above. (Please only provide evidence specific to each of the above points, do not attach your entire policy.)

- (a) The Victoria Police Leave Policy is currently under review and suggested updates are expected to be published by mid-2021. The below snapshot is an excerpt of the draft updated policy in relation to LGBTIQ employees and family violence leave and will be included on **page 13** of the existing document (refer to attachment – Standing Submission Q1-24 – Question 6 [a] – VPM Leave).

UPDATE: Family Violence Leave – VPM Leave

9.2 Eligibility

Family violence leave is provided to support victims of family violence.

Family violence can affect people of all cultures, religions, ages, genders, sexual orientations, educational backgrounds and income levels. Leave for absences due to family violence is available to all employees except for casual employees. This policy is inclusive of LGBTIQ employees, their partners and their families. Victoria Police recognises some of the unique challenges faced by LGBTIQ people in DFV situations and the limitation of support avenues available. For a comprehensive coverage of these challenges and avenues for support, please click [here](#).

VPS casual employees are entitled to access leave without pay for absences due to family violence under clause 70 of the VPS Agreement.

- (b) The above link (embedded in policy) will take an employee to the VP Pride LGBTIQ Support Services intranet page which includes specific information on LGBTIQ Family Violence Support Services. The VP Pride intranet site also hosts a resources page that includes the PiD resource - *LGBTI Domestic & Family Violence – A guide to best practice for workplace policy*.
Refer to attachment – Standing Submission Q1-24 – Question 6 [b] 1 – Link in policy to LGBTIQ support services intranet page
Refer to attachment – Standing Submission Q1-24 – Question 6 [b] 2 – VP Pride Resources intranet page

- (c) Refer to draft update to policy in (a) – *“This policy is inclusive of LGBTIQ employees, their partners and their families.”*

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE

7. Communications on LGBTQ Inclusive and Offensive Language

**ADVANCED
max. 4 points**

We have developed targeted communications or public relations guides that outline how to reference LGBTQ communities in communications, articles, media, and/or advertising that:

- a) provide examples of **both** inclusive language AND language that is exclusive/offensive to LGBTIQ people
- b) **are available to all employees within the organisation**

For full points, please attach:

- (a) *a copy of your guide that includes examples of both inclusive language AND exclusive/offensive to LGBTQ people*
 (b) *details of how this guide is made available to employees*

- (a) There is a varied range of communication activities (internal and external) that are utilised by Victoria Police. Publications on policy, process and best practice regarding reference groups are available to all employees. Any internal communication developed by Victoria Police staff must comply with the organisational *Style Guide – Writing and Language*, which includes information on inclusive and exclusive language, and the *Victoria Police Corporate Brand Guidelines*, which includes examples of correct use of gender pronouns. The *LGBTIQ Inclusive Language Guide* is also available to Victoria Police employees and is published on the intranet. Additionally, the Victoria Police *Trans and Gender Diverse Inclusion Policy* also includes information on appropriate internal and external communication and points of contact (see section 4 of the policy). Priority Communities Division also make a LGBTIQ communities fact sheet available to the organisation via the intranet. The Workforce Diversity and Inclusion unit also regularly engages with all areas of the organisation and promotes consultation to ensure considerations regarding inclusivity are considered for development of any material.

Attachments:

Standing Submission Q1-24 – Question 7 [a] 1 – Excerpt Victoria Police Style Guide – Inclusive Language

Standing Submission Q1-24 – Question 7 [a] 2 – Excerpt – gender pronouns style guide

Standing Submission Q1-24 – Question 7 [a] 3 – LGBTIQ Inclusive Language Guide

Standing Submission Q1-24 – Question 7 [a] 4 – Trans and gender diverse inclusion Policy

Standing Submission Q1-24 – Question 7 [a] 5 – LGBTIQ communities Factsheet PCD

- (b) All guides and policies are available to employees via the intranet.

Standing Submission Q1-24 – Question 7 [b] 1 – Intranet Location of Victoria Police Style Guide Writing and Language + logo guide

Standing Submission Q1-24 – Question 7 [b] 2 – Intranet Resources – LGBTIQ Inclusive Language Guide

Standing Submission Q1-24 – Question 7 [b] 3 – Intranet location of trans and gender diverse policy and guidelines

Standing Submission Q1-24 – Question 7 [b] 4 – Intranet location of LGBTIQ communities factsheet

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT	FOUNDATION
8. LGBTQ Training HR / Grievance Officers	Max. 3 points
<p>We have an internal formal HR/Grievance process whereby LGBTQ people can request or engage with:</p> <ul style="list-style-type: none"> a) someone specifically trained in LGBTQ Inclusion; OR b) an ally who has a good understanding of LGBTQ sensitivities and potential areas of concern <p><i>For full points, please confirm:</i></p> <ul style="list-style-type: none"> (a) that all identified LGBTQ friendly Grievance Officers or first points of contact have either; undertaken LGBTQ awareness training <u>or</u> are experienced allies with a good understanding of sensitivities (b) where these LGBTQ aware/friendly grievance contact points can be located or requested for those seeking formal support 	
<p>Victoria Police has a number of entry points for complaints regarding workplace harm. With the organisation having two distinct employee cohorts in the same organisation (Victoria Police sworn members and Victorian Public Servants) with separate enterprise bargaining agreements and differing processes, this creates complexities regarding the appropriate area of the organisation that manages a complaint (e.g. Professional Standards Command or Human Resource Department). In 2015 the organisation established OneLink which provides confidential and impartial support, advice and guidance to anyone in the organisation that has been impacted by workplace harm. All OneLink staff have completed LGBTIQ training from PiD and have developed a relationship with the VP Pride Network resulting in specific presentations being delivered by OneLink to VP Pride on how their services can support LGBTIQ staff. Additionally, in 2016 Victoria Police implemented the HR Business Partner (HRBP) model. Victoria Police HRBPs provide practical information, advice and support to managers with a focus on early identification, intervention and resolution of workplace issues. There are eight HRBPs each managing their own portfolio. The introduction of the HRBP was a result of a recommendation from the Victoria Equal Opportunities and Human Rights Commission (VEOHRC) following their Independent Review into sex discrimination and sexual harassment, including predatory behaviour in Victoria Police (2015) and aims to deliver improved responses to workplace harm concerns raised by employees including those identifying as LGBTIQ. A review of the HRBP model was conducted in 2020 and it is now an embedded part of the organisation.</p> <p>(a) Tailored LGBTIQ workplace harm training for employees who handle workplace harm complaints has been developed and delivered in partnership with Pride in Diversity. This includes employees from Professional Standards Command, Human Resource Department and Onelink. The objective of the training is to ensure that employees have the knowledge and capability to respond to sexual harassment and discrimination against LGBTIQ employees. Additionally, all external grievance officers are required to demonstrate that they have received adequate “..diversity and inclusion awareness training pertaining to LGBTIQ employees” and show there is active professional memberships with organisations such as Pride in Diversity.</p> <p><u>Refer to attachment – Standing Submission Q1-24 – Question 8 [a] 1 – VP Workplace Harm Agenda Final</u> <u>Refer to attachment – Standing Submission Q1-24 – Question 8 [a] 2 – Excerpt from Victoria Police Manual – Review of actions (grievance)</u></p>	
STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT	INTERMEDIATE
9. Behavioural Examples of What Constitutes Bullying / Harassment	Max. 4 points

Documentation within our bullying and harassment policy/guidelines provide clear behavioural examples of what constitutes bullying/harassment in terms of sexual orientation, gender identity/expression AND examples of behaviour that constitutes bullying/harassment of intersex people.

For full points, please provide evidence of behavioural examples given within your documentation in terms of:

- (a) behaviour that constitutes bullying/harassment in regard to one's sexual orientation*
- (b) behaviour that constitutes bullying/harassment of trans or gender diverse employees*
- (c) behaviour that constitutes bullying/harassment of intersex people*

- (a) The Victoria Police Manual – Workplace behaviours policy provides information on what constitutes bullying and harassment. It goes on to provide detailed definitions of discrimination and lists protected attributes including gender identity, lawful sexual activity and sexual orientation.

Excerpt from Victoria Police Manual – Workplace behaviours (refer to attachment: Standing Submission Q1-24 – Question 9 [1] – Victoria Police Workplace Behaviours Policy):

<p>Discrimination</p>	<p>Discrimination is treating, or proposing to treat, someone unfavourably because of a personal attribute protected by law.</p> <p><i>Direct Discrimination</i> means to treat someone with a particular attribute unfavourably because of that attribute.</p> <p><i>Indirect Discrimination</i> means to impose, or propose to impose, a requirement, condition or practice that has, or is likely to have, the effect of disadvantaging persons with an attribute, and that requirement, condition or practice is not reasonable.</p> <p>The personal attributes protected by State and Commonwealth discrimination laws are:</p> <ul style="list-style-type: none"> • age • carer and parental status • disability (including physical, sensory and intellectual disability, work related injury, medical conditions, and mental, psychological and learning disabilities) • employment activity • gender identity, lawful sexual activity and sexual orientation • industrial activity • marital status • physical features • political belief or activity • pregnancy and breastfeeding • race (including colour, nationality, ethnicity and ethnic origin) • religious belief or activity • sex • expunged homosexual conviction • personal association with someone who has, or is assumed to have, one of these personal characteristics. <p>It is also against the law to sexually harass or victimise someone, or to vilify someone because of their race or religion.</p>
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(b) The Victoria Police Manual – Workplace behaviours policy also provides a detailed definition of harassment and includes a number of examples which covers the following: *“Harassment can also occur if someone is working in a hostile or intimidating environment. An example of potentially hostile working environment is where crude, racist, homophobic or **transphobic conversations**, innuendo, displays of pornography or offensive jokes are part of the accepted culture.”*

Excerpt from Victoria Police Manual – Workplace behaviours (refer to attachment: Standing Submission Q1-24 – Question 9 [1] – Victoria Police Workplace Behaviours Policy):

<p>Harassment</p>	<p>Harassment occurs when a person engages in conduct towards another person which a reasonable person with knowledge of the circumstances would expect to cause the other person to feel intimidated, insulted or humiliated. Harassing behaviour can range from serious to less serious levels. One-off incidents can still constitute harassment.</p> <p>Sexual harassment is a form of harassment which is dealt with separately in this policy (see <i>Definition below</i>). Some forms of harassment may also be discrimination.</p> <p>Examples of harassment Harassment may include (but is not limited to):</p> <ul style="list-style-type: none"> • telling jokes about particular racial groups • making derogatory comments or taunts about someone's race, age, sexuality or religion • making fun of someone's personal circumstances, personal appearance or mental or physical disability • making remarks about a person's skin colour or ethnic traits • using racist slang, phrases or nicknames. <p>Harassment can also occur if someone is working in a hostile or intimidating environment. An example of a potentially hostile working environment is where crude, racist, homophobic or transphobic conversations, innuendo, displays of pornography or offensive jokes are part of the accepted culture.</p>
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Additionally, the Victoria Police – Trans and gender diverse inclusion policy outlines the potential discrimination, harassment and bullying that may be experienced by trans and gender diverse employees and states *“Managers and employees should be aware that discrimination may take the form of deliberately using incorrect pronouns, invasive and/or inappropriate questioning about a person’s physical characteristics, or sex life, any form of harassment or bullying (including ridiculing or ignoring someone) based on their gender identity, and changing the nature of someone’s job based on their gender identity.”*

Excerpt from Victoria Police Manual – Trans and gender diverse inclusion (refer to attachment: Standing Submission Q1-24 – Question 9 [2] – trans and gender diverse policy):

3. Workplace support

3.1 General requirements

Managers are required to ensure that trans and gender diverse employees as well as their colleagues are provided appropriate information, education and support. Assistance in coordinating a wellbeing management plan for the workplace can be facilitated in consultation with Workplace Diversity and Inclusion Unit and Police Psychology.

Management should take appropriate action, in consultation with the employee, to ensure that measures are in place to provide a safe and supportive environment for both the individual employee concerned and other employees in the workplace. Workplace Managers should seek advice and assistance from Workforce Diversity and Inclusion Unit via the [HRD-DIVERSITYUNIT-MGR](#)

Managers and employees should be aware that discrimination make take the form of deliberately using incorrect pronouns, invasive and/or inappropriate questioning about a person's physical characteristics, or sex life, any form of harassment or bullying (including ridiculing or ignoring someone) based on their gender identity, and changing the nature of someone's job based on their gender identity.

Information and details on support services relating to trans or gender diverse persons can be found by contacting the Workforce Diversity and Inclusion Unit, Human Resource Department. Support services information can also be found under the Downloads section located on the Diversity and Inclusion LGBTI Workplace Inclusion intranet page.

(c) N/A

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT

10. EAP Provider

INTERMEDIATE

Max. 3 points

We have either:

- a) identified individuals within our EAP provider who have received specific training in, or have considerable understanding of the challenges faced by LGBTQ individuals that we can refer our LGBTQ employees
- b) received documentation that we believe demonstrates both the knowledge and expertise of our EAP provider to support LGBTQ people

and we have:

- c) **clearly communicated** this on our EAP Provider page and/or our LGBTQ intranet page

Please provide:

- (a) evidence of (a) or (b) above and

(b) *where this has been communicated on an LGBTQ intranet page*

- (a) Victoria Police has a designated position-based email account titled **POLICE PSYCHOLOGY-GLO-MGR** that provides LGBTQ employees with an entry point, should they decide to use it, when they require EAP support. Victoria Police provide trained psychologists that have the required understanding and experience to respond to and provide support in relation to LGBTQ issues. VicPol Wellbeing Services supplement what the EAP has with identifying appropriate external clinicians. Wellbeing Services are in contact with several LGBTQ specialist clinicians that have been identified over the last few years that are utilised as required.

Victoria Police provides unique access to EAP. All employees and their family members (fully inclusive of LGBTQ) have access EAP services which includes unlimited number of free sessions. In 2019, Victoria Police re-tendered its EAP provider and included a requirement for the successful provider to have the capability to respond to and support LGBTQ employees as well as employees with other protected attributes. Acacia Connections and SMG Health were the successful suppliers in this tender process. Both EAP providers have shown evidence that they are able to refer to clinicians specialising in assisting LGBTQ, however geographical location sometimes limits availability of such clinicians. In these circumstances the EAP provider will assist the employee in finding a specialist clinician that is willing to be on-boarded by the EAP provider.

- (b) As above
(c) The LGBTQ Support Services intranet page provides information regarding the Victoria Police wellbeing services hub and specifies that EAP providers can refer to services and clinicians that specialise in LGBTQ support.

Refer to attachment Standing Submission Q1-24 – Question 10 [c] – LGBTQ Support Services Intranet.

LGBTIQ Support Services

Victoria Police

There are a range of wellbeing services offered at Victoria Police both internally and through external Employee Assistance Program providers.

- BlueSpace** – a dedicated online hub for all Victoria Police Wellbeing Services, as well as the Employee Assistance Program (EAP) and independent resources. Victoria Police EAP providers can refer to services and clinicians that specialise in LGBTIQ support.
- Wellbeing Services** – Victoria Police intranet page about all the Wellbeing Services available to you (call 1300 050 995).

Victorian Public Sector (VPS)

- VPS LGBTIQ Helpline** – a dedicated LGBTIQ support service available to all Victorian Public Sector (VPS) employees (call 1300 542 829).
- VPS Pride Network's Trans and Gender Diverse group** – to join the Slack app group please email Xander (x.hunter@prov.vic.gov.au) or Alice (alice.tonkin@justice.vic.gov.au). The group meets on the last Wednesday of each month.

Independent

- Switchboard** – anonymous, free telephone counselling, information and referrals for the lesbian, gay, bisexual, trans and intersex communities (call 1800 184 527).
- Lifeline** – a national charity providing all Australians experiencing a personal crisis with access to 24-hour crisis support and suicide prevention services (call 13 11 14).
- Zoe Bell Gender Centre (ZBGC)** – an online service supporting the health and wellbeing of Victoria's sexuality and gender-diverse community, with information available to anyone in Australia.

LGBTIQ Family Violence Support Services

- Safe Steps** – Provides information and referral to safe accommodation in Victoria (free call 1800 215 180).
- QLife** – Counselling, information and referrals for the LGBTI community (Australia wide) 3pm to midnight every day (call 1800 184 527).
- Thorne Harbour Health** – Counselling services to LGBTIQ communities and support for those who are considering leaving or have recently left a relationship.
- Kara House Domestic Violence Outreach Service** - Kara House responds to direct contact or referrals for LGBTIQ community experiencing domestic violence (call 1800 900 520).

Victoria Police Wellbeing Services

BlueSpace Wellbeing Services

Switchboard

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT **ADVANCED**
Max. 4 points

11. Tracking of Incidents

We can provide evidence that shows:

- how we extract LGBTQ related instances from collected bullying/harassment data
- the development of a process that is sensitive to LGBTQ disclosure enabling us to mediate and/or action incidents

For full points, please screenshot or provide evidence for both a) and b) above.

The complex nature of Victoria Police means that there are multiple entry points in relation to reporting and recording workplace harm. The organisation has a specific taskforce, Taskforce Salus, which investigates allegations of sexual harassment and sexual assault including predatory behaviour made against current or former Police, Protective Service Officers (PSOs) and Victoria Public Servant staff. Taskforce Salus forms part of the Professional Standards Command (PSC) which investigates complaints made against Victoria Police employees. These could be complaints made from members of the public or members of the organisation. Incidents reported to

PSC are recorded on a specific system managed by the Command and are highly confidential. Incidents/complaints are categorised by PSC according to *Complaint Type* and *Allegation Breach*. Incidents related to LGBTIQ harassment or discrimination can be identified through either of these fields (e.g. Complaint Type - Discrimination and Allegation Breach – Sexual Orientation). Further analysis can be conducted via *Description/Summary* field.

Victoria Police also offers a service called OneLink that has been specifically designed to provide confidential support, advice and guidance to employees experiencing workplace harm. OneLink defines workplace harm as “..the detrimental effects of being targeted by all forms of inappropriate behaviour from work colleagues including sex discrimination, gender based bullying, sexual harassment and assault, predatory behaviour, victimisation, workplace conflict and bullying.” Onelink track cases through their own Client Management System that categorises according to type (e.g. bullying, harassment, discrimination etc.). Where there are instances related to sexual orientation or sexual identity, this may be recorded in the narrative depending on the wishes of the reporting person.

Should an incident require mediation or additional action, OneLink would refer the case to the Workplace Relations Division within Human Resource Department. Action/mediation officers are required to receive diversity and inclusion awareness training, including that which is specific to LGBTIQ. This is a requirement that is stipulated in the Victoria Police Manual – Review of actions (grievance).

In 2020, Victoria Police implemented a Workplace Harm Tasking and Coordination Committee to ensure there is consistency in support provided to employees reporting workplace harm. The committee meets on a monthly basis and is chaired by Professional Standards Command and includes members from Human Resource Department and Gender Equality and Inclusion Command. The committee discusses organisational responses to incidents including those impacting LGBTIQ members and is currently working to improve categorisation so there is a standardised approach.

Refer to attachment – Standing Submission Q1-24 – Question 11 – Excerpt from the Victoria Police Manual – Review of actions (grievance)

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

<p>STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE 12. Gender Affirmation Policy and Process Documentation</p>	<p>INTERMEDIATE Max. 5 points</p>
<p>We have a documented gender affirmation policy/process and documentation to support both; the employee(s) wishing to affirm their gender in the workplace AND their manager(s), peers and colleagues.</p>	
<p>Note: ‘Gender affirmation’ (above) is the ideal term for what has commonly been referred to as ‘transitioning.’</p>	
<p><i>Please provide:</i></p> <ul style="list-style-type: none"> <i>a) a copy of this specific policy/process</i> <i>b) detailed support documentation for employee(s) wishing to affirm their gender in the workplace</i> <i>c) detailed support/educational documentation for managers peers and colleagues</i> 	
<p>(a) Victoria Police has a comprehensive trans and gender diverse policy. <u>Refer to attachment – Standing Submission Q1-24 – Question 12 [a] - Trans and Gender Diverse Policy</u></p>	

- (b) A detailed practice guide – trans and gender diverse inclusion – is also available to all employees. The practice guide also includes a number of additional resources for employees and management. **Refer to attachment – Standing Submission Q1-24 – Question 12 – practice guide trans and gender diverse inclusion**
- (c) The practice guide - trans and gender diverse inclusion – includes information regarding support/educational documentation for managers, peers and colleagues. This includes links to related documents and additional resources. **Refer to attachment – Standing Submission Q1-24 – Question 12 – practice guide trans and gender diverse inclusion**

Victoria Police also provide all employees with access to resources and additional documentation via the LGBTIQ intranet page. **Refer to attachment – Standing Submission Q1-24 – Question 12 [c] – Trans and Gender Divers Support Services**

LGBTIQ Employee Resources

A number of resources are available to support employees to better understand the needs of our LGBTIQ employees and support workplace inclusion.

I want to...

- Go to the LGBTIQ Inclusion Strategy & Action Plan
- Go to the VP Pride - LGBTIQ Employee Network
- Go to the Diversity and Inclusion home page

Resources

- 2019 Australian Workplace Equality Index results

Contacts

Workforce Diversity & Inclusion Unit
 Email: GEC-DIVERSITY@victoria.police.vic.au
WFI@victoria.police.vic.au

Pride in Diversity
 Website: www.prideindiversity.com.au
 Email: info@prideindiversity.com.au

On this page:

- Need to know
- Why is this important?
- Your role as a supervisor/manager
- Your role as an employee
- List of resources
- Further information and support

Need to know

This page provides a list of useful educational and training resources, including fact sheets and guides relating to LGBTIQ inclusion in the workplace.

Why is this important?

- Victoria Police is committed to creating a visibly inclusive and safe environment where people can choose to be themselves in a workplace that is respectful and free from workplace harm.
- Victoria Police aims to create a culture where we celebrate our differences and all employees feel comfortable bringing their authentic selves to work, better placing us to harness the unique talents, skills and perspectives that each of us brings to the organisation.

We all have an important role to play in achieving our vision of an inclusive, equitable and diverse organisation that demands equality and respect for all.

Your role as a supervisor/manager

- Ensure the workplace is safe and inclusive where people can choose to be themselves.
- Drive, promote and advocate for inclusion for all.
- Empowered to use innovation to address barriers and reject unprofessional and inappropriate behaviour.

Your role as an employee

- Model the behaviours and values expected from a safe, inclusive and respectful organisation.
- Treat each with respect and ensure we embrace a safe, inclusive and respectful workplace.

List of resources

Resource	Overview	Target audience
Victoria Police Trans and Gender Diverse Policy	Victoria Police has a policy in place to ensure a safe and supportive environment is provided to all gender diverse employees.	All employees
Victoria Police Trans and Gender Diverse Practice Guide	Victoria Police has developed a practice guide which provides practical examples of processes and case studies around matters experienced by trans and gender diverse employees.	All employees

Engaging Allies for change	A PIC document engaging LGBTIQ allies to support colleagues with workplace inclusion initiatives.	All employees
LGBTIQ Definitions	A guide outlining appropriate LGBTIQ terminology and definitions.	All employees
Count me in	A PIC guide for LGBTIQ workplace allies.	All employees, including LGBTIQ workplace allies.
Employers Guide to Intergal Inclusion	A PIC document aimed at building awareness of intergal inclusion issues in the workplace and outlining strategies for intergal inclusion in the recruitment process.	All employees Hiring Managers
Fact Sheet: LGBTIQ Recruitment - Gender Diverse Applicants	A PIC fact sheet outlining employment barriers for gender diverse applicants and providing recruitment strategies.	All employees
Fact Sheet: How To - LGBTIQ Recruitment	A PIC fact sheet identifying employment challenges for LGBTIQ applicants and providing recruitment strategies.	All employees
Trans and Gender Diverse Inclusion Support Services	A contact list of internal support services available at Victoria Police and external specialist support services.	All employees
LGBTIQ Inclusive Language Guide	A guide for Victorian Public Service employees that outlines how to use language respectfully and inclusively when working with and referring to LGBTIQ people.	All employees
LGBTIQ workplace inclusion plans	A tip sheet for Victorian Public Service employees outlining practical ideas for creating a more inclusive workplace.	All employees Unit Managers
Proud Visible Safe Report	A report responding to workplace harm experienced by LGBTIQ employees in Victoria Police.	All employees

Further information and support
Please refer to the resources and contacts section for further information.

Was this page useful?
Additional Contact

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
13. Dress Codes and Uniforms	Max. 4 points
<p>We have removed gendered language within organisational wide dress code policies and/or guidelines to empower all employees, including trans, gender diverse and non-binary employees to dress in a manner (or select uniforms) that best reflects who they are.</p> <p>Further contact details and information has also been provided for support, if required.</p>	

For full points, policies or guidelines must:

- a) state that all employees are supported to dress in a manner that best reflects their gender *identity*
- b) explicitly mentions trans, gender diverse and non-binary employees
- c) provide a support contact or further information on interpreting these guidelines, if required

Victoria Police has recently developed and published a guideline regarding civilian clothing allowance for non-binary employees. This ensures that Victoria Police sworn officers (Police Officers, Protective Services Officers, Police Reservists and Police Recruits) that are required to work in civilian clothes and who identify as non-binary are entitled to the maximum civilian clothing allowance. **Refer to attachment – Standing Submission Q1-24 – Question 13 WRD Guidelines – Civilian Clothing Allowance for Non-binary employees.**

Due to the nature of the organisation, Victoria Police has strict standards for employees that are sworn police officers. The uniform and dress standards are governed by a Uniform Appearance and Equipment Committee (UAEC) which meets quarterly to manage requests for exemptions or variations regarding the Uniform and Appearance Policy. Work is currently underway to update the Victoria Police Manual – Uniform and Appearance Standards policy to replace references to gender in a binary sense with more inclusive language. However, this has not been published at the time of submitting Victoria Police’s evidence to the Australian Workplace Equality Index.

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

**ADVANCED
Max. 4 points**

14. Gender Affirmation Leave

We have an internal policy that ensures *additional* paid leave is available for employees who require time away to undertake or physically manage their gender affirmation.

Note: For full points, this leave must be in addition to the need to utilise annual leave, sick or generic personal leave.

For full points, please provide:

- (a) evidence of a paid leave entitlement (over and above annual leave, sick or generic personal leave) for individuals currently affirming their gender
- (b) a list of any supporting documentation required from the employee for you to enact this leave
- (c) *whether this leave availability is standard HR policy or solely dependent on the discretion of the manager*

Victoria Police employees are governed under two separate enterprise bargaining agreements (Sworn Agreement and VPS Agreement). Both agreements include leave provisions of 4 weeks paid leave and an additional 52 weeks unpaid leave for employees wishing to affirm their gender. Recent Gender Affirmation Leave guidelines have been published by the Workplace Relations Division and have been made available to all employees. These guidelines outline the entitlements, application process

and provide information on where to find additional advice and is considered interim guidance, pending the formal policy update to the Victoria Police Manual Leave policy, on the new gender affirmation support leave entitlements.

- (a) **Refer to attachment – Standing Submission Q1-24 – Question 14 [a & b] - WRD Guidelines – Gender Affirmation Leave**
- (b) Application Process (page 2) **Refer to attachment – Standing Submission Q1-24 – Question 14 [a & b] - WRD Guidelines – Gender Affirmation Leave**
- (c) Gender affirmation support leave is standard HR policy and the guidelines are available as part of the Enterprise Agreement and Conditions intranet page. **Refer to attachment – Standing Submission Q1-24 – Question 14 [c] – Gender Affirmation Leave Guidelines – Intranet Availability**

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE
ADVANCED
15. Gender Neutral Bathrooms and Facilities
Max. 4 points

We have (or are working towards) having 'Gender Neutral' or 'All Gender' bathrooms and/or facilities with clear and visible signage available to employees.

Note: "Unisex" signage will not be given points for this question. **We are seeking more inclusive language for inclusive signage.**

If you already have gender neutral or all gender signage, please provide:

- (a) evidence of a communication regarding where 'Gender Neutral' or 'All Gender' bathroom/facilities can be located*
- (b) evidence of clear and visible signage as it appears at the bathroom/facility location*

If you are still making progress towards this, please:

- (c) outline progress made and when you expect to have signage in place.*

If this is not possible for any reason, please provide:

- (d) evidence of any research or work that you have done in this area*
- (e) any means by which you have been able to accommodate trans, gender diverse and non-binary employees*

**** Please refer to the Evidence Guidelines regarding changes made to this question.****

Victoria Police is currently working towards having gender neutral facilities across the organisation. Given the organisation has in excess of 500 facilities across the state including 311 police stations, it is expected that updating facilities will take considerable time. When undertaking toilet upgrades/refurbishments at existing sites, provisions are made for all gender toilets and/or shower/change facilities. 79 Stations currently have all gender toilet and/or shower/change facilities.

For new facilities and buildings, development must comply with the *Victoria Police Building and Planning Standards* which is currently being reviewed and updated to ensure a requirement for gender neutral facilities is included. The recent building development of the new Victoria Police Centre (VPC), the organisation's headquarters, includes all gender facilities and caters for approximately 7400 members (or 34%) of the workforce. Communication about these facilities have been placed on the VPC Hub which is available on the intranet and accessible to all staff.

- (a) Refer to attachment – Standing Submission Q1-24 – Question 15 [a] – Communications for all gender facilities on VPC intranet hub
- (b) Refer to attachment – Standing Submission Q1-24 – Question 15 [b] – Evidence of signage at VPC
- (c) Refer to attachment – Standing Submission Q1-24 – Question 15 [c] 1 – Email chain – Forensics Bathroom signage update gender neutral signage
Refer to attachment – Standing Submission Q1-24 – Question 15 [c] 2 – Email chain All-Gender Toilet Signage

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

16. (Forms) Non-Binary Gender Options for Employees

ADVANCED

Max. 2 points

We have audited and amended (or are in the process of auditing/amending) all internal documents and forms that collect gender information to include non-binary options and options for those who identify as trans or gender diverse (moving away from binary male/female, Mr. Ms., Mrs etc.).

For full points, please provide:

(a) a brief outline of progress of work to date

(b) options provided within changed documents if changes have been made

OR (c) *evidence that you do not collect or have removed gender options or gendered information on your forms*

The majority of Victoria Police forms do not collect employee gender information. The exception to this is when an employee first enters the organisation and completes the *Employee Details Form* (refer to attachment). The Employee Details Form request information on gender, however the options provided are M, F, Other (with space to specify) and 'Prefer not to specify'. The employee 'Title' option is a free text field.

Refer to attachment – Standing Submission Q1-24 – Question 16 [b] – Employee Details Form

The most common information collected on personnel forms relates to first name, surname, employee number and rank/grade (employee classification). Gendered information is stored on HR IT systems that can generally be managed by the employee (refer to Question 17). Examples of most common personnel forms that are separate to IT systems are attached:

Refer to attachment – Standing Submission Q1-24 – Question 16 [c] 1 – Updating Employee Details Form

Refer to attachment – Standing Submission Q1-24 – Question 16 [c] 2 – Application for Overseas Travel Form

Refer to attachment – Standing Submission Q1-24 – Question 16 [c] 3 – Application for Travel Advance on Personal Expenses form

Refer to attachment – Standing Submission Q1-24 – Question 16 [c] 4– Request for Security Clearance form

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

17. (IT Systems) Non-Binary Gender Options for Employees

ADVANCED

Max. 2 points

We have audited and amended (or are in the process of amending) all relevant IT systems that collect gender information to include non-binary options and options for those who identify as trans or gender diverse (moving away from binary male/female, Mr. Ms., Mrs etc.).

For full points, please provide:

- (a) *a brief outline of progress of work to date*
- (b) *options provided within systems if changes have been made*

OR (c) *evidence that you do not collect or have removed gender options or gendered information within your systems*

- (a) As with Victoria Police forms, the majority of IT systems that record employee details generally focus on name and rank/classification (SAFE-T-NET application and Oracle do not record gender). The organisation's HR Assist system, which records all employee details and connects to a significant number of other IT systems (i.e. transfer of employee data), does record titles and gender details. HR Assist also provides an option to record diversity information which includes gender, sex assigned at birth and sexual orientation. It is not mandatory for employees to enter this information but is encouraged for those that feel comfortable as it provides Victoria Police with critical information regarding the level of diversity within the organisation so that more effective employee support can be provided. Communications have been sent to staff regarding the diversity updates and the benefits

Refer to attachment – Standing Submission Q1-24 – Question 17 [a] – Employee communications re diversity data on HR Assist

- (b) **Refer to attachment – Standing Submission Q1-24 – Question 17 [b] Victoria Police HR Assist Personal & Diversity Data**

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

**ADVANCED
Max. 6 points**

18. Trans and Gender Diverse Applicants

For trans and gender diverse applicants, we have:

- a) **Implemented processes to help reduce roadblocks/difficulties faced by trans and gender diverse people who are applying for jobs**
- b) **clearly communicated a point of contact available for trans and gender diverse applicants throughout the recruitment process on relevant web pages or within application documentation**
- c) **provided documentation addressing concerns specific to trans and gender diverse applicants and made these available throughout the recruitment process**

For full points, evidence must be provided for all items above. Partial points will be given if all items are not evidenced.

- (a) The Victoria Police Applicant Attraction Team (AAT) has one of its members assigned to the LGBTIQ applicant portfolio. It is this person's responsibility to promote recruitment of trans and gender diverse people and ensure difficulties and roadblocks are reduced as much as possible. The AAT routinely attend events and hold information sessions (in-person pre-Covid 2020) where direct engagement can be provided to prospective LGBTIQ applicants. This requirement is an ongoing action item assigned to the AAT as part of the ***LGBTI Strategy and Action Plan 2018-2021 (page 13)***. Information sessions include the provision of a flyer for the Victoria Police Academy LGBTI Student Support Program which includes contact details of members and an email address for people wishing to find out more information. **Refer to attachment – Standing Submission Q1-24 – Question 18 [a] – LGBTI Student Support Program Flyer.**

(b) The [Victoria Police website](#) provides a specific email contact point, lgbti-recruitment-mg@police.vic.gov.au, for queries or questions about LGBTIQ inclusion throughout the recruitment process. **Refer to attachment – Standing Submission Q1-24 – Question 18 [b] – LGBTI Point of Contact for Prospective Applicants**

STANDING SUBMISSION: STRATEGIC FOCUS

STANDING SUBMISSION: STRATEGIC FOCUS	FOUNDATION
19. External Website LGBTQ Workplace Inclusion Promotion	Max. 2 points
<p>We have promoted our focus and work on LGBTQ workplace inclusion on our <u>external</u> facing webpage (URL).</p> <p><i>Please provide the URL of an external webpage that specifically promotes your inclusion work. (Points will not be given if we are unable to access this externally.)</i></p> <p>Information about our LGBTIQ inclusion work is publicly available at:</p> <p>https://www.police.vic.gov.au/diversity-and-inclusion</p> <p>https://www.police.vic.gov.au/diversity</p>	

STANDING SUBMISSION: STRATEGIC FOCUS	INTERMEDIATE
20. HR / Diversity Professional Accountabilities	2 points
<p>We have at least one Diversity / HR professional whose job description, performance appraisal or work plan includes <u>specific and detailed</u> LGBTIQ inclusion objectives/targets.</p> <p>Note: This is beyond a general reference to LGBTIQ inclusion as an area of diversity.</p> <p><i>Please provide evidence of such specific targets.</i></p> <p>Victoria Police has a dedicated Workforce Diversity and Inclusion unit that sits within a specialised Gender Equality and Inclusion Command. It is the only command of its kind of any policing jurisdiction in Australia and is staffed by a mix of highly specialised sworn police officers and Victorian Public Servants (VPS). The LGBTIQ portfolio is held by one of the VPS staff members and, although the job description remains generic in terms of broader diversity, the performance goals of this employee relate specifically to LGBTIQ initiatives.</p> <p><u>Refer to attachment – Standing Submission Q1-24 – Question 20 [1] – Position Description C2563 Diversity Officer PD 250620</u></p> <p><u>Refer to attachment – Standing Submission Q1-24 – Question 20 [2] – LGBTIQ Portfolio Performance Development Plan</u></p>	

STANDING SUBMISSION: STRATEGIC FOCUS	ADVANCED
21. Executive Sponsor or LGBTQ Champion	Max. 4 points

We have an Executive Sponsor located within our Australian offices with documented role expectations/accountabilities related to LGBTQ inclusion work and advocacy within the organisation.

For full points, please provide evidence of both:

- (a) the documented role expectation/accountabilities
- (b) the mechanism through which the Executive Sponsor reports or is made accountable for these

(a) Deputy Commissioner Neil Paterson holds the position of Executive Sponsor of the LGBTQ inclusion work and advocacy within the organisation. Additionally, a Senior Lead (or 'lead champion), Assistant Commissioner Brett Curran, has also been appointed to complement the work of the Executive Sponsor. The expectations/accountabilities of the Executive Sponsor and the Lead can be found in the attached document which was endorsed by Victoria Police's Executive Command in November 2020.

Refer to Attachment – Standing Submission Q1-24 – Question 21 [a] – Documented role and expectations of LGBTQ exec sponsors and leads

(b) The Executive Sponsor is accountable to the Chief Commissioner of Police (CCP). External reporting is managed by the LGBTQ lead champion (A/C Curran) through the LGBTI Portfolio Reference Group.

STANDING SUBMISSION: STRATEGIC FOCUS

**ADVANCED
Max. 4 points**

22. Senior Management Diversity Accountability

We include specific diversity and inclusion accountabilities, job goals or expected outcomes within senior management appraisals beyond generic company values addressing diversity/inclusion (this may or may not include LGBTQ specific accountabilities).

Note: This is outside of network leadership and executive sponsor accountabilities - applies to all executive/senior leaders.

For full points, please:

- (a) confirm that there are diversity accountabilities (over and above general behavioural values) within senior management appraisals.
- (b) provide evidence (template example acceptable) or if highly confidential, please indicate the name of a senior HR person who can verify this:

(a) Executives and Commissioned Officers all include mandatory performance measures regarding commitment to “..the principles of equality and inclusion and elimination of workplace harm, conflict and discrimination within Victoria Police.”

(b) **Refer to attachment – Standing Submission Q1-24 – Question 22 [b] – Executive Performance Plan**

STANDING SUBMISSION: STRATEGIC FOCUS

23. Customer-facing LGBTQ Inclusion

ADVANCED

Max. 3 points

We have evaluated (or are in the process of evaluating) the LGBTQ inclusivity of customer facing / service user processes.

For full points, please:

a) clearly outline the extent of this work and progress made to date

(a) Victoria Police meets with peak LGBTI bodies on a quarterly basis through its LGBTI Portfolio Reference Group (PRG). The PRG brings a stakeholder and community perspective to the review and development of policies, processes, and initiatives to enhance and improve interactions and engagement between Victoria Police and Victorian LGBTI communities. The membership of the group represents key stakeholders and community organisations with a high level of knowledge with respect to the issues impacting on LGBTI communities and a willingness to work collaboratively to improve and enhance police approaches to community engagement.

In 2020, the PRG provided advice to Victoria Police that the inclusion of pro-nouns at meetings, in email signatures and general communications would build a more inclusive and respectful workplace and lead to improved community confidence. These consultations resulted in Priority Communities Division (PCD) gaining approvals for the Victoria Police style guide to include LGBTIQ inclusive pro-nouns for members who wished to stylise their signatures based on their gender affirmation. PCD and the Media and Corporate Communications Department (MCCD) sent out notifications to all members to ensure uniformity in how these would be used for internal and external emails. This has been well received by the LGBTIQ community, particularly external stakeholders.

For further information on work regarding LGBTIQ inclusivity of customer facing/service user processes please contact:

33(1)

Priority Communities Division, Capability Department

P:

E: 33(1)

Refer to attachment – Standing Submission Q1-24 – Question 23 [a] 1 – Excerpt – gender pronouns style guide

Refer to attachment – Standing Submission Q1-24 – Question 23 [a] 2 – Communication regarding update to email signature guidelines

Refer to attachment – Standing Submission Q1-24 – Question 23 [a] 3 – Email communication to GLLO network

STANDING SUBMISSION: STRATEGIC FOCUS 24. Customers Information: Changing Gender Markers	ADVANCED 3 points
<p>We provide customers / service users with easily accessible information on how they can change their title (Mr, Ms, Mx), name and gender within our systems.</p> <p><i>For full points, please provide either:</i></p> <ol style="list-style-type: none"> <i>a copy of the customer/service user documentation that outlines this or a screenshot of that information.</i> <i>evidence that you do not collect or have removed gender options or gendered information in your systems</i> 	
<p>The nature of policing means that the visibility and awareness of personal details relating to community members that are stored on Victoria Police’s IT systems is dependent on the sensitivity of the information. The organisation maintains many operational applications that store a multitude of information that is not available to the broader community. In circumstances where a member of the community becomes aware of their gender being incorrectly recorded on a system or wishes to change their gender marker, they can request to have the record amended through their local police station. Once a request has been received, a Victoria Police sworn officer can submit an amendment request to the Data Quality Unit which forms part of the Police Enquiry and Data Sharing Department (PEDSD). The complexities of the Victoria Police legacy IT systems means that updates of this nature can often be complicated and require certain expertise.</p>	

**** END OF SECTION 1: STANDING SUBMISSION ****

ANNUAL SUBMISSION

This part of the Submission (Sections 2 – 10) is only applicable to work carried out in the 2020 calendar year. Points will not be allocated for work carried out in 2021.

All questions within the Annual Submission must be answered in order to obtain point allocation. No points are carried over within these sections.

A reminder to read each question carefully and the specific evidence required, respectively.

- Each question asks for specific LGBTQ-explicit evidence. If inadequate or incomplete evidence is provided for any question, full points may not be obtained.
- If attaching evidence, please indicate the question number / title on the file name

For further support and clarification: Please download the [AWEI Scoring Guidelines](#) or refer to the [AWEI Tools and Support](#) webpage.

****Due to the Covid-19 pandemic and national/state-wide restrictions, social distancing and other related factors, we will be accepting any virtual or digital evidence for the questions within the Annual Submission.****

SECTION 2: STRATEGY & ACCOUNTABILITY

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	FOUNDATION
1. External LGBTQ Expertise	Max. 2 points
We have access to external LGBTQ support/expertise that we have called upon throughout the assessed year (this may include but is not limited to PID).	
<i>Please provide evidence of <u>one</u> such engagement throughout the assessed year, identifying who that was with.</i>	
Victoria Police maintains its membership with Pride in Diversity throughout 2020 and regularly engages with them for expertise, advice and training.	
ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	FOUNDATION
2. Documented LGBTQ Strategy	Max. 3 points
We have a documented LGBTQ inclusion strategy (or pillar within an overarching diversity strategy) in place for the assessed year that includes <u>clearly defined</u> LGBTQ targets and/or action plans.	
<i>Please provide a copy of the LGBTQ component of your strategy and clearly defined targets. If your strategy does not contain clearly defined LGBTQ targets, please provide any accompanying/supporting action plans that will show specific goals in this area</i>	
The Victoria Police LGBTI Inclusion Strategy and Action Plan 2018 - 2021 launched in August 2018, reflects Victoria Police's intention to create an inclusive organisation free from workplace harm, where everyone is respected regardless of their sexual orientation, gender identity or intersex status.	
The strategy illustrates Victoria Police's commitment to:	
<ul style="list-style-type: none"> • Ending LGBTI discrimination and harassment within Victoria Police, and to broadening the messaging around Workplace Harm to expressly include sexual orientation and gender identity. • Ongoing participation in the Australian Workplace Equality Index (AWEI), the national benchmarking instrument for LGBTI workplace inclusion, and improving on the bronze status achieved in 2017. • Listening to and understanding our employee experiences; elevating the voices of LGBTI employees; and increasing LGBTI visibility and support to achieve tangible and lasting change. 	

- Strengthening our evidence-base of people data to ensure accountability and for our action plan progress to be reported annually and publicly

The Victoria Police LGBTI Strategy 2018-2021 is driven by the LGBTI Inclusion Action Plan, which includes specific action items linked to baseline data, performance indicators and outcomes which will be measured and monitored against during the 3-year lifecycle.

Refer to attachment – Annual Submission Q1-43 – Question 2 – LGBTI Inclusion-Strategy-and-Action-Plan

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY

3. LGBTQ Advisory Group

INTERMEDIATE

Max. 4 points

We have ***established and promoted*** an internal LGBTQ advisory group which has:

- met specifically to identify areas requiring change or to work on projects requiring their expertise and guidance
- engaged with ***the organisation*** in efforts to implement change or complete allocated projects

Note: This group may be the leadership or a subset of your Employee Network, or a group within your organisation with distinct expertise in LGBTQ inclusion.

For full points, please provide:

- evidence of how this group's expertise or counsel is promoted across the organisation*
- evidence of any meetings or work undertaken by this group throughout the assessed year*

The LGBTIQ Employee Network (VP Pride), established in 2018, provides the organisation critical advice, guidance and expertise in relation to LGBTIQ initiatives. Part of its mission statement references its role in contributing “... to policy development which promotes inclusion of LGBTIQ employees. Improve organisational awareness of LGBTIQ-specific issues by serving in an advisory capacity to executive command and organisational leadership on issues impacting LGBTIQ employees and their allies.” VP Pride currently has over 300 members and a 16-person council with representatives from across all organisational employee cohorts (e.g. Police, VPS, Protective Service Officers and Forensic Officers). The network council meets monthly to discuss a range of issues and inform on LGBTIQ initiatives across the organisation. The Chair of the Network is a senior member of the organisation and is supported by the LGBTIQ Executive Sponsor who also regularly attends meetings. Engagement with the Victoria Police Executive Command occurs through the Executive Sponsor or network Chair. Broader organisational engagement occurs through a variety of methods and the network membership includes employees from the organisation's Media and Corporate and Communications Department (MCCD). An example of the work undertaken by VP Pride is in relation to the wearing of Rainbow Lanyards by Victoria Police staff. Previous policy prevented the use of any lanyard differing from one issued specifically by the organisation based on security concerns, however the ongoing advocacy and education provided by the network led to the approval by the Uniform Advisory and Equipment Committee for all staff to express their support for the LGBTIQ community by wearing the lanyard on an ongoing basis.

Refer to attachment – Annual Submission Q1-43 – Question 3 [a] Communication of Network Activities and Learning Opportunities

Refer to attachment – Annual Submission Q1-43 – Question 3 [b] 1 - 20.03.24 – Agenda LGBTIQ Network Meeting

Refer to attachment – Annual Submission Q1-43 – Question 3 [b] 2 – 20.05.26 – Agenda LGBTIQ Network Meeting

Refer to attachment – Annual Submission Q1-43 – Question 3 [b] 3 – Organisational communications – approval to wear rainbow lanyard

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY

4. LGBTQ Inclusion Reporting

INTERMEDIATE

2 points

Within the assessed calendar year, we have published a report on our LGBTQ inclusion work. This may be within annual reports, CSR documentation or equivalent public facing documentation.

Note: This report may include work prior to the assessed year, however the report must be published within 2020.

Please provide evidence.

The *Victoria Police Annual Report 2019-2020* includes the following in relation to LGBTIQ inclusion work:

- Chief Commissioner's foreword making mention of his public apology to the LGBTIQ community on behalf of Victoria Police for police actions over the years that have caused unnecessary and unacceptable harm (page 3)
- Information regarding Victoria Police's *Diversity and Inclusion Framework* and reference to LGBTIQ having a dedicated strategy and action plan (page 22)
- Reference to the completed work to capture gender identity and sexual orientation data through voluntary self-disclosure by employee (page 23)
- A financial year update on progress made on the *LGBTIQ Inclusion Strategy and Action Plan 2018-2021* (page 23)

Refer to attachment – Annual Submission Q1-43 – Question 4 – Victoria Police 2019-20 Annual Report

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY

5. Media Coverage

INTERMEDIATE

2 points

Our work in LGBTQ inclusion has been covered by an independent source (not internally written or published) within the assessed calendar year.

Note: This has to cover your LGBTQ inclusion work in detail and cannot be a brief mention of your organisation, recognised employee/individual or an award won.

Please provide evidence of how your LGBTQ inclusion work has been recognised by an independent source: screenshot, URL, image or insert attachment.

An interesting example of Victoria Police's progressive and modernised way of approaching LGBTIQ inclusivity was captured by *The Australian* and was titled *Cops go with the flow on 'fluid gender'* (September 2020). The article, which tends to lean towards a somewhat critical view of Victoria Police's new LGBTIQ inclusive policies, does a good job of outlining all the great work that has been undertaken at an organisational level.

Refer to attachment – Annual Submission Q1-43 – Question 5 [1] – The Australian – Cops go with the flow on gender

Victoria Police members are regular guests and contributors to Joy FM. In January 2020, Assistant Commissioner Tess Walsh appeared on the station to discuss Victoria Police's involvement in Midsumma Festival, Pride March and the Pride Cup football match.

<https://joy.org.au/tomandjess/2020/01/27/victoria-police-pride-season/>

Inspector Mark Keen, Deputy Chair of VP Pride, also appeared on Joy FM in January 2020 to discuss Vitoria Police's involvement in the Melbourne Pride March.

<https://joy.org.au/wellwellwell/2020/01/25-years-of-marching-for-community-wellbeing/>

Members from Victoria Police have also developed a Family Violence in LGBTQ communities Joy Podcast with various Victoria Police employees invited on as guests.

Refer to attachment – Annual Submission Q1-43 – Question 5 [2] JOY FV Podcast DRAFT Episode Schedule

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY

6. Strategic Work in Recruitment, Supplier Policy or Service Provision

ADVANCED

Max. 3 points

We have completed, updated or are making progress towards work within one of the following areas over the assessed calendar year:

- LGBTQ targeted recruitment (targeting LGBTQ job seekers)
- LGBTQ supplier policy / promotion / resourcing / procurement policy (either seeking LGBTQ suppliers; or having a policy requiring suppliers to reflect your values around LGBTQ inclusion or attend training)
- LGBTQ marketing campaigns or service provision brochures/collateral specifically targeting LGBTQ populations or answering questions specific to this population

Please provide evidence for work within one of the requested areas within the assessed year.

If you have completed work within more than one of the above areas within the assessed year or have already existing (and current work) within areas listed above, please add that to the ADDITIONAL WORK section at the end of this submission.

- **LGBTQ marketing campaigns or service provision brochures/collateral specifically targeting LGBTQ populations or answering questions specific to this population**

As mentioned in *Standing Submission – Question 18* the Victoria Police Applicant Attraction Team (AAT) has one of its members assigned to the LGBTIQ applicant portfolio. The AAT routinely attend events and hold information sessions (in-person pre-Covid 2020) where direct engagement can be provided to prospective LGBTIQ applicants. This requirement is an ongoing action item assigned to the AAT as part of the **LGBTI Strategy and Action Plan 2018-2021 (page 13)**. Information sessions include the provision of a flyer for the Victoria Police Academy LGBTI Student Support Program which includes contact details of members and an email address for people wishing to find out more information.

The [Victoria Police website](#) also provides a specific email contact point, lgbti-recruitment-mg@police.vic.gov.au, for queries or questions about LGBTIQ inclusion throughout the recruitment process

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	ADVANCED
7. Executive Leadership Representation	2 points
<p>We currently have openly LGBTQ identifying people within our internal Diversity Council and/or within our Executive Leadership Team.</p>	
<p>Please provide details of the <i>names and roles</i> of openly LGBTQ identifying people within either your Diversity Council or Executive Team</p>	
<p>Victoria Police's most senior openly LGBTQ member is Deputy Commissioner Neil Paterson who forms part of the organisation's Executive Command team. Neil is also the Executive Sponsor of the Victoria Police LGBTIQ portfolio and routinely attends Victoria Police Pride Network meetings. Neil was named in the Deloitte 50 Outstanding LGBTI+ Leaders Report in 2020.</p>	
<p>The Chair of the VP Pride Network is Commander Lisa Hardeman. Lisa identifies openly identifies as LGBTQ and is a senior member of the organisation.</p>	

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	ADVANCED
8. LGBTQ Inclusion Promotion	Max. 4 points
<p>We can show evidence of promoting our commitment to LGBTQ inclusion in <u>up to two</u> of the following areas:</p>	
<ul style="list-style-type: none"> • pitching for business or contracts • engaging with potential clients/customers • applying for funding • engaging with strategic partners or key external stakeholders 	
<p>Please provide evidence for <u>up to two</u> of the areas covered. Note: Partial points will be given for less than two areas of work evidenced.</p>	
<p>If you have completed work within more than two of the above areas within the assessed year or have already existing (and current work) within areas listed above, please add that to the ADDITIONAL WORK section at the end of this submission.</p>	
<p>Engaging with strategic partners or key external stakeholders – LGBTI Portfolio Reference Group</p>	
<p>The LGBTI Portfolio Reference Group (PRG) brings a stakeholder and community perspective to the review and development of policies, processes, and initiatives to enhance and improve interactions and engagement between Victoria Police and Victorian LGBTI communities. The LGBTI PRG has existed for 21 years and Victoria police was one of the earliest adopters of such a reference group. The success of the group has resulted in numerous other agencies contacting Victoria Police and requesting assistance and advice in setting up similar reference groups across Australia.</p>	
<p>The membership of the group represents key stakeholders and community organisations with a high level of knowledge with respect to the issues impacting on LGBTI communities and a willingness to work collaboratively to improve and enhance police approaches to community engagement. The PRG may also contribute or provide advice on internal LGBTIQ initiatives. The group's Terms of Reference and an example of items discussed at the meeting are attached.</p>	

Refer to attachment – Annual Submission Q1-43 – Question 8 [1] – Terms of Reference LGBTI PRG FINAL

Refer to attachment – Annual Submission Q1-43 – Question 8 [2] – LGBTIQ PRG Agenda 20.11.20

SECTION 3: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

Please note: Different terms are used for internal networks (including Ally/Champion Networks, Resource Groups, Employee Network Groups, Employee Action Groups, etc.). For the purpose of consistency within this submission, when referring to such networks or equivalent, the terminology used within this section will be *Employee Network*.

If you have an outstanding Network Leader who has performed above and beyond the expectations of their role and significantly impacted LGBTQ inclusion within your workplace, please consider nominating them for the [Network Leader of the Year Award](#). (This nomination is open to anyone who has a formal role within the employee network leadership group.)

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

9. LGBTQ Employee Network

FOUNDATION
Max. 2 points

Within the assessed calendar year, we have *either*:

- a) made progress towards the launch or establishment of an LGBTQ employee network
- b) an established LGBTQ employee network with a clearly documented charter/purpose or remit

If you are in the process of creating a network, please evidence progress made within the assessed year.

If you have an existing network, please provide a copy of the network's charter/purpose.

- (b) The Victoria Police LGBTIQ employee network (VP Pride) has over 300 members. The Network Council of 16 elected members is the core action and decision-making body for VP PRIDE, supported by non-voting members from allied areas. The role of the VP Pride Network is to foster diversity and inclusion within Victoria Police by allowing employees to network, share common experiences and information and contribute to policy development which promotes greater inclusion of LGBTI employees. A Terms of Reference governs the committee and the network adheres to a strategic plan (refer to both attached). A number of subcommittees also exist within various areas of the organisation and help provide advice, support and advocacy to drive local initiatives (refer to LGBTIQ Student Network attachment).

Victoria Police also has a very well established GLLO program (LGBTI Liaison Officers) across the state with one dedicated full time GLLO position and approximately 470 GLLO officers in 2020. GLLOs are critical in establishing mutual trust between police and the LGBTIQ community so they have increasing

confidence in police through the provision of fair and equitable policing services. More information about the GLOs can be found at <https://www.police.vic.gov.au/LGBTIQ-liaison-officers>.

Refer to attachment – Annual Submission Q1-43 – Question 9 [b] 1 – VP PRIDE – Terms of Reference

Refer to attachment – Annual Submission Q1-43 – Question 9 [b] 2 – VP PRIDE – Strategic Plan 2018 – 2020

Refer to attachment – Annual Submission Q1-43 – Question 9 [b] 3 – LGBTIQ Student Network

Refer to attachment – Annual Submission Q1-43 – Question 9 [b] 4 – LGBTIQ GLO brochure PCD 200123

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

FOUNDATION

10. Network Leadership Structure

Max. 3 points

Our employee network has a clearly articulated leadership structure with:

- a) clear roles and/or responsibilities for those involved
- b) an HR or Diversity representative as part of the leadership structure

For full points, please provide:

- (a) a copy of your network leadership structure clearly articulating role accountabilities
- (b) evidence that you have HR or diversity representation within the leadership

- (a) VP Pride Terms of Reference, specifically Section 4, outlines leadership and accountability structure, including roles and responsibilities.

Refer to attachment – Annual Submission Q1-43 – Question 10 [a] 1 – VP PRIDE – Terms of Reference

The Victoria Police Academy LGBTI Student Network has a dedicated Program Manager and an onsite LGBTI Liaison Officer. This information is included in the attached Terms of Reference document.

Refer to attachment – Annual Submission Q1-43 – Question 10 [a] 2 – TOR PDC LGBTIQ Student Network

- (b) Members from the Victoria Police Workforce Diversity and Inclusion (WDI) team attend meetings and liaise directly with the network Chair regarding any action items. This is critical to the running of the network whilst allowing independence from a particular work unit.

Refer to attachment – Annual Submission Q1-43 – Question 10 [b] – Excerpt from VP Pride Terms of Reference – WDI Role

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

11. **Network** Strategy / Work Plan

FOUNDATION

Max. 3 points

Our network has in place its **own strategy** (or a work plan contributing to the organisation's LGBTQ inclusion strategy) and has reported progress against clearly defined action plans, timelines and/or deliverables within the assessed year.

For full points, please provide all of the following:

- (a) a copy of your **network** strategy or component of the strategy that the network has been working on within the assessed year
- (b) a copy of action plans and timelines utilised
- (c) a copy of the latest progress report

- (a) The *VP Pride Strategic Plan 2018-2020* identifies three main priorities - communication, awareness and support. Each priority contains three distinct action points that the network has responsibility for completing by the strategy completion date of 2020. These priorities and actions align with particular components of the *Victoria Police LGBTIQ Inclusion Strategy and Action Plan 2018 – 2021*, namely under two transformational pathways highlighted in the LGBTI Action Plan - *Gender, Diversity and Flexibility – A more professional, flexible and diverse workforce* (page 13) and *Leadership – More confident, humble and people focused leadership* (page 14)

Refer to attachment – Annual Submission Q1-43 – Question 11 [a] – VP PRIDE – Strategic Plan 2018-2020

- (b) The *Victoria Police LGBTIQ Inclusion Strategy and Action Plan 2018 – 2021* outlines a range of actions (starting at page 10) that various areas of the organisation have responsibility for. The establishment of an LGBTIQ employee network formed part of the foundational activities of the action plan and was completed in 2018. Once the network was established it took on co-responsibility for other action items and has been required to report against them on a regular basis. An example of the reporting template and action items across the organisation is attached. In 2020 the VP Pride Network have reported against actions 1.09 and 1.19.

Refer to attachment – Annual Submission Q1-43 – Question 11 [b] 1 – LGBTI-Inclusion-Strategy-and-Action-Plan

Refer to attachment – Annual Submission Q1-43 – Question 11 [b] 2 – LGBTI Action Plan Reporting – 2020

- (c) A copy of a reporting update provided by VP Network during 2020 is attached.

Refer to attachment - Annual Submission Q1-43 – Question 11 [c] 1 – Email VP Pride Bi-Annual reporting (ExComm) – Diversity & Inclusion Action Plans

Refer to attachment - Annual Submission Q1-43 – Question 11 [c] 2 – VP Pride Reporting against action plan Jan – Jun 2020

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

12. Orientation / On-boarding

INTERMEDIATE

Max. 2 points

Our network is actively involved in orientation, on-boarding or the welcoming of new hires within the organisation. If orientation is strictly online, our network has sought means to introduce new hires to the network and welcome them to the organisation.

For full points, please provide:

- (a) *evidence of when this last occurred*
- (b) *the degree of network involvement/participation*

- (a) Attached is a schedule outlining Recruit/PSO/PCO Squad Dates with the last group of 2020 starting their induction on 7 December.
Refer to attachment – Annual Submission Q1-43 – Question 12 [a] – Recruit Induction Schedule
- (b) There are several occasions in which new Victoria Police recruits are provided information about the LGBTIQ student network and VP Pride. The Victoria Police Induction Handbook is provided to new recruits before they arrive at the Victoria Police Academy and includes information about the LGBTIQ student network (refer to attachment [b] 1). Once recruits are at the Victoria Police Academy, they receive a presentation about the network during their first induction week and then again during their participation in Community Diversity sessions in week 2. In week 7, they receive a LGBTIQ awareness session and the network is promoted again (refer to attachment [b] 2).

Refer to attachment – Annual Submission Q1-43 – Question 12 [b] 1 – Excerpt from the Victoria Police Induction Handbook

Refer to attachment – Annual Submission Q1-43 – Question 12 [b] 2 – LGBTIQ Communities Presentation CCP 2020

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

INTERMEDIATE

13. Strategy and Goals

2 points

Our network leads have objectives that are assessed annually within performance discussions, relating specifically to performance within that role (as opposed to generic cultural, diversity or value statements).

Please provide evidence of specific KPI's in relation to a network lead role being incorporated within formal performance/assessment discussions.

The Deputy Chair of VP Pride, Inspector Mark Keen, was assessed on a number of performance objectives relevant to his role in VP Pride during 2020 (please refer to redacted Professional Development & Assessment Report).

Refer to attachment – Annual Submission Q1-43 – Question 13 [1] – Deputy Chair VP Pride – PDA Report 2020

The Chair of VP Pride, Commander Lisa Hardeman, is not required to have professional development assessments due to her position as a Commander. Her objectives in relation to LGBTIQ initiatives are reflected as part of the executive performance measures and is considered broader (e.g. includes the following “..the principles of equality and inclusion and elimination of workplace harm, conflict and discrimination within Victoria Police”).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

14. Sustainability Plan

INTERMEDIATE

Max. 2 points

Our network has a documented sustainability plan (over and above a leadership structure and/or a succession plan) that will help ensure the longevity and continuity of the network.

Please provide:

- (a) an outline of what considerations were considered in the development of the plan
- (b) a copy of the plan

(a) Previous Victoria Police employee networks that have since been disbanded, such as the Gay and Lesbian Police Employees Network (GALPEN) provided relevant learnings that helped inform the development of the sustainability plan. Data from the Victorian Public Sector Pride Network 2018 survey results and consultation with existing network members also provided some additional insights. Major considerations for the development of the plan centred around maintenance of membership, staff availability and allocation of time, ensuring the network is consistently accessible to members across the state, maintaining influence and support with executive members, and ensuring there is integration and connectiveness with other Victoria Police networks. The plan is due for renewal in 2021.

(b) **Refer to attachment – Annual Submission Q1-43 – Question 14 [b] – VP Pride Sustainability Plan 2018-2020**

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

15. Allies of Trans and Gender Diverse People

ADVANCED

Max. 3 points

The network has undertaken one of the following within the assessed year:

- a) **actively distributed, promoted or developed information on how to be an ally to trans and gender diverse employees**
- b) **worked with trans and gender diverse employees or community members to develop targeted inclusion initiatives profiling trans and gender diverse speakers or role models**

Note: This is over and above speaking events or LGBTQ calendar Days of Significance.

Points will be given for one of the above.

- (a) If you have selected (a), please provide a copy of the information provided
- (b) If you have selected (b), please provide details and evidence of this work

If you have undertaken work for both, please include the second piece of work under ADDITIONAL WORK at the end of this submission. Please do not duplicate any evidence already submitted for events around LGBTQ Days of Significance. Points will not be allocated twice for the same event.

Over the course of 2020 VP Pride, in conjunction with the Workforce Diversity and Inclusion (WDI) team and the Priority Communities Division LGBTIQ Portfolio lead, consulted with trans and gender diverse employees as part of progressing a recommendation to have preferred pronouns in Victoria Police email signatures endorsed by

Victoria Police Executive Command. Executive Command endorsed the initiative in March 2020 and, subsequently, the Corporate Brand Guidelines were updated to include a section on Email Templates – Gender Pronouns. Communications regarding the update were distributed to the organisation in April 2020.

Refer to attachment – Annual Submission Q1-43 – Question 15 [b] 1 – Pronouns in signature blocks initiative 2020

Refer to attachment – Annual Submission Q1-43 – Question 15 [b] 2 – Excerpt from Corporate Brand Guidelines – Gender Pronouns

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

ADVANCED
Max. 3 points

16. Visibility of LGBTQ Women

Throughout the assessed year, our network has ***either***:

- a) developed and made progress against an active strategy with targets in place to increase the visibility of LGBTQ women; or
- b) undertaken and documented significant activity throughout the year to increase visibility of LGBTQ women and **out** role models

Points will be given for ***one*** of the above.

(a) If you have selected (a), please enclose a copy of any plan developed along with a report of progress made

(b) If you have selected (b), please provide an outline of all activity taken to specifically increase the visibility and participation of LGBTQ women

If you have undertaken work for both, please include the second piece of work under **ADDITIONAL WORK** at the end of this submission.

VP Pride has developed or contributed to several 2020 initiatives aimed at uplifting the visibility of Victoria Police LGBTIQ women. Perhaps the most significant of these contributions was the network's review and feedback on draft versions of Victoria Police's new 10-year gender equality strategy *Equal, Safe and Strong* to ensure that the impact of gender equality on the organisation's LGBTIQ community, and in particular LGBTIQ women, was considered. A copy of the published version of the strategy can be found in the additional work at the end of this submission.

Refer to attachment – Annual Submission Q1-43 – Question 16 [b] 1 – VP Pride meeting request – contribution to Equal Safe Strong

VP Pride also played a pivotal role in successfully nominating Senior Sergeant Joy Murphy for the *Victorian Honour Roll of Women* in recognition of her extraordinary contribution to the community. Senior Sergeant Murphy is the longest serving policewoman in Australasia and has been an ongoing champion and role model for LGBTIQ employees and women in policing. In 2020, she was inducted into Victorian Honour Roll of women as a trailblazer and was recognised for her ongoing outstanding work.

Refer to attachment – Annual Submission Q1-43 – Question 16 [b] 2 – Joy Murphy – Victorian Honour Roll of Women

Also refer to - <https://www.premier.vic.gov.au/honouring-inspirational-women>

VP Pride also nominated Senior Sergeant Amanda Bowden for the Rainbow Cardigan Award in 2020 for her exceptional work in spearheading several initiatives designed to educate, raise awareness and support employees regarding LGBTIQ issues. The network has celebrated her establishment of a successful satellite Pride Network within Victoria Police which was significant in connecting and empowering a number of LGBTIQ employees in the local area.

Refer to attachment – Annual Submission Q1-43 – Question 16 [b] 3 – AB Nomination for Rainbow Cardigan Award

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

ADVANCED

17. LGBTQ Intersectionality

3 points

Throughout the assessed calendar year, the network has provided opportunities for LGBTQ people of diverse groups to raise their visibility and/or to share their stories across the organisation:

Please provide evidence for one of the following:

- LGBTQ and Aboriginal, Torres Strait Islander or Indigenous
- LGBTQ and a person of faith
- LGBTQ and of another diverse group (i.e. CALD, of mature age, living with disability, etc.)

Please provide evidence for one of the selected groups above.

If you have undertaken above-and-beyond work for more than one of the groups mentioned above, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.

VP Pride leadership council ensures that there is diversity reflected amongst their council members while accessing their EOIs for various leadership roles. As a result, a number of their programs, projects and decisions made on policies and communication matters by the network have an intersectional lens applied. The council members with multiple identities from other diversity groups include people with disability and CALD employees. Their lived experience and shared stories are critical to our employees from LGBTIQ and other diversity groups having a voice and visibility within the organisation.

In October 2020, VP Pride collaborated with other Victoria Police employee networks to promote and help facilitate the World Mental Health Day intersectional diversity event. The event was made available to all Victoria Police employees via the intranet and received some very positive feedback regarding the content. This resulted in one Victoria Police worksite making enquiries with the network into how they can improve their facilities to ensure they are more inclusive.

Refer to attachment – Annual Submission Q1-43 – Question 17 [1] – World Mental Health Day intersectional diversity event

Refer to attachment – Annual Submission Q1-43 – Question 17 [2] – Response following world mental health day- inclusive toilet facilities

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

ADVANCED

18. Intersex Allies

Max. 4 points

As Intersex Allies:

- a) The network has completed one of the following within the assessed calendar year:
- communicated what the organisation has been or is currently doing to be more inclusive of Intersex people while acknowledging that Intersex status is about variations of sex characteristics, not gender identity or sexual orientation
 - held organisation-wide educational events where Intersex people have spoken
 - distributed current and accurate information on Intersex inclusion or awareness raising across the organisation
 - shared articles, books, movies, documentaries, presentations about Intersex from intersex perspectives
 - sought and gained permission from intersex organisations such as IHRA to share relevant content on social media or LGBTQ network / diversity page
 - developed a network initiative or working group with Intersex representation to help determine how the organisation or network can be more inclusive of Intersex people (over and above including Intersex awareness within LGBTQ inclusivity training).
- b) Our organisation has signed up to The Darlington Statement

Please provide:

- a) evidence for one of the selected actions above
 b) evidence of your organisation signing up to The Darlington Statement

If you have undertaken above-and-beyond work for more than one action in part a) mentioned above, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.

Developed a network initiative or working group with Intersex representation to help determine how the organisation or network can be more inclusive of Intersex people (over and above including Intersex awareness within LGBTQ inclusivity training).

The Victoria Police LGBTI Portfolio Reference Group is co-chaired by Tony Briffa, the co-executive Director of Intersex Human Rights Australia and President of Intersex Peer Support Australia. The LGBTI Portfolio Reference Group brings a stakeholder and community perspective to the review and development of policies, processes, and initiatives to enhance and improve interactions and engagement between Victoria Police and Victorian LGBTI communities including internal initiatives. Tony's knowledge, experience and expertise is critical in providing Victoria Police and the VP Pride Network with advice on improving inclusiveness of intersex people within the organisation. Information on relevant Victoria Police reference groups can be found at <https://www.police.vic.gov.au/reference-groups>.

Refer to attachment – Annual Submission Q1-43 – Question 18 – Victoria Police LGBTI Portfolio Reference Group – Intersex representation

(Please note that the Chair of the PRG has since changed to Assistant Commissioner Brett Curran as the Lead Champion of LGBTIQ within Victoria Poice).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS 19. Broader Inclusion	ADVANCED Max. 3 points
<p>Within the assessed calendar year, the network has <u>planned, targeted and tracked both activity and progress</u> within <u>one</u> of the following areas:</p> <ul style="list-style-type: none"> a) work to extend and increase network engagement and inclusion within regional offices b) increasing LGBTQ presence or leadership within other internal diversity networks or working groups (i.e. women, parents, cross-cultural) <p>Points will be allocated for <u>one</u> of the above. If you have completed work in more than one of the above stated areas, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.</p> <p>(a) If you have selected (a), please provide a list of activities/work conducted/completed to increase inclusion within regional offices and progress to date</p> <p>(b) If you have selected (b), please provide evidence of activity or LGBTQ representation across other diversity networks</p>	
<p>(a) As highlighted in the VP Pride Sustainability Plan 2018-2020, the network's activities and participation have historically been Melbourne centric with minimal regional participation. The recommended action from the Sustainability Plan highlighted the need for activities, events and meetings to be held virtually so that accessibility is equitable across the state. Circumstances in early 2020 forced the organisation to rapidly adapt to accommodate a more virtual work environment which provided the network an opportunity to broaden the reach beyond Melbourne. From April 2020, council meetings were being held on Microsoft Teams and will continue as such in either a fully virtual or hybrid method to ensure accessibility. Similarly, events, training and lunch-time seminars have been delivered online throughout the year to ensure maximum participation. Again, a hybrid in-person and virtual method will continue to be the norm from now on. More information can be found in the attached VP Pride Sustainability Plan 2018-2020 (page 2).</p> <p>The network has also focused on providing mores support for its subcommittees that are not based in central Melbourne (e.g. LGBTI Student Committee and the Victoria Police Forensic Services Division Pride Local Committee) and 2020 saw the establishment of a new sub-committee (Road Policing Command Local Pride Committee).</p> <p><u>Refer to attachment – Annual Submission Q1-43 – Question 19 [a] 1 – VP Pride Sustainability Plan 2018-2020</u></p> <p><u>Refer to attachment – Annual Submission Q1-43 – Question 19 [a] 2 – VPSD Pride Local Committee</u></p>	

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS 20. Network Reporting	ADVANCED Max. 4 points
<p>Within the assessed calendar year, we produced:</p> <ul style="list-style-type: none"> a) a network specific report on progress against network targets, in addition to b) one of the following areas of performance: <ul style="list-style-type: none"> • additional advice provided to the organisation throughout the year • areas of significant contribution • areas of future focus • annual progress tracking against the AWEI 	

Please provide evidence for both (a) and (b). If you have undertaken above-and-beyond work for more than one of the areas mentioned above, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.

- (a) In 2020 the VP Pride Network developed a matrix that reports against specific items identified in their *Strategic Plan 2018-2020*. Although the document does not include all links to strategic documents, it provides an overview of the progress and outcomes as of 2020. VP Pride is continuing to progress this document and considers it vital as part of the review process for developing the next plan.

Refer to attachment – Annual Submission Q1-43 – Question 20 [a] – VP PRIDE Strategic Plan 2018-2020 Outcomes Matrix

- (b) At the conclusion of 2020, the Chair of VP Pride (Commander Lisa Hardeman) and the LGBTIQ organisational lead champion (Assistant Commissioner Brett Curran) provided senior members of Victoria Police with a summary of achievements over the past year and priorities for 2021 in relation to the *LGBTIQ Inclusions Strategy and Action Plan* and *Proud Visible Safe*. The summary included achievements such as:

- Introduction of gender affirmation leave;
- Voluntary sharing of sexual orientation and gender identity data on HR systems;
- Improved reporting of LGBTIQ workplace harm;
- Increased visibility of LGBTIQ inclusion through approval of rainbow lanyards;
- VP Pride hosts forum for all members and day of significance; and
- LGBTIQ training sessions.

Priorities for 2021 that were identified were:

- Roll out of targeted training sessions for Human Resource Department and Professional Standards Command employees handling LGBTIQ related workplace harm;
- All gender uniform policy;
- Participation in AWEI and survey;
- Increased communication from leadership; and
- Evaluation of current strategies

Refer to attachment – Additional Evidence - Annual Submission Q1-43 – Question 20 [b] 1 – LGBTIQ – 2020 Year in Review Summary and 2021 Priorities

SECTION 4: VISIBILITY OF INCLUSION

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION

FOUNDATION

21. Days of Significance
Max. 2 points

Within the assessed calendar year, we have celebrated and promoted LGBTQ Days of Significance across the organisation while *providing and/or educating employees with an understanding of why these dates are important.*

For full points, please provide:

- a) a list of LGBTQ Days of Significance celebrated throughout the assessed year
- b) a brief description of each event, *detailing how you promoted an understanding of why the day is significant*

COVID-19 certainly disrupted the planning of events and usual participation during 2020, however the organisation adapted by developing new ways of celebrating and promoting days of significance.

- IDAHOBIT – the organisation promoted the day via various communication methods (intranet page, targeted emails, bulletin boards etc.) and provided information to staff about different ways they can get involved and celebrate. This included:
 - Dressing in rainbow colours or using a colourful background screen, where business appropriate, when using Microsoft Teams for meetings.
 - Encouraging colleagues to join VP Pride, the Victoria Police LGBTIQ Employee Network, as LGBTIQ identifying or an LGBTIQ ally.
 - Starting a conversation in your workplace about the new email signature guidelines or where to get support.
 - Watching this recorded webinar from the Pride in Water IDAHOBIT and LGBTIQ inclusion online event last week. Line-up included: Joe Ball – CEO of Switchboard Victoria; Mama Alto – jazz singer, cabaret artiste & gender transcendent diva; and Sarah Thomson – General Manager of Commercial (Chief Financial Officer) for Goulburn Valley Water.

Victoria Police also promoted *The Great Rainbow Bake-Off* as part of its IDAHOBIT communications and promoted the day externally via its social media channels.

Refer to attachment – Annual Submission Q1-43 – Question 21 [b] 1 – IDAHOBIT

Refer to attachment – Annual Submission Q1-43 – Question 21 [b] 2 – Email Comms IDAHOBIT 2020 – May 17

Refer to attachment – Annual Submission Q1-43 – Question 21 [b] 3 – VP Facebook IDAHOBIT

- Wear it Purple Day – similar promotion via various communication channels and suggested ways to support as part of virtual working environments. Suggested ways of getting involved were:
 - Attending LGBTIQ Awareness Training held virtually on 27th of August
 - Wear purple (if you're a VPS member) and encourage your families to wear purple
 - Wear your rainbow lanyard (it can be worn everyday now – Corporate News)
 - Change your Microsoft Teams background to one of the options on the Wear it Purple Resources page
 - Fly a rainbow flag outside your station (You can display a rainbow flag inside the station if a flagpole can't be used)
 - Decorate your work or home office area
 - Organise a local (maintaining COVID social distancing guidelines) or virtual morning/afternoon tea to celebrate the cause
 - Build your team's knowledge and skills by screening or distributing LGBTI Resources
 - Consider donating to a LGBTIQ youth organisation of your choice for example Minus18, Drummond Street Services or Wear It Purple Day

- Help build a better understanding of the diversity within Victoria Police and update your diversity information on HR assist
- Join the Wear it Purple Day Microsoft Teams session (see flyer to the right)
- To register or for further information contact: RPC-PRIDE-NETWORK-MRG@police.vic.gov.au.

Refer to attachment – Annual Submission Q1-43 – Question 21 [b] 4 – Intranet Page Wear it Purple

Refer to attachment – Annual Submission Q1-43 – Question 21 [b] 5 – Targeted Email Wear it Purple Day 28th August

Refer to attachment – Annual Submission Q1-43 – Question 21 [b] 6 – Wear it Purple RPC and TPSC Flyer 28.08.2020

- Victoria Police also celebrated the Midsumma festival and Pride March 2020 with similar promotions across Victoria Police communication channels.
- Transgender Day of Remembrance - A virtual Transgender Day of Remembrance Event was organised by Road Policing Command Pride Network, in conjunction with TPSC GLLO Network and Workplace Diversity and Inclusion
 - It included hearing personal stories from special guest speakers and learning more about the role of allies in supporting trans people in our workplaces and communities.

Refer to attachment – Annual Submission Q1-43 – Question 21 [b] 7 – Transgender Day of Remembrance Event 20th Nov

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION

22. Visibility in the Workplace

FOUNDATION
Max. 3 points

We actively encourage and provide a means by which employees can indicate their commitment to LGBTQ workplace inclusion through the use of: ALLY email signatures, lanyards, personal pronouns, **virtual backgrounds, etc.**

Please provide:

- a) a list of options available to employees through which they can visually indicate that they are an ally or supporter of LGBTQ inclusion*
- b) a couple of photos showing active support and visibility of these options within/around/throughout the workplace (please limit photos to a couple of photos – not required for each available option)*

(a) Victoria Police employees are encouraged to show their commitment to LGBTIQ workplace inclusion via a number of methods:

- Use of pronouns in email signatures (introduced 2020)
- Including the rainbow flag in email signature
- Wearing a rainbow lanyard (endorsed by organisational leadership in 2020)
- Including the VP Pride logo (if a member) in email signature
- Using LGBTIQ virtual backgrounds (e.g. rainbow flag, VP Pride background)

(b) **Refer to attachment – Annual Submission Q1-43 – Question 22 [b] 1 – VP Pride Virtual Teams Background**

Refer to attachment – Annual Submission Q1-43 – Question 22 [b] 2 – Email signature example

Refer to attachment – Annual Submission Q1-43 – Question 22 [b] 3 – Use of Rainbow Lanyard at work

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION 23. Ally / Champion Reference Guides	INTERMEDIATE Max. 3 points
<p>We provide Ally/LGBTQ Champion Reference Guides or materials on how to be an effective ally and/or an active champion for LGBTQ inclusion within the workplace.</p> <p><i>Please provide</i></p> <ul style="list-style-type: none"> (a) <i>copy of this guide or an outline of the content covered within the guide</i> (b) <i>information regarding how it is distributed or where this guide can be found</i> 	
<p>The Workforce Diversity and Inclusion (WDI) unit play a critical role in providing advice, consultation and expertise in relation to four key organisational diversity areas including LGBTQ. The WDI LGBTQ intranet pages are often a 'first point of contact' for employees looking for information or documentation to help guide them in best practice. The LGBTQ Employee Resources page includes a link to Pride in Diversity's <i>Engaging Allies for Change</i> publication and employees are regularly referred to it as part of consultation. It can be found by navigating to the WDI homepage through Gender Equality and Inclusion Command or by simply using the intranet search function.</p> <p><u>Refer to attachment – Annual Submission Q1-43 – Question 23 [1] – Intranet Location of Engaging Allies for Change</u></p>	

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION 24. Individual LGBTQ Inclusion Work Recognition	INTERMEDIATE 2 points
<p>Leadership has formally recognised and communicated the work of employee/s across the organisation, regarding their <i>internal</i> contribution in LGBTQ inclusion within the workplace.</p> <p>Note: This excludes PiD communications around AWEI Awards – but can include your leadership's formal <i>internal</i> recognition of the contribution made by employees.</p> <p><i>Please provide evidence.</i></p>	
<p>At the conclusion of 2020, Assistant Commissioner Brett Curran formally accepted his position as the LGBTQ lead champion for the organisation. As part of introducing himself in the new position AC Curran sent an email to VP Pride members thanking them for their hard work and commitment for making Victoria Police a more inclusive organisation and congratulating them for the work that had been achieved during a challenging 2020.</p> <p><u>Refer to attachment – Annual Submission Q1-43 – Question 24 [1] – AC Curran message to the members of VP Pride</u></p>	

In 2020, Deputy Commissioner Neil Paterson was named in the Deloitte 50 Outstanding LGBTI+ Leaders Report. The report recognises role models in the community and aims to inspire all people to work towards creating more inclusive workplaces and communities, all around Australia and the world. The organisation recognised this achievement by creating a Top News item that was posted on the Victoria Police intranet homepage.

Refer to attachment - Annual Submission Q1-43 – Question 24 [2] – Intranet News Item – DC Paterson named as outstanding LGBTI leader

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION 25. Confidential Contacts	INTERMEDIATE 2 points
<p>We have an LGBTQ intranet page that clearly identifies LGBTQ people or allies who can be contacted for a <u>confidential</u> and informal discussion regarding being an LGBTQ employee within the organisation. This is over and above any HR or grievance contacts and <u>confidentiality must be assured</u>.</p> <p><i>Please provide a screenshot of where this information is provided. If the contact is not clearly communicated as CONFIDENTIAL, full points will not be awarded.</i></p> <p>The Victoria Police Pride Network intranet page ‘About Us’ and LGBTIQ Student Network page both include information on network contacts that can be contacted confidentially for advice or support.</p> <p><u>Refer to attachment – Annual Submission Q1-43 – Question 25 – Confidential Contacts</u></p>	

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION 26. Communication of LGBTQ Support Information	INTERMEDIATE Max. 2 points
<p>As the initial source of information for LGBTQ employees, our LGBTQ intranet page <u>clearly articulates</u>:</p> <ul style="list-style-type: none"> a) the process for formally reporting workplace LGBTQ bullying/harassment b) available LGBTQ friendly support (should this occur) <p><i>For full points, please:</i></p> <ul style="list-style-type: none"> <i>(a) provide a screenshot of where this information is communicated on the network or LGBTQ diversity page.</i> <i>(b) clearly show LGBTQ friendly support avenues</i> <p>As previously mentioned, there are multiple entry points for complaints across Victoria Police (refer to Standing Submission Question 8) including Professional Standards Command and a dedicated taskforce (Taskforce Salus) established to investigate allegations of sexual harassment and sexual assault made against current and former Victoria Police staff. However, most commonly employees are encouraged to contact OneLink which provides support, advice and guidance for those who have been impacted by workplace harm. Victoria Police wellbeing services are also promoted as a point of contact.</p> <p>The organisation’s LGBTIQ intranet pages are hosted by the Workforce Diversity and Inclusion (WDI) unit which forms part of the Gender Equality and Inclusion Command (GEIC). Information about how and where to access support appears on the majority of LGBTIQ related pages and a visible link to ‘OneLink – support for workplace harm’ also a permanent user option on the GEIC homepage. All pages include contact details for the WDI unit and other internal supports depending on the</p>	

nature of the content on the intranet page (e.g. police psychology GLO position-based email account details). Additionally, the VP Pride Network page provides a comprehensive list of internal and external support services. The LGBTIQ Student Network page also provides some information specific support services available.

Refer to attachment – Annual Submission Q1-43 – Question 26 [a & b] 1 – Communication of LGBTIQ Support Information – examples WDI pages

Refer to attachment – Annual Submission Q1-43 – Question 26 [a & b] 2 – Communication of LGBTIQ Support Information – examples network pages

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION

ADVANCED

27. LGBTQ Social Media Streams

2 points

We have internal LGBTQ social media streams or any other means by which we can engage staff in conversations and post items of interest in regard to our inclusion work (may include but is not limited to Yammer, Twitter, Facebook, SharePoint).

Please provide screenshot evidence of such posts and/or conversations on your social media streams.

Yammer was introduced to Victoria Police in late 2020 and by the end of the year was still in its early stages of inception. The VP Pride Network was an early adopter of the social networking platform and was quick to utilise the functionality to engage staff about LGBTIQ initiatives and inclusion work. Additionally, during the pilot phase of Yammer the Victoria Police Media and Corporate Communications Department (MCCD) specifically engaged with the Gender Equality and Inclusion Command to discuss early development of specific diversity and inclusion pages to promote LGBTIQ initiatives and information.

Refer to attachment – Annual Submission Q1-43 – Question 27 – VP Pride Yammer Page

Note: Engagement between Victoria Police staff on external social media platforms (Facebook, Twitter etc.) is against security policy due to the sensitive nature of the organisation’s work. This limits social media engagement to whatever internal means is available.

SECTION 5: TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT

Please do not include compliance training covering anti-discrimination policies or training within events. Both of these are covered elsewhere.

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT

FOUNDATION

28. Face-to-Face Training

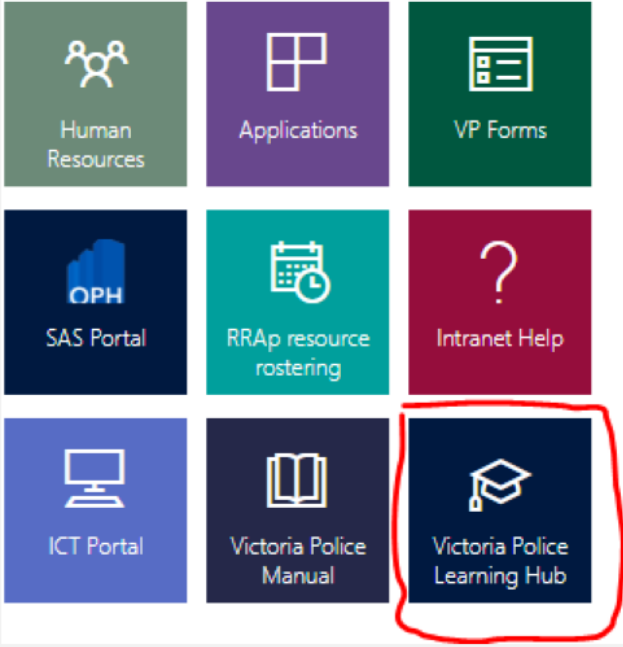
2 points

We have made face-to-face LGBTQ Awareness / Inclusion / Ally Training available to all employees within the assessed calendar year. This would include any interactive training conducted via internet technologies (i.e. WebEx, Zoom, Teams, etc).

	Name of Trainer or Provider : Pride in Diversity	<input checked="" type="checkbox"/> Our trainer is accredited by or from Pride in Diversity
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Length of training:	Two hours
Date/s:	2020 - 18/05, 18/06, 15/07, 21/07, 06/08, 27/08, 10/09, 08/10, 21/10, 24/11
Number of attendees approx that will have gone through this training:	300
Evidence of training undertaken (one piece required):	<p>Screenshot of the invitation sent or where training has been communicated. Example:</p>
Copy of presentation or outline of training covered:	<i>[Evidence Here] (Not required if Pride in Diversity or Pride in Health + Wellbeing delivered)</i>

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT		FOUNDATION 2 points
29. Online Training		
<p>We have LGBTQ online training modules or pre-recorded content that can be accessed by employees throughout the assessed calendar year.</p> <p>During 2020, an LGBTQ Awareness and Allies training was developed for the purposes of being accessible online via the Victoria Police Learning Hub (VPLH). Unfortunately as a result of other priorities editing of the video was not completed by the end of 2020. It is expected to be available to all Victoria Police employees in 2021.</p>		
Name of Online Training or Video:	LGBTIQ Awareness & Allies	
Length of the LGBTQ component within the video/training:	Two hours	
Where employees can access this training :	Please provide screenshot of where this training is accessed. Will be accessible via the Victoria Police Learning Hub which is available on the VP intranet home page.	

		
Tracking:	<p>To provide evidence of training being accessed, please identify:</p> <ul style="list-style-type: none"> (a) how participation numbers are tracked – Staff will be tracked via an HR Code in the HR Assist Application (b) approximate number of people accessing this training throughout the assessed year – Still being edited by the Digital Education Unit at the end of 2020. 	
Copy of the module or a brief outline of it's LGBTQ content.	[Evidence Here]	

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
30. Professional Development for LGBTQ Employees	Max. 2 points
<p>Outside of the Pride in Practice Conference within the assessed calendar year, we have <u>either</u>:</p> <ul style="list-style-type: none"> (a) provided LGBTQ people with LGBTQ specific leadership training, internally or externally (excludes conferences unless specifically dedicated to LGBTQ leadership development) (b) put processes in place to ensure that there is LGBTQ representation within talent development programs. 	

Please provide evidence for the one selected item above. If you can provide both, please add the second item to the ADDITIONAL WORK section at the end of this submission.

The difficult circumstances of 2020 disrupted the availability of external training programs and the availability of Victoria Police staff to attend any conferences or professional development opportunities. Being a frontline emergency management organisation, a majority of our police members were busy responding to the COVID pandemic thus impacting opportunities for professional development.

However, in spite of these challenges, VP Pride successfully launched their first virtual Lunchtime Networking and Development Workshop in October. This provided LGBTIQ staff (and others) an opportunity to hear directly from the Executive Sponsor – Deputy Commissioner Neil Paterson, learn about support from Wellbeing Services and Onelink and receive an overview of the Restorative Engagement and Redress Scheme run by the Department of Justice and Community Safety and specifically set-up for current and former Victoria Police employees following the VEOHRC Independent Review into sex discrimination and sexual harassment, including predatory behaviour in Victoria Police (2015).

Refer to attachment – Annual Submission Q1-43 – Question 30 – VP PRIDE Lunchtime Networking and Development Event - Agenda

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
31. LGBTQ Inclusion Training Plan	Max. 4 points
We have a strategy or training plan in place to specifically address LGBTQ inclusion and/or awareness training for all employees.	
<i>Please provide:</i>	
<ul style="list-style-type: none"> (a) a copy of the strategy (b) outlined progress made throughout the assessed year 	
A copy of the Victoria Police LGBTI Inclusion Training Plan, which includes progress made throughout 2020 is attached:	
Refer to attachment – Annual Submission Q1-43 – Question 31 [a & b] – VP LGBTI Inclusion Training Plan	

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
32. LGBTQ Conferences, Seminars and Events	2 points
Within the assessed calendar year, we have provided opportunities for employees to attend <u>external</u> dedicated LGBTQ <u>conferences, seminars or events</u>.	
Note: This may include but is not limited to the Pride in Practice Conference, Regional Reach or Sapphire Events, or external LGBTQ panel events. This does not include roundtables or social networking events.	
<i>Please provide evidence.</i>	
During 2020, Victoria Police employees have been provided opportunities to attend:	

- Pride in Practice
 - **Refer to attachment – Annual Submission Q1-43 – Question 32 [1] – Pride in Practice confirmation email**
- Gender and Sexuality at Work – A multidisciplinary research and engagement conference.
 - At this conference the Deputy Chair of VP Pride, Inspector Mark Keen, presented on the *Proud, visible, safe* report – responding to workplace harm experienced by LGBTI employees in Victoria Police.
 - **Refer to attachment – Annual Submission Q1-43 – Question 32 [1] – Gender & Sexuality at Work Conference**

SECTION 6: EXECUTIVE LEADERSHIP & ENGAGEMENT

Please note: Different titles are used when referring to the most senior executive. For the purpose of consistency within submission, in defining CEO or Equivalent, we are referring to the most senior executive in your organisation within Australia.

If you have a CEO or equivalent, or Senior Leader/Executive highly active in promoting and supporting LGBTQ inclusion (as an LGBTQ individual or an ally), please consider nominating them for the following Awards (where applicable):

- [Executive Leadership Award](#)
- [CEO of the Year Award](#)

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT	INTERMEDIATE Max. 2 points
33. Executive Sponsor or Champion	
<p>We have a visible and active Executive Sponsor or Senior Champion for LGBTQ inclusion who has both:</p> <ol style="list-style-type: none"> a) contributed to the LGBTQ strategy b) is engaged in tracking performance progress against the strategy throughout the year <p><i>For full points, please provide evidence for all parts to this question:</i></p> <ol style="list-style-type: none"> a) specific contribution to the strategy b) level of engagement, tracking progress against the strategy (signed statement by the Executive as to their role in strategy development / tracking will suffice) 	
<p>(a) The Victoria Police LGBTIQ Executive Sponsor is Deputy Commissioner Neil Paterson. DC Paterson is very active in promoting LGBTIQ initiatives in Victoria Police and was recognised as an outstanding LGBTI leader in 2020. An example of DC Paterson’s ongoing contribution to the <i>LGBTIQ Inclusion Strategy and Action Plan 2018 – 2020</i> was his feedback and comments as part of the Victoria Police Uniform and Appearance policy review (see attached). The review of this policy is an action identified in the <i>LGBTI Inclusion Action Plan</i> (action 1.07) and relates to the outcome of eliminating discrimination and providing guidance for employees who identify as gender-diverse or non-binary.</p> <p><u>Refer to attachment – Annual Submission Q1-43 – Question 33 [a] 1 – Email DC Paterson – Uniform & Appearance Policy review</u></p>	

Refer to attachment – Annual Submission Q1-43 – Question 33 [a] 2 – DC Paterson Comments – VPM Uniform Appearance August 2020

- (b) DC Paterson’s portfolio changed mid-way through 2020 and he is now the lead for Victoria Police Capability. The Workforce Diversity and Inclusion (WDI) move from Human Resource Department (HRD) to the Gender Equality and Inclusion Command (under the Capability Portfolio) provided DC Paterson with a greater opportunity to track progress against the *LGBTIQ Inclusion Strategy and Action Plan*. Updates are provided to him during his monthly portfolio meetings with Assistant Commissioner Brett Curran (LGBTIQ Lead Champion) and also through briefing updates provided by the WDI manager. Attached is an example of one of these briefings and some comments from DC Paterson in relation to the action plan. Although the report is from January 2021, it relates to work completed from July to December 2020 and planned initiatives for the upcoming year.

Refer to attachment – Annual Submission Q1-43 – Question 33 [b] 1 – DC Capability LGBTIQ briefing

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT

34. Executive Advocacy

ADVANCED
2 points

Within the assessed calendar year, Senior Executive(s) within our organisation have:

- a) advocated for LGBTQ inclusion at an executive level *externally* amongst peers
- b) advocated for LGBTQ inclusion at an executive level *internally* amongst peers; or
- c) attended at least two of the Pride in Diversity Executive Allies Forums within the assessed year

Please provide evidence for one of the above.

If you can provide evidence for two or more of the above, please add the additional item/s to the ADDITIONAL WORK section at the end of this submission.

- (a) The Chair of the LGBTI Portfolio Reference Group (PRG) is Assistant Commissioner Brett Curran. Brett is also the Victoria Police LGBTIQ lead champion and is responsible for advocating LGBTIQ inclusion internally and at relevant external events. His role as Chair of the PRG is to ensure engagement with members of the PRG is maintained and oversee implementation of LGBTIQ initiatives internally and externally. This requires regular engagement with his Command (senior leadership) peers and updates/reporting provided to Deputy Commissioner Neil Paterson.

Refer to attachment – Annual Submission Q1-43 – Question 34 [a] – LGBTIQ PRG Agenda 20.11.20

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT

35. CEO or Equivalent Communications

ADVANCED
2 points

Within the assessed calendar year, our CEO or equivalent has sent formal communications to all employees comprehensively discussing progress made in LGBTQ inclusion work and its importance to the organisation. This may be CEO communications prioritised on intranet pages or within a CEO newsletter (beyond social media, award announcements only).

Please provide the most comprehensive communication sent out by your CEO (or equivalent) to all employees in regard to your work in LGBTQ inclusion.

N/A

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT

36. CEO or Equivalent Speaking at Events

ADVANCED

2 points

Our CEO or equivalent has spoken at LGBTQ events held by our organisation, either internally or externally.

For full points, all of the following must be provided:

- (a) evidence of the individual speaking at the event and approximate duration of speech*
- (b) brief outline of event purpose and typical audience*
- (c) approximate attendee numbers*

In December 2020, Chief Commissioner Shane Patton was invited to talk at the launch of the Emergency Management Pride Network Victoria. The network aims to provide members from Victoria's emergency services sector with a platform to "raise awareness and visibility of the LGBTIQ community to create a more inclusive and collaborative emergency management (EM) sector in Victoria". The event was accessible to all members of all 12 emergency services agencies. Chief Commissioner Patton's talk went for approximately two minutes and can be viewed via the link below (CCP Patton begins at 15.42).

<https://www.youtube.com/watch?v=-f3aGXKnBKQ>

SECTION 7: DATA COLLECTION & REPORTING

ANNUAL SUBMISSION: 2020 DATA COLLECTION & REPORTING

37. Employee Data Analysis

INTERMEDIATE

Max. 3 points

Within our annual engagement, pulse or diversity surveys, either for the assessed calendar year or year prior, we have:

- a) included questions in regard to one's sexual orientation, gender identity or whether or not someone is intersex, AND**
- b) analysed and reported on LGBTQ engagement data alongside other diversity demographics or overall population statistics**

For full points, please provide:

- a) details of when that data was last collected*
- b) a copy of the questions used to identify LGBTQ population*
- c) an overview of comparative findings or analysis as compared to other internal populations*

- (a) In June 2019, Victoria Police participated in the Victorian Public Sector Commission's People Matter Survey. Although not mandatory, all Victoria Police employees were encouraged to participate. Due to COVID-19, Victoria Police did not participate in the 2020 People Matter Survey, however are intending to participate in 2021.
- (b) The People Matter Survey 2019 asked employees about their experience working at Victoria Police and includes questions in regards to one's gender identity and their sexual orientation (including whether they are intersex). The survey also asks questions around diversity within the organisation and employee wellbeing and engagement.
- (c) Results showed that approximately 5% of the organisation identified as non-heterosexual. The recent inclusion of diversity data (updating is optional for staff) on the HR Assist system during 2020 showed that as of December only 302 employees had provided information on sexuality, 64 of whom identified as non-heterosexual. This is a representation of 1.4% of employees that have provided information and 0.2% that can be identified as belonging to the LGBTIQ cohort. Victoria Police is continuing to encourage employees to update their diversity data so that more statistical significance can be drawn and further analysis undertaken.

Refer to attachment – Annual Submission Q1-43 – Question 37 [b] – Questions from 2019 People Matter Survey

Refer to attachment – Annual Submission Q1-43 – Question 37 [c] – Victoria Police Executive Summary PMS 2019

ANNUAL SUBMISSION: 2020 DATA COLLECTION & REPORTING

38. LGBTQ Analysis

ADVANCED

3 points

Within the assessed calendar year (or year prior), we have specifically asked, investigated or assessed one of the following:

- if LGBTQ employees are directly or indirectly disadvantaged at any stage during the recruitment process
- if LGBTQ employees are directly or indirectly disadvantaged in talent management processes or career progression
- if there are discrepancies in attrition rates between LGBTQ and non-LGBTQ employees
- if within gender aggregated data, we include non-binary employees and if not a proposed plan of action
- if internal engagement or AWEI Survey data show any "most in need" areas to focus on, resulting in a plan of action

Please provide evidence for one of the above, including a plan of action where stipulated. Points will be given for one of the above.

If you have done work in more than one of the above areas within the assessed year, or year prior, please add such work to the ADDITIONAL WORK section at the end of this submission.

Victoria Police is continuing to encourage employees to update their diversity data through HR Assist including gender identity and sexual orientation. This is vital for the organisation to better understand the workforce diversity and ensure effective employee support. An ongoing communications campaign (started June 2020) has been implemented to ensure employees receive regular reminders. This is accompanied by quarterly workforce diversity reports that are available to all staff.

Refer to attachment – Annual Submission Q1-43 – Question 38 [1] – Example of communications – diversity data

Refer to attachment – Annual Submission Q1-43 – Question 38 [2] – Quarterly Diversity Summary December 2020

SECTION 8: COMMUNITY ENGAGEMENT

Please note: For this Submission, we will be accepting evidence only regarding one such event/instance for each question within this section, respectively (as opposed to two). If you have more than one example to evidence for the questions within this section, please *please add the additional item/s to the ADDITIONAL WORK section at the end of this submission.*

ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT 39. Employer Branded Participation at Community Events	INTERMEDIATE 2 points
<p>Within the assessed calendar year, we held stalls at LGBTQ community events or participated in pride parades under our employer/company branding. (This may include online community events with prominent employer branding.)</p> <p>Note: This must be a targeted branding exercise, over and above employees wearing corporate t-shirts but not contributing formally to the event.</p> <p><i>Please provide evidence of branding displayed at one such community event, including online community events.</i></p> <p>Please see attached from Pride March 2020: <u>Refer to attachment – Annual Submission Q1-43 – Question 39 – Branded participation in Pride March 2020</u></p>	

ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT 40. Pro-Bono or Financial Support: LGBTQ Charities/Organisations	INTERMEDIATE 2 points
<p>Throughout the assessed calendar year, we have provided pro-bono or financial support to LGBTQ charities/community groups. (This includes sponsorships of events, publications or pro-bono accommodation/venue support. Fundraising is covered in Q41.)</p> <p><i>Please provide evidence of one such instance.</i></p> <p>Victoria Police fund a joint stall at ChillOut Festival, held over the March long weekend every year (including 2020). As a show of community support Victoria Police also fund the Anti-Violence Project (AVP) to utilise the stall next to us. AVP are members of the LGBTIQ PRG. We are committed to assisting community groups that provide advice and consultation to Victoria Police.</p>	

ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT 41. Fundraising	INTERMEDIATE 2 points
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Throughout the assessed calendar year, we have engaged in fundraising for LGBTQ charities / communities / groups. (This may include the support of any LGBTQ charity groups within workplace giving programs.)

Please provide evidence of *one* such instance. (This can be a letter of appreciation, certificate, receipts or confirmation of funds raised issued by the charity/group.)

During Wear it Purple Day, Victoria Police encouraged staff to donate to a LGBTIQ youth organisation of their choice. Examples provided were Minus 18, Drummond Street Services or Wear It Purple Day.

Similar communications were sent as part of promoting IDAHOBIT with employees encouraged to donate to programs that support LGBTIQ youth through the IDAHOBIT website.

Refer to attachment – Annual Submission Q1-43 – Question 41 – Fundraising communications

SECTION 9: SURVEY

ANNUAL SUBMISSION: OPTIONAL SURVEY PARTICIPATION

42. Survey Participation

OPTIONAL
2 points

We are participating in the 2021 AWEI Survey. *Please note:*

- *Partial points will not be given. Full points will only be obtained for the following:*
 - *Medium Employers (501 – 2000 employees): if 50 or more survey responses are collected*
 - *Large Employers (2001 – 8000 employees): if 100 or more survey responses are collected*
 - *Significant Employers (8001 or more employees): if 200 or more survey responses are collected*

Please note: the more respondents you have, the more substantial data you will receive. The purpose of the AWEI Survey is to provide you with significant information on the impact of your inclusion initiatives and allow you to benchmark against the national dataset.

SECTION 10: ADDITIONAL WORK

This section allows you to describe and provide evidence for any additional work completed throughout the assessed calendar year:

(a) *that has not already been included within this index submission*

(b) *that you believe is significantly over and above what a particular question or index topic is looking for*

- **IMPORTANT: PLEASE COMBINE ALL RELATED INDEX WORK INTO ONE ROW.** For example, if you wish to claim for significant training, list all LGBTQ training within one row under the Item Name of "Training." Only 1 point is available for all work pertaining to a particular topic/area – PLEASE do not split similar areas of index activity over multiple rows.

- Please add additional rows regarding different areas of work, as necessary. **Note: A maximum of 15 points (15 items) may be obtained in this section. Should you submit more than this, you will still only be eligible for the same Maximum points.**

ANNUAL SUBMISSION: ADDITIONAL WORK	
43. ADDITIONAL WORK	ADDITIONAL Max. 15 points
Item Name: <i>[Question No. or Item Name Here]</i>	
Standing Submission - Question 9	<u>Refer to attachment – Additional Evidence - Standing Submission – Question 9 – Victoria Police Workplace behaviours guide</u>
Standing Submission – Question 15	<u>Refer to attachment – Additional Evidence - Standing Submission - Question 15 - All gender facilities email exchange - external</u>
Annual Submission – Question 16	<u>Refer to attachment – Additional Evidence - Standing Submission – Question 16 – Lesbian Visibility Day</u>
Annual Submission - Question 18	<p>VP Pride was in the process of organising an event in collaboration with Priority Communities Division for Intersex Awareness day, however due to COVID-19 restrictions and the rapid changes in organisational priorities (e.g. police resourcing) the event unfortunately had to be cancelled.</p> <p>VP Pride includes the PiD Employers Guide to Intersex Inclusion on its network resources page which is available to anyone in the organisation.</p> <p><u>Refer to attachment – Additional Evidence - Annual Submission – Question 18 – VP Pride Resources – Employers guide to intersex inclusion</u></p>
Annual Submission – Question 21	<p><u>Refer to attachment – Additional Evidence – Annual Submission – Question 21 - Transgender Support Message - Transgender Day of Remembrance</u></p> <p><u>Refer to attachment – Additional Evidence – Annual Submission – Question 21 – Lesbian Visibility Day</u></p> <p><u>Refer to attachment – Additional Evidence – Annual Submission – Question 21 – Carnival 2020</u></p>
Annual Submission - Question 25	<p>Victoria Police employees also have the option to engage with members of the Peer Support Program. Peer Support is a process whereby selected employees are trained to recognise various signs and symptoms of stress and assist their colleagues by listening, understanding and providing appropriate referrals where necessary.</p>

<p>Annual Submission – Question 37</p> <p>NEW EVIDENCE:</p> <p>Equal, Safe and Strong – Victoria Police’s Gender Equality Strategy 2020-2030</p> <p>Restorative Engagement and Redress Scheme</p> <p>2023 LGBTIQ Criminal Justice Professionals Conference</p>	<p>The Victoria Police Peer Support Program strives to provide employees with initial support in times of personal or work-related difficulty when requested. Employees can request specific Peer Support members that identify as LGBTIQ or have undergone PiD training. <u>Refer to attachment – Additional Evidence – Annual Submission – Question 25 – Peer Support Program</u></p> <p><u>Refer to attachment – Additional Evidence – Annual Submission – Question 37 – Sexual orientation data – communication to WD!</u></p> <p><i>Equal, Safe and Strong – Victoria Police’s Gender Equality Strategy</i> launched in December 2020. <u>Refer to attachment – Additional Evidence – Other Items – 001 Equal Safe and Strong Victoria Police Gender Equality Strategy 2020 – 2030</u></p> <p>The Restorative Engagement and Redress Scheme was launched in July 2020 and is available to former and current Victoria Police employees who have experienced workplace sex discrimination or sexual harassment. Members of VP Pride contributed to the Scheme’s development to ensure inclusiveness of LGBTIQ. The Scheme has seen a number of current and former members apply that identify as LGBTIQ. <u>Refer to attachment – Additional Evidence – Other Items – 002 Restorative Engagement and Redress Scheme – communications</u> <u>Refer to attachment – Additional Evidence – Other Items – 003 – Restorative Engagement & Redress Scheme – RE VP Pride Council Meeting</u> Website for more information: https://www.vic.gov.au/redress-police-employees</p> <p>Deputy Commissioner Neil Paterson has taken on the responsibility for Melbourne to host the 2023 LGBTIQ Criminal Justice Professionals Conference (last held in Toronto and attended by Neil Paterson and 33(1) to present on Proud, Visible, Safe). <u>Refer to attachment – Additional Evidence – Other Items – 004 2023 LGBTIQ Criminal Justice Professionals Conference – SC Minutes</u> <u>Refer to attachment – Additional Evidence – Other Items – 005 2023 LGBTIQ Criminal Justice Professionals Conference Steering Committee</u></p>
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Support Message – Kew Deaths	<p>Victoria Police tragically lost four of its members in a freeway accident in April 2020. One of the members was a member of the Victoria Police LGBTIQ community and his loss deeply affected many within the organisation. A message of support was sent by then Assistant Commissioner Neil Paterson shortly after the accident.</p> <p><u>Refer to attachment – Additional Evidence – Other Items – 006 Kew Deaths – message from Assistant Commissioner Neil Paterson</u></p>
VP Pride Communications – Accessible and inclusive screening	<p>VP Pride sent communications to its members informing them of Breast Screen Victoria’s safe space for people to screen individually or as a group among other LGBTI people.</p> <p><u>Refer to attachment – Additional Evidence – Other Items – 007 LGBTQ community screening sessions at Breast Screen Victoria</u></p>
Neil Paterson LinkedIn Posts	<p>In 2020, Deputy Commissioner and LGBTIQ Executive Sponsor Neil Paterson was quite actively engaged in promoting LGBTIQ initiatives and his involvement via his LinkedIn profile as a member of Victoria Police.</p> <p><u>Refer to attachment – Additional Evidence – Other Items – 008 Neil Paterson – LinkedIn Posts</u></p>
VP Pride Liaison with NSW	<p>During 2020, the VP Pride Network has been engaging with NSW to assist in their establishment of their own LGBTIQ employee network</p> <p><u>Refer to attachment – Additional Evidence – Other Items – 009 VP PRIDE liaison with NSW Police</u></p>
VP Pride and WDI Presentation to Ambulance Victoria	<p>In August 2020, VP Pride and the Workforce Diversity and Inclusion team presented Victoria Police LGBTIQ initiatives to the Ambulance Victoria Diversity and Inclusion council.</p> <p><u>Refer to attachment – Additional Evidence – Other Items – 010 VicPol Presentation – Ambulance Victoria D&I Council</u></p>
Full Time GLLO Officer Position	<p>In 2020, a new full time LGBTIQ Liaison Officer (GLLO) position was established in Southern Metro Division 1. This is only the second full time GLLO position to be established in Victoria Police.</p> <p><u>Refer to attachment – Additional Evidence – Other Items – 011 GLLO Position Description SD1</u> <u>Refer to attachment – Additional Evidence – Other Items – 012 Email correspondence -</u></p>

AWEI 2021 SUBMISSION DATES

We can accept AWEI submissions between Monday 4th January – 5pm Friday 12th March 2021 (or midnight Saturday 13th March 2021 for large file transfer URL).

- No later than 5pm, Friday 12th March 2021 for hand-delivered, couriered or mailed submissions (hard copies, USB, etc).
- Deadline for large file transfer program URL (including but not limited to Dropbox, Google Docs, Parcel Post, SharePoint or any other internally approved large file transfer system) midnight Saturday 13th March 2021

- **Important: File attachments within emails will not be accepted. Pride in Diversity will take no responsibility for attachments sent via email.**
- All file transfers and access to various systems must be sent to AWEI@prideindiversity.com.au; with a copy to 33(1) [@acon.org.au](https://twitter.com/acon.org.au)

IMPORTANT INFORMATION FOR SUBMITTERS

Please ensure that you have signed up to the following newsletter – this will ensure that you receive all relevant information and updates in terms of the up and coming AWEI period. Click here to sign up or go to: <http://eepurl.com/tT7vf>

OPTIONAL AWEI EMPLOYEE SURVEY

Participating in the AWEI optional Survey? You will be able to [request your unique survey URL](#) as of 1st December 2020. You will receive this link when the survey goes live on Monday 4th January 2021 and will remain open until the close of submissions on Friday 12th March 2021.

Participation in the survey allows you to balance the results of your AWEI with the views and lived experiences of your employees. While survey data is linked to your organisation enabling us to provide you with a comprehensive high-level analysis of responses, individual respondent data is not collected

INDIVIDUAL AWARD NOMINATIONS

Please consider nominating your colleagues, networks, etc. for an LGBTQ Inclusion Award. Award categories can be found within the Participation Details of this Submission or on the AWEI website: <http://www.pid-awei.com.au/submission-documents/>