

GIVING VALUE - BEING VALUED

(REFERENCE TO THE LOCAL GOVERNMENT AMENDMENT ACT NO. 2 1989
SECTION 119H)

MANAGEMENT PLAN FOR EQUAL EMPLOYMENT OPPORTUNITIES 1998/99

The EEO Consultative Committee shall:

- 1.1 Review its Team Value Statement.
- 1.2 Pursue results as identified in its Team Value Statement.

Specific Actions

1. EEO Consultative Committee Role, Structure, Membership, Term

- 1.1 Monitor the Committee's role, structure, membership and term on an annual basis.

2. Recruitment and Selection

- 2.1 Review Job Value Statements.
- 2.2 Review by December 1999 the brochure and additional information on retirement after 1999.

3. Training and Development

- 3.1 EEO review of Performance Pay Development System and practices by liaising with the Performance Team Leader.
- 3.2 Continue to conduct EEO Workshops on EEO principles and the Christchurch City Council EEO Policy for all staff.
- 3.2 Review in December 1999 the effectiveness of the EEO workshops.

4. Equal Employment Opportunities Review of the Organisation

- 4.1 Provide a report on the employment profile of the Council's Waged Women staff.
- 4.2 Update the employment profile of the Council's Salaried Women staff.
- 4.2 Invite staff from target groups to raise EEO issues and/or strategies related to their target group in focus groups or individually.
- 4.3 Follow up issues or recommendations from focus groups or individuals.
- 4.4 Review and follow up results of EEO related questions in organisation climate survey with HR Advocates.
- 4.5 Follow up recommendations from results with HR Advocates.
- 4.6 Work in partnership with other staff groups on Workforce Diversity and Work and Family initiatives.

5. Communication and Promotion

- 5.1 Continue to review in May the strategy for the communication and promotion of EEO in Council.
- 5.2 Review in December 1999 the brochure that outlines the steps involved when EEO representatives are contacted.
- 5.3 Facilitate Target Group Networks
 - Target group representatives to provide the opportunity for the development of networks.
 - Target group representatives to report back quarterly to committee meetings and to the monthly working party meetings.

As identified in the EEO Consultative Committee Management Plan the following have been achieved:

- Committee's role, structure, membership and term have been reviewed.
- All target group networks have been established and are working through the organisation.

CHRISTCHURCH CITY COUNCIL EQUAL EMPLOYMENT OPPORTUNITY POLICY

- The EEO Working Party meets on a monthly basis and receives feedback from target group representatives as necessary. Also responsible for progressing identified EEO projects.
- The EEO Consultative Committee meets quarterly.
- All Job Value Statements are monitored to ensure alignment with the principles of EEO.
- EEO Review of Performance System and Practices is on-going.
- EEO Workshops are continuing to be conducted bi-monthly on EEO principles and the Christchurch City Council EEO policy for all staff.
- The effectiveness of the EEO Workshops was reviewed in May 1999.
- The strategy for communication and promotion of EEO within the Christchurch City Council has been reviewed with the emphasis on the need to keep staff aware of EEO issues and initiatives being undertaken by the EEO Committee.
- EEO, Harassment and Retirement after 1999 brochures have all been reviewed. Some changes will be made.
- Profile on Council's salaried women staff is on-going.
- Workforce Diversity and Work and Life projects are on-going.
- Feedback was sought from waged women on the past and present profile of the organisation from their perspective.