

The First Nations Participation Plan 2021 – 2024

Department of State Development, Infrastructure,
Local Government and Planning

Initiative 1 – Being Adaptable and Responsive

Objective	Actions	Performance Measure/s	Responsibility	Timeframe
The <i>First Nations Framework</i> and the <i>First Nations Participation Plan</i> are embedded into DSDILGP's core practice and working environment.	- The <i>First Nations Framework</i> is referenced in DSDILGP's strategic direction and DSDILGP's strategic workforce plan. - The <i>First Nations Framework</i> and the <i>First Nations Participation Plan</i> forms part of each DSDILGP's business area's operational plans.	- The <i>First Nations Framework</i> is reflected in DSDILGP's Strategic Plan. - The <i>First Nations Framework</i> is reflected in DSDILGP's Executive Leadership Team (ELT) Key Performance Indicator's (KPIs). - The <i>First Nations Framework</i> and the <i>First Nations Participation Plan</i> are reflected in business area operational plans.	- Director-General - Assistant Director-General - ELT	- During the development and delivery of each strategic and operational plan - During the development of ELT's KPIs
The <i>First Nations Framework</i> and the <i>First Nations Participation Plan</i> are adaptable, respond to and reflect current trends and opportunities for First Nations peoples.	The <i>First Nations Framework</i> and the <i>First Nations Participation Plan</i> are reviewed on an annual basis.	The <i>First Nations Framework</i> and the <i>First Nations Participation Plan</i> are reviewed, with appropriate signoff received.	- Policy, Portfolio and Government Services (Strategic and Indigenous Policy) - Corporate (Corporate Governance and Ethics)	Annually (May – June)

Initiative 2 – First Nations Workforce

Objective	Actions	Performance Measure/s	Responsibility	Timeframe
DSDILGP is an employer of choice for First Nations people.	• Three per cent direct employment of First Nations peoples in DSDILGP by 2022, as per the <u>Moving Ahead 2016 – 2022 strategy</u>. • First Nations employees are supported to meet obligations under traditional / customary lore and family obligations, and to celebrate religious and cultural observances with access to flexible work arrangements and cultural leave.	• Percentage achieved • Increased representation of First Nations employees through considering vacant positions to potentially designate for First Nations peoples. • Implementation of flexible work arrangements and cultural leave options (Aurion) and advice on CONNECT.	• Whole of department supported by Corporate (People and Performance) • Leaders and supervisors supported by Corporate (People and Performance)	• January 2022 • Ongoing • December 2021 and then ongoing
Increased retention of First Nations employees	• Engage with DSDILGP First Nations employees in the development and implementation of an employment retention strategy and practical guidelines.	• Maintained and / or increased retention rates.	• Corporate (People and Performance) • DSDILGP First Nations employees	• June 2022
DSDILGP First Nations employees are provided appropriate support to enhance their careers and / or professional development opportunities.	• All First Nations employees are provided the opportunity to be involved in the whole of government <u>Career Pathways Service</u>.	• Number of First Nations employees undertaking the Career Pathways Service.	• Corporate (People and Performance), in conjunction with the Public Service Commission	• August 2021 and then ongoing
DSDILGP recruitment panels are culturally diverse (where appropriate)	• Recruitment processes include (where appropriate) a First Nations employee on the recruitment panel and consideration is given to advertising through culturally appropriate mediums. • Revised guidelines promoted throughout the department. • Positions advertised in various mediums (e.g. Koori Mail).	• Review of recruitment and selection guidelines.	• Corporate (People and Performance)	• October 2021 and then ongoing
First Nations graduates / trainees are provided work experience opportunities with DSDILGP, with	• Three First Nations graduates and / or trainees (per calendar year) are engaged by DSDILGP.	• Number of First Nation graduates and / or trainees placed in the department.	• Whole of department supported by Corporate (People and Performance)	• December 2021 and then ongoing

Objective	Actions	Performance Measure/s	Responsibility	Timeframe
the potential for a trainee to employee program.	All First Nation graduates / trainees are provided with mentoring and / or support by DSDILGP senior executives and First Nations employees (where appropriate).	Mentoring and support is provided and reported through appropriate channels (e.g. Annual Report).	- Corporate (People and Performance) - Senior executives - First Nations employees	December 2021 and then ongoing
Investigate the development of ethical governance mechanisms for DSDILGP First Nations employees.	First Nations ethical governance mechanisms (e.g. conflicts and declaration of interests) raised at a whole-of-government level, with a whole-of-government approach to be developed for First Nations employees.	- Initial and ongoing discussions between Corporate (Corporate Governance and Ethics) and the Public Service Commission. - DSDILGP, in conjunction with the Public Service Commission, becomes a pilot agency in the development and implementation of governance mechanisms for First Nations employees.	Corporate (Corporate, Governance and Ethics), in conjunction with the Public Service Commission	December 2021 and then ongoing
Outside of direct employment, DSDILGP will seek external providers to consider employment of First Nations peoples or as suppliers.	DSDILGP to identify potential employment opportunities associated with the delivery of DSDILGP policies and / or programs.	Number of opportunities provided, with numbers to be reported to ELT on a quarterly basis.	Whole of department	Ongoing

Initiative 3 – Procurement and Grants

Objective	Actions	Performance Measure/s	Responsibility	Timeframe
Increase DSDILGP procurement spend with First Nations businesses by building / improving their tendering capability.	• Three per cent of DSDILGP addressable spend by 2022, as per the requirement of the Queensland Indigenous Procurement Policy (QIPP). • Embed requirements for First Nations business engagement throughout all stages of the procurement process • Develop Tendering for Business and Capability statement content and / or workshop delivery models tailored to better meet the needs of First Nations businesses, delivered by regional officers.	• DSDILGP Procurement Policy reviewed, with measures / guidelines identified that have the potential to increase DSDILGP First Nations business spend. • First Nations Contract Awards reported every quarter at ELT • Increased number of First Nations businesses applying for tenders/work packages and being awarded contracts. • Number of workshops delivered, including attendance numbers.	• Corporate (Finance – Procurement lead) and whole of department • State Development – regional officers	• September / October 2021 and then ongoing • Ongoing
Expand DSDILGP knowledge on how to engage with First Nations businesses and promote tendering / procurement processes.	• All DSDILGP employees are able to access external First Nations business portals. • All officers undertaking procurement and procurement processes on behalf of DSDILGP will: ○ be enrolled and complete all current ELMO Procurement, Contract Management and Social Procurement Training ○ complete a minimum Level 1 online Procurement Certification training program ○ attend a minimum of one Department of Seniors, Disability Services, Aboriginal and Torres Strait Islander	• Business portal links are accessible to DSDILGP employees via CONNECT. • Number of DSDILGP employees enrolled and complete appropriate ELMO course/s. • Procurement officer enrolment and completion rate for Level 1 Procurement Certification training. • Number of procurement officer attendance at DSDSATSIP information sessions.	• Business portal access – Corporate (Finance – Procurement) and Policy, Portfolio and Government Services (Media and Communications) • DSDILGP procurement officers • DSDILGP procurement officers • DSDILGP procurement officers	• Business portal – September 2021 and then ongoing • December 2021 • June 2022 • Ongoing

	Partnerships (DSDSATSIP) information session in relation to First Nations procurement. Regional officers contribute to formal lists of First Nations business / suppliers to ensure that awareness is broadened across the department	Formalised database of First Nations businesses / suppliers established and available to all employees.	Whole of department, overseen by Corporate (Procurement)	December 2021 and then ongoing
Compulsory local benefits evaluation criteria is part of each DSDILGP significant procurement tender (as per the Queensland Government's <u>Local benefits test: Office of the Chief Advisor – Procurement</u>).	First Nations activity incorporated in the DSDILGP local benefits criteria, including a sub-criterion.	- DSDILGP local benefits criteria includes a sub-criterion that identifies the number of First Nations: - jobs protected or created - apprentices or trainees protected or created - sub-contractors - suppliers directly engaged by the business in the supply chain as part of the procurement.	Corporate (Finance – Procurement lead) and whole of department	September 2021 and then ongoing
The QIPP and Indigenous Business Procurement Guide ¹ are available on DSDILGP's <u>Procurement</u> intranet page and DSDILGP's <u>Government procurement</u> internet page.	Ensure QIPP and Indigenous Business Procurement Guide are accessible on DSDILGP's intranet and internet pages.	DSDILGP intranet and internet pages are updated to incorporate appropriate linkages and material.	Corporate (Finance) and Policy, Portfolio and Government Services (Media and Communications)	August 2021 and then ongoing
Active involvement in supporting First Nations Local Decision Making Bodies through existing procurement frameworks.	- DSDILGP (Corporate – Financial Services (Procurement)) represented on the DSDSATSIP Local Thriving Communities (LTC) sub-committee for procurement frameworks. - Supporting First Nations economic recovery through the Economic Recovery Framework actions.	- DSDILGP representation / attendance on the LTC sub-committee. - Contributing to the access to opportunity and securing opportunity for participation with business strength actions.	- Corporate (Finance) - Whole of department	- September 2021 and then ongoing - Ongoing
Mentoring based training and / or discussions undertaken with First Nations businesses in unsuccessful tender processes.	- Unsuccessful businesses identified, with DSDILGP to undertake workshops and be offered the opportunity to be mentored in tender processes. - Examine why tenders were unsuccessful with First Nations businesses to determine how the success rate could be improved	- Number of training sessions, engagements, and / or discussions provided per quarter. - Number of mentor relationships.	Whole of department	September 2021 and then ongoing

¹ <https://www.datsip.qld.gov.au/resources/datsima/publications/policy/qipp/indigenous-business-procurement-guide.pdf>

	including: improved guidance to businesses and improved procurement workshops.			
DSDILGP grant programs are inclusive of First Nations people	• All DSDILGP grant programs: ○ are accessible to First Nations peoples ○ increase economic independence for First Nations people through the provision of employment, training and business supply opportunities (similar to the objectives of the Queensland Government Building and Construction Training Policy).	• Number of DSDILGP grant programs accessible to First Nations peoples. • Number of employment, training and business supply opportunities provided.	• Whole of department	• June 2022 and then ongoing

Initiative 4 – Cultural Growth

Objective	Target	Performance Measure/s	Responsibility	Timeframe
Implementation of a DSDILGP designed First Nations communication / engagement protocol training program (based on Australian Government and Queensland Government material).	• Communication / engagement protocol options identified for consideration and development. • Improve understanding of local First Nations traditional owners / groups.	• Options considered / analysed and potential next steps identified. • Delivery of a DSDILGP communication / engagement protocol, reflected in ELMO. • Local content published and / or links provided on CONNECT.	• Corporate (People and Performance – lead) and Policy, Portfolio and Government Services (Strategic and Indigenous Policy) • Policy, Portfolio and Government Services (Media and Communications, with support from Strategic and Indigenous Policy)	• June 2022 • June 2022 and then ongoing
Recognise, respect and value First Nations cultures.	• DSDILGP employees undertake First Nations cultural competency course/s. • DSDILGP's First Nations <i>Protocol for Acknowledging Traditional Owners</i> is accessible on DSDILGP's intranet. • Cultural tours integrated into DSDILGP's commitment to raising First Nations cultural awareness and capability. • All DSDILGP business groups contribute (where appropriate) to First Nations events of significance.	• Number of employees enrolled and completed cultural competency. • Cultural competency is mandatory for all DSDILGP employees. • All employees undertake mandatory cultural training. • Number of Welcome to Country at DSDILGP significant events conducted by Traditional Owners. • Number of Acknowledgement of Traditional Owners and Elders conducted at the beginning of DSDILGP meetings. • Number of employees who participated in cultural tours. • Number of culturally significant First Nations events celebrated. • Cultural engagement of staff identified through departmental activities, events, communications and branding. • Each ELT member responsible for championing one cultural day of significance, supported by the DSDILGP Community of Practice (CoP).	• Line managers supported by Corporate (People and Performance) • Whole of department • Whole of department • Corporate (People and Performance), Policy, Portfolio and Government Services (Media and Communications) and the DSDILGP CoP • ELT	• June 2022 and then ongoing • Ongoing • June 2022 and then ongoing • Ongoing

	• Focussed effort on a specialist understanding about First Nations economic participation.	• Active link on DSDILGP intranet (CONNECT) and internet. • Active participation with First Nations people to improve cultural barriers surrounding employment and economic development opportunities.	• Whole of department	• Ongoing
--	---	---	---	---

Initiative 5 – Governance

Objective	Target	Performance Measure/s	Responsibility	Timeframe
Deliver upon the roles and responsibilities associated with the government champions program.	- The Deputy Premier and Director-General, under the Queensland Government's First Nations Champion's program, actively represent and are involved in their respective communities (Deputy Premier – Pormpuraaw; Director-General – Kowanyama). - Director-General representation on DSDSATSIP's Local Thriving Communities (LTC) Directors-General Sub-Committee.	- Active community representation and involvement. - Attendance and active contribution on the LTC Directors-General Sub-Committee.	- Office of the Deputy Premier - Office of the Director-General - Office of the Director-General	- Ongoing - Ongoing
DSDILGP contributes to and influences whole-of-government First Nations strategic direction.	DSDILGP representation on whole-of-government First Nations working groups and / or committees.	- Deputy Director-General attendance and contribution on the Closing the Gap IDC. - DSDILGP represented at all Cultural and Reconciliation Working Group (CARWG), Local Thriving Communities (LTC) Inter-Departmental Working Group and sub-committees and Cultural Agency Leader meetings.	- Office of the Deputy Director-General, Local Government (Closing the Gap IDC) - Corporate (People and Performance) (Cultural Agency Leader and CARWG) - Policy, Portfolio and Government Services (Strategic and Indigenous Policy) (LTC Inter-Departmental working Group) - Whole of department (LTC sub-committees)	Ongoing
All DSDILGP First Nations outcomes are reported through appropriate channels.	DSDILGP reporting obligations: - align to: <u>Closing the Gap</u>²	- DSDILGP reporting is integrated into whole-of-government reporting requirements. - All external reporting timeframes are met by DSDILGP.	- Corporate (led by Corporate Governance and Ethics) - Whole of department	Ongoing

² <https://www.closingthegap.gov.au/>

Objective	Target	Performance Measure/s	Responsibility	Timeframe
	○ <u>Queensland Government Reconciliation Action Plan 2018–2021</u> (RAP)³ ○ <u>Moving Ahead Strategy</u>⁴ ○ Cultural Capability Action Plan. • are monitored and showcased.	• Deliverables are reflected in CONNECT.		
Provide assistance to Traditional Owner claimant groups upon settlement of Native Title compensation matters.	• Work with the Department of Resources (Native Title Program Management Office) and other relevant agencies (where applicable) in establishing a claimant group economic development advisory service upon the compensation settlement.	• Economic development advisory service established.	• Policy, Portfolio and Government Services (Strategic and Indigenous Policy)	• December 2021 and then ongoing
Implement a DSDILGP Community of Practice (CoP) that provides support on policy / program development and native title and cultural heritage matters.	• All DSDILGP business groups are represented on the CoP, with the CoP undertaken in accordance with the CoP Terms of Reference.	• CoP established and meetings undertaken.	• Policy, Portfolio and Government Services (Strategic and Indigenous Policy)	• August 2021 and then ongoing

³ <https://www.datsip.qld.gov.au/publications-governance-resources/policy-governance/reconciliation-action-plan>

⁴ <https://www.datsip.qld.gov.au/publications-governance-resources/policy-governance/moving-ahead-strategy>

Initiative 6 – Language and Communication

Objective	Target	Performance Measure/s	Responsibility	Timeframe
Respectively recognise and acknowledge First Nations names / words and corporate branding integration (in accordance with the <i>Many Voices: Queensland Aboriginal and Torres Strait Islander Languages Policy</i> (https://www.dsdsatsip.qld.gov.au/resources/dsdsatsip/work/atsip/culture/many-voices-languages-policy.pdf))	- All DSDILGP meetings rooms display traditional names / signage. - Traditional names are reflected / acknowledged (where appropriate and applicable) in all DSDILGP projects and external facing documentation. - Artwork commissioned for DSDILGP First Nations corporate branding.	- Traditional names / signage displayed, with a brief statement on the significance of the name/s. - Number of projects and external facing documentation that display traditional names. - First Nations corporate branding integrated into DSDILGP documentation (where applicable).	- Corporate (Facilities) and Policy, Portfolio and Government Services (Strategic and Indigenous Policy) - Whole of department - Policy, Portfolio and Government Services (Media and Communications)	- October 2021 and then ongoing - December 2021 and then ongoing - October 2021 and then ongoing
DSDILGP briefing note templates reference and / or contain a section that incorporates consultation on First Nations matters (where applicable).	All DSDILGP business groups consult with Policy, Portfolio and Government Services (Strategic and Indigenous Policy), on projects that involve land and / or water transactions, with consultation outcomes reflected in briefing material.	- All DSDILGP briefing note templates (Deputy Premier, Director-General, Coordinator-General) reference and / or contain a section that incorporates consultation on First Nations matters that involve land and / or water transactions. - Number of consultations undertaken.	- Policy, Portfolio and Government Services (Executive Services Unit – templates) - Policy, Portfolio and Government Services (Strategic and Indigenous Policy)	September 2021 and then ongoing
DSDILGP is committed to celebrating and promoting First Nations success stories and / or events.	Deliver a minimum of five public and / or private facing events and / or success stories (per calendar year) – this can be performed in conjunction with other government agencies and / or other interested parties.	Number of events and success stories in CONNECT and whole-of-government reporting requirements.	Whole of department (led by Corporate (People and Performance), Policy, Portfolio and Government Services (Media and Communications and Strategic and Indigenous Policy) and the DSDILGP CoP)	Ongoing
Dedicated First Nations DSDILGP intranet page.	Establishment of a First Nations intranet page.	Intranet page established and accessible via CONNECT.	Policy, Portfolio and Government Services (Media and Communications)	December 2021 and then ongoing

Objective	Target	Performance Measure/s	Responsibility	Timeframe
		Intranet page contains dedicated links to First Nations information and resources.	Communications and Strategic and Indigenous Policy)	

Initiative 7 – Structural Reform

Objective	Target	Performance Measure/s	Responsibility	Timeframe
New and / or amendments to existing DSDILGP First Nations programs, policies and / or systems: - are co-designed (where appropriate) with Local Decision Making Bodies and / or First Nations communities (in accordance with the LTC Implementation Plan) - are culturally responsive to First Nations requirements - are reviewed by DSDSATSIP.	• Number of First Nations businesses, communities and / or peoples included in DSDILGP programs, policies and / or systems development. • Engagement with First Nations peoples is embedded in all business processes and considered as part of the decision making process. • DSDSATSIP consultation reflected in Deputy Premier and / or Director-General briefing material.	• DSDILGP First Nations programs, policies and / or systems acknowledge contributions made by communities (where appropriate) and reviewed by DSDSATSIP.	• Whole of department	• Ongoing
DSDILGP funding / grant programs incorporate First Nations employment opportunities.	• All selection criteria associated with DSDILGP funding / grant programs positively weights applications that support First Nations employment provisions as part of the application process.	• DSDILGP funding / grant programs contain First Nations employment provisions as part of the eligibility criteria process. • Number of employment opportunities provided, based on funding disbursed.	• Whole of department	• December 2021 and then ongoing
DSDILGP is committed to promoting, supporting and increasing capacity, capability and the implementation of contemporary strategies, including economic participation, to address issues affecting First Nations communities.	• Identify and establish economic development opportunities for First Nations business and communities. • Assist First Nations communities to build capacity and capability to encourage intergenerational wealth and economic independence. • Investigate a First Nations Self-Determined Economic Growth and Development Support Program. • In partnership with DSDILGP, local government areas promote the implementation of actions to	• Number of DSDILGP projects connected with First Nations communities (e.g. leveraging of strategic and operational partnerships between First Nations communities, businesses, government research agencies and / or industry). • Number of DSDILGP policies, programs and initiatives that reference and / or contribute to planning leadership and best practice on capacity and capability building and economic development opportunities. • Options identified and a potential pilot program enabled. • Local Government grant funding programs that support First Nations communities.	• Whole of department • Whole of department • Policy, Portfolio and Government Services (Strategic and Indigenous Policy) • Local Government	• Ongoing • Ongoing • June 2022 and then ongoing • Ongoing

Objective	Target	Performance Measure/s	Responsibility	Timeframe
	address issues (e.g. economic, social) impacting on First Nations communities.			
DSDILGP legislation acknowledges First Nations peoples.	All DSDILGP legislation reflects an acknowledgement to First Nations peoples.	An acknowledgement is documented on the cover page for all DSDILGP legislation.	Whole of department	June 2025

Department of State Development,
Infrastructure, Local Government and Planning
PO Box 15009 City East Qld 4002 Australia
Tel 13 QGOV (13 74 68)
info@dsdilgp.qld.gov.au
www.dsdilgp.qld.gov.au

