



LEGISLATIVE ASSEMBLY FOR THE AUSTRALIAN CAPITAL TERRITORY

SELECT COMMITTEE ON ESTIMATES 2022-2023

Mr James Milligan MLA (Chair), Mr Andrew Braddock MLA (Deputy Chair),
Dr Marisa Paterson MLA

ANSWER TO QUESTION ON NOTICE

ELIZABETH KIKKERT MLA: To ask the Minister for Corrections

Ref: Corrections, Budget Statement D 2022-2023, Budget Reference: Budget Statement D, 2022-23
Priorities, page 2 second dot point, Output 2.1

In relation to: The staff wellbeing program

1. When was the staff wellbeing programs implemented?
2. What is the FTE and position titles of the members of the staff wellbeing team?
3. What are the duties of each position titles?

Mick Gentleman MLA: The answer to the Member's question is as follows: –

1. ACT Corrective Services (ACTCS) has several initiatives for staff wellbeing. The wellbeing program continues to be strengthened through establishment of the staff wellbeing team and engagement of other services, including those aimed at first responders.
 - a. The Peer Support Program has been a long-standing program. It has been subject to refinement and reinvigoration since the start of 2022.
 - b. In November 2021, ACTCS procured the services of a psychologist with considerable experience in Corrections to provide direct support to Officers as needed.
 - c. The ACT Government procured a new EAP which commenced on 1 October 2021. The ACTCS has since negotiated for an EAP psychologist to attend Corrective Services workplaces regularly to support staff on an 'early intervention' basis and to be ready to assist should there be a critical incident.
 - d. The Position of Director Wellbeing and Rosters was established on 30 May 2022.
2. There are 2.3 Full-Time Equivalent (FTE) positions that work within the staff wellbeing team or are responsible for the supervision of the wellbeing team. This includes 1 FTE Director, Wellbeing and Rostering, 1 FTE Wellbeing Coordinator, 0.3 FTE Senior Director, People and Culture. There is a further 1 FTE allocated for this financial year, a Wellbeing Administrator, which is yet to be recruited.

3. The duties for each position titles are as follows:

Director, Wellbeing and Rostering

Duties/Responsibilities:

1. Manage, motivate, and inspire the Wellbeing and Rostering teams in line with the ACT Public Service values, Respect, Integrity, Collaboration, and Innovation.
2. The development and delivery of the ACTCS Wellbeing Program.
3. Coordination of the analysis of leave across ACTCS and the implementation of measures to ensure staff are adequately supported in conjunction with management and peer support officers.
4. Liaise with all stakeholders in relation to injury management cases including case managers and rehabilitation providers to ensure safe, meaningful, and timely return to work.
5. Engage collaboratively with ACTCS teams to identify wellbeing goals, individual and team strengths, capabilities and interests and connect them with appropriate resources and initiatives.
6. Assist in the ongoing development and implementation of the ACTCS People Strategy, including leading the delivery of the ACTCS Staff Health and Wellbeing Strategy and Action Plan.
7. Participate in relevant forums with other ACT Government and community services programs as required.
8. Undertake other duties appropriate to this level classification which contribute to the operation of the People and Culture Unit and maintain records in accordance with the *Territory Records Act 2002*.
9. This position involves direct supervision of four staff.

ACTCS Wellbeing Co-ordinator

Duties/Responsibilities:

1. Monitor, maintain and analyse unscheduled leave for Correctional Officers and implement measures to ensure staff are adequately supported in conjunction with management and peer support officers.
2. Liaise with People and Workplace Strategy (PWS) in relation to injury management cases, and where appropriate, liaise with other stakeholder, including case managers and rehabilitation providers to ensure safe, meaningful and timely return to work.
3. Assist the Director, Wellbeing and Rostering in the development and delivery of the ACTCS Wellbeing Program.
4. Engage collaboratively with ACTCS teams to identify wellbeing goals, individual and team strengths, capabilities and interests and connect them with appropriate resources and initiatives.
5. Participate in relevant forums with other ACT Government and community services programs as required.
6. Maintain records in accordance with the *Territory Records Act 2002*.

Senior Director, People and Culture

Duties/Responsibilities

1. Lead, motivate and inspire the People and Culture business unit in line with the ACT Public Service values, Respect, Integrity, Collaboration and Innovation.
2. Manage both the budget and resources of the unit to ensure the agency meets its strategic and operational goals while identifying, monitoring and managing business risk.
3. Lead the agency's human resources strategies including policy and procedure development ensuring compliance and continuity with the appropriate ACTPS and JACS governance and strategy frameworks.
4. Be responsible for the ongoing development and implementation of the ACTCS People Strategy, including leading the delivery of the ACTCS Staff Health and Wellbeing Strategy and Action Plan.
5. Liaise with Justice and Community Safety (JACS) Corporate Services and People and Workplace Strategy Unit on complex HR matters.
6. Manage the agency's performance management framework including coaching and mentoring managers in its implementation and use.
7. Lead the development, implementation and delivery of the ACTCS Workplace Health and Safety Framework at the agency level, including accident and injury matters, workers' compensation and return to work programs.
8. This position involves direct supervision of eight staff.

ACTCS has not yet created a position description for the Wellbeing Administrator position. A copy will be provided to the member once the position description is finalised.

Approved for circulation to the Select Committee on Estimates 2022-2023

Signature:



Date:

18/9/2022

By the Minister for Corrections, Mick Gentleman MLA