**Implementation of recommendations from *Change the course: National report on sexual assault and sexual harassment at Australian universities***

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| **University name: JAMES COOK UNIVERSITY** | | |
| **Rec no.** | **Action already taken** | **Planned/future action** |
| 1 | In February 2017, JCU engaged former Sex Discrimination Commissioner Elizabeth Broderick AO to comprehensively review the University’s sexual harassment and sexual assault policies and procedures, as well as the University’s culture. This was prior to the release of the AHRC prevalence survey. Concurrently, the 10 recommendations of the Change the Course report and the UA 10 point action plan are also being addressed.  A Broderick Review Implementation Working Group (BRIWG) has been established to support the development and implementation of the Plan of Action in response to the 32 recommendations of the Broderick Review (attach 1). The Plan of Action is in progress with the aim to be finalised by end 2018.  The BRIWG comprises staff and students provides an important forum providing advice to ensure a coherent and systematic approach to zero-tolerance of sexual harassment and sexual assault is embedded across all areas and levels of the University. The BRIWG is co-convened by the Vice Chancellor and Provost, and is chaired by Emeritus Professor Helene Marsh. Further details available [here](https://www.jcu.edu.au/safety-and-wellbeing/broderick-review) including the group’s terms of reference, membership, and Chair’s communiques.  The University has also committed to the delivery of these action plans by embedding a priority in the JCU University Plan 2018 – 2022: *Foster an inclusive workplace where we accept and value diversity through the implementation of the Respect Now Always and Broderick Review action plans.*  The Chief of Staff already reports on a 6-monthly basis to Vice Chancellors Advisory Committee and Council (as Senior Advisor to the Audit, Risk and Compliance Committee) on incidents (including sexual harassment and sexual assault). Progress on the implementation of the Broderick Review is also reported. | Continued implementation of the Broderick Review and Change the Course Report action plans.  A monitoring, evaluation and reporting framework is being developed to effectively track activity towards the elimination of sexual harassment and sexual assault. |
| 2 | JCU is working collaboratively with Residential Colleges to ensure appropriate standards of conduct by students who live on campus. From 2018, JCU has moved to implement compulsory online training about sexual assault, sexual harassment, consent and other matters for students at all Residential Colleges. Students are presented with a certificate when they complete the course.  JCU’s Student Counselling Service provides training to Residential Assistants (RAs) on respectful behaviour, bullying, sexual harassment, discrimination, consent, and how to report any incidents. Training on these matters is also being rolled out to all students who live on campus.  Training is offered on a periodic basis for all staff on the prevention of bullying, harassment and intimidation, as well as sexual harassment prevention, and understanding the staff Code of Conduct, as well as First Responder training, which includes how to respond to a student who discloses an incident of sexual harassment or sexual assault. Training covers how to respond compassionately focusing on the survivor and developed using trauma informed principles, covers reporting to JCU, referrals to Equity Contact Officers, Counselling support as appropriate and self-care for first responder.  Increased the number of Equity Contact Officers across JCU from 10 to 37. Equity Contact Officers are the first point of contact for staff and students who experience any form of bullying, discrimination or harassment, and are based on the Townsville, Cairns, and Mount Isa campuses. Officers are trained by the Anti-Discrimination Commission Queensland and provide information to staff and students on matters regarding discrimination and harassment and bullying, including informal and formal resolution options available.  Senior managers and JCU Council members have undertaken a training workshop on matters relating to sexual harassment and sexual assault, as well as the importance of effective policies to promote safety and wellbeing for staff and students.  The annual Senior Staff Conference in November 2017 had the theme ‘Safe and Inclusive Spaces’ with a focus on sexual assault and harassment, active bystanders, inclusive behaviours and a culture of accountability.  JCU is working closely with the JCU Student Association, particularly student advocates, to ensure students are supported when reporting an incident. | How first responder and bystander training is expanded to all staff through mandated training and varying modes of delivery is being explored with HR now.  As of second semester, consent training is available to all students. Integration of this and bystander awareness and training for delivery through the Learning Management System is being considered for implementation 1st semester 2019.  JCU is working with the Cairns and Townsville Sexual Assault Services on policy and procedural development and training. An MOU has been drafted for these partnerships. |
| 3 | JCU has improved access to information for staff and students with the launch of the [Safety and Wellbeing](https://www.jcu.edu.au/safety-and-wellbeing) website. It provides information, resources, and contacts for anyone who experiences bullying, discrimination, sexual harassment or assault, including information about how to report an incident and the support services available for students (internal and external to the University).  An Orientation Week briefing is available for all commencing students explaining JCU’s commitment to a safe, respectful environment and a zero-tolerance approach to sexual assault and sexual harassment. The briefing includes details of how students can access free and confidential support services.  Information has been added to the Orientation Week guide for all commencing students describing JCU’s commitment to safe and respectful behaviour.  Specific procedures describing and explaining how the University responds to sexual assault and sexual harassment have now been approved and are available [here](https://www.jcu.edu.au/policy/corporate-governance/discrimination-and-harassment-policy-and-procedure). These procedures emphasise that the safety and wellbeing of staff and students is paramount, and provide more detailed information on the roles and accountabilities of staff in responding to these incidents and the accommodations and precautionary measures that are available to staff and students. Step-by-step guidelines have also been developed.  The University’s response to the Change the Course Report and Broderick Review are widely communicated to students and staff through the BRIWG’s Communiques, policy and procedural change updates through Bulletins and emails, and through staff and student forums with the Vice Chancellor.  In October last year, JCU hosted events on both Campuses to acknowledge Sexual Violence Awareness Month in Queensland in conjunction with the external Sexual Assault Support Services. | In late July 2018, JCU will launch its *Statement of Commitment to the Elimination of Sexual Harassment and Sexual Assault* (attach 2). The Statement declares the University’s commitment to strengthen gender equality and play its part to create a safe and respectful environment. Informal morning teas between staff and HDR students where applicable will be held to acknowledge and discuss the Statement.  Academic staff will acknowledge and promote this Statement of Commitment to our undergraduate students during Week 1 lectures from Monday to Friday as the ideal opportunity to ensure maximum exposure to students.  The JCUSA will be promoting the Statement to students as part of their “Day One of Semester” BBQ’s at the Townsville and Cairns campuses.  The University will again be participating in Sexual Violence Awareness month in early October by hosting the “What Were You Wearing?” Installation in conjunction with the Women’s Centre (Townville Sexual Assault Service) before it moves to the Townsville Hospital health promotion wall. |
| 4 | The University had such action underway prior to the AHRC prevalence survey and Change the Course Report. In February 2017, JCU engaged former Sex Discrimination Commissioner Elizabeth Broderick AO to comprehensively review the University’s sexual harassment and sexual assault policies and procedures, as well as the University’s culture. The Report – *Effectively Responding to Sexual Harassment and Sexual Assault at James Cook University, 2017* – was released publicly in September 2017 and has informed and guided JCU’s approach and response to sexual harassment and sexual assault.  An external review of the Residential Colleges has commenced, and this will further inform the University’s actions and deliver on Recommendation 20 of the Broderick Review Report.  Specific procedures guiding the University’s response to sexual assault and sexual harassment have been defined and are available [here](https://www.jcu.edu.au/policy/corporate-governance/discrimination-and-harassment-policy-and-procedure). These procedures emphasise that the safety and wellbeing of staff and students is paramount, and they provide more detailed information on the roles and accountabilities of staff in responding to these incidents and the accommodations and precautionary measures that are available to staff and students. Step-by-step guidelines have also been developed. | No further action required to meet this recommendation. |
| 5 | First Responder training and university policy awareness has been (and continues to be) provided to Residential Colleges staff and students, security staff (contractors) and frontline JCU staff, and to students during Orientation week.  JCU’s Student Counselling Service provides training to Residential Assistants (RAs) on respectful behaviour, bullying, sexual harassment, discrimination, consent, and how to report incidents. Training on these matters is also being rolled out to all students who live on campus.  Training is offered on a periodic basis for all staff on the prevention of bullying, harassment and intimidation, as well as sexual harassment prevention, and understanding the staff Code of Conduct, as well as First Responder training, which includes how to respond to a student who discloses an incident of sexual harassment or sexual assault. Training covers how to respond compassionately focusing on the survivor and developed using trauma informed principles, covers reporting to JCU, referrals to Equity Contact Officers, Counselling support as appropriate and self-care for first responder.  Most counselling staff have training in trauma informed care (which includes supporting sexual assault) is being extended to all Counsellors.  All Psychologists and Wellbeing Counsellors currently employed by Student Equity and Wellbeing work within a trauma informed care and client centred approach and have expertise in working with clients that have experienced trauma (including historical and recent sexual assault).  Counselling staff employed by Student Equity and Wellbeing are required to have extensive counselling experience and affiliation with a professional body (AHRPRA for Psychologists and OTs and AASW for Social Workers). The position description also requires them to demonstrate cultural sensitivity in meeting the needs of diverse clients and caseload.  As part of Counselling staff professional registration they are required to undertake regular and relevant professional development and peer supervision is facilitated weekly.  In December 2017, all Student Equity and Wellbeing practitioners sponsored and participated in a one-day Responding to Complex Trauma training delivered by Blue Knot Foundation. Community Services (including Sexual Assault Response Team, Headspace, Townsville Suicide Prevention Network, NQDVRS, TAIHS, Centrecare, ATODS, Sera’s Women’s Shelter), were invited to attend free of charge to promote collaboration and linkages between JCU services and community. | JCU has committed as part of the AHRC National Survey response to undertake an audit to assess Counselling capacity and requirements, proposed completion date 30 August 2018.  Initial discussions have been undertaken with the Sexual Assault Support Service (Women’s Centre) in Townsville and the Sexual Assault Service in Cairns with commitment to develop interagency agreements for referral, data sharing and training.  JCU (Student Equity and Wellbeing) has a MoU with Headspace (Townsville) for a Headspace practitioner to be based on-campus through the teaching period (contingent of Headspace staffing availability). Headspace practitioner on-campus facilitates access for students already working with Headspace and also ensures referral process between JCU and Headspace to effectively support the student.  JCU commits to formalise the current relationships with the organisations identified in Townville, Cairns, Mt Isa and other sites as appropriate. |
| 6 | The Chief of Staff (as JCU’s Critical Incident Coordinator) has maintained a confidential Incident Register since 2015 and this has been reported to the Vice Chancellor’s Advisory Committee and the Audit, Risk and Compliance Committee of Council on a 6 monthly basis.  Security also maintains incident logs and these are provided to the Chief of Staff as required. JCU’s Halls of Residence provide incident logs to the Chief of Staff. Trends identified from this data have been discussed at these Committees and the Behaviour Risk Group.  Access to the Incident Register is limited to the Chief of Staff only. First Responder forms are circulated to the Chief of Staff, Manager Equity and Diversity (for staff) and Manager, Student Equity and Wellbeing (for students) in accordance with the Sexual Assault and Sexual Harassment Procedures.  The Manager, Student Equity and Wellbeing notifies incidents disclosed through Counselling Services to the Chief of Staff. Where a client’s consent is not obtained (or Sexual Misconduct Report Form not completed), information provided is non-identifying to maintain the confidentiality of the student and professional/ethical requirements of staff.  JCU’s revised Incident Management Policy and Notification Procedure provides clearer guidance on the types of incidents that need to be reported to the Chief Coordinator. | The Incident Register does not currently record whether a survivor identifies as Aboriginal or Torres Strait islander (a Broderick Report recommendation) nor the response time per se, or feedback on the complaint process. This will be investigated.  A monitoring, evaluation and reporting framework is being developed (as part of the Broderick Report response) to effectively track activity towards the elimination of sexual harassment and sexual assault. |
| 7 | JCU has committed to undertake an audit to assess Counselling capacity and requirements, proposed completion date 30 August 2018 and the Terms of Reference have been finalised for this. A broader evaluation of the Equity and Wellbeing unit is also being undertaken to:   * Assess how well JCU is meeting its obligations under the Broderick review * Identify areas for systems and process improvement in the delivery of the program * Benchmark JCU wellbeing and counselling resourcing and services compared to the sector and wider community * Inform internal decision making and strategy * Raise the profile of JCU Wellbeing services among senior stakeholders.   Initial data gathering has commenced.  Fast tracking is already provided for students reporting assault. The service provides dedicated emergency appointments each day to support students where there may be an imminent threat to their wellbeing. Sexual Assault/Harassment presentations are managed within this protocol. Notwithstanding these dedicated emergency appointment times, processes are in place to ensure a student presenting to the Service will be supported on the same day or referred to appropriate external services as required (ie Sexual Assault Response Team) to ensure appropriate and timely support is provided.  All Psychologists and Wellbeing Counsellors currently employed by Student Equity and Wellbeing work within a trauma informed care and client centred approach and have expertise in working with clients that have experience trauma (including historical and recent sexual assault). | Finalisation of the Audit of JCU’s Counselling Services |
| 8 | JCU has committed to support this. | Participation in the survey to be conducted in 2019. |
| 9 | An external review of the Residential Colleges has commenced, and this will further inform the University’s actions and deliver on Recommendation 20 of the Broderick Review Report.  The University commissioned Broderick Report responded in part to the issues raised for consideration also. | To receive and consider the recommendations of the Residential College Review in the context of the University’s *Statement of Commitment to the Elimination of Sexual Harassment and Sexual Assault.* |