

CONSULTATION CHARTER

This charter outlines the Australian Fair Pay Commission's commitment to consultation.

The Commission will develop and continually improve mechanisms for consultation that encourage input from stakeholders and the wider Australian community.

Listening to views from a broad cross-section of Australians ensures the Commission is kept up-to-date and informed about the impact of its decisions, current wage issues, research and future priorities.

This charter is based on principles consistent with those developed by the Office of Best Practice Regulation and with the Commission's own principles expressed in its Forward Plan 2007-09.

- **Continuity** – Consultations will be held to inform the Commission's annual general wage reviews and one-off reviews as they are announced.
- **Targeting** – Consultations will involve national, state and sector peak organisations representing employer, employee and community interests. This will be complemented by targeted focus groups and public meetings.
- **Timeliness** – Consultations will be scheduled allowing sufficient time for participants to contribute in a meaningful way.
- **Accessibility** – Consultations will be scheduled nationally. A mix of consultation techniques will be used to capture the diversity of stakeholder views, including one-on-one meetings, roundtables, site visits, focus groups, community meetings and online discussion bulletin boards.
- **Transparency** – The objectives and context of the Commission's consultations will be clearly articulated in direct communications with stakeholders, and disseminated more widely to participants through advertising, the Commission's website and in printed promotional materials. Where appropriate, relevant and non-confidential excerpts from consultations may be included in published reports and decision documents.
- **Consistency and Flexibility** – Consultation processes will involve a consistent approach to assist stakeholders participate in and understand the purpose of the consultations. This will be balanced by a flexible approach that meets the specific requirements of each wage review.
- **Evaluation and Review** – Feedback will be sought from stakeholders and the wider community. Consultation processes will be regularly reviewed to ensure they are effective and relevant.

For further information on the consultation processes undertaken by the Australian Fair Pay Commission, visit the website at www.fairpay.gov.au.