



Gabrielle Williams MP

Minister for Aboriginal Affairs  
Minister for Prevention of Family Violence  
Minister for Women

GPO Box 4057  
Melbourne, VIC 3001  
Telephone: +613 9096 8587

Ms Melanie Eagle  
Chair of the Board  
Respect Victoria  
GPO Box 4057  
MELBOURNE VIC 3001

D20/140572

Dear Ms Eagle

### **MINISTERIAL STATEMENT OF EXPECTATIONS – RESPECT VICTORIA**

Following the inaugural Statement of Expectations for Respect Victoria provided in October 2019, I am pleased to provide you with a revised version, which recognises Respect Victoria's additional monitoring and evaluation performance objective.

In my portfolio as Minister for the Prevention of Family Violence, this Statement of Expectations sets out performance objectives for Respect Victoria in relation to the Victorian Government's commitments to address and prevent family violence and all forms of violence against women, consistent with your legislated obligations under the *Prevention of Family Violence Act 2018*. It forms part of the government's commitment to good corporate governance of government entities and applies from the date of signature on this letter until otherwise amended.

This statement supports the long-term vision for a Victoria free from violence, ensures a sustained statewide focus on primary prevention and delivers on commitments outlined in *Free from Violence: Victoria's strategy to prevent family violence and all forms of violence against women*.

The Statement of Expectations recognises that Respect Victoria's Board has its own legal responsibilities. It is not a direction to the Board to act in a particular manner, nor does it seek to impinge on Respect Victoria's level of independence or objectivity as a statutory authority.

#### **Respect Victoria's functions**

In accordance with section 6 of the *Prevention of Family Violence Act 2018*, the functions of Respect Victoria are to:

- (a) provide advice to the Minister on the funding of programs and the programs carried out in accordance with this Act;
- (b) develop a framework for the monitoring of trends in family violence and violence against women and the outcomes of programs;
- (c) make grants, on the approval of the Minister, to organisations to fund the carrying out of programs that promote the guiding principles;

- (d) assess and endorse programs carried out by organisations to promote the guiding principles;
- (e) provide advice to organisations and government, to ensure the prevention of family violence and violence against women is implemented across the government and the community;
- (f) promote the development of programs by organisations by providing advice, information and support to organisations regarding the prevention of family violence and violence against women;
- (g) monitor programs carried out by organisations, to ensure programs are promoting and implementing the guiding principles;
- (h) undertake research and disseminate that research in relation to—
  - (i) the suitability of particular programs; and
  - (ii) the giving of advice to the government on the funding of programs; and
  - (iii) the providing of guidance to organisations;
- (i) provide advice to the Minister to assist in the development of policy and decision making, in relation to the prevention of family violence and violence against women;
- (j) promote awareness in the community of programs, activities and campaigns that achieve the guiding principles; and to report to the Minister on the progress of the prevention of family violence and violence against women;
- (k) any other prescribed function consistent with the guiding principles.

### **Accountability and role responsibilities**

The Department of Premier and Cabinet's Office for Women is Respect Victoria's key policy partner, with overarching policy responsibility for the prevention of family violence and all forms of violence against women.

Respect Victoria operates as part of the Victorian Government and, under section 85 of the *Public Administration Act 2004*, Respect Victoria's Board is accountable to me for the exercise of its functions, and thereby the delivery of important government policy outcomes. As the responsible Minister, I am accountable to Parliament and the Victorian community for the exercise by Respect Victoria of its functions.

It is my expectation that Respect Victoria will:

- operate with a high degree of transparency and accountability;
- manage its resources efficiently and responsively to meet Victorian Government standards, including the requirements of the *Public Administration Act 2004*;
- acquit its role through the preparation of its annual business plan and a publicly available financial performance report tabled in Parliament;
- advise me, through the Secretary of the Department of Premier and Cabinet, of any significant issues of public concern or risk that affect or may affect Respect Victoria.

As the responsible Secretary, the Secretary of the Department of Premier and Cabinet is responsible for:

- advising me on matters relating to Respect Victoria, including the discharge of its responsibilities;
- working with and providing guidance to Respect Victoria to assist with matters relating to public administration and governance.

I note that the Secretary may choose to delegate this responsibility to relevant personnel within the Department of Premier and Cabinet.

### **Performance objectives**

In delivering advice and commitments under two pillars of the Free from violence strategy, namely 'Research and Evaluation' and 'Engage and Communicate with the Victorian community', I expect Respect Victoria to consider:

- the impact of prevention of family violence and violence against women community awareness campaigns, including the capacity of statewide campaigns to consider other primary prevention campaign levers that could drive uptake.
- Research activities to deepen understanding and inform family violence and violence against women prevention policy and programming, and the partnerships required to do so. This includes developing a Research Alliance with key partners to ensure high-quality evidence in family violence prevention, embedded across the whole Victorian community.
- Measuring and monitoring trends in family violence prevention. This includes responsibility for the development of the Family Violence Data Platform, quality assurance and endorsing primary prevention program type functions.
- The reach of prevention of family violence and violence programs and initiatives across the Victorian community, including those that support diverse communities, and policy and funding opportunities going forward.
- Effectiveness of primary prevention programs and the aggregate progress towards the achievement of outcomes and impacts across the Free from violence strategy.

### **Expectations for engagement**

As the responsible Minister, it is my expectation that I will receive timely advice from Respect Victoria on significant activities, issues and plans. I expect Respect Victoria to work with the Office for Women and other government agencies in a consultative manner to achieve these objectives.

The Office for Women and Respect Victoria will maintain open, frank and timely communication lines. To support this, and in line with standard arrangements between government and statutory authorities, I expect Respect Victoria to provide ministerial briefings to the Office for Women prior to submission. The Office for Women will submit the brief to me, along with an accompanying brief if required, to ensure I receive complete advice. The exception to this practice is when Respect Victoria is providing my office with purely factual information.

Respect Victoria will provide data/reports to the Office for Women on quality, evidence-based prevention programs, prevention trends, and progress on communication and engagement projects and strategies. The Office for Women will provide data/reports to Respect Victoria relating to the performance and outcomes of Free from Violence projects, and progress toward ten-year outcomes in the Free from Violence Outcomes Framework.

I expect Respect Victoria to participate in governance arrangements, including membership across a range of family violence prevention and other family violence bodies as appropriate.

### **Financial authorisation and delegation**

I have delegated authorisation to you as chairperson of the Board of Respect Victoria (and person with the functions of a public body Head in relation to employees under section 16(1) of the *Public Administration Act 2004*) and have authorised the Chief Executive Officer of Respect Victoria to create financial obligations on behalf of Respect Victoria.

### **Publishing and reporting requirements**

Respect Victoria is required to publish the revised Statement of Expectations performance objectives, and Respect Victoria's response to the additional monitoring and evaluation objective, on its website. This will fulfil the requirement under the legislation that Respect Victoria provide a Statement of Intent containing information on the objectives, activities and performance measures. Reporting on Respect Victoria's progress to achieve the Statement of Expectations performance objectives should be undertaken on Respect Victoria's website shortly after the conclusion of the financial year.

I look forward to receiving the revised Statement of Intent, outlining how Respect Victoria proposes to deliver on the additional monitoring and evaluation objective, and to working with you on preventing all forms of family violence and violence against women in Victoria.

Yours sincerely



**Gabrielle Williams MP**

Minister for Prevention of Family Violence  
..22/..12/..20.