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| Name | HR03 Equal Employment Opportunity |
| Policy Type | Administrative Policy |
| Responsible Officer | Chief Executive Officer |
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1 Purpose

This policy is in place to promote the elimination of discrimination and the promotion of equal employment opportunity. In this regard, Council is committed to providing a workplace which is free from unlawful discrimination and which actively works towards removing barriers to individual employment and development.

This policy is also in place to ensure Council's equal employment opportunity policies are applied consistently across the organisation.

2 Principles

This policy records Council's commitment to equal employment opportunity. We are committed to providing a workplace which is free from unlawful discrimination and which actively works towards removing barriers to individual employment and development.

3 Definitions

For the purposes of this Policy, the following definitions apply:

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| discrimination | Direct or indirect bias in decision making based on the grounds of race, colour, sex, sexual preference, age, physical or mental disability, marital status, family responsibilities, pregnancy, religion, political opinion, natural extraction, social origin or any other ground specifically provided for by Territory or Federal law |
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4 Policy Statement

- 4.1 Council will ensure that all employees have equal opportunities for employment, limited only by the existence of genuine opportunities (such as vacancies, promotion opportunities, access to training and so forth) and the suitability of applicants for such opportunities.
- 4.2 Council acknowledges that in order to create equal opportunities for all employees it may be necessary to provide additional assistance to employees depending on their own personal circumstances. Council management encourages employees who believe they would benefit from such assistance to discuss this, in confidence, with the manager of their choice.
- 4.3 As per Section 104 of the Local Government Act, all placements and promotions are based on factors of merit, such as skills, experience, qualifications and other relevant competencies.
- 4.4 All managers must ensure adherence to Council's equal employment opportunity policies by setting a positive example for other employees to follow.

- 4.5 Direct or indirect discrimination on the grounds of race, colour, sex, sexual preference, age, physical or mental disability, marital status, family responsibilities, pregnancy, religion, political opinion, natural extraction, social origin or any other ground specifically provided for by Territory or Federal law is completely unacceptable.
- 4.6 Direct discrimination includes any action which specifically excludes a person because of a personal characteristic.
- 4.7 Indirect discrimination usually exists in the procedures or attitudes of an organisation, so that criteria for employment, promotion or development are not based on a genuine work need (for example age rather than technical competence as a criterion for promotion). Such procedures or attitudes may not appear to be in contravention of this policy but are nonetheless prohibited.
- 4.8 By obtaining appropriate external advice from time to time, Council will periodically audit its employment practices to ensure they not only comply with statutory obligations for equal employment opportunity but are also consistent with best practice within the industry.

5 Associated Documents

- HR01 Code of Conduct for Employees
- HR02 Statement of Employment Policies

6 References and Related Legislation

- Fair Work Act
- Local Government Act