	<p style="text-align: center;"><b>GOVERNANCE POLICY</b></p> <p style="text-align: center;"><b>EQUAL EMPLOYMENT OPPORTUNITY</b></p>	Policy Number Version Number Issued Last Review Next Review GDS	HR.01 4 July 2012 Feb 2023 Feb 2028 9.63.1.1
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## **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

### **1. Introduction**

The Flinders Ranges Council (Council) understands that it has responsibility to all members of its community to create an employment environment which is free of discrimination, and which reflects the diversity and needs of the community it serves. The Council is firmly committed to the principle of equal opportunity in employment for all employees and potential employees.

Council therefore acknowledges its legal obligations under the Local Government Act and the State and Federal Equal Opportunity laws, in that:

*the South Australian Equal Opportunity Act makes discrimination unlawful on the grounds of sex, sexuality, marital status, pregnancy, race, physical or intellectual impairment and age in the areas of employment, provision of goods and services, advertising, accommodation and clubs and associations.*

Sexual harassment and victimisation are also unlawful.

The *Local Government Act, 1999* requires that Council observe general principles of personnel management and development, and implement and review an Equal Employment Opportunity Programme.

### **2. Policy**

When developing and implementing the Equal Employment Opportunity Programme The Flinders Ranges Council will:

- incorporate the programme into its Strategic Management Plan;
- consult with its employees;
- ensure that recruitment, selection, promotion, transfer and training are based solely on the merit principle. This means that selection will be based on skills, knowledge, qualifications and experience (including community experience) relevant to the job or situation;
- appoint its Human Resource Officer to the position of Equal Employment Opportunity Officer;
- establish a bullying, discrimination and harassment policy;
- review existing training programmes and change or develop them as necessary;
- provide the opportunity for all new and existing employees and elected members to attend Equal Employment Opportunity awareness training and any other training relevant to their position or responsibilities; and
- ensure that all employees receive copies of the Equal Employment Opportunity and associated policies and have access at all time to information relating to the development and implementation of the Equal Employment Opportunity Programme.


Council believes that the implementation of an Equal Employment Opportunity Policy and Programme will result in a more productive workplace and increased job satisfaction and better services to the community.

### **RESPONSIBILITIES**

The overall responsibility for monitoring the effectiveness of this policy and for implementing an ongoing Equal Employment Opportunity Programme is vested in the Chief Executive Officer.

All employees have a responsibility to uphold the Equal Opportunity principles outlined in the policy. However, specific responsibility rests with managers and supervisors to prevent discrimination and promote Equal Employment Opportunity within the workplace.

Employees are encouraged to raise equal opportunity issues or grievances with the Equal Employment Opportunity Officer. Confidentiality will be respected. It should also be noted that it is the right of every South Australian to seek advice or assistance from the Equal Opportunity Commission.

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## LEGISLATION

Equal Opportunity Act, 1984  
Local Government Act, 1999

## REFERENCES

The Flinders Ranges Council Strategic Management Plan 2012 – 2022  
*Objective – Responsible business and people management*

## REVIEW

This Policy shall be reviewed at least every three (3) years or more frequently if legislation or Councils needs changes to the content.

Adopted by Council      14 August 2012  
Resolution 164/2012

Review Date	Version Number	Change	Resolution
August 2013	2	Nil	181/2013
December 2014	3	Nil	255/2014
13 February 2018	3	Reviewed by PRRC 30Jan18 – No changes	020/2018
21 March 2023	4	Minor formatting changes only	46/2023