



EMP01 EQUAL EMPLOYMENT OPPORTUNITY

Aim	This policy recognises the Shire’s legal obligations under anti-discrimination legislation and ensures employment practices follow the criteria for providing employment opportunities will be based solely on the principle of merit and equity.
Application	All staff, contractors and volunteers
Statutory Environment	Not Applicable
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 05 Inspiring Governance Objective 1 Connected, caring and engaged communities
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

Objectives

This policy applies to all employees at the Shire and where relevant those performing work (paid and unpaid) for the Shire, including but not limited to direct employees, contractors, labour hire, volunteers and those performing work through a third party.

Commitment

The Shire is committed to the principles of equal employment opportunity. This involves the improvement in the skill and competency levels of all employees to provide equal access to further employment or career path progression. The Shire acknowledges and celebrates diversity and commits to continuing to actively and flexibly seek to appoint and accommodate the unique needs of many different employees.

The Shire is committed to providing an environment free from all forms of discrimination, harassment and bullying and all employees will be treated in a fair and equitable manner in all decisions and processes.



Environment

The Shire recognises that when conflict, discrimination and harassment occurs in the workplace, job satisfaction, morale and productivity suffers. A healthy and safe work environment free from discrimination, harassment and bullying is the primary objective of the Shire.

Diversity

The Shire appreciates the inherent value in a diverse workforce. Diversity may result from a range of factors; origin, age, gender, race, cultural heritage, lifestyle, education, physical ability, appearance, language or other factors.

Awareness

Upon appointment, all employees are to be given a copy of this policy and ensure it is easily accessible electronically on the Shire's website and intranet (AIMS).

Monitoring

Employment related practices are to be periodically reviewed in accordance with this policy, with particular consideration of practices and directives covering:

- Recruitment;
- Conditions of service;
- Appointment, promotion and transfer; and
- Training and development.

Associated Documents

In the interest of creating a diverse workplace which promotes fair and equitable treatment, the Shire has developed a set of Policies and Directives that apply to employees at the Shire.

These documents include but are not limited to:

- ELM04 Code of Conduct Policy
- EMP10 Training and Development Directive
- EMP16 Grievance Investigation and Resolution Policy
- EMP17 Occupational Health & Safety Policy
- EMP22 Discrimination, Harassment and Bullying Directive
- EMP27 Employee Recruitment, Selection and Promotion Directive
- EMP30 Working from Home Directive
- Shire of Ashburton Disability Access and Inclusion Plan
- Equal Employment Opportunity Management Plan.