

Equal Employment Opportunity Policy

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3

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Human Resources

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Randwick City Council
a sense of community



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1. Overview

Randwick City Council is committed to ensuring the principles of equal employment opportunity and diversity and inclusion in the work environment.

In fulfilling this policy, Council aims to eliminate and ensure the absence of direct, systemic and indirect discrimination on the grounds of:

- sex;
- age;
- gender identity;
- sexuality;
- marital, relationship or domestic status;
- pregnancy or breastfeeding;
- carers' responsibilities;
- religion
- race, colour, national extraction;
- social origin
- disability;
- political affiliation or opinion;
- union affiliation
- HIV/AIDS status.

Council will promote EEO as specified in the NSW Local Government Act for:

- women;
- members of racial minorities and;
- people with a disability.

The policy seeks to establish an equitable working environment where equal employment opportunities based on merit are provided in relation to:

- access to services and information;
- transparent decision making;
- recruitment and selection;
- learning and development;
- career advancement and developmental opportunities; and
- conditions of employment.

This policy aligns with The Randwick City Plan Theme of **Responsible Management** and Outcome of **Leadership in Sustainability** and the Directions of Council as a leader in the delivery of social, financial and operational activities and Continuous improvement in service delivery based on accountability, transparency and good governance.

2. Scope

This policy applies to all workers at Randwick City Council.

3. Policy Principles

The purpose of the Randwick City Council EEO Policy and EEO Management Plan is to

- foster a culture that values diversity and inclusion,
- removes barriers to participation and progression in employment and training;
- encourages innovation and flexibility through different ways of working;

The EEO Management Plan details the programs developed to achieve the integration of equity and diversity and equal opportunity principles into all aspects of employment.

4. Responsibilities

- Leaders (Directors, Managers, Coordinators and Supervisors) are responsible for compliance with all statutory responsibilities and for ensuring that staff are aware of the Council's EEO Policy and EEO Management Plan and the identification and elimination of discriminating practices.
- Human Resources are available to provide strategic and practical advice, information and education about the EEO Policy and EEO Management Plan.
- All Staff are expected to participate in and demonstrate behaviour that supports the EEO Policy and EEO Management Plan and demonstrate the Randwick City Council Values (ICARE – Integrity, Customer Focus, Accountability, Respect and Excellence).

5. Complaints

Internal complaints relating to the EEO Policy and EEO Management Plan will be addressed consistent with Council's internal Grievance Management Policy and Workplace Investigation Procedure.

External complaints about the EEO Policy and EEO Management Plan will be referred to the Manager, Human Resources to action in accordance with relevant legislation, Council's Complaint Management policy and Workplace Investigation Procedure.

6. Review

Human Resources will review the EEO Policy and EEO Management Plan annually.

Annual EEO data and outcomes are reported in the Randwick City Council Management Plan and Randwick City Council Annual Report.

7. References

- Local Government Act
- Local Government (General) Regulation
- Industrial Relations Act (NSW)
- Australian Human Right Commission Act

- Age Discrimination Act
- Disability Discrimination Act
- Racial Discrimination Act
- Sex Discrimination Act
- Anti-discrimination Act (NSW)
- Local Government Award
- Workplace Bullying and Harassment policy and procedure
- Grievance policy and procedure
- Family and Domestic Violence Policy
- Code of Conduct
- EEO Management Plan

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