



Gladstone Regional Council

Council Policy

Title	PEOPLE AND CULTURE POLICY
Policy Number	P-2019-05
Business Unit/s	PEOPLE, CULTURE AND SAFETY
Date of Adoption	21 May 2019
Resolution Number	G/19/3781
Review Date	21 May 2022
Date Repealed	

1.0 PURPOSE:

The People and Culture Policy outlines Gladstone Regional Council's (Council) commitment to providing a values-based, high performing workplace culture that develops leaders and ensures every person is supported to thrive, do their best work and proudly contribute to creating a better future for our community.

2.0 SCOPE:

This policy applies to all Council employees.

3.0 RELATED LEGISLATION:

Age Discrimination Act 2004 (Cth)
Anti-Discrimination Act 1991 (QLD)
Australian Human Rights Commission Act 1986 (Cth)
Disability Discrimination Act 1992 (Cth)
Equal Employment Opportunity Regulations 1995
Gladstone Regional Council Certified Agreement 2018 ("CA")
Industrial Relations Act 2016
Local Government Act 2009
Public Sector Ethics Act 1994
Queensland Local Government Industry (Stream A) Award – State 2017
Queensland Local Government Industry (Stream B) Award – State 2017
Queensland Local Government Industry (Stream C) Award – State 2017
Racial Discrimination Act 1975 (Cth)
Sex Discrimination Act 1984 (Cth)
Work Health and Safety Act 2011

4.0 RELATED DOCUMENTS:

Code of Conduct Policy
All other Council policies and corporate standards.

5.0 DEFINITIONS:

To assist in the interpretation of this policy the following definitions apply:

Employee means a person employed directly by Council, either under an Employee Employment Agreement or under the Certified Agreement.

Leader means the Executive Team, Managers, Team Leaders and any other supervisory position that reports to a General Manager (i.e. Specialists) of Gladstone Regional Council.

6.0 POLICY STATEMENT:

Refer to policy statement attached.

7.0 ATTACHMENTS:

People and Culture Policy Statement.

8.0 REVIEW MECHANISM:

This policy will be reviewed when any of the following occur:

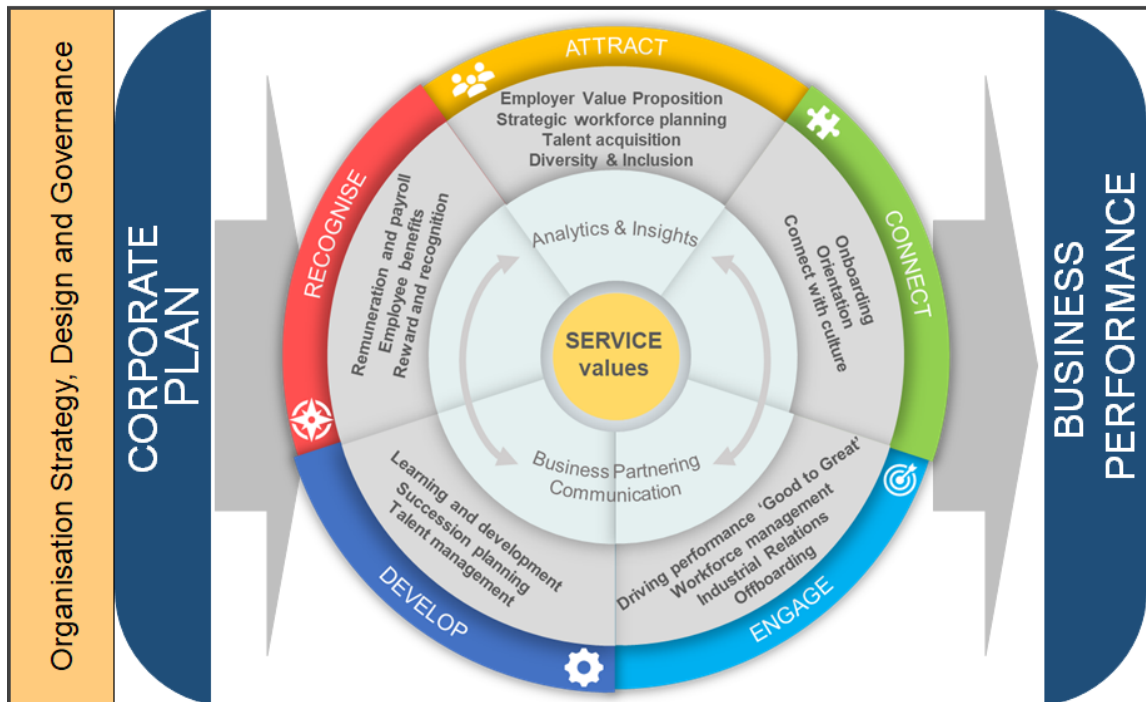
1. The related legislation or governing documents are amended or replaced; or
2. Other circumstances as determined by resolution of Council or the CEO; or
3. Three years from date of adoption.

TABLE OF AMENDMENTS			
Document History	Date	Council Resolution No.	Notes (including the prior Policy No, precise of change/s, etc)
Originally Approved	21 May 2019	G/19/3781	Repeal P-2013-21 Salary Packaging Policy Repeal P-2014/43 Non-Smoking Policy
Amendment 1			
Amendment 2			
Amendment 3			

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LEISA DOWLING
CHIEF EXECUTIVE OFFICER

PEOPLE AND CULTURE POLICY STATEMENT

Our success in achieving our vision to **Connect. Innovate. Diversify.** and mission *to work together to balance our Region's lifestyle and opportunity* relies on our people. To achieve this, we strive to create a values-based, high-performing culture that supports our people, and where everyone feels a sense of pride in the better future they have created for our community.



To achieve this, we are committed to developing systems, processes and behaviours that:

- ✓ **Attract** and retain people who share our vision, mission, and values of SERVICE (Safe, Ethical, Responsive, Visionary, Inclusive, Community and Efficient);
- ✓ **Connect** by creating a culture of trust;
- ✓ **Engage** to unleash people's full potential;
- ✓ **Develop** organisational capability and excellence;
- ✓ **Recognise** and reward performance and behaviour reflective of our SERVICE values.

Above all, we are committed to:

- treating all people with respect;
- supporting flexibility, inclusiveness, collaboration and diversity in our workforce;
- clearly articulating our values and our Code of Conduct, and incorporating these into our interactions with our customers, contractors, visitors and the community;
- providing a workplace that is free from stigma, discrimination and any form of intimidation, violence, harassment (sexual or other) or bullying of any kind;
- addressing the root cause of performance issues and workplace allegations in a timely manner, fairly and using the principles of procedural fairness and natural justice;
- developing a resilient workforce by maintaining a supportive network to assist and empower our people to do their job;
- complying with all relevant people legislation, policies, corporate standards, agreements and other relevant requirements; and
- establishing a work environment with conditions that motivate people to strive to achieve to their full potential.

By creating this values-based, high-performing culture, our people will have the integrity and professionalism to live out our values, vision, mission and the principles of our Code of Conduct to shape a better future for our community.

 Chief Executive Officer

Date: ___/___/___

Date for Review: ___/___/___