Policy 6.04 Conditions of Employment

Scope
This policy highlights the principles of conditions of employment adhered to across the Bega Valley Shire Council (BVSC), for both indoor and outdoor officers (staff); ranging from recruitment and selection to discipline and post-employment.

Purpose
- To provide a workplace free of discrimination with fair and equitable conditions of employment that attract and retain appropriately skilled staff and promote learning, transparency and a high level of ethics.

Definitions
Nil

Legislative requirements
Equal Employment Opportunity Act 1987
Local Government Act 1993
Anti-discrimination Act 1997
NSW Industrial Relations Act 1996
NSW Work Health & Safety Act 2011
Local Government (State) Award 2010
Local Government (Electricians) State Award 2007
Workers Compensation Act 1987
Workplace Injury Management and Workers Compensation Act 1998
Fair Work Act 2009

Policy Statement
Bega Valley Shire Council will address the matter of ‘Employment Conditions’ in a systematic manner by:

- Ensuring the recruitment and selection of staff is based on merit with proper regard for the principles and objectives of equal employment opportunity.
- Maintaining an effective salary system that achieves maximum internal equity between positions, rewards the acquisition of skills and performance and, at the same time, ensures salary levels attract and retain skilled staff.
- Encouraging programs to promote Aboriginal and Torres Strait Islander employment opportunities.
- Providing organisational development programs that contribute to achieving corporate objectives.
- Providing a consistent procedural basis for all employment related issues to be considered.
- Instilling a high level of ethics and transparency into all service delivery activities and decision-making.
- Maintaining programs that meet all statutory employment requirements.
Policy 6.04 Conditions of Employment
Version: 6
Adopted: 29 November 2017
Next review: March 2021

Policy Version Control

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| Goal(s)      | 1. We are an informed and engaged community with a transparent, consultative and responsive Council  
               2. Our Council is financially sustainable and services and facilities meet community needs |
| Responsible Officer | Executive Manager |
| Version       | 6                        |
| Adopted       | 29 November 2017         |
| Next revision | March 2021               |

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Note: Policy details may change prior to review date due to legislative changes. For the most up-to-date version please refer to Council’s website www.begavalley.nsw.gov.au