

INDUSTRIAL RELATIONS POLICY

Purpose

Croydon Shire Council ("Council"), aims to provide and maintain an environment that protects the health and safety of all employees and also facilitate a productive workplace. Council is committed to managing all matters involving Industrial Relations in a professional manner and in compliance with all relevant awards and legislative requirements.

Application of Policy

This policy applies to employees, agents and contractors (including temporary contractors) of Council.

The Industrial Relations Policy supports Council's Corporate Plan and is approved and supported at senior management level, however industrial relations will be a shared responsibility for all staff especially managers and supervisors who will be supported by specific training where required.

The Chief Executive Officer has the responsibility to ensure Council's Industrial Relations Policy is followed to minimise any potential business risk associated with industrial relations matters, particularly disputation with employees, contractors and unions. Matters involving Industrial Relations will be addressed at Council's Leadership Team Meetings.

Commitments

Council will maintain its awareness of obligations as an employer and is committed to operate within various State and Federal laws, including but not limited to the following:

- Pay wages in accordance with the relevant Industry Awards, workplace agreement or employment contract
- Comply with the relevant Workers Compensation Authority (Local Government Workcare)
- Comply with obligations regarding Superannuation
- Comply with obligations regarding Workplace Health and Safety

Council will develop and improve the skills of employees to enable them to work effectively in our constantly changing environment and strive to reach their highest potential.

Encourage open communications at all levels promoting job pride and satisfaction, improved work skills and productivity.

Recruit employees and contractors by careful selection including background checks and maintain a labour force of employees and contractors that have consideration for Council's objectives, policies and systems.

Council will ensure that all contractors comply with relevant awards and workplace arrangements.

Ensure timely resolution of grievances and foster a team spirit that involves all employees.

More Information

For further information covered by this policy please seek the assistance of the Chief Executive Officer.

Variations

Council reserves the right to vary, replace or terminate this policy from time to time.

Associated Documents

- Croydon Shire Council Code of Conduct
- Anti-Discrimination & Equal Employment Opportunity Policy
- Croydon Shire Council Workplace Health & Safety Policy
- Croydon Shire Council, Tender - Hire of Private Plant and Equipment (reviewed annually)
- Croydon Shire Council Enterprise Risk Management Policy
- Queensland Local Government Officers Award 1998
- Local Government Employees Award – State 2003
- Engineering Award – State 2002
- Children's Services Award – State 2006
- Local Government Act 2009
- Industrial Relations Act 1999
- Workplace Health and Safety Act 1995
- Workers Compensation and Rehabilitation Act 2003

Policy Version and Revision Information

Policy Authorised by: William Kerwin
Title: Chief Executive Officer

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Policy Maintained by: Denise Knudsen
Title: Business Manager

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William F Kerwin
Chief Executive Officer

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