

POLICY

TITLE:	Human Resources Management Policy		
DIRECTORATE:	Council		
ADOPTED BY:	Council Resolution: OMC-24/355		
DATE OF ADOPTION:	29 November 2024	DATE OF REVIEW:	29 November 2026
POLICY NUMBER:	134		
LEGISLATIVE REF:	<i>Local Government Act 2019; Section 172 (the Act)</i>		

1. INTRODUCTION

1.1. Purpose

The purpose of this Policy is to ensure compliance under the Act, which stipulates that Council must ensure that human resource management policies are in line with the statutory principles of human resources management.

1.2. Scope

This Policy applies to all employees of Barkly Regional Council (BRC) and it operates in conjunction with other legislation and relevant policies and procedures.

1.3. Responsibilities

The Chief Executive Officer (CEO) is responsible for ensuring the Human Resources Management Policy is current and in accordance with the relevant legislation.

The implementation, maintenance and compliance with this Policy is the responsibility of the CEO.

1.4. Policy Objectives

- 1) Demonstrate a commitment to compliance with state and federal industrial relations legislative instruments, including relevant work health and safety legislative and rehabilitation instruments.
- 2) Ensure that employment practices incorporate equal opportunity and shall not be discriminatory.
- 3) Demonstrate that all policies and procedures are developed to comply with the legislated requirements.

2. POLICY STATEMENT

- 1) BRC will have policies and or procedures in place, ensuring that:
 - a. Recruitment processes are conducted in a fair and equitable manner, based on the merit principle
 - b. All employees are provided a fair and reasonable probation period as applicable and as clearly demonstrated in the employment letter
 - c. All employees are provided with feedback on their performance throughout their probation period and as part of an annual performance development review
 - d. Promotions will be based on identified business needs that result in significant change to position requirements and a change in classification or through a merit-based recruitment process

- e. Staff are provided with fair and equitable access to employment related benefits
- f. Where employment related grievances occur, BRC aims to resolve matters in a timely manner in accordance with existing processes
- g. Other employment-related policies or procedures are developed, reviewed and updated as required or appropriate

3. RELEVANT POLICIES

Policies and procedures to be read in conjunction with this policy are:

- 1) Recruitment and Selection Policy
- 2) Training and Development Policy
- 3) Codes of Conduct
- 4) Employee Grievance
- 5) Equal Opportunity
- 6) Workplace Health & Safety

4. IMPLEMENTATION AND REVIEW

4.1. Implementation

Relevant personnel will be made aware of this Policy. It is not a requirement of the Act for this Policy to be published on the Barkly Regional Council website.

4.2. Review

This policy will be reviewed on or before 29 November 2026.

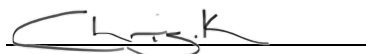
5. VARIATIONS, REVOCATIONS AND/OR CHANGES

BRC reserves the right to revoke and/or amend this policy from time to time as is considered necessary to better manage its business and/or to comply with any legislative requirements. Employees will be given sufficient notice of any such revocations, amendments, or changes.

6. APPROVAL

This policy is approved.

Chris Kelly
Chief Executive Officer


Signature

29 Nov 2024
Dated

END