

G23. Human Rights Policy

- 1 OBJECTIVE 1**
- 2 SCOPE 1**
- 3 STATEMENT..... 1**
 - 3.1 Policy Statement1
 - 3.2 Expected Workplace Behaviours1
 - 3.3 Council Obligations in Preventing Anti-Human Rights1
- 4 DEFINITIONS..... 2**
- 5 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS..... 2**

Adopted by Council	15 November 2019		
Effective Date	15 November 2019	Review Date	15 November 2021
Policy Owner	Council		Responsible Officer CEO
Policy Number	G.23		IX Reference 186525
Version Number	V1	15-Nov-19	Developed and adopted

- CEO Chief Executive Officer
- MCCS Manager Corporate & Community Services
- MES Manager Engineering Services
- MFS Manager Financial Services

1 OBJECTIVE

The objective of this policy is to articulate Council's position in terms of our obligation under the Human Rights Act 2019 to make decisions and act compatibility with the 23 fundamental human rights in the workplace and our interactions with the general public.

2 SCOPE

This policy applies to Councillors and all employees of Council including temporary, part time and contract staff.

This policy applies to interactions that occur when:

- Dealing with customers or community members when providing day-to-day services.
- Processing and dealing with human rights complaints from the public.
- Making decisions, interpreting and applying laws.
- Developing policies and procedures.
- Inducting new employees into Council.

This policy should be read in conjunction with G.23-A Human Rights Complaint Procedure.

3 STATEMENT

3.1 POLICY STATEMENT

Quilpie Shire Council is committed to embedding human rights understanding in our everyday business to place the human rights of individuals, especially the most vulnerable, at the forefront of our service delivery.

Quilpie Shire Council will treat human rights complaints seriously. We will respond promptly, impartially and confidentially.

This policy will be made available to all workers including contractors. New workers will be given a copy of this policy at their induction. Managers and supervisors will remind workers of the policy from time to time.

3.2 EXPECTED WORKPLACE BEHAVIOURS

- Councillors and staff will consider human rights when they deliver services to the community and review or develop policies, plans and procedures;
- Councillors and staff will consider human rights when they engage with the community and handle complaints from members of the community about alleged breaches of human rights; and
- Councillors and staff will consider human rights when they make decisions, undertake strategic planning and create local laws.

3.3 COUNCIL OBLIGATIONS IN PREVENTING ANTI-HUMAN RIGHTS ACTIONS

Council will take all reasonable steps to prevent anti-human rights actions through a risk management process. This process includes:

- identification of anti-human rights risk factors- these are things and situations which could contribute to anti-human rights such as the way in which staff and Councillors engage with the community, make decisions, develop policies, procedures and local laws;
- assessing and eliminating the risks, as far as reasonably practicable, or controlling, or minimising, them as far as reasonably practicable; and
- training and providing information to workers and Councillors about human rights, how to consider these rights in day-to-day service, engaging with the community and decision making.

4 DEFINITIONS

Human Right

A right which is believed to belong to every person.

5 RELATED POLICIES | LEGISLATION | OTHER DOCUMENTS

Human Rights Act 2019

G.23 – A Human Rights Complaints Procedure (to be developed)

Human Rights Charter (to be developed by Queensland State Government)

Code of Conduct

IX #	Details