

Annual Report on Workplace Behaviour

Tuesday, 10 May 2022
Council

Strategic Alignment - Enabling Priorities

Program Contact:
Anna Jordan - Manager People

Public

Approving Officer:
Amanda McIlroy - Chief
Operating Officer

EXECUTIVE SUMMARY

At its meeting on 9 March 2021, Council resolved that a report outlining workplace behavioural issues involving City of Adelaide employees, contractors and/or volunteers would be provided to Council on an annual basis.

A report was consequently provided to Council at its meeting on 11 May 2021, detailing cultural and behavioural allegations and investigations to that point. At that meeting Council resolved to:

1. *Notes the report and henceforth an annual update be provided to the Council Chamber.*

This report provides an update on formal allegations of sexual harassment, assault and/or discriminatory behaviour lodged by or against Council employees, volunteers, and contractors since 11 May 2021. It is intended that future annual updates will be incorporated into the Annual Report presented to Council for approval.

RECOMMENDATION

THAT COUNCIL

1. Notes the report and that future reporting will be incorporated in the Annual Report presented to Council for approval.
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IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	Strategic Alignment – Enabling Priorities
Policy	<p><i>South Australian Equal Opportunity Act (1984)</i> <i>Workplace Health and Safety Act (SA) 2012</i> <i>The Independent Commission Against Corruption Act 2012 (SA) – ICAC Act</i> <i>Fair Work Act 1994 Local Government Act 1999 (SA)</i> <i>City of Adelaide Act 1998 City of Adelaide Standing Orders (June 2019)</i> <i>Code of Conduct for Council Employees Principles of the Code of Conduct (Volunteers)</i> <i>Fair Treatment in the Workplace & Grievance Resolution Operating Guideline</i> <i>Work Health Safety and Equitable Return to Work policy</i> <i>The Corporation of the City of Adelaide, Wages Enterprise Agreement</i> <i>The Corporation of the City of Adelaide, Salaried Enterprise Agreement</i> <i>The Corporation of the City of Adelaide, Leisure Services Enterprise Agreement</i> <i>The Corporation of the City of Adelaide, UPark Enterprise Agreement</i> <i>Adelaide City Council Corporation Award</i> <i>Municipal Employees (Adelaide City Council) Award</i></p>
Consultation	Not as a result of this report
Resource	Not as a result of this report
Risk / Legal / Legislative	Not as a result of this report
Opportunities	Not as a result of this report
21/22 Budget Allocation	Not as a result of this report
Proposed 22/23 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
21/22 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

DISCUSSION

1. The City of Adelaide leadership team takes its obligations under the Work Health and Safety Act 2012, and the *Local Government Act 1999 (SA)* very seriously and is committed to fostering a supportive and safe working environment for all our people.
2. City of Adelaide (CoA) employees, contractors and volunteers are all made aware of required standards and expectations of behaviour, and we ensure we are clearly and consistently communicating a culture of respect where sexual and other harassment, assault and discrimination is not tolerated. This forms part of the induction process for new employees and is also part of mandatory training modules.
3. As an organisation, we are committed to supporting our people to proactively resolve workplace behaviour and interpersonal issues and to deal with formal allegations efficiently, compassionately, and consistently, always with the safety and wellbeing of our people as our priority.
4. Significant work has been undertaken since 2021 to improve staff education and to promote the importance of respectful behaviours and the rights of all people in the workplace. This has included the development of new training modules, including a specific Safety and Wellbeing module on behaviour, as well as increased internal communications focused on positive behaviours, and improving the clarity and communication of CoA's expectations of behaviour. The Connection Series workshops, hosted by the People team, have also provided an opportunity for staff to engage with Executive and for Executive to reiterate, affirm and model expectations for staff.
5. This proactive approach to communicating and reinforcing behavioural expectations has assisted with cultural change and has resulted in an increased ability to resolve issues informally, meaning less have required formal investigation.
6. To support the ongoing clear and consistent presentation of allegations to Council, as requested in the decisions made on 9 March and 11 May 2021, the collection and display of data has been updated to enable future comparisons.
7. The table below provides a summary of allegations of sexual harassment and/or discriminatory behaviours involving CoA employees, contractors or volunteers, investigated by the CoA since the previous report on 11 May 2021.
8. It is intended that future updates will be provided each year via Council's Annual Report.

Year	Complaint Category	Complaint about	Complaint made by	Investigated	Substantiated	Outcome
May 2021	Bullying / Harassment	Employee	Employee	Externally	Substantiated	First and final Warning
May 2021	Bullying / Harassment	Employee	Employee	Externally	Not substantiated	No action taken
May 2021	Unfair Treatment	Employer	Employee	Externally	Not substantiated	Recommendation for some changes were implemented
June 2021	Unfair Treatment	Employee	As a result of another investigation	Externally	Substantiated	Employee resigned before resolved
Feb 2022	Intimidation	Employee	Ex-employee	Internally	Partially Substantiated	Dealt with informally
Feb 2022	Bullying / Harassment	Employee	Employee	Internally	Partially Substantiated	Employee resigned during probationary period
Mar 2022	Sexual Harassment	Employee	Employee	Internally	Substantiated	Employee Terminated

DATA AND SUPPORTING INFORMATION

Nil

ATTACHMENTS

Nil

- END OF REPORT -