



Community Access & Inclusion Policy

Version 1

Approval Date: 14 January 2020

Review Date: 14 January 2023

DOCUMENT CONTROL

Responsible GM	Suzanne Miller	
Division	Active Communities and Partnerships	
Last Updated (who & when)	Shay Ferguson, Manager	2019
DOCUMENT HISTORY		
Authority	Date	Description of change
Executive Team	14 January 2020	Initial document
References	Refer to Section 8 and 9 of this policy	
Next Review Date	14 January 2023	
Published on website	Yes	
Document Reference No		

1. Background

Latrobe City Council acknowledges and respects diversity within our community and recognises its ability to strengthen and enrich community life. Council understands that inclusion is a basic human right and welcomes and supports all people irrespective of age, gender, ability, cultural background, religion or sexual identity. Latrobe City Council is committed to providing its citizens equal rights and will adhere to the guidelines set out in the *Disability Discrimination Act 1992*, the *Racial Discrimination Act 1975*, the *Sex Discrimination Act 1984* and the *Charter of Human Rights and Responsibilities Act 2006*.

2. Objectives

The objective of the Community Inclusion and Access Policy is to define Council's commitment to providing equal opportunities for the whole community.

3. Scope

The application of this policy applies to Councillors and Council staff, including volunteers and contractors of Council.

4. Principles of Management

- Council will empower its diverse community by engaging with marginalised groups, allowing meaningful input into Council projects and initiatives.
- Council will seek to identify issues for external advocacy.
- Council processes will ensure that equality and inclusion are embedded in service planning and delivery.
- Council processes will ensure infrastructure development and facility upgrades prioritise accessibility for all abilities.
- Council will promote inclusion by ensuring communication processes support people of all abilities and cultural backgrounds.
- Council will provide professional development opportunities for staff to increase knowledge and skills to support our diverse community.
- Council will support events that value and celebrate diversity and promote inclusiveness.
- The Latrobe City Disability Action Plan, Cultural Diversity Action Plan and Reconciliation Action Plan (pending) will provide guidance and direction on how the objective of this Policy will be managed. These Plans will be reviewed every four years and the outcomes reported to Council annually.
- This Policy relates to objectives in both Latrobe 2026 – The Community Vision for Latrobe Valley and the Council Plan 2017-2021.

5. Accountability and Responsibility

Accountability and responsibility for this policy is outlined below.

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Responsible Division	(Insert Division Name)	Approved Date	(day, month, Year)	Review Date	(month & year)
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5.1. Council

- Responsibility to ensure this Policy is consistent with Latrobe City Council Strategic Direction and other Latrobe City Council Policy
- Responsibility for the decision to approve this Policy by Council Resolution

5.2. Chief Executive Officer

- Overall responsibility for compliance with this policy
- Overall responsibility for enforcing accountability
- Overall responsibility for providing resources
- Overall responsibility for performance monitoring

5.3. General Manager

- Responsibility for compliance with this policy
- Responsibility for enforcing accountability
- Responsibility for providing resources
- Responsibility for performance monitoring

5.4. Manager

- Develop frameworks and procedures in compliance with this policy
- Enforce responsibilities to achieve compliance with frameworks and procedures
- Provide appropriate resources for the execution of the frameworks and procedures

5.5. Employees, Contractors and Volunteers

- Participate where required in the development of frameworks and procedures in compliance with this policy.
- Comply with frameworks and procedures developed to achieve compliance with this policy.

6. Evaluation and Review

This policy will be reviewed on request of Council, in the event of significant change in the Executive Team, significant changes to legislation applicable to the subject matter of the policy or, in any other case, during each Council term (generally four years).

7. Definitions

Discrimination: when a person, or a group of people, is treated less favourably than another person or group because of their background or certain personal characteristics.

Diversity: the variety of differences between people, including but not limited to age, gender, ability, cultural background, religion or sexual identity.

Equality: all people are equal, have the same rights and are entitled to the same level of respect.

8. Related Documents

- Latrobe City Disability Action Plan 2018 - 2021
- Latrobe City Cultural Diversity Action Plan 2019 - 2023
- Latrobe City Reconciliation Action Plan (pending)

9. Reference Resources

- Equal Opportunity Act 2010
- The Charter of Human Rights and Responsibilities Act 2006
- Disability Discrimination Act 1992, Racial Discrimination Act 1975
- Racial and Religious Tolerance Act 2001
- Multicultural Victoria Act 2004
- Victorian. And Proud of It. Victoria's Multicultural Policy Statement
- Sex Discrimination Act 1984

10. Appendices

Nil