

---

## 6.5 Workplace Bullying

<b>Policy Owner</b>	<b>Health, Building and Planning</b>
<b>Person Responsible</b>	<b>Chief Executive Officer</b>
<b>Date of Adoption</b>	<b>December 2011 – Resolution 131211</b>
<b>Date of Last Review</b>	<b>26 October 2022 – Resolution 021022</b>
<b>Date Next Due for Review</b>	<b>(3 years / or earlier if required)</b>

### **OBJECTIVE**

The Shire of Wongan-Ballidu (the Shire) believes all employees should be able to work in an environment free of bullying. Managers and Supervisors must ensure employees are not bullied.

### **POLICY**

The Shire considers workplace bullying unacceptable and will not tolerate it under any circumstances.

Workplace bullying is behaviour that harms, intimidates, offends, degrades or humiliates an employee, possibly in front of other employees, clients or customers.

The Shire has a grievance and investigation procedure to deal with workplace bullying. Any reports of workplace bullying will be treated seriously and investigated promptly, confidentially and impartially.

The Shire encourages all employees to report workplace bullying. Managers and Supervisors must ensure employees who make complaints, or witnesses are not victimised.

Disciplinary action will be taken against anyone who bullies a co-employee. Discipline may involve a warning, transfer, counselling, demotion or dismissal, depending on the circumstances.

The cost of removal of Caveats over the properties owned by persons holding power line agreement be borne by the landowner. Caveats to be removed automatically upon the instruction from the landowner provided the last payment under the power lines agreement has been received.

### **REVIEW**

Reviews of this policy are to be undertaken every 3 years or earlier if required.

### **RESPONSIBILITY FOR IMPLEMENTATION**

The Chief Executive Officer and the Deputy Chief Executive Officer are responsible for implementing this policy.