

## Position Description

Position Title	TEAM LEADER PARKS INFRASTRUCTURE
Directorate	City Futures
Department/Business Unit	Parks Services
Team	Active Parks
Classification	Band 6
Date	1 July 2025

<b>Reports to:</b>	Coordinator Active Parks
<b>Supervises:</b>	Playground Inspector, Crew Leader Reserve Response
<b>Internal Liaison:</b>	Parks Team Leaders, Parks Service Coordinators, Parks staff, staff from other Council departments, such as the Contracts Unit, Planning, Open Space Planning and Capital delivery teams.
<b>External Liaison:</b>	Residents and the general Public in response to customer requests, Contractors, Service Authorities, Industry Groups and Government bodies

### Position Objectives

The Team Leader of Parks Infrastructure will oversee day to day operational maintenance and the delivery of a range of Parks infrastructure maintenance programs across City of Greater Dandenong's open spaces to ensure Council's active parks assets are well maintained, clean, safe, and presented to a high standard.

The Team Leader Parks Infrastructure is required to contribute to the planning and development of maintenance programs and undertake procurement and project administration. They will be accountable for the presentation and quality of Parks infrastructure assets, including playgrounds, fitness equipment and multi-courts, along with other assets throughout City of Greater Dandenong's parks and reserves. The position will be required to provide advice to Coordinator Active Parks on the management and improvement of amenity of Council's open spaces. The position will oversee Council's internal Reserve Response crews and contractors and will play a key role in ensuring continuity of service delivery across the parks team.

Providing ongoing support to the Coordinator Active Parks, the incumbent will have a strong focus on the improvement and presentation of Parks assets, customer service and leading the triaging customer requests. They will assist in the planning and procurement of programmed works across Council's open spaces, ensuring all works are delivered efficiently and to a high standard.

The Team Parks Infrastructure may be required to undertake manual handling tasks out in the field on an ad hoc basis.

### Key Selection Criteria

#### Essential

- Tertiary qualifications Horticulture, Parks Management, or trade qualifications in related discipline with several years' experience working in local government or a similar environment.
- Demonstrated experience in parks and open space maintenance, with experience leading teams.
- Demonstrated understanding of contract administration, including monitoring and OH&S requirements
- Demonstrated comprehensive knowledge of open space maintenance programs, with high level problem-solving skills with the capacity to inspire and support innovative thinking.
- Knowledge and skills in contemporary management practices, staff and financial management, performance management, staff development, change management and business excellence.
- Highly effective interpersonal skills, incorporating verbal and written communication, listening, liaison, advocacy, facilitation skills, as well as excellence in customer service delivery.

- Demonstrated capacity to effectively manage time, establish priorities, and achieve business and team objectives, despite conflicting pressures
- Demonstrated well developed skills in oral and written communication accompanied with computer literacy skills including the MS Office suite of programs as well as applicable works management software.

As part of the Selection Criteria, you must hold and supply these licences, registrations, certificates, etc., prior to offer of employment and commencement and continue to maintain them throughout your employment in this role with Council:

- satisfactory (and ongoing) Working with Children's Check
- satisfactory (and ongoing) Police Check
- current valid (and ongoing) Victorian Driver's Licence

## Position Specific Responsibilities & Skills

In this position, you are responsible for:

<b>Functional Responsibilities</b>	<ul style="list-style-type: none"> <li>• Support the Coordinator Active Parks to lead, motivate and develop team members.</li> <li>• Lead the development and delivery of parks infrastructure maintenance programs to ensure they are in line with agreed service standards which may include inspections of playground, exercise equipment, multi-courts, paths, furniture, fencing and reactive park infrastructure repair activities.</li> <li>• Coordinate and manage reactive and programmed works for parks assets and ensure all programs are delivered on time, on budget and to the agreed outcomes.</li> <li>• The role will assist the Crew Leader Reserve Response in overseeing the delivery of parks asset maintenance program.</li> <li>• Work with and support the Crew Leader Reserve Response to ensure workload across programmed and reactive works are manageable.</li> <li>• Lead triaging of customer requests, programming these works amongst scheduled works to ensure customer responsiveness whilst maintaining high quality outcomes.</li> <li>• Work with Parks team leaders and the Coordinator Active Parks to provide broad support across the parks team through prioritising resources and the reserve response crew to assist with peak workloads.</li> <li>• Undertake and document regular audits to ensure the reserve response crews and contractors to ensure they are safe and compliant with Councils OH&amp;S responsibilities and parks assets are well maintained, clean, safe, and presented to a high standard.</li> <li>• Assist with the preparation of annual operational budgets and monitor progress against budget by preparing regular reports on expenditure.</li> <li>• Undertake contract management activities as they relate to parks infrastructure maintenance programs including contract performance monitoring, issuing works orders and corrective actions, contract administration, processing of invoices, assessment of variation claims and coordinating contract meetings.</li> <li>• Work with internal and external stakeholders on the development and or hand over of new assets</li> <li>• Ensure compliance relating to playground safety standards</li> </ul>
<b>Staff and Organisational Leadership management</b>	<ul style="list-style-type: none"> <li>• Lead, motivate and develop the members of the Reserve Response team.</li> <li>• Coordinate the work programs of staff that report to the position.</li> <li>• Provide training and guidance to staff who may be assisting in the delivery of education program</li> <li>• Coach, mentor and model behaviours to guide the professional development of other staff.</li> </ul>
<b>Relationship Management</b>	<ul style="list-style-type: none"> <li>• Develop and maintain positive relationships with key internal and external customers to deliver outcomes aligned to the departmental and organisation objectives as they relate to the maintenance of park infrastructure assets and the improvement of amenity of Councils open spaces.</li> </ul>

	<ul style="list-style-type: none"> <li>• Develop and maintain a culture within the team of working across the Unit in delivering active parks assets maintenance ensure they are safe, and presented to a high standard, while checking in with others.</li> <li>• Undertake parks and open space maintenance activities as required, including contributing resources and assisting with peak works loads associated with storm events, mowing, playground maintenance and horticulture maintenance.</li> </ul>
<b>Continuous Improvement Innovation</b>	<ul style="list-style-type: none"> <li>• Contribute to the development of processes to enhance service delivery based upon a continuous improvement philosophy.</li> <li>• Support the identification of opportunities and implement outcomes for innovation through program delivery, partnerships and processes/procedures.</li> <li>• Ensure sustainable and best practice approach to contemporary parks and open space management.</li> <li>• Develop and maintain effective networking relationships with internal and external stakeholders</li> <li>• Produce regular condition audits and reports for Councils parks assets</li> <li>• Provide comments and input into the development of local policies, strategies and guidelines.</li> <li>• Ensure Council and its contractors are compliant with current OH&amp;S and work safe practices</li> </ul>

## Core Organisational Capabilities

We have a Core Capability framework to help everyone succeed and develop for their current and future positions. The relevant capabilities for this position are at the back.

## REACH Values

Our REACH values define who we are and how we interact with others. They define how each of us should aim to operate in the workplace regardless of the role we hold. Our REACH values are at the back.

## Organisational Responsibilities

Everyone at Council has the following responsibilities and obligations:

<b>Emergency Management</b>	<ul style="list-style-type: none"> <li>• Help Council fulfil its emergency management obligations by assisting in emergency management activities as required</li> </ul>
<b>Occupational Health and Safety</b>	<p>All employees have responsibilities to:</p> <ul style="list-style-type: none"> <li>• Take reasonable care of their own health and safety.</li> <li>• Take reasonable care that their acts do not adversely affect the health and safety of other persons or themselves.</li> <li>• Follow policy, procedure or instructions to ensure as far as is reasonably practicable a safe workplace.</li> <li>• Report all incidents, injuries and near misses to their supervisor immediately and adhere to Council's occupational health, safety and return to work (RTW) policies and procedures.</li> <li>• Participate in health and safety training programs and initiatives.</li> </ul> <p>People managers have additional responsibilities to:</p> <ul style="list-style-type: none"> <li>• Develop, implement, promote and review Council's OHS management system within their area of responsibility.</li> <li>• Work with Health and Safety and People and Change departments to ensure accurate and timely OHS reporting, and implementation of health and safety culture, policies, procedures, and training programs.</li> <li>• Ensure employee compliance with relevant OHS regulatory requirements through local and corporate policies and procedures in order to provide and maintain a safe work environment, including providing training and guidance on OHS responsibilities.</li> </ul>

	<ul style="list-style-type: none"> <li>Monitor and review workplace environment to identify, manage and respond to any health and safety hazards and risks, including psychosocial.</li> </ul>
<b>Child Safety</b>	<ul style="list-style-type: none"> <li>Understand obligations and act in an appropriate manner with and around children</li> <li>Promote positive work practices with children</li> <li>Establish boundaries around acceptable and unacceptable behaviour in relation to children</li> <li>Adhere to reporting obligations where there is suspected or discovered child abuse</li> </ul>
<b>Climate Change &amp; Sustainability</b>	<ul style="list-style-type: none"> <li>Help support Council's response to the climate emergency by helping facilitate a whole-of-organisation approach where climate change mitigation and adaptation is embedded into all Council services, assets, operational and decision-making processes.</li> </ul>
<b>Compliance</b>	<ul style="list-style-type: none"> <li>Remain mindful of the requirements of the Victorian Charter of Human Rights at all times</li> <li>Manage Council records in accordance with the relevant Council policies and corporate requirements to protect personal information.</li> <li>Perform other duties as directed within the limits of acquired skills, knowledge, and training.</li> <li>At all times, take responsibility for maintaining the strictest levels of confidentiality regarding ratepayers, customers and employees.</li> <li>At all times, comply with Council's Code of Conduct - Staff.</li> </ul>
<b>Diversity, inclusion and equity</b>	<ul style="list-style-type: none"> <li>Demonstrate an understanding of and the ability to work with, diversity in the workplace, including: <ul style="list-style-type: none"> <li>zero tolerance of racism and expectations that staff will act on incidents of racism</li> <li>supporting Aboriginal and Torres Strait Islander children to express their culture and enjoy their cultural rights.</li> </ul> </li> </ul>
<b>Gender Equality</b>	<ul style="list-style-type: none"> <li>Prevent and address violence against women and workplace sexual harassment, including by modelling acceptable behaviour, responding decisively to improper conduct and properly managing initial disclosures</li> </ul>

## Inherent requirements of the position

These are the essential requirements of this position:

Council has a Flexible Work Policy. All staff are required to attend the workplace for the minimum number of days specified in the Policy.

### Vision and Hearing Requirements

- This position requires a vision test
- This position requires a hearing test

On a typical day, approximately this much time would be spent on the following activities:

Cognitive Requirements	Task details (typical tasks)	Frequency (% of the working day)			
		Rare/ Never	Occasional 0 – 33%	Frequent 34 – 66%	Constant >66%
<b>Working independently</b> – ability to utilise autonomy with respect to the processes by which tasks are completed. Little to no autonomy with respect to the work allocated to them by the supervisor		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Team based work</b> – works in a team of people and not exposed to isolation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Cognitive Requirements	Task details (typical tasks)	Frequency (% of the working day)			
		Rare/ Never	Occasional 0 – 33%	Frequent 34 – 66%	Constant >66%
<b>Communicating with others – Verbally</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Communicating with others - Written</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Focused Attention to task –</b> <i>high levels of attention required to minimise errors and ensure accuracy</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Concentrating –</b> <i>high levels of concentration required while completing required tasks</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Planning and sequencing tasks and activities</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Decision making –</b> <i>required to exercise sound decision making while completing all aspects of the position</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Problem solving –</b> <i>requirement to develop sound solutions to novel or unusual problems arising during the course of the day</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Reasoning –</b> <i>required to exercise sound reasoning while completing all aspects of the position within defined scope</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Judgement –</b> <i>required to exercise sound judgement while completing all aspects of the position within defined scope</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Short and long-term memory recall –</b> <i>ready access to documented procedures or precedents to perform requirements of the position</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Emotional resilience –</b> <i>exposure to stressful or distressing situations including meeting specified deadlines and production demands, dealing with aggressive or upset customers/clients, high conflict situations, general workload demands, change beyond individual's personal control</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Interruptions –</b> <i>frequency of interruptions to daily work plans and requirement to change work plans at short notice</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Physical Requirements

This position does not require more than 10-15% manual handling/physical exertion

Physical Requirements	Task detail	Frequency (% of the working day)			
		Rare Never	Occasional 0 – 33%	Frequent 34 – 66%	Constant >66%
<b>Mobility/Postures</b>					
<b>Sitting</b> – stay in a seated position		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Standing</b> – standing in an upright position, moving less than 3 steps		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Walking</b> – In an upright position, moving more than 3 steps		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Crawling</b> – Move on the hands & knees or by dragging the body close to the ground		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Non-manual handling</b>					
<b>Crouch/squat</b> – To lower the body by bending forward from legs and spine, buttocks on or near the heels		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Kneeling</b> – To lower the body		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Bending</b> – To bend forward and down from the waist or the middle of the back, rounding the shoulders and back for more than 3 seconds		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Reaching</b> – Extending arms out in any direction		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Twisting/trunk rotation</b> – Rotating the body to one side or the other without moving the feet		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Fine manipulation/pinch grip</b> – Fingers are on one side of the object and thumb on the other, typically without the object touching the palm		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Power/open hand grip</b> – Using the whole hand to grasp an object, typically used to handle large or wide objects where the fingers are extended		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Writing/typing</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Climb ladders</b>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Climb or descend stairs</b>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Low level work</b> – Performing manual handling actions at or near ground level		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Manual Handling</b>					
<b>Lift/Carry/Hold</b> – Raising or lowering an object from one level to another and holding/transporting the object using the hands, arms or on the shoulders		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Pushing/Pulling</b> – Applying force to move something away or closer to one's self, including static positions		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Kilograms of force (kg.f)</b> – Amount of force or effort required to perform a specific task or part of a task		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Weight requirements – lift, carry, push, pull or hold</b>					
1-5kg		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.1 – 10kg		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.1 – 15kg		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.1 – 20kg		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift floor to hip		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift waist to shoulder		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift overhead		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pushing/pulling		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Band descriptors (as defined in Council's Enterprise Agreement)

These descriptors help to classify the position:

## **Accountability and Extent of Authority**

The position is directly held responsible for:

The position is directly responsible for:

- Financial transactions up to \$20,000.

The incumbent is responsible and accountable for:

- Supporting the Active Parks Team to ensure Council's active parks assets are well maintained, clean, safe, and presented to a high standard.
- The freedom to act is governed by clear objectives and/or budgets with a regular reporting mechanism to ensure adherence to goals and objectives.
- The effect of decisions and actions taken is usually limited to the quality or cost of the programs and projects being managed.
- Decisions and actions taken at this level may have a significant effect on the programs or projects being managed or on the public perception of the wider organisation.

## **Judgement and Decision-Making Skills**

Judgement and decision making will be within the following scope:

- Assisting the Coordinator to ensure staff and contractors are operating safely and delivering the required services, mainly through undertaking compliance audits.
- The objectives of the work are usually well defined but the method, technology, process or equipment to be used must be selected from a range of available alternatives.
- Guidance and advice is available from the Coordinator Active Parks.

## **Specialist Knowledge and Skills**

The essential position requirements include:

- Knowledge of relevant Regulations, Local Laws and Council Policies.
- Knowledge in contributing to tender specifications, the evaluation process, and contract administration
- Knowledge in developing, monitoring and reporting on budgets and participate in financial decision-making within the Department.
- Skills & knowledge in program maintenance of Parks infrastructure
- Strong knowledge and understanding of contract management.
- IT systems including mobile work scheduling technology.
- An understanding of the long-term goals of the Active Parks Team and the wider Parks services and of the relevant policies of both the department and an appreciation of the long-term goals of the Council.
- Must have the ability and skills to provide training in the post-trades or specialist disciplines either through formal training programmes or on the job training.

## **Management & Interpersonal skills**

The essential position requirements include:

- Skills in managing time, setting priorities and planning and organising one's own work and that of supervised employees to achieve specific and set objectives in the most efficient way possible within the resources available and within a set timetable.
- Contractor management (including OH&S).
- An understanding of and an ability to implement personnel practices including those related to equal employment opportunity, occupational health and safety and employees' development.
- Strong verbal and written communication skills.
- Conflict resolution skills.
- Ability to gain co-operation and assistance from clients, members of the public and other employees in the administration of defined activities and in the supervision of other employees
- Communicate effectively, provide a high level of customer service at all times, deliver all correspondence in a professional manner and balance the needs of a variety of stakeholders whilst role modelling organisational values.

## Verification & Approvals

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I certify that the content of this Position Description accurately reflects the overall role and accountabilities of the position:

	Name	Signature	Date
Occupant			

# Appendix

## Core Capability Framework – People Leaders

### Relationship Management

Develops and maintains strong and enduring relationships with colleagues and/or external stakeholders which are built on mutual respect and commitment. Ensures that all people are treated with dignity and respect regardless of gender, ethnicity, religion or sexual orientation.

- Ensures a wide range of views and opinions are encouraged and valued
- Builds strong and trusting relationships with team members and across the directorate
- Seeks to achieve outcomes that are beneficial to all stakeholders
- Demonstrates high levels of integrity and teamwork in all relationships

### Planning & Organising

Thinks from a wholistic perspective and sees the patterns in the complex relationships that exist between the different parts of the organisation. Uses these insights to ensure that the organisation's human, physical and financial resources are effectively used in the achievement of the organisation's, team's or the role's agreed priorities.

- Ensures that team members are able to see the connections between the work of the team and the broader organisational context
- Actively engages team members in the development of realistic plans to deliver work unit priorities
- Allocates work unit resources to achieve desired results
- Takes corrective action as required when concerns have been identified

### People Development

Demonstrates a deep commitment to ongoing learning and development as fundamental to the organisation's sustained success and to the realisation of the potential of its people.

- Encourages people to undertake ongoing professional and personal development
- Uses reflection as a key tool for ongoing development and organisational improvement
- Uses transformational leadership practices to engage and grow the capabilities of team members
- Regularly gives and receives constructive feedback
- Communicates with staff in a positive and proactive manner

### Future focused organisation

Is keenly aware of the social, political, economic and technological trends that impact the global and local environments and ensures these are factored into the work of individuals, teams or the organisation to deliver on the needs and expectations of the Council and the community it serves

- Monitors the broader environment to understand the impact of emerging trends on the work of the team
- Identifies changes to systems and processes that will lead to the effective implementation of organisational change initiatives
- Encourages others to recognise and value the inevitability of change in organisations
- Assists the team to adapt to a constantly changing environment by communicating change information honestly, empathetically and in a timely manner

### Outcome orientation

Demonstrates a strong commitment to a high-performance culture by constantly striving for high quality customer service outcomes and accepting responsibility for outcomes within their control

- Creates opportunities for people to come together to creatively address issues facing the team and the clients they serve
- Sets short-term goals with the team for the team to achieve agreed objectives
- Tracks progress against job expectations and makes adjustments as required
- Sets challenging goals that will deliver superior results

### Service focus

Ensures there is a focus on delivering work priorities to agreed quality and timeliness standards

- Demonstrates commitment to quality client/customer service
- Maintains regular customer communication to ensure mutual expectations are clear
- Responds appropriately to client/customer requests and/or complaints

### Self-management

Demonstrates self-awareness through understanding own responses to a range of situations as well as understanding the impact their behaviour has on others

- Accepts personal responsibility for outcomes within her/his control
- Demonstrates the ability to regulate and adapt behaviour according to the circumstances and the audience
- Seeks out feedback with the purpose of reflecting on work performance with a view to self-improvement
- Models Greater Dandenong's ethical and organisational standards
- Acts decisively during times of ambiguity and pressure

### Safety, health and wellbeing

Ensures that the safety, health and wellbeing of employees, contractors, service users and councillors is at the heart of the organisation's culture and the way work is organised and services delivered

- Aligns team/unit work plans with Council's vision and objectives for employee safety, health and wellbeing
- Allocates adequate resources to achieve safety, health and wellbeing initiatives and objectives
- Monitors departmental performance indicators for the continuous improvement of safety, health and wellbeing practices and culture

## Council's REACH Values

### Respectful

We respect and care about our community, each other and ourselves.

We act with integrity at all times and in all matters.

We take time to listen to and seek to understand the other point of view.

We strive to understand and respect the diversity of our community and our workplace.

We understand our role in the community and respect the responsibility that comes with

### Creative

We care about getting the best outcomes.

We constantly ask: What's the future and what's possible?

We have the courage to try new ideas.

We strive for excellence in everything we do.

### Engaged

We listen to our community and respond.

We work together with our community and each other, to achieve the best outcome.

We have the confidence to challenge the status quo, to reach for better outcomes.

We are action-oriented in identifying and responding to new challenges.

### Honest

We tell the truth, even when we know people may not want to hear it.

We form our opinions and give advice from sound, evidence based research.

We act with humility and apply the highest standards of ethical behaviour to everything we do.

### Accountable

We are proud of our city, our community and our achievements.

We spend our time and effort on solutions rather than looking for someone to blame.

We take responsibility for our actions.

