



SPONSORSHIP AND FUNDING OF EMPLOYEE SPORTING AND RECREATION ACTIVITIES POLICY

DOCUMENT NO: A4866747

1.1 Objectives: The objective of this policy is to provide guidelines to inform decisions regarding requests for sponsorship and/or funding of employee sporting and recreation activities.

1.2 Regulatory Authority: In applying this policy all Workplace Health and Safety and Workers Compensation legislation should be taken into account.

1.3 Approving Body: All requests for funding and/or sponsorship of employee sporting and recreational activities should be presented to the Employee Development Advisory Committee as a committee report for consideration and endorsement before being put before Council for approval.

1.4 Policy Statement:

Ipswich City has a comprehensive, integrated approach to health promotion in the workplace that enhances the workplace culture and environment and is supported by strong leadership and vision. To promote and improve health and wellbeing, Ipswich City Council's focus is on the individual, the workplace environment and culture and people management practices.

When approving sponsorship of employee sporting or recreational activities, the Employee Development Advisory Committee and Council must consider:

- The commitment and involvement of senior and middle management;
- How the activity integrates with Ipswich City Council's purpose, values, policies and existing health and wellbeing initiatives;
- Environment and employee safety; and
- Accessibility for all employees to maximise the opportunity for participation.

1.5 Scope: The core activities addressed by this policy include sponsorship of Council employee sporting teams and sporting activities, and other employee recreational activities whether physically active by nature or not.

This policy does not make provision for Council's sponsorship of sporting teams that employees may be part of.

1.6 Roles and responsibilities: In considering a request for sponsorship or funding, the Employee Development Advisory Committee should ensure consultation has taken place with the Workplace Health and Wellbeing Manager for confirmation of alignment to Council's i-Health program and

adherence to workplace health and safety policy and practices.

1.7 Policy Author: Human Resources Manager.

Date of Council Resolution: 29 May 2018

Committee Reference and Date: Policy and Administration Advisory Committee No. 2018(04) of 15 May 2018

No. of Resolution: 4

Date to be Reviewed: 29 May 2020