

SEP 22 2014

ITEM: PFC2014-0707

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CITY CLERK'S DEPARTMENT

*(public)*

## Workplace Violence Policy and Procedures



Prepared for Council – September 22, 2014

City of Calgary, Law Department, Corporate Security

Owen Key

ISC: Confidential

calgary.ca | call 3-1-1



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## Workplace Violence Policy and Procedures: The Need

Corporate Security partnered with Human Resources and Environmental & Safety Management to develop a new comprehensive workplace violence program, to be owned by Corporate Security.

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SEP 22 2014

ITEM

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## Workplace Violence Policy and Procedures: The Need

On June 24, 2014 Corporate Security recommended that ALT adopt this new stand-alone Workplace Violence Policy and Procedures for Administration.

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## Workplace Violence Policy and Procedures: The Need

- The City's obligations pursuant to the Occupational Health and Safety Code - Part 27 addresses violence in the workplace.
- January 1, 2011-August 26, 2014 – 199 incidents reported to Corporate Security.
- The Respectful Workplace Policy does not sufficiently address this issue.

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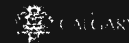
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## Workplace Violence Policy and Procedures: The Need

- City's vulnerability:
  - Random attacks
  - Frontline employees dealing with the public
  - Large workforce
  - Domestic violence

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## Workplace Violence Policy and Procedures: The Need

- Failure to address unacceptable behaviours exposes The City to legal/regulatory, reputation/trust, financial, health and safety, and operational risks.

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## ALT'S DECISION

- ALT adopted Corporate Security's recommendation.
- Administration's Workplace Violence Policy and Procedures applies to:  
City employees, contractors providing services for or to the City, suppliers delivering material to the City, volunteers, and members of the public.

cityofcalgary.ca | 403-243-1111



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## ALT'S DECISION

- The policy will be incorporated into the City's Code of Conduct and referenced in the Respectful Workplace Policy.
- \$55,000 from the Health, Safety & Wellness Reserve has been approved to create a City-specific training program and a communications campaign and rollout.

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## RECOMMENDATION FOR COUNCIL'S CONSIDERATION

- On September 2, 2014 PFC adopted Administration's recommendation to extend the application of the Workplace Violence Policy and Procedures to Council members and their employees and to include the Policy and Procedures in the Ethical Conduct Policy for Members of Council.

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## RECOMMENDATION FOR COUNCIL'S CONSIDERATION

- Extending the application of the Workplace Violence Policy and Procedures to Council members and their employees; and
- Including the Policy and Procedures in the Ethical Conduct Policy for Members of Council.


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# QUESTIONS?



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