

<b>ORDINARY COUNCIL MEETING</b>	<b>2</b>
1 APRIL 2014	

## **WORKPLACE HEALTH AND SAFETY POLICY**

Darryl Crees – General Manager Corporate Services #418384

### **RECOMMENDATION:**

**That Council adopt the Workplace Health and Safety Policy**

### **EXECUTIVE SUMMARY:**

The Workplace Health and Safety Policy presented to Council details the organisation's continuing commitment to providing a safe work environment and safety systems that not only achieves legislative compliance but promotes best practice within the workplace.

### **BACKGROUND:**

Council has a statutory responsibility, under the *Work Health and Safety Act 2011*, to provide a workplace and work practices that engender a safe working environment for all. This Policy outlines Council's commitment to achieving this objective and is reinforced by the organisation's Safeplan and internal Safety Management System.

### **PROPOSAL:**

That Council adopt the Workplace Health and Safety Policy which is the organisation's commitment to comply with the Work Health and Safety Legislation.

### **CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE:**

Review and adoption of this policy is in line with Major Initiative G3 of the 2013/14 Operational Plan – *Review and develop all required policies (includes Council Standing Orders and Code of Conduct for Councillors and Staff)*

### **FINANCIAL/RESOURCE IMPLICATIONS:**

Work Health and Safety procedures are incorporated within each staff member's duties and accordingly form part of normal daily operations.

### **RISK MANAGEMENT IMPLICATIONS:**

Council is achieving legislative compliance through its commitment to Work Health and Safety (incorporated by this Policy, its Safeplan and Safety Management System), and is actively addressing work practices to ensure a safe workplace with the mitigation of identified risks.

**ATTACHMENTS:**

Workplace Health and Safety Policy

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**DOUGLAS SHIRE COUNCIL**

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**General Policy**

**WORKPLACE HEALTH AND SAFETY POLICY**

- Intent** To promote workplace health and safety within Council and to provide a safe workplace.
- Scope** This Policy applies to Employees, Councillors, Contractors, Suppliers, Volunteers and Visitors.

**REFERENCE**

**Legislation:**

- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2011
- Work Health and Safety (Codes of Practice) Notice 2011

**PROVISIONS** Council holds as a priority the safety and wellbeing of its employees, contractors, Councillors, volunteers and visitors to the workplace and will endeavour to provide workplaces and work practices that present minimal risk to their wellbeing.

**Council is committed to:**

- Employing consultative and inclusive processes to achieve its work health and safety goals.
- Providing resources for the implementation, management and improvement of an effective safety management system.
- Providing and promoting awareness of an effective injury management, rehabilitation and return to work system.
- Promoting and striving for continual improvement in all of its safety systems.
- Employing effective hazard and risk management procedures.
- Ensuring all employees are aware of their duties under Work Health and Safety legislation.
- Ensuring all employees are competent, and trained to carry out their duties and tasks safely.
- Providing adequate health and safety training for all its employees.



**This policy is to remain in force until otherwise determined by Council.**

**Manager Responsible for Review:**

**General Manager Corporate Services**

**ADOPTED:** [Click here to enter a date.](#)

**DUE FOR REVISION:** [Click here to enter a date.](#)

**REVOKED/SUPERSEDED:** [Click here to enter a date.](#)