

## Scope

This Policy is Council's commitment to Work Health and Safety at Edward River Council and it applies to all Councillors and Council employees and others who may impact on the health and safety of Council operations eg. contractors, volunteers.

## Purpose

Edward River Council is committed to managing our Work Health and Safety (WHS) responsibilities in accordance with the WHS Act 2011 and WHS Regulations 2011. This will ensure the health and safety of all people involved in our operations and those people who may be impacted by our operations.

## Definitions

**Duty of Care** - A person conducting a business or undertaking must ensure, so far as is reasonably practicable, that the health and safety of employees or other persons is not put at risk from work carried out as part of the conduct of the business or undertaking.

**Hazard** – is a situation or potential situation that poses a level of threat to life, health, property, or environment.

**Health** – means physical and psychological health

**Incident** – means the conduct of a business or undertaking that results in the death, serious injury or serious illness of a person or involves a dangerous incident.

**“our operations”** – means any task or process undertaken by a Council employee or Councillor during the course of their duties.

**“People who may be impacted”** – means any person including but not limited to; employees, Councillors, community members, contractors and or volunteers.

## Legislative Requirements

- WHS Act 2011
- WHS Regulations 2011
- Local Government Act 1993

## Policy Statement

The Council believes that during the delivery of services and facilities to our community, and the public in general, there are no jobs or tasks that are so important as to warrant the performance of an unsafe act. We will ensure the effective management of health and safety issues is an integral part of our operations.

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The Council will conduct its activities and provide a work environment which:

- protects the health, safety and welfare of all people affected by our operations;
- promotes health and safety awareness through actively encouraging consultation and communication with workers in all matters affecting health and safety;
- promotes worker participation in minimising risk by providing the necessary resources and training;
- strives for continuous improvement in our health and safety performance to achieve and maintain high standards.

To achieve a safe, healthy, low risk work environment, the commitment and cooperation of all our elected members, employees, contractors, volunteers and visitors is essential.

In support of this Policy, Council will:

- comply with or exceed the spirit or intent of the WHS Act and Regulations 2011, all other relevant legislation and subsidiary codes, and provide the resources necessary to meet these requirements;
- involve workers in work health and safety matters which affect them and consult with them to effectively manage health and safety issues;
- provide information, training, education, instruction and supervision as necessary, to enable workers to perform their duties in a safe and healthy manner;
- adopt a risk management approach, in consultation with workers, to eliminate or control those identified risks and control hazards, which may pose risks to the community or property;
- develop, use and review documented health and safety information including safe work practices;
- ensuring the management of health and safety issues is given high priority by identifying and resolving issues quickly;
- monitor the health and wellbeing of employees and encourage the rehabilitation of injured employees through post-injury management procedures;
- conduct inspections of workplaces and facilities, in consultation with the relevant workers, to identify, assess and control hazards;
- require all employees, contractors, volunteers and visitors to comply with all relevant WHS legislation and subordinate documents as well as Council requirements and to report all injuries and incidents, and participate and assist in accident investigations to prevent reoccurrence;
- establish measurable objectives and targets to ensure continual improvement aimed at elimination of work-related injury and illness;
- regularly review the Council WHS performance as part of a continuous improvement plan and report to the WHS Committee.

**Policy Version Control**

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Department	Corporate Services
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Responsible Officer	WHS Officer
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**Associated Policies and Procedures**

Edward River Council WHS Manual

Authorised:

Position: Council Administrator

Date:

Accepted:

Position: Acting Interim General Manager

Date:

Accepted:

Position: Chair WHS Committee

Date: