



EMP17 OCCUPATIONAL HEALTH & SAFETY

Aim	To provide guidance on Council's expectations of employees in relation to Health and Safety
Application	All workers performing work (paid and unpaid) for the Shire, including but not limited to direct hire, contractors, labour hire, project workers, volunteers and those performing work through a third party.
Statutory Environment	<i>Occupational Safety and Health Act 1984, Occupational Safety and Health Regulations 1996 Health and Safety Codes of Practice, Guidance Notes and Australian Standards.</i>
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 05 Inspiring Governance Objective 4 Exemplary team and work environment
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

OBJECTIVE

We at the Shire of Ashburton believe that the health, safety and wellbeing of our people employed at work, or people affected by our work, is a priority and must be considered during all work performed by us or on our behalf in accordance with the *Occupational Safety and Health Act 1984, Occupational Safety and Health Regulations 1996* and relevant Codes of Practice, Guidance Notes and Australian Standards.

POLICY STATEMENT

In line with our 5 year Health and Safety Plan 2018-2023, the Shire applies the following principles in all we do:

- **Management commitment** supporting high standards of safety and health, performance and the continual improvement of behaviours and processes.
- Sustaining effective mechanisms for **consultation** between management and employees.



- **Hazard and risk management** ensuring safe work methods and a safe work environment through the reporting, identification, assessment and control of hazards and their associated risks.
- Appropriate **training** and development for managers, employees and contractors, ensuring they are equipped with the knowledge and skills to carry out their duties in a safe manner.
- **Planning** for the establishment and maintenance of essential safety management systems to continuously improve workplace health and safety.
- Clear **accountability** of health and safety responsibilities at all levels that cannot be delegated.
- Delivering **wellbeing** initiatives which empower employees to positively influence their health and wellbeing.

The Shire of Ashburton is committed to:

- Creating a positive health and safety culture.
- Consulting and co-operating with employees on health, safety and wellbeing issues directly as well as through their Health and Safety Representatives.
- Providing the necessary human, physical and financial resources to achieve safety outcomes.
- Developing key performance indicators that demonstrate we perform above and beyond minimum health and safety legislative requirements.
- Achieving continuous improvement through the monitoring and review of measurable targets and objectives and improvement of Health and Safety management systems and initiatives.
- Building an enduring reporting culture where hazards and risks are consistently reported, so that:
- risks are actively identified, assessed and effectively controlled using the highest level of controls; and
- Investigations can identify root causes and appropriate action taken to prevent recurrences.
- Recognising excellence in safety and health performance.
- Providing support and time to undertake health and safety related tasks.
- Supporting and encouraging employees to participate in a range of health and wellbeing initiatives and activities.

ASSOCIATED DOCUMENTS

Internal:

- Shire of Ashburton Health and Safety Procedures
- Shire of Ashburton Health and Safety Plan 2018-2023

External:

- WorkSafe Plan WA