

## S-W2 Work Health and Safety Policy

<b>Purpose</b>	To provide Flinders Council workplaces and activities that are free from risks to health and safety by developing and maintaining a culture that supports the highest practicable standards of health, safety, mental and social wellbeing.
<b>Department</b>	Human Resources
<b>File No.</b>	PER/0500
<b>Council Meeting Date</b>	
<b>Minute Number</b>	
<b>Next Review Date</b>	Four (4) years from Council Resolution Date
<b>Review History</b>	21 January 2016 06.01.2016

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### 1 Definitions

#### Other Persons at the Workplace

Any person at the Workplace who is not a Worker, including visitors while visiting, conducting business, or undertaking any other activities that are under the management, control, influence of, or in participation with Flinders Council.

#### Workplace

A place where work is carried out for Council.

#### Worker

A person who carries out work in any capacity for Council, including work as:

- a. an Employee;
- b. a Councillor;
- c. a contractor or subcontractor;
- d. an employee of a contractor or subcontractor;
- e. an employee of a labour hire company who has been assigned to work at Council;
- f. an apprentice or trainee;
- g. a student gaining work experience; or
- h. a volunteer.

### 2 Objective

To ensure a safe and healthy work environment and work activities for all workers and other persons, as defined, at the workplace, with all possible measures taken to remove (or at least reduce) risks to the health, safety and welfare of workers, and other persons.

To comply with the *Work Health and Safety Act 2012* (the Act), amendments, regulations, related Codes of Practices and Australian Standards.

### 3 Scope

This Policy applies to all Workers and Other Persons, as defined, while visiting, or conducting business, or any other activities that are under the management, control, influence of, or in participation with Council.

## 4 Policy

It is the Policy of Council that:

### 4.1 Management:

Will provide and maintain so far as reasonably practicable:

- a safe working environment;
- safe systems of work;
- plant and equipment in a safe condition;
- facilities for the welfare of workers;
- information, instruction, training and supervision that is reasonably necessary to ensure that each worker is safe from injury and risks to health;
- a commitment to consult and co-operate with workers in all matters relating to health and safety in the workplace;
- a commitment to continually improve our performance through effective safety management.

### 4.2 Workers:

Each worker has an obligation to:

- comply with safe work practices, with the intent of avoiding injury to themselves and others and damage to plant and equipment;
- take reasonable care of the health and safety of themselves and others;
- wear personal protective equipment and clothing where required;
- comply with any direction given by management regarding health and safety;
- use and operate all safety equipment correctly and appropriately;
- report all accidents and incidents immediately, no matter how trivial;
- report all known or observed hazards to their supervisor or manager as soon as reasonably practicable.

## 5 Procedure

This Policy should be read in conjunction with the Risk Management Framework Guidelines.

## 6 Legislation and Council Related Policies

*Work Health and Safety Act 2012 (Tas)*

*Work Health and Safety Regulations 2022 (Tas)*

*Age Discrimination Act 2004 (Cth)*

*Anti-Discrimination Act 1998 (TAS)*

*Australian Human Rights Commission Act 1986 (Cth)*

*Disability Discrimination Act 1992 (Cth)*

*Fair Work Act 2009 (Cth)*

*Local Government Act 1993 (TAS)*

*Racial Discrimination Act 1975 (Cth)*

*Sex Discrimination Act 1984 (Cth)*

*Work Health & Safety Act 2012 (TAS)*

*Workers Rehabilitation & Compensation Act 1988 (TAS)*

**Council related policies**

Employee Code of Conduct Policy

Communications Policy

Disciplinary Policy and Procedure

Fitness for Work Policy and Procedure

Issue Resolution Policy and Procedure

Performance Management Policy and Procedure

Risk Management Policy

Risk Management Framework

Workplace Behaviour Policy

**7 Responsibility**

The responsibility for the operation of this policy rests with the General Manager.