

	MANAGEMENT POLICY	
	Work Health and Safety Management Policy	
	Policy Number	3125011 – (MP081)
	Directorate	Organisational Services
	Owner	Organisational Culture and Development
	Last Approved	25 August 2022
	Review Due	25 August 2024

PURPOSE:

This policy affirms Fraser Coast Regional Councils commitment to work health and safety and reflects the value the council places on the health and wellbeing of all employees, contractors, visitors and people coming into contact with council activities.

SCOPE:

The Work Health and Safety Policy apply to all council operations. This includes all employees and any other person working for, or on behalf of council including contractors and third party operators.

RESPONSIBILITIES:

The following roles have defined responsibilities for this Policy.

Chief Executive Officer is responsible for:

- Approving of policy.

Director Organisational Services is responsible for:

- Ensuring the CEO and relevant directors, are supplied with timely, relevant and reliable information on work health and safety matters and the execution of this policy.

Senior Management Team is responsible for:

- Execution of this policy.

WORK HEALTH AND SAFETY POLICY STATEMENT

The Fraser Coast Regional Council is committed to providing a safe and healthy working environment for our workers and visitors to the workplace. Council is committed to achieving a high standard of health and safety performance to ensure the welfare of all employees including contractors and visitors to our operations.

We strive to continuously improve our safety performance in all of our operations and implement a Safety Management System aligned with the requirements of current WHS legislation and AS/NZS 45001 to support this improvement approach.

Council uses best endeavours to comply with all relevant health and safety legislation and related standards, codes of practice and industry guidelines. We establish clear objectives with measureable targets, and report on our performance against those targets annually.

Achieving our objective of no injuries requires a consistent approach to safety and provides the foundation for our leadership team and staff to deliver a Zero Harm Safety Culture.

It is our core belief that:

- ✓ all accidents can, and should be prevented; and
- ✓ no task is so important that risk of injury to people is ever justified.

Council will deliver on these commitments by:

- ✓ having our leaders lead by example and demonstrate a visible commitment to health and safety, to motivate, educate and support all persons involved in council activities;
- ✓ commitment to eliminate hazards and reducing WHS risks;
- ✓ ensuring that there is participative consultation to support and enhance our decision making processes;
- ✓ emphasising in all communications and interactions that people, safety and systems are our priority;
- ✓ ensuring all incidents and near misses are fully investigated and corrective measures taken to prevent reoccurrence;
- ✓ ensuring our employees and contractors receive the appropriate health and safety training to enable them to conduct their work safely;
- ✓ ensuring that all levels of management and staff abide by the 8 Safety Lifesavers program;
- ✓ the ongoing regular monitoring and review of our health and safety performance to monitor the effectiveness of work health safety actions and ensure our health and safety objectives and targets are being met; and
- ✓ ensuring all levels of management and staff carry out their health and safety responsibilities.

With personal commitment and active participation of all our workers, we will achieve excellence in our standards of work health and safety and deliver on our aim to have a zero harm workplace.

Ken Diehm
Chief Executive Officer

/ /2022

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Ken Diehm
Chief Executive Officer



25/8/2022

COMMUNICATION & CONSULTATION:

Signed copies of the policy statement will be available at the following locations:

- all noticeboards dedicated to the communication of corporate information (hardcopy);
- Council intranet (electronic copy).

ANALYSIS & EVALUATION:

Not Applicable

DEFINITIONS:

Chief Executive Officer	The Chief Executive Officer of Fraser Coast Regional Council.
Elected Safety Representative	A Health and Safety Representative is a member of a designated work group who has been elected and holds office in accordance with the provisions of the Work Health and Safety Act 2011.
Employees	All full time, part-time, casual or fixed term employees of council including any contractor, consultant or volunteer engaged by, or to undertake works on behalf of council.
Manager	For the purposes of this policy a Manager is any person who supervises or controls the work of employees.
Safety Management System (SMS)	A set of WHS policies, procedures, work instructions and guidelines that assist in the systematic management of health and safety risks associated with the activities of the organisation. The overall aim of the SMS is to continuously improve WHS performance through the effective management of WHS risks and activities in the workplace.
Senior Management Team	Those Managers who form part of the Executive Management team.
Supervisor	For the purposes of this policy a supervisor is responsible for the day-to-day performance of a small group.
WHS	Work Health and Safety.

RELATED DOCUMENTS:

Work Health and Safety Act 2011

Work Health and Safety Regulation 2011

Building Fire Safety Regulation 2008 (Qld)

Electrical Safety Regulation 2013 (Qld)

Workers' Compensation and Rehabilitation Act 2003 (Qld)

Worker's Compensation and Rehabilitation Regulation 2014 (Qld)

Safe Plan

ATTACHMENT TO PROCEDURE:

Acknowledgement Receipt (Attachment A)

HISTORY:

Amended: N/A

Document Status/Review:

This policy should be reviewed every two years as directed by the Chief Executive Officer or when required by legislation.