



**Policy Subject/Title:** WORKPLACE HEALTH AND SAFETY POLICY

**Policy Number:** HR/002

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**Responsible Unit:** Specific responsibilities for the development and approval of the Workplace Health and Safety Policy Statement are delegated to the relevant executive management. Communication of the Workplace Health and Safety Policy Statement is delegated to relevant Managers, Supervisors, Workplace Health and Safety Representatives and selected staff as identified.

**Legislative or Regulatory Reference:** *Workplace Health and Safety Act 2011*

**Authorised by:** Somerset Regional Council

**Authorised on:** 2 April 2008

**Review / Amendment dates:** 11 July 2012  
11 July 2013  
11 June 2014 [Doc Id 759567]

## **1. Purpose**

The purpose of this policy is to communicate clearly to Somerset Regional Council customers both internal and external, our commitment to complying with relevant workplace health and safety statutory requirements and how together we will achieve determined safety objectives.

Somerset Regional Council undertakes to regularly review this policy to take account of changes in legislation, activities, services and products. As a result of this review, changes may be made to this policy from time to time and all workers and others are required to comply with those changes.

## **2. Scope**

This policy applies to all workers for Somerset Regional Council and the public, including visitors to Council workplaces.

The Workplace Health and Safety Policy Statement is a general statement of management's intent and expectation on the importance of Workplace Health and Safety for the Council.

## **3. Reference**

*Workplace Health and Safety Act 2011*  
Safety Management System Safe Plan

## **4. Definitions**

Worker is any person who conducts work for the business or undertaking including work as an employee, a contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company, an outworker, an apprentice or trainee, a student gaining work experience, a volunteer, or a person of a prescribed class.

## **5. Policy Statement**

Somerset Regional Council is committed to promoting and providing a safe and healthy working environment for our workers and other persons so far as is reasonably practicable.

Our Safety Management System is designed to address our responsibilities and duty of care provisions under the Workplace Health and Safety Act 2011 and its associated Regulations and Codes of Practice.

Somerset Regional Council officers are committed to workplace health and safety and exercise due diligence to achieve continual improvement and implementation of our Safety Management System across all areas of the organisation.

Our primary objective is to eliminate or reduce risk by adopting a risk management approach in order to provide an injury/illness free workplace.

We understand that creating and maintaining a safe and healthy work environment requires a consultative approach between management and workers for development of proactive strategies and safe work procedures to provide continual improvement.

We will provide adequate resources to manage and maintain a safe and healthy work environment together with safe methods of work supported by the provision of regular information and training. Workers attendance at training is mandatory if requested.

We expect all workers and others persons within the workplace to follow safe work practices as prescribed either under workplace health and safety statutory legislation or within our policies and safe work procedures and that they make every effort to reduce the risk of injury to themselves and others.

Workers have a fundamental duty to themselves, their fellow workers and to Council, to adopt and maintain the highest possible standard of care in all their work activities.

Workplace Health and Safety is core to our business and we all have a duty to actively participate to achieve a safe and healthy working environment.

## **6. Date of Resolution**

This amended policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council on 11 June 2014.

## **7. Review**

This Policy is reviewed internally for applicability continuing effect and consistency with related documents and other legislative provisions when any of the following occurs:

- The related documents are amended
- The related documents are replaced by new documents
- Amendments which affect the allowable scope and effect of a Policy of this nature are made to the head of power.

Any amendment made through this process is to be approved by the Chief Executive Officer.



Signed:

Date: 11 June 2014