



A3 Work Health and Safety

Policy Objective

The Shire of Ravensthorpe is committed to the Health and Safety of our people and providing a safe working environment.

Policy

The Shire of Ravensthorpe will ensure all employees have safe workplace conditions and systems of work that minimise risk of injury or illness to our people including, employees, contractors, labour hire, visitors, volunteers, and customers, and damage to Shire property and the environment.

Commitment

The Shire will:

- a) comply with the *Work Health and Safety Act 2020 (WA)*, *Work Health and Safety 2011 Act (Cth)*, the Work Health and Safety (General) Regulations 2022, Codes of Practice and Australian Standards;
- b) ensure contractors understand and comply with their obligations regarding relevant Work Health and Safety Legislation and the Shire's policies, procedures and safe systems of work;
- c) in consultation with contractors, manage all safety related matters to reduce risks in the workplace;
- d) control physical and procedural safety and environmental hazards through continuous hazard identification and control processes;
- e) provide induction and ongoing training, information and instructions to staff and relevant contractors, regarding Work Health and Safety;
- f) ensure that relevant purchasing programs, contracts, tenders, leasing, hiring systems and assets comply with and are maintained in line with the Shire's policies and procedures and Australian Standards in relation to Work Health and Safety;
- g) provide an effective system of accident/incident reporting, investigation and recording; and
- h) monitor the effectiveness of the Shire's Work Health and Safety performance, and strive for continuous improvement.

Staff and Contractors will:

- a) comply with the *Work Health and Safety Act 2020 (WA)*, the Work Health and Safety (General) Regulations 2022 (WA), Codes of Practice and Australian Standards;
- b) report workplace hazards and incidents to Team Leaders/Executive Managers;
- c) work in accordance with the policies, procedures and safe systems of work of the Shire of Ravensthorpe;
- d) work in a safe manner that will not endanger the safety and health of
- e) themselves, their colleagues, the public or the environment; and
- f) consult and cooperate with Team Leaders and management on matters relating to workplace safety and health.

The development of a safety management program and this policy is the responsibility of the



Executive Team. Its implementation is the responsibility of the Chief Executive Officer. The application of this policy is the responsibility of all Shire employees.

DOCUMENT CONTROL BOX		
Custodian: Chief Executive Officer		Decision Maker: Council
Compliance Requirements:		
Legislation:		
Industry:	Work Health and Safety Act 2020 Work Health and Safety (General) Regulations 2022 Related Acts and Regulations, Codes of Practice and Australian Standards	
Organisational:		
Document Management:		
Risk Rating: Low	Review Frequency: 4 Years	Next Due: 2026
Version #	Decision Reference:	Description:
a	OCM 18/08/2020 Item 13.3	Comprehensive Policy Register Review
b	OCM 19/07/2022 Item 12.1.2	Updated in accordance with legislative changes
c	OCM 21/11/2023 Item 12.1.1	Comprehensive Policy Register Review
d	OCM 17/12/2024 Item 12.1.2	Policy Reconfirmed – No Amendments