

WORK HEALTH & SAFETY

January 2023



Liverpool
Plains
Shire Council

INFORMATION ABOUT THIS DOCUMENT

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1	September 2017	New policy document
2	January 2023	Policy revised

Further Document Information and Relationships	
Related Legislation*	WHS Act 2011 and WHS Regulation 2017
Related Policies	
Related Documents	

**Note: Any reference to Legislation will be updated in the Policy as required. See website <http://www.legislation.nsw.gov.au/> for current Acts, Regulations and Environmental Planning Instruments.*

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Purpose

Liverpool Plains Shire Council (Council) is committed to the prevention of work-related injury and ill health, as far as reasonably practicable, through the provision of safe and healthy work environments, facilities, equipment and systems of work for our workers, contractors, volunteers and visitors to Council's workplaces.

Demonstration of Commitment

Council, led by the General Manager and Directors, will demonstrate this commitment by:

- Identifying, eliminating and/or minimising health and safety risks to reduce work related injury and illness.
- Ensuring Council has available and uses appropriate resources and processes to eliminate or minimise risks to safety, especially for higher risk activities.
- Establishing measurable health and safety objectives, targets and regularly review our performance.
- Continuously improving our Work Health and Safety Management Framework.
- Should an incident occur, then ensuring there are effective processes in place to record, investigate and carry out remedial actions to prevent reoccurrence.
- Consulting and communicating with workers to ensure they are empowered to actively participate in WHS risk management in the workplace.
- Ensuring staff and workers understand their general responsibilities in accordance with the Work Health and Safety Act 2011 and specific responsibilities for health and safety relating to their position descriptions.

Signed:



General Manager, Liverpool Plains Shire Council

Date:

6/1/2023

Responsibility

Council has a health and safety duty, where reasonably practicable, to ensure the health, safety, and welfare of all its workers including contractors and visitors. In meeting this obligation, the following responsibilities have been identified.

General Manager & Executive Leadership Team

- Ensure the policy framework promotes a safe and healthy place to work, for all persons described in the scope of this policy
- Set expectations of appropriate workplace health and safety behaviours
- Ensure appropriate Work Health and Safety consultation mechanisms are available and effectively applied
- Establish a due diligence framework that includes periodic reviews of WHS objectives and targets.

Managers, Coordinators, Team Leaders and Work Health & Safety Representatives

- Model appropriate workplace safety behaviours and monitor the work environment to ensure acceptable standards of behaviour are adhered to
- Ensure workers are aware of and understand Council's Workplace Health and Safety Policy and associated plans, protocols, and procedures
- Take action to ensure due diligence in providing and maintaining safe and healthy working conditions
- Participate in workplace inspections to ensure workers are working in a safe environment and in accordance with Council's safety management plans, procedures, and practices
- Aid and support to Council's health and safety consultative processes

All Staff and Workers

- Ensure individual behaviour complies with Council's Workplace Health and Safety Policy, established safe work practices, rules and hazard controls
- Where identified, take corrective or preventative action to eliminate or mitigate hazards/risks
- Ensure own acts or omissions do not endanger or put at risk the health, safety, or well-being of the individual or any other person
- Ensure that individual actions or behaviours do not interfere with or damage Council's property or equipment
- Ensure the prompt notification of accidents, incident, or hazards
- Ensure the appropriate use and maintenance of personal protective clothing and equipment.