CP40 - Work Health and Safety

Policy Objective

1. To ensure all City workers have safe workplace conditions and systems of work that minimise risk of injury or illness to our people including, Workers (contractors, labour hire and volunteers) visitors, and customers and damage to Council property and the environment.
2. The City of Belmont will maintain an effective Safety Management System that incorporates a continual improvement philosophy and provides for maintenance of the highest Work Health and Safety standards to protect the wellbeing of our people and the environment reflective of ISO45001:2018 Occupational Health and Safety Management Systems – Requirements (the Standard) and applying recognised principles of best practice. The Safety Management System will continue to be integrated into the culture of our organisation and commitment will be demonstrated through effective leadership and consultation with all workers and stakeholders.

Policy Detail

1. City of Belmont

The City of Belmont will:

a) Comply with the *Work Health and Safety Act 2020 (WA)* and all relevant Regulations, Codes of Practice and Australian Standards.

b) Ensure stakeholders understand and comply with their obligations regarding Work Health and Safety Legislation and the City's policies, procedures and safe systems of work.

c) In consultation with stakeholders, 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 Workers and relevant stakeholders, 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 City's policies and procedures and Australian Standards in relation to the *Work Health and Safety Act 2020 (WA).*

g) Provide an effective system of incident/hazard reporting, investigation, and recording. Monitor the effectiveness of the City's Work Health and Safety performance.

2. Workers and Stakeholders

Workers and Stakeholders will:

a) Comply with the *Work Health and Safety Act 2020 (WA)*, all relevant Regulations, Codes of Practice and Australian Standards.

b) Report workplace hazards and incidents to supervisors/managers.

c) Work in accordance with the policies, procedures, and safe systems of work of the City.

d) Work in a safe manner that will not endanger the safety and health of themselves, their colleagues, the public, or the environment.

e) Consult and cooperate with supervisors and management on matters relating to workplace health and safety.

3. Responsibility for the Work Health and Safety Policy

The development of the Safety Management System and this policy is the responsibility of the Executive Leadership Team. Its implementation is the responsibility of the Chief Executive Officer. The application of this policy is the responsibility of all City workers and stakeholders.

Reference/Associated Documents

Work Health and Safety Act 2020 (WA) and related Regulations

Codes of Practice and Australian Standards

Reference to Internal Procedure

Related Work Instructions

Definitions

Nil.

This Policy is supported by:		
Policy No:	CP40	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Executive Services	
Policy Owner:	Darren Trengove	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
27/09/05		11.5.9
26/09/06		11.5.5
11/12/07		12.5.8
21/10/08		12.10
27/07/10		12.9
22/11/11		12.9
24/07/12		12.6
25/06/13		12.8
28/10/14	Review - None	12.4
22/09/15	Review – None	10.7
27/09/16	Review – Minor	12.9
22/08/17	Review – None	12.2
25/09/18	Review – None	12.5
10/12/19	Review – Minor	12.8
14/12/21	Review – Minor	12.7
24/05/22	Review – Updated to Reflect legislative change to Work Health and Safety	12.7
12/12/23	Review - None	12.8
02/07/25	Review - Minor	
26/05/26	Review - Minor	12.5