

# Work Health and Safety

## Policy Objective

To ensure all City of Belmont workers have safe workplace conditions and systems of work that minimise risk of injury or illness to our people including, Workers (contractors, labour hire & volunteers) visitors, and customers and damage to Council property and the environment.

The City of Belmont will maintain an effective Safety Management System that incorporates a continual improvement philosophy and provides for maintenance of the highest occupational safety and health standards to protect the wellbeing of our people and the environment. 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

The City of Belmont will:

- a) Comply with the West Australian Work Health and Safety Act 2020, 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 accident/incident reporting, investigation, and recording. 8. Monitor the effectiveness of the City's Work Health and Safety performance.

Workers and Stakeholders will:

- h) Comply with the Work Health and Safety Act 2020 (WA), all relevant Regulations, Codes of Practice and Australian Standards.
- i) Report workplace hazards and incidents to supervisors/manager.
- j) Work in accordance with the policies, procedures, and safe systems of work of the City of Belmont.
- k) Work in a safe manner that will not endanger the safety and health of themselves, their colleagues, the public or the environment.

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

### **Responsibilities**

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, and related Regulations

Codes of Practice and Australian Standards

### **Reference to Internal Procedure**

BelNet Related Work Instructions

### **Definitions**

N/A

<b>This Policy is supported by:</b>		
Policy No:	CP40	
Strategic Community Plan Strategy:	<b>Goal 5: Responsible Belmont</b> <b>Strategy:</b> 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community	
Register of Delegations:	N/A	
Service Area:	Executive Services	
Policy Owner:	Manager Work Health and Safety	
Policy Stakeholder:	N/A	
<b>Amendment Status:</b>		
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