



Administrative Policies

2.4 Work Healthy and Safety Policy

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Purpose The purpose of this policy is to confirm Shire of Peppermint Grove's (SoPG) commitment to upholding provisions of the Work Health and Safety (WHS) Act 2020 and the WA Work Health Safety (General) Regulations 2022.

The Shire will take all reasonable steps to provide and maintain a safe work environment through the implementation of safe work practices, the provision of safe plant and equipment and through fulfilling ongoing training requirements for its workers.

The Shire will regularly review the efficacy of work health and safety measures to ensure compliance with legislation.

Status Administrative – Statutory

Policy Scope This policy applies to all workers as defined in the Work Health and Safety Act 2020. The definition of a worker includes, but is not limited to, persons undertaking work in the workplace such as:

- Workers
- Contractors
- Subcontractors
- Students and
- Volunteers

A 'workplace' is a place where work is carried out for a business and includes any place where a worker undertakes work activities.



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Policy

The Shire of Peppermint Grove recognises its duty of care and is committed to achieving the highest standards in work health and safety. All workers are to comply with the requirements of the Act and the WA WHS (General) Regulations 2022.

To achieve this, the CEO, managers, and workers will collectively contribute to achieving a high standard in work health and safety in the Shire and will ensure:

- a) safety risks are identified, assessed and controlled in an effective and timely manner to eliminate or minimise risks arising from work.
- b) consultation occurs with workers and work health and safety specialists, in the development and improvement of work health and safety policies, procedures, programs and work instructions, wherever appropriate.
- c) managers and supervisors develop and maintain a positive organisational culture with a high level of health and safety awareness that complies with current legislation and best practice.
- d) workers are provided with the necessary information, instructions and training to increase their knowledge and skills in order to work safely.
- e) managers will take responsibility for providing and maintaining a safe and legislatively compliant workplace. Workers will cooperate with their manager and colleagues on all work health and safety matters, report hazards, incidents and any other matters posing a risk.
- f) scrutiny and review of work health safety functions and procedures will be a standing item on management and team meetings and will drive continuous improvements and higher standards of work health and safety.
- g) the Shire will review its WHS policy annually and procedures when there is a change or following an incident.



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Related Procedure

Amended Authority Level

Related Delegation

Related Local Law/Legislation

Work Health and Safety Act 2020

Western Australia's Work Health and Safety (General)
Regulations 2022.

Adopted/Amended

February 2020

May 2022

Review

23rd July 2024