

Workplace Health and Safety

CP 134



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Policy Number	CP134
Area Responsible	Human Resources
Strategic Plan Reference	Regional Plan 2017-2021: 4. A Supportive Organisation
Approval date	15/12/2017
Minutes Reference	OCM 15/12/2017 Item 13.2
Last Reviewed	November 2017
Next Review Date	November 2021 - <i>Review every four (4) years or after changes to relevant legislation</i>

1. Purpose

This document sets out MacDonnell Regional Council (MRC) commitment to providing a safe and healthy working environment free from the risks of injury or illness for all persons within the workplace.

2. Scope

This policy applies to all MRC workers, contractors and visitors.

3. Objectives

This policy is designed to:

- Establish and maintain a health and safety management system
- Identify and maintain compliance with health and safety legislative obligations
- Ensure the provision of health and safety induction and training for all workers
- Ensure the dissemination of health and safety information and instruction to all workers in the workplace
- Develop and maintain a culture that encourages all workers to actively manage health and safety risks
- Develop and maintain effective consultative arrangements, to ensure all workers are included in the decision making processes impacting on workplace health and safety
- Define, document and communicate health and safety responsibilities, authority to act and reporting requirements for officers and workers
- Actively identify and manage workplace health and safety risks, through the systematic identification of hazards, evaluation of their risks and implementation of effective risk controls
- Ensure incidents are promptly reported, investigated where appropriate, and control measures are implemented to eliminate or minimise the risk of recurrence
- Maintain physical infrastructure, including buildings, plant and equipment, in a condition that ensures it is safe to use
- Establish, maintain and monitor progress towards measurable objectives and targets aimed at the elimination of work-related illness and injury.

4. Statement

4.1 Council will ensure that Health and Safety is considered a priority and does not come second to other operational goals, budgetary objectives or other competing considerations. Council will provide sufficient financial and physical resources to ensure the effective implementation of the health and safety management system.

4.2 MRC will provide and maintain as far as reasonably practicable;

- A safe working environment

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- Safe systems of work
- Plant and substances in safe condition
- Facilities for the welfare of workers
- Information, instruction, training and supervision that is reasonably necessary to ensure that all workers are safe from injury and risks to health
- A commitment to consult and co-operate with workers in all matters relating to health and safety in the workplace
- A commitment to continuous improvement through effective safety management procedures

4.3 MRC expects that all workers will;

- Comply with safe work practices
- Take reasonable care of the health and safety of themselves and others
- Wear personal protective equipment and clothing where it is provided
- Comply with any safety direction given for the purpose of health and safety
- Comply with all MRC policies and procedures related to workplace health and safety
- Not misuse or interfere with any health or safety equipment or process
- Report all accidents, incidents and near misses immediately
- Report all known or observed hazards

4.4 Failure to comply with this policy and any procedures related to work health and safety may result in disciplinary action.

5. Legislation and References

Related Legislation	Work Health & Safety (National Uniform Legislation) Act Work Health & Safety (National Uniform Legislation) Regulations
Related Policies	
Related Procedures	
Associated Documents	

6. Delegation and Implementation

Delegate	Director of Corporate Services
Implementation Officer	WHS Officer

7. Administration

EDRMS Doc Id	116458
On Internet	

8. Version Control

Version No	Date Changed	Modified By	Details and Comments
1.0	July 2016	D Teudt	Reviewed
2.0	December 2017	E Brown	Grammatical updates and content changes.