



WAVERLEY  
COUNCIL

# **SMS 1.1 Work, Health & Safety Policy**

Policy owner	Executive Manager, HR Safety and Wellbeing
Approved by	Executive Leadership Team
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Relevant legislation	Work, Health Safety Act 2011 (NSW) Work, Health and Safety Regulation 2017 (NSW)
Related policies/procedures/guidelines	Waverley Council Safety Management System
Related forms	

## 1. Background

Waverley Council is committed to providing a safe and healthy workplace for all workers, contractors, volunteers and visiting members of the public.

Council is committed to the prevention of work-related injury and ill health through the provision of resources to comply with all relevant legislative requirements and related policies and procedures to ensure that the workplace is safe and without risk to health.

## 2. Policy Content

### Management and Worker Responsibility

Whilst work, health and safety (WHS) is a collective responsibility involving all levels of management, workers, contractors, and visitors, the primary duty for promoting and upholding WHS standards falls upon management. Management at all levels is obligated to oversee the health and safety of persons in the workplace. The council, in consultation with its workers, is dedicated to the development, implementation, and review the organisation's WHS programs.

Council, lead by the Council Officers, as defined by the Work Health and Safety Act (2011) will demonstrate this commitment by:

- Establishing, implementing and maintaining a WHS Policy that is appropriate to the purpose, size and context of the Council and its specific nature of its WHS risks and WHS opportunities;
- Fulfilling all legal requirements and meeting the AS/NZS ISO 45001 Standard for safety;
- Setting monitoring and communicating progress against measurable WHS objectives and targets to ensure continued improvement;
- Ensuring that in the event of an incident or near miss there are effective processes in place to record, investigate and implement corrective actions to prevent a reoccurrence;
- Ensure that WHS risks are identified, assessed and controlled in consultation with workers;
- Ensure that Council has available and uses appropriate resources and process to identify hazards, eliminated or minimize WHS risks to safety, especially for high risk activities;
- Establishing measurable health and safety targets and objects and regularly reviewing Council's performance;
- Continuously improve Council's Safety Management System;
- Promote a consultation process which empowers proactive engagement of management, workers and their representatives to work together to identify, assess and manage health and safety risks in the workplace;
- Ensuring that workers understand their general responsibilities for WHS and the specific responsibilities for safety relating to their job descriptions;
- Providing WHS Induction, ongoing WHS and job specific training to all workers and additional training for managers and supervisors in meeting the requirements of their respective roles;
- Promoting a general obligation on workers to take reasonable care for their own health and safety and that of others and cooperate on matters of health and safety.