

SMS 1.1 – Work Health and Safety Policy

Waverley Council, as a person conducting a business or undertaking, is committed to ensuring so far as reasonably practicable, our duty of care to all people affected by our operations. This commitment ensures that all employees, customers, contractors, labour hire employees, volunteers, visitors and members of the public are safe from injury and personal risk whilst at work or when accessing Council services.

Continuous and sustainable improvement in the Council's Work Health and Safety (WHS) and Injury Management procedures will be achieved through senior management commitment, leadership and allocation of appropriate resources. This will enable the defined outcomes and targets to be achieved in accordance with our established practices and values.

Internal and external audits of our management systems and practices will identify our successes and our opportunities for improvement. Audits against recognised and established Australian and overseas standards will provide measures of activity, compliance and improvement, the basis for targets and will allow for benchmarking with other organisations and Councils. In addition, the Council will assess the overall effectiveness of its policies and procedures against set performance criteria to ensure continuous improvements are made to its Safety Management System.

The Safety Management System will adopt quality practices and principles in the implementation of standard safe work procedures in line with the Work Health and Safety Act, Regulations and Codes of Practice.

In practice our documented procedures will define a safe method of operation while recognising the potential hazards, associated risks and their appropriate controls. The procedures will be established in consultation with our employees and others directly affected by our operations and will define the outcomes and methods for measuring and reviewing performance. Our employees, contractors, labour hire employees, volunteers and visitors will be trained in accordance with our WHS and Injury Management procedures.

In the event that one of our employees is injured at work, the Council will provide an immediate response to ensure that the health and welfare of the employee is improved and will proactively work with the employee and their treating medical practitioners to restore function and capacity for an effective return to work in the community in line with the all relevant WHS legislation and best practice standards.

Accountability for the implementation and management of the Council's WHS and Injury Management procedures is ultimately with our Executive Team including our General Manager and the relevant Divisional Managers through appropriate consultation with employees. Managers, Health and Safety Representatives, employees and contractors, will ensure at least minimum legislative compliance is achieved. It is the responsibility of all employees to follow Council's WHS policies, procedures and directions.

Supporting procedures to this policy detail the actions and accountabilities required to implement this policy. This policy and our WHS procedures will be made available to all employees, contractors, labour hire employees, volunteers and visitors through the internet, induction, WHS Noticeboards, and controlled within the Safety Management System on request.



Athanasios (Arthur) Kyron
General Manager

1 Document Control History

Issue Number	Prepared/Revised by and Date	Amendments made	Approved By and Date
1	Risk & Safety Manager, Oct 2009	Legislation	General Manager, Oct 2009
2	Risk & Safety Manager, Dec 2012	Legislation	General Manager, Dec 2012
3	Risk & Safety Manager, July 2013	Self Insurance NAT	General Manager, January 2014
4	Risk & Safety Manager, Dec 2014	Nil	General Manager, December 2014