

Health, Safety and Wellbeing Policy

Statutory

Council

Administrative

Policy Owner:	Director – People and Engagement
Effective Date:	13 September 2023
Strategic Alignment:	Work Health and Safety Act – 2011. Work Health and Safety Regulations – 2011.

1. Purpose

To maintain and seek continuous improvement in work health and safety standards to protect the health, safety and wellbeing of all workers at work and of all other people who might be affected by the work.

2. Scope

This policy shall have application across all workers at Logan City Council (Council). All workers, and (where necessary) members of the public are required to comply with this policy and will be actively engaged to ensure that the Council's Work Health, Safety and Wellbeing Management System elements are applied. The Chief Executive Officer (CEO) has overall responsibility for work health, safety and wellbeing within the Council.

3. Policy Statement

Council values the health, safety and wellbeing of its workers and all others who may be affected by its operations, buildings and facilities. Council believe that work related injuries and illnesses are preventable and that workers can stop work if their health, safety and wellbeing could be impacted. All levels of leadership shall take any stop work situation seriously and apply all necessary hierarchy of controls in consultation with workers to reduce the risk to as low as reasonably practical before recommencing work. Our workers are encouraged to intervene and stop work when they see any unsafe situation, unsafe plant or equipment or an unsafe act being performed at our workplace or community facility.

We understand and acknowledge our obligation to provide all our workers with a healthy and safe working environment and commit to meeting or exceeding compliance with all relevant health and safety legislative requirements and improving the wellbeing of our workers. Every worker at Council must take reasonable care for their own health, safety and wellbeing, and that their conduct does not adversely affect the health, safety and wellbeing of others. They must also comply with instructions and cooperate with health, safety and wellbeing policies and procedures.

Council commits to:

1. Actively and visibly promoting and demonstrating health, safety and wellbeing leadership to continue to build and sustain a robust culture.
2. Providing sufficient resources to develop and implement this policy in a co-ordinated and consistent way across Council's operations and services.

3. Leading by example to ensure all obligations and responsibilities are met, and particularly support the effective operation of health, safety and wellbeing committees.
4. Setting annual key performance targets and objectives to measure, assess, review, and continuously improve our health and safety systems and performance to make the workplace as safe as possible.
5. Undertaking and applying thorough risk analysis preventative control measures designed to eliminate or significantly minimise actual or potential health, safety and wellbeing incidents in our workplaces and facilities.
6. Council Management and supervisory staff shall take individual accountability and responsibility for the implementation of health, safety and wellbeing strategies, actions, and activities relevant to their workplaces.
7. Ensuring that workers have the ability to, and are supported to identify hazards, implement controls that minimise risks, to monitor and review the effectiveness of control measures in their area.
8. Implementing a health, safety and wellbeing framework that empowers our workers to strive towards a fit and healthy lifestyle and deliver positive outcomes for our organisation and community.
9. Consulting and collaborating with workers and other interested parties to ensure that their views and input relating to health, safety and wellbeing issues are considered.
10. Training, developing and empowering our workers to actively participate and engage in health, safety and wellbeing conversations, hazard identification and to take individual health, safety and wellbeing ownership in addition to training complying with this policy.
11. Providing accessible health, safety and wellbeing information to all workers to the workplace.
12. Delivering a structured 'Recover at Work' process to fully support ill or injured workers to achieve an early and safe recovery at work through cooperation, mutual respect, and participation.

4. Principles

A Health Safety and Wellbeing policy is an integral part of organisations, irrespective of the industry or size of the company. Its function extends far beyond fulfilling legal obligations; it plays a significant role in ensuring the well-being of employees and maintaining a productive and safe workplace and establishing health and safety frameworks.

5. Application of this Policy

Not applicable.

6. Roles and Responsibilities

The Chief Executive Officer is responsible for ensuring that this policy is adhered to.

7. Reporting

Council is to review the Health Safety and Wellbeing Policy periodically.

8. Human Rights

Under the *Human Rights Act 2019* (Qld), Council must not make a decision without considering and assessing the potential impact to human rights and giving consideration to any impacts before making a decision. Council does not consider that any human rights are impacted by this policy.

9. Definitions

TERM	DEFINITION
Work Health and Safety Act	The Work Health and Safety Act 2011 (Qld) sets out requirements and standards for building healthy and safe workplaces. It outlines what Council must do to protect the health, safety and welfare of workers and other people in a place of work.
Work Health and Safety Regulations	The Work Health and Safety Regulation 2011 provides detailed information on how to prevent or minimise risks in the workplace.

10. Document Control

Version Number	Description of Change	Author / Branch	Effective Date
1.0	Original	People and Culture	30 May 2017
2.0	Amended	People and Culture	13 September 2023