

## Workplace Health and Safety Policy Statement

Livingstone Shire Council is committed to providing and maintaining a safe and healthy workplace for all workers (including contractors and volunteers) as well as clients, visitors and members of the public. We want to ensure work health and safety (WHS) obligations are met and hazards and risks to health and safety are eliminated or minimized, as far as reasonably practicable.

Our goal is to provide a safe and healthy work environment that is free from workplace injury and illness. This will only be achieved through the participation, cooperation and commitment of everyone in the workplace.

WHS is the responsibility of all who work for the Council. All personnel, including contractors and visitors, are expected to comply with the WHS legislation and Council's WHS Policy, procedures and standards for all matters relating to health and safety at work.

Officers of Livingstone Shire Council must exercise due diligence in relation to WHS management within Council. Through this, Livingstone Shire Council will ensure its WHS legal duties as the person conducting the business or undertaking (PCBU) and other requirements are met by:

- Defining and documenting the Council's WHS Policy and commitment to WHS in consultation with employees and/or their representatives;
- Ensuring Council's WHS Policy is consistent with relevant legislation requirements and endorsed and supported by the Council's executive and senior management;
- Establishing measurable objectives and targets to ensure Council's WHS legal and other requirements are met to eliminate work-related illness and injury;
- Establishing, implementing and maintaining a WHS risk management process in order to eliminate hazards and reduce risks consistent with Council's activities and level of risk;
- Ensuring compliance with WHS legislation and other requirements placed on the Council or to which the organisation subscribes, including workers' compensation self-insurance requirements;
- Maintaining consultation processes that ensure all employees are included in decision making where there are WHS impacts;
- Disseminating WHS information to employees, contractors, labour hire employees and visitors to the workplace; and
- Monitoring outcomes and enabling continuous improvement in Council's WHS system.

Managers, supervisors and workers, including contractors, are expected to fulfil their WHS duties by:

- Working in a way that ensures the health and safety of themselves and others;
- Following safe work practices, procedures, instructions and rules;
- Participating in training, WHS meetings and other WHS activities; and
- Identifying and rectifying unsafe conditions or reporting these and incidents that occur.

This Policy Statement confirms the organisation's obligations, commitments and expectations and will be communicated across Council and made available to interested parties.

This Policy Statement will be reviewed to ensure it remains relevant, appropriate and aligned with Council's values, commitments and goals.



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**Livingstone Shire Council**  
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