

WORK HEALTH AND SAFETY POLICY

Purpose

The purpose of this policy is to foster a safe and healthy workplace for all individuals, including employees, contractors, visitors, volunteers, apprentices, and others, by aligning with the City of Karratha Corporate Work Health and Safety Strategy.

Definitions

The **Act** means the *Work Health and Safety Act (WA) 2020*.

Council Member means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.

Incident means an occurrence arising out of, or in the course of, work that could, or does, result in injury and/or ill health.

Productive means the amount of work an individual or group accomplishes within a certain amount of time.

Standards means are documents designed to ensure the safety of products, activities, processes, etc.

Policy Statements

1. We are all responsible for our safety:

Complying with all relevant legislation, regulations, Standards, processes, and guidance notes and applying responsible Standards and principles, where laws do not exist.

2. We report, learn, and improve:

Providing appropriate information, training, and supervision for all workers, contractors and customers, actively responding to and investigating all Incidents, and ensuring timely and effective management of preventive and control measures.

3. Take care of your well-being and that of others:

Fostering health and well-being campaigns at all levels and implementing specific strategies to reduce psychosocial risks and promote mental health.

4. All incidents are preventable:

Providing and maintaining a safe workplace in a leadership culture framework and conducting behavioural observations to reinforce and motivate safe behaviours and correct safety deviations.

5. We are productive by being safe:

Implementing suitable risk management strategies that identify, promote, and continuously improve health and safety performance.

6. We cannot tolerate unsafe acts or conditions:

We all speak up to stop unsafe acts and conditions, engage employees, contractors, and suppliers who adopt the same values, and work with them to meet the organisation's health and safety principles.

7. We integrate good safety practices:

Implementing and maintaining our systems, consisting of safe plant, procedures, and equipment, including supporting **standards**, processes and policies. These will be regularly monitored at all levels to ensure their integrity and effectiveness

Related Documents

Legislation & Local Laws	<i>Local Government Act 1995</i> <i>Work Health and Safety Act (WA) 2020</i> <i>Work Health and Safety Regulations (WA) 2022</i> <i>Workers Compensation and Injury Management Act 1981</i> <i>Workers Compensation and Injury Management Regulations 1982</i>
Relevant Delegations	
Strategies & Plans	
Related Council Policies	
Procedures, Documents & Forms	<i>Employee Code of Conduct</i> Employee Code of Conduct.pdf <i>City of Karratha Industrial Agreement 2023</i> Agreements » Western Australian Industrial Relations Commission

Policy Owner

Directorate	<i>Office of the Chief Executive Officer</i>
Department	<i>Manager People & Culture</i>

Review Management

Next review due:	<i>January 2027</i>
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Version Management

Version	Date	Council Resolution #	Description
1.0	Jun 2004	13385	Original Policy Adopted
2.0	Oct 2004	13497	Update
3.0	Oct 2007	14223	3 yearly review - Update
4.0	Oct 2010	151342	3 yearly review - Update
5.0	May 2016	153443	Review and Update

Version	Date	Council Resolution #	Description
6.0	Aug 2019	154408	3 yearly review - Update
7.0	Oct 2022	155095	3 yearly review - previously named Occupational Health & Safety Policy and align with WA legislation changes
8.0	Dec 2024		4 yearly review and update
9.0	June 2025	OCM250630-10	Review and update