

Health, Wellbeing and Safety

Council Policy Number	124
Date adopted	21 April 2021
Scheduled for review	April 2024



1. Preamble

Campaspe Shire Council ('Council') is committed to ensuring the health, wellbeing and safety of all employees, volunteers, contractors and councillors while at work.

2. Purpose

To communicate Council's commitment, and to direct the Chief Executive Officer's attention towards, ensuring the provision of a safe and healthy work environment for all employees, volunteers, contractors and councillors.

3. Definitions

Health and Wellbeing	A state of complete physical, mental and social wellbeing; not just the absence of disease or illness.
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4. Policy Statement

Council is committed to providing a safe, healthy working environment for all employees, volunteers, contractors and councillors and to comply with all aspects of the *Occupational Health and Safety Act ('OHS') 2004*.

Consistent with the OHS Act and the *Local Government Act 2020*; Council requires that the Chief Executive Officer provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable; by making every reasonable effort to:

- prevent potential incidents, by maintaining a safe work environment;
- promote health and wellbeing, through training, awareness programs and access to support; and
- protect employees, volunteers, contractors, councillors and visitors from injury, on council sites, by consulting and communicating safety information.

Council expects continual improvement in its safety performance and has allocated resources towards that outcome to the Chief Executive Officer, to be used for implementing the objectives, plans and training that support the organisation's safety management systems.

It is incumbent on the Chief Executive Officer to seek additional resources from Council if/when required.

Notwithstanding the above, it is everyone's responsibility to comply with these requirements.

Working safely is a condition of appointment with Council and employees, volunteers, contractors and councillors must take reasonable care for their own health, wellbeing and safety; and the health, wellbeing and safety of people who may be affected by their acts or omissions.

Alleged breaches of workplace Health, Wellbeing and Safety requirements must be reported, investigated, remedial actions documented and (if indicated) notified to Work Safe Victoria.

5. Exclusions

Nil

6. Human Rights

This policy has considered and complies with the Human Rights and Responsibilities contained in the Victorian Charter of *Human Rights and Responsibilities Act 2006*.

7. Related Legislation

Local Government Act 2020

Occupational Health and Safety Act 2004

Occupational Health and Safety Regulations 2017

8. Related Policies, Procedures and Strategies

Nil

9. Attachments

Nil

10. Review Period

Three years

Responsible officer

Manager Human Resources

Administrative Updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter the policy, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.

Approval History

Adopted 29 June 2018

Minute Book Reference No 1541 (item 7.3)

Adopted 21 April 2021

Minute Book Reference No 602 (item 9.6)

Chief Executive Officer:



Date: 29/4/2021