



Shire of **Ngaanyatjarraku**
ON A JOURNEY

Council Policy

Policy 3.4 – Work Health and Safety (WHS)

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Policy Objective

This policy outlines the Shire of Ngaanyatjarraku commitment to reducing hazards and incidents in the workplace through the continuous improvement of safety and health standards and accompanying management systems.

This policy demonstrates the Shire of Ngaanyatjarraku's commitment to providing a safe and healthy workplace in accordance with the Work Health and Safety Act 2020 (WA) and associated Regulations, through the continuous improvement of safety systems and practices.

Policy Statement

The Shire of Ngaanyatjarraku will ensure that all levels of personnel, including senior management, workers, contractors and volunteers, understand their roles and responsibilities in accordance with legislative requirements.

The Shire of Ngaanyatjarraku is committed to ensuring, so far as is reasonably practicable, the health and safety of workers and other persons who may be affected by its operations.

The Shire recognises its obligations as a Person Conducting a Business or Undertaking (PCBU) under the *Work Health and Safety Act 2020 (WA)*.

The Shire aims to meet their objectives by:

- a) Providing and maintaining workplaces, plant, and systems of work such that, so far as is reasonably practicable, workers are not exposed to hazards;
- b) Providing such information, instruction, and training to, and supervision of, workers to enable them to perform their work so they are not exposed to hazards;
- c) Consulting and cooperating with workers regarding work health and safety matters in accordance with the WHS Act;
- d) Providing workers with personal protective clothing and equipment to assist protect them against those hazards;
- e) Identifying hazards and eliminating or minimising risks so far as is reasonably practicable;
- f) Ensuring contractors and volunteers meet WHS requirements while engaged in Shire activities;
- g) Promoting a culture of safety accountability across all levels of the organisation.

Responsibilities

Council will provide appropriate resources to ensure the Shire can meet its obligations under the WHS Act 2020 (WA)

The Chief Executive Officer is responsible for implementing this policy and ensuring appropriate WHS systems are in place.

Managers and Supervisors are responsible for identifying hazards, assessing risks and implementing controls within their areas of responsibility.

Workers, including contractors, volunteers and work experience students are obligated to

meet their duty of care by:

- a) Taking care of his or her own health and safety and avoid adversely affecting the safety or health of any other person; by
- b) Complying with safety and health instructions given by the Shire, including the direction to wear personal protective clothing or equipment;
- c) Reporting hazards, accidents (injuries) and incidents (near misses) in the workplace and providing support to any investigations.

A safe and efficient place of work is our goal, and we must all be committed to reaching this outcome.

The Shire is committed to ongoing review and continuous improvement of its WHS systems, including incident investigation, risk management processes and training programs, particularly in recognition of the unique risks associated with remote community operations.

Policy History

Amendments to this Policy

Amendments to this policy require a simple majority decision of Council.

History

Policy adopted: 24 June 2020
Policy amended: 28 June 2023
Policy amended: 6 March 2026

Previous Policy

N/A