



Health and Safety Policy

The management team and staff of Balonne Shire Council are committed to providing a healthy and safe workplace and acknowledge that this is a shared obligation of all personnel.

The following actions are fundamental to the maintenance and continuous improvement of the Balonne Shire Council's WHS management system:

- Consultation between employer and staff in relation to WHS policy and procedures, and continuous improvement of the system.
- Ongoing identification, assessment and control of workplace hazards and associated risks. This includes assessment of both initial and residual 'risks'.
- Identification and management of WHS issues at all Council workplaces through staff participation.
- Reporting of incidents/near misses and accidents. Active investigation of these situations to develop effective strategies to eliminate or minimise reoccurrence.
- Provision of training of staff in the safe conduct of their work and encouraging their participation and commitment in maintaining safe and healthy workplaces.
- Conducting internal reviews and audits of the system to identify any potential problems, thereby allowing improvement.
- Identification of WHS objectives to measure system performance and monitoring achievement.
- Maintaining a WHS management system compliant with the requirements of applicable WHS legislation and the associated regulations in Queensland, as well as the ISO 45001:2018 Safety Management System Standard.
- Development of policy and procedures and communication of them to staff and third-party suppliers.
- Recognition by Management and staff of their ongoing obligation to consider the health and safety of others in the workplace.
- Always maintaining plant and equipment in safe condition and ensuring the competence of those responsible for operating them.
- Provision of appropriate personal protective equipment (PPE) to staff where this is required.
- Performance-management of third-party suppliers, including compliance with WHS requirements.
- Ensuring that documents and revisions are controlled to always ensure currency of information.
- Conducting a periodic management review process to monitor progress and effectiveness of the Safety Management System and initiate change as required.

This policy is reviewed every five years or more frequently if determined necessary to ensure that it remains relevant and appropriate to Balonne Shire Council.

Matthew Magin
Chief Executive Officer