



NOOSA
Council

Organisational Policy
WORK HEALTH & SAFETY POLICY

Corporate Plan Reference:	<i>Theme 5: Excellence</i>	
Endorsed by Chief Executive Officer:		22/01/2025
Policy Author:	Workplace Health & Safety Coordinator	

POLICY STATEMENT

Noosa Shire Council will be recognised as the regional leader in providing an environment where Health, Safety and Wellbeing are their highest priorities.

PURPOSE

The purpose of this policy is to prioritise the health, safety, and well-being of all employees, contractors, volunteers, and visitors within the council's jurisdiction. This policy outlines our commitment to maintaining a safe and healthy work environment across all council-operated sites and activities, in accordance with the Work Health and Safety Act 2011 and the Work Health and Safety Regulation 2011. It specifies the responsibilities of all parties involved to uphold these standards

SCOPE

This policy applies to all council employees, contractors, volunteers, and visitors at all council-operated sites and during all council-related activities.

REVIEW

This policy will be reviewed every two years or as necessary to ensure it remains relevant and effective.

ORGANISATIONAL POLICY

Noosa Council is committed to:

- Providing a safe place of employment for all employees by encouraging staff to freely raise safety issues without prejudice or ramifications.
- Complying with all relevant health and safety legislation, regulations, and codes of practice.
- Providing and maintaining safe, up to date equipment, facilities, and systems of work.
- Ensuring the safe use, handling, storage, and transport of hazardous substances.
- Providing information, training, instruction, and supervision to ensure the health and

- safety of all employees.
- Regular consultation with employees on matters affecting their health and safety and wellbeing
- Identifying and rectifying hazards, assessing risks, as well as implementing effective control measures.
- Using data and insights to continuously improve our WHS management systems and performance with input and consultation from employees.

ROLES AND RESPONSIBILITIES

- **Executive Team:**
 - o Ensure compliance with WHS legislation and council policies.
 - o Allocate resources and support for the implementation of this policy.
 - o Foster a culture of safety and continuous improvement.
- **Supervisors and Managers:**
 - o Implement and enforce WHS policies and procedures.
 - o Conduct regular risk assessments and safety inspections.
 - o Provide training and support to employees on WHS matters.
- **Employees:**
 - o Adhere to all Noosa Council WHS policies and procedures.
 - o Report all hazards, incidents, and near misses to supervisors.
 - o Participate in WHS training and initiatives.
- **Contractors and Visitors:**
 - o Comply with Council WHS policies and procedures.
 - o Report any hazards or incidents to council staff.

RELEVANT LEGISLATION

Work Health and Safety Act 2011
Work Health and Safety Regulation 2011

HUMAN RIGHTS STATEMENT

In developing this Policy, the subject matter has been considered in accordance with the requirements of the Qld Human Rights Act 2019. It is considered that the subject matter does not conflict with any human rights, including the right to privacy and reputation, and supports a human rights approach to decision making by Council.

Version control:

Version	Reason/ Trigger	Change (Y/N)	Endorsed/ Reviewed by	Date
1.0	New Policy	N	Brett de Chastel	12/10/2016
1.1	Review	N	Brett de Chastel	26/10/2017
1.2	Review	N	Brett de Chastel	11/10/2019
1.3	Review	N	Brett de Chastel	28/09/2021
1.4	Review	N	Scott Waters	22/02/2022
1.5	Review	Y	Larry Sengstock	16/10/2023
2.0	Review	Y	Larry Sengstock	22/01/2025