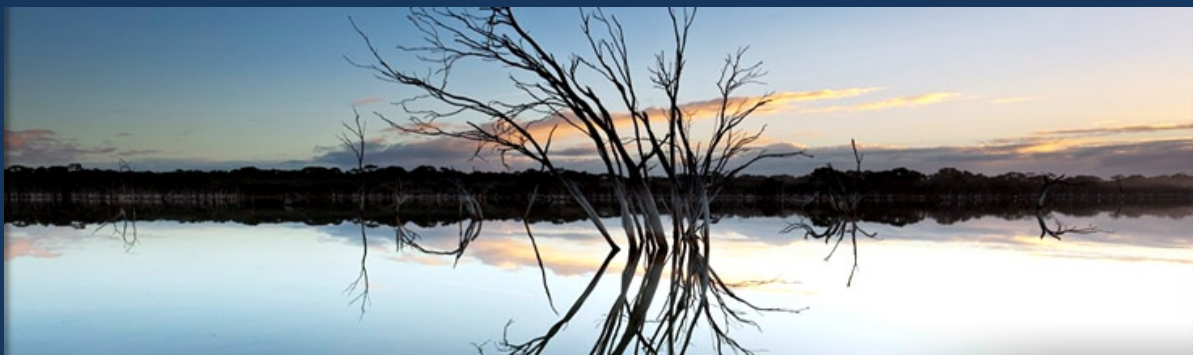




Policy - Hazardous Work



“Working with our Rural & Coastal Communities”



WHS-POL-07 – HAZARDOUS WORK POLICY

Version No:	5.1
Issued:	February 2023
Next Review:	March 2025

Responsible Department:	Corporate Services
Policy Adopted:	15/02/2023
Minutes Reference:	30.1(3g)
Applicable Legislation:	Local Government Act 1999 SA Work Health & Safety Act 2012 SA Work Health & Safety Regulations 2012 Australian Standard 4801 Return to Work SA (formerly WorkCover) Performance Standards for Self Insurers (PSSI)
Related Policies/Procedures/Codes:	WHS-POL-07 – WHS & RTW Policy WHS-PRO-06.03 – Hazard Management Procedure WHS-PRO-07.12 – Hazardous Chemicals Procedure WHS-PRO-07.09 – Excavation & Trenching Procedure WHS-PRO-07.02 – Asbestos Procedure WHS-PRO-07.05 – Hazardous Manual Tasks Procedure WHS-PRO-07.11 – Remote/Isolated Work Procedure WHS-PRO-07.04 – Electrical Safety Procedure WHS-PRO-07.10 – UVR & Inclement Weather Procedure WHS-PRO-07.01 – Confined Space Procedure WHS-PRO-07.04 – Electrical Safety Procedure WHS-PRO-07.07 – Hot Work Procedure WHS-PRO-07.06 - Prevention of Falls Procedure WHS-PRO-07.08 – Work Zone Traffic Management Procedure
Review Frequency	Within 3 years of date of issue

1. OVERVIEW

The Lower Eyre Council is committed to achieving a high level of pro-active Work Health and Safety (WHS) management in line with the organisational purpose of to proactively protect and manage Local Governments' employee injury risks today and into the future.

Council is committed to providing a WHS Management system that:

- Promotes and facilitates pro-active identification of hazardous work;
- Provides mechanisms to ensure risks arising from the work are eliminated in so far as is reasonably practicable or, where that is not practicable, controlled as far as is reasonably practicable.
- Enables the above steps to be achieved before work is undertaken, to ensure, so far as is reasonably practicable, the safety of workers and others and legislative requirements.

2. POLICY

2.1 To meet this commitment, Council has implemented a hazardous work system that consists of this policy and a number of specific procedures such as:

- Confined Space Procedure.
- Electrical Safety Procedure.
- Hot Work Procedure.
- Excavation and Trenching Procedure.
- Hazardous Manual Tasks Procedure.
- Prevention of Falls Procedure
- Work Zone Traffic Management Procedure
- Remote/Isolated Work Procedure
- Hazardous Chemicals Procedure
- Isolation Lock out Procedure
- Asbestos WHS Procedure
- UV and Inclement Weather Procedure

2.2 Council will regularly review in consultation with affected workers (and their representatives), subject area experts and other duty holders (as necessary):

- The effectiveness of this policy and supporting procedures to identify opportunities for continuous improvement.
- Adherence to this policy and the supporting procedures and take appropriate action where non-compliances are found.

3. RESPONSIBILITIES

3.1 Executive Management Team

- Are accountable for checking that adequate resources are identified and provided to enact this policy and supporting procedures effectively.

3.2 Supervisors/Managers

- Are accountable for fulfilling the due diligence obligations for officers as outlined in Section 27 of the WHS Act 2012, a key aspect of which includes checking that adequate resources are identified and provided to enact this policy and supporting procedures effectively.
- Monitoring through their supervisory activities that the policies and procedures are adhered to. Checking that workers in their area have had appropriate training to undertake the activities identified within this policy and supporting procedures.



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3.3 Workers

- Are accountable for adhering to the requirements of this policy;
- Cooperating with procedures or reporting any inability to do so to management at the earliest opportunity.

4. RECORDS

Records relating to hazardous work are required to be kept in accordance with all supporting procedures.

5. REVIEW

This Hazardous Work Policy will be reviewed by the Lower Eyre Council WHS Committee at minimum within three (3) years of issued date, or on significant change to legislation or aspects included in this policy that could affect the Health and Safety of workers.

The review may include or be initiated by:

- a) Feedback from managers, workers, HSRs or other stakeholders
- b) Legislative compliance
- c) Performance Standards for Self Insurers
- d) Internal or external audit findings
- e) Incident and hazard reports, claims costs and trends related to hazardous work
- f) Other relevant information

DOCUMENT HISTORY		
Version	Issue Date:	Description of Change:
3.0	September 2015	Adopted by Council
4.0	December 2018	Formatting and change of Senior Management Team to Executive Management Team
	March 2019	Adopted by Council (following Council election)
	September /2021	Administrative review.
5.0	March 2022	Minor formatting changes.
5.1	February 2023	Updated Council name and logo, minor formatting changes. Removed signatory requirement. Adopted by Council (following election).