

# Health and safety policy



Whangarei District Council considers health and safety to be part of our workplace culture. We are committed to maintaining a workplace where people are safe and feel safe. We strive to continually improve, reduce our health and safety risks and injuries, while providing health and safety leadership in the community.

## **Our Chief Executive:**

Takes overall responsibility for providing a safe workplace.

## **Our leaders:**

- Lead by example and support our health and safety policies and procedures.
- Are proactive and committed to preventing harm to our employees, contractors, volunteers and visitors in our workplace and ensure there are sufficient resources in place
- Encourage health and safety participation of our employees, particularly recognising the value of Health and Safety Representative roles.
- Take ownership to mitigate health and safety risks.
- Deal promptly with unsafe behaviours and situations.
- Ensure there are effective emergency and security systems, training, information, supervision and monitoring in place.
- Ensure incidents and accidents are taken as learning opportunities, to reduce risks in the workplace.

## **Our employees:**

- Take personal responsibility for mitigating risks and keeping themselves and others safe from harm.
- Report injuries, pain & discomfort, incidents and hazards by the end of the working day, or as soon as practicable.
- Have the right to work safely and not start the task, until it is safe.
- Participate in workplace health and safety and follow our health and safety policies and procedures.

## **Our Health and Safety Representatives:**

- Provide health and safety support to their work group.
- Are valued for their contribution to providing a safe workplace.
- May stop unsafe work in their work group.



Rob Forlong, **Chief Executive**

Date: July 2020