

Governance 7: Elected Member Commitment to Occupational Health and Safety

1. Purpose

The purpose of this policy is to confirm that Elected Members and Council have responsibilities as both individuals and as a collective decision making body to create a safe work culture and to encourage the City's compliance with section 19 of the Occupational Safety and Health Act 1984 and section 5.40(e) of the Local Government Act 1995.

2. Planning

Priority 4: Kalamunda Leads

Objective 4.1 - To provide leadership through transparent governance.

Strategy 4.1.1 - Provide good governance.

3. Policy Statement

Under the Local Government Act 1995, there are general principals affecting employment within the City of Kalamunda. One key principle is that employees are to be provided with safe and healthy working conditions in accordance with the Occupational Safety and Health Act 1984.

4. Detail

Elected Members and Council encourage a physically and mentally safe and healthy working culture by:

- a) Ensuring the Chief Executive Officer has safe and healthy working conditions as an employee of the City.
- b) Monitoring safety risk, safety hazards and safety performance through the Audit and Risk Committee.
- c) Ensuring adequate resourcing is provided to maintain a safe and healthy workplace through budget and planning processes.
- d) Monitoring employee safety at Council meetings and functions.
- e) Encouraging safe work mental health by monitoring employee exposure to bullying, harassment and stress, particularly in relation to their interactions with Elected Members and members of the public

- f) Not undertaking any actions that could adversely impact the physical and mental wellbeing of the CEO or any employees.

While Elected Members are not employees, the City acknowledges that Elected Members are also entitled to perform their role in a physically and mentally safe and healthy working environment. They are encouraged to raise personal concerns about safe working practices to the Mayor and Chief Executive Officer.

5. Community Consultation

This Policy does not require community consultation.

6. Governance

This Policy will be governed by the Council through monitoring the risk associated with occupational health and safety through the Council's risk framework.

7. Measures of Success

The success of this policy will be assessed by minimising the number of claims.

8. Definitions

Bullying – to seek or harm, intimidate or coerce someone perceived as vulnerable

Harassment – aggressive pressure or intimidation

Status	Statutory Requirement		
Related Local Law	N/A		
Related Council Policies	Governance 8: Risk Management		
Relevant Delegation	N/A		
Related Internal Procedures	N/A		
Related Budget Schedule	N/A		
Legislation	Local Government Act 1995 WA Occupational Safety and Health Act 1984		
Notes and Conditions	N/A		
Authority	Council		
Adopted	12 October 2021	Next Review Date	12 October 2023