

Purpose

The purpose of this Work Health and Safety (WHS) Policy is to demonstrate the commitment of the Shire of Boddington (Shire) to providing and maintaining a safe and healthy environment at all Shire workplaces.

Scope

This Policy applies to all individuals at Shire workplaces, including employees, contractors, volunteers, councillors, and visitors.

Definitions

Term	Meaning
Policy	This Shire of Boddington policy titled “Work Health and Safety”
Workplace	A workplace as defined within the ‘Work Health & Safety Act 2020’, and includes; <ul style="list-style-type: none"> • Offices • Depots • Community facilities • Public spaces • Vehicles and; • any other location where Shire business is conducted.
PCBU	“Person Conducting a Business or Undertaking” meaning a person or organisation with the primary duty to manage health and safety in a workplace.
WHS Management System	A structured framework of policies, procedures, and operational practices used to manage WHS risks and promote a safe and healthy workplace.

Policy Statement

The Shire recognises its duty as a PCBU under the Work Health and Safety Act 2020 and regards the provision of a safe and healthy work environment as fundamental to all organisational activities. Safety is essential to maintaining high standards of organisation stability, performance, and governance.

The Shire is committed to:

- Implementing and maintaining a WHS management system that aligns with applicable legislation and WA regulatory requirements.
- Developing and promoting an organisational culture with a high level of safety and health awareness through a continuous improvement process of consultation, communication, information provision, training, and accountability. Encouraging and supporting staff participation in wellbeing programs and health- focused initiatives.
- Consulting and cooperating with members of the WHS Focus Group on safety and health issues as well as WHS policies, procedures and operational practices for continuous improvement.

- Building a proactive reporting culture where hazards and incidents are consistently reported with clear and easily accessible channels for staff to raise concerns, so that risks are actively identified, assessed and effectively controlled and mitigated.

Responsible Officer	Chief Executive Officer
History	Adopted 29 April 2015 (Resolution 59/15) Amended 21 April 2022 (Resolution 35/22) Amended 23 March 2023 (Resolution 25/23) Amended 22 October 2025 (Resolution 105/25)
Delegation	
Relevant Legislation	Work Health and Safety Act 2020 (WA) Work Health & Safety Regulations (General) 2022 (WA) ISO 45011:2018 Occupational Health and Safety Management Systems
Related Documentation	Chief Executive Officer