Workplace Safety and Wellbeing Management System
Hazard and Risk Management

Our Values: Collaboration · Communication · Integrity · Efficiency · Leadership

TOGETHER WE PROUDLY ENHANCE THE QUALITY OF LIFE FOR OUR COMMUNITY

Intent

Safety hazards and risks associated with council's activities are identified, assessed and managed to prevent or reduce the consequence and likelihood of incidents.

Performance Requirements

- Council will establish an Enterprise Risk Management Framework with a RACI matrix. As required under that framework, WSW risk management is applied to all activities that council controls. It also contains the criteria for assessing strategic and operational opportunities which link to innovative ideas and delivering better services.

- Risk is managed by identifying hazards, assessing consequences and likelihood, evaluating risk and implementing preventive and mitigation measures.

- Risk Assessments are conducted by a panel ensuring that competent workers with the relevant knowledge and experience undertake this activity.

- Potential health, safety and environmental hazards are identified and recorded for existing operations, products, business developments, acquisitions, modifications, new projects, closures and divestments. This process takes into account risks to workers, facilities, the public, customers and the environment.

- Council branches establish and maintain a Risk Register of all identified risks. Risk Registers include the risk issue, causes, potential impacts, consequence and likelihood of consequences, likelihood of occurrence and exposure, plus existing controls and action plans. council will maintain a repository for all risk assessments.

- Business Units must identify all Safety Critical Activities/Tasks that have the potential to result in injury to people or a High Potential Incident (HPI). Critical Controls designed to mitigate the risks of injury to people or a HPI event include critical systems, critical equipment and critical procedures and must be recorded in the Risk Register.

- Council maintains an enterprise-wide Risk/Opportunities Register containing those risks and or opportunities escalated from the Business Units and Corporate Groups, plus any additional risks identified at the Business and/or Board level.

- Risk registers are reviewed following any significant incident, changes to legislation and or standards.

- Where risk cannot be eliminated, control measures are implemented to effectively manage identified risks. Such measures are prioritised and actions are selected to treat the risk as required by the risk procedure.

- Where risks identified exceed specified threshold and immediate mitigation is not possible, the level of risk being tolerated and managed by the Business Unit must be escalated to the Executive Leadership Team.

For more information, visit the
Workplace Health and Safety Management Plan
via The Wire Employee Centre

City of Ipswich