Safety Circle ®

WORKPLACE HEALTH & SAFETY POLICY

Human Resources
YASC POL 28 – V8

2026

YARRABAH ABORIGINAL SHIRE COUNCIL
56 Sawmill Rd Yarrabah, QLD 4871

CONTENTS

1. LEGISLATION AND AUTHORITY 2
2. COUNCIL'S STATEMENT 2
3. PURPOSE 2
4. COMMENCEMENT OF POLICY 2
5. APPLICATION OF THE POLICY 2
6. PROCEDURES 2
7. BREACH OF THIS POLICY 3
8. VARIATIONS 3
9. DOCUMENT CONTROL 3

This is a controlled document. It becomes uncontrolled when printed or copied, unless manually signed by the Authorising Officer.

1. LEGISLATION AND AUTHORITY

The Local Government Act 2009 (Qld)
Local Government Regulation 2012 (Qld)
Industrial Relations Act 2016(Qld)
Work Health and Safety Act 2011
Work Health and Safety Regulation 2011
Work Health and Safety (Codes of Practice) Notice 2011
YASC Code of Conduct POL 01

2. COUNCIL'S STATEMENT

Yarrabah Aboriginal Shire Council ('YASC') conducts its business with integrity, honesty and fairness. All employees are expected to work within the rules and actions of YASC will comply with all relevant laws, regulations, codes and corporate standards.

Everyone representing YASC must reflect the highest standards of behaviour. Our relationships are critical to the ongoing success of our organisation. Our leaders have responsibility for fostering a culture where ethical conduct is recognised, valued and applied at all levels.

This policy is to be read in conjunction with the Code of Conduct, which outlines our standards of behaviour and workplace culture are in accordance with YASC's principles.

3. PURPOSE

We are committed to our goal of "Everyone Home Safe and Well Today" and every day. To achieve this goal, we choose to work inside the SafetyCircle® and will support employees, contractors, volunteers and visitors to make choices consistent with managing risk well in their moments of choice.

4. COMMENCEMENT OF POLICY

This Policy replaces all other workplace health and safety policies of YASC (whether written or not).

5. APPLICATION OF THE POLICY

This Policy applies to employees, agents and contractors (including temporary contractors) of YASC.

This Policy does not form part of any employee's contract of employment. Nor does it form part of any other workplace participant's contract for service.

6. PROCEDURES

We will sustain a positive and proactive culture focussed on continuously improving health, safety and wellbeing performance. Our actions will be consistent with this by establishing and maintaining high levels of staff engagement, strong leadership and regular reinforcement.

The organisation will as far as reasonably practicable manage our key Equipment, Systems and People risks, providing a platform for setting all workers up for success and expecting accountability and responsibility from all.

As employees of Yarrabah Aboriginal Shire Council, we choose to operate inside the SafetyCircle®

This is a controlled document. It becomes uncontrolled when printed or copied, unless manually signed by the Authorising Officer.

We are responsible for our health and safety and will:

- Follow standard procedures and rules.
- Control and/or report unsafe conditions.
- Interrupt unsafe behaviours- our own and others.
- Acknowledge and encourage safe and healthy behaviours.
- Look for improvement opportunities.
- Maintain a high standard of work organisation.

YASC supports the choice of all workers to operate inside the SafetyCircle. Actively choosing not to operate within the SafetyCircle® is not consistent with continued employment within YASC.

7. BREACH OF THIS POLICY

Any deliberate breaches of this policy will result in disciplinary action being taken against the employee.

8. VARIATIONS

YASC reserves the right to vary, replace or terminate this policy from time to time.

9. DOCUMENT CONTROL

Adoption Date:	18 August 2015	Resolution No.	Version No: 1
Amended Date:	2 May 2019	Resolution No.	Version No: 2
Amended Date:	30 January 2020	Resolution No. 03:30/01/2020	Version No: 3
Amended Date:	17 February 2021	Resolution No. 05:17/02/2021	Version No: 4
Amended Date:	18 May 2022	Resolution No. 09:18/05/2022	Version No: 5
Amended Date:	29 June 2023	Resolution No. 11:29/06/2023	Version No. 6
Reviewed Date:	26 July 2024	Resolution No. 12:26/07/2024	Version No. 7
Reviewed Date:	19 August 2026	Resolution No. 28:19/08/2026	Version No. 8
Next Review Date:	2026		
Responsible Officer:	Chief Executive Officer		

Richard Wright
Chief Executive Officer

This is a controlled document. It becomes uncontrolled when printed or copied, unless manually signed by the Authorising Officer.