

PURPOSE

To define Experience Gold Coast's (EGC) commitment to the health and safety of its workforce, patrons and visitors, contractors, suppliers and business partners.

This will be achieved through:

- Fostering a proactive health and safety first culture where everyone actively cares for one other.
- Embedding safety, both physical and psychological, into all our work practices.
- Making safety a core responsibility for everyone, emphasising a shared accountability.
- Enhancing health and safety risk management across the EGC network.

SCOPE

This policy applies to all workers of EGC and its related subsidiaries including visitors and workers engaged under the direct management of EGC (for example, agency resources, labour hire, volunteers and contractors) conducting authorised company activities regardless of whether working on premises, offsite or from home.

POLICY STATEMENT

EGC's commitment to health and safety is demonstrated through the achievement of the following objectives:

- Applying risk management processes to prevent injuries and illness and to ensure health and safety remains a constant focus as far as is reasonably practicable.
- Complying with the *Work Health and Safety Act 2011* (Qld) and associated Regulations and Codes of Practice.
- Setting measurable health and safety objectives and targets to continuously improve our performance, aimed at eliminating work-related illness and injury.
- Providing appropriate health and safety training to all workers.
- Implementing processes to ensure workers are engaged and consulted where there is an impact on workplace health and safety.
- Communicating relevant health and safety information to all workers, contractors and visitors to EGC.
- Ensuring reporting and appropriate investigation of all health and safety incidents.
- Providing a safe working environment regardless of whether working on premises, offsite or from home.

RESPONSIBILITIES

1. EGC Board

The Board of Directors has statutory duties as officers under section 27 of the WHS Act 2011 (Qld) to ensure EGC complies with all duties under the Act. This is achieved by exercising due diligence through support of EGC's Work Health and Safety Management System*. The Board ensures that necessary steps are taken to meet WHS statutory obligations and includes safety as a regular agenda item in scheduled meetings.

2. Team Members

All EGC workers and persons conducting work on behalf of EGC must take reasonable care of their own health and safety, and for other workers, and for members of the public in accordance with this policy and EGC's Work Health and Safety Management System*. Reasonable care includes but is not limited to:

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- Following all legislative health and safety requirements, relevant industry standards and codes of practice, and any reasonable instructions, policies or procedures that are issued by EGC relating to health and safety, or local policies and procedures that relate to health and safety at an EGC subsidiary.
- Beginning every activity and task with hazard identification, risk assessment and implementation of appropriate controls.
- Actively monitoring and managing risks and controls throughout all activities and tasks, and stopping work if it is deemed unsafe.
- Immediately reporting any injuries, unsafe activities, hazards, near hits, incidents or perceived to be dangerous to their manager or supervisor.
- Operating only when 'Fit for Work'.
- Understanding the qualifications, training and licensing requirements of their role and ensuring they only operate within their current competency and capability.
- Attending scheduled health and safety training and applying their safety knowledge.
- Wearing correct Personal Protective Equipment (PPE) applicable to the activity or task.

3. Managers and Supervisors

All managers and supervisors are responsible for maintaining a safe and healthy working environment and for identifying and managing risks in EGC workplaces in accordance with this policy and EGC's Work Health and Safety Management System. Responsibilities for maintaining a safe and healthy environment include, but are not limited to:

- Engaging with workers to encourage open discussions on work health and safety issues with a commitment to improving health and safety performance.
- Promoting an ongoing proactive safety culture and leading by example regarding both the physical and psychological safety and well-being of team members.
- Identifying and managing hazards to protect workers and other persons from harm, ensuring the elimination or minimisation of health and safety risks.
- Organising, monitoring and updating worker health and safety competency through inductions, instruction, information and training.
- Monitoring workplace conditions and worker performance to ensure adherence to all legislative health and safety requirements, relevant industry standards and codes of practice, and any reasonable instruction, policies or procedures issued by EGC.
- Supporting implementation, adherence to and ongoing improvement of EGC's Work Health and Safety Management System* through conducting safety inspections and audits.
- Actively managing and investigating incidents and near misses, and implementing recommendations to improve health and safety procedures and performance.
- Ensuring that workplaces, plant, materials and equipment are appropriate for their activities, and are maintained in a clean, tidy, safe and operational condition.
- Providing support and workplace rehabilitation for ill or injured workers to enable them to continue working safely or return to work if time off is required due to work-related injuries or illness.

Failure to take reasonable care may result in EGC taking appropriate disciplinary action, up to and including termination of employment.

* Or existing equivalent systems that EGC's subsidiaries have in place until such time a EGC Work Health and Safety Management System is established.

DEFINITIONS

Standard definitions can be found Schedule 1 of the Acts Interpretation Act 1954 (*Meaning of commonly used words and expressions*).

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Term	Definition
Team Members	Permanent, fixed term, trainees, apprentices, casual employees, contingent labour, contractors or subcontractors, work experience students, hosted trainees, volunteers, consultants, vocational placements, Board members or any other person who provides services on a paid or voluntary basis to EGC.
Worker	Is defined under s7 of the <i>Work Health and Safety Act 2011</i> and includes but is not limited to workers, employees, volunteers, and contractors.
Experience Gold Coast (EGC)	Refers to Experience Gold Coast and all of its subsidiary companies
EGC Subsidiaries	EGC subsidiary companies includes Gold Coast Tourism Corporation Ltd (trading as Destination Gold Coast), Placemakers Gold Coast Ltd, HOTA Gold Coast Ltd (which includes HOTA Services Gold Coast Pty Ltd and The Trustee for THE JOSEPHINE ULRICK & WIN SCHUBERT FOUNDATION FOR THE ARTS). It also encapsulates the previous entities known as Major Events Gold Coast and Study Gold Coast

LEGISLATIVE REFERENCES

- Work Health and Safety Act 2011*
- Work Health and Safety Regulations 2011*
- Electrical Safety Act 2002*
- Electrical Safety Regulations 2013*
- Workers' Compensation and Rehabilitation Act 2003 (Qld)*
- Workers Compensation and Rehabilitation Regulations 2014*

PROCEDURES / RELATED POLICY

Work Health and Safety Management System*

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