

Opera House Policy

Title:	Work Health and Safety Policy
Policy Number:	SOH111
Effective Date:	21 September 2018
Authorisation:	Chief Executive Officer
Authorisation Date:	21 September 2018
Superseded Policy:	Occupational Health and Safety Policy
Accountable Director:	Executive Director, Building, Safety & Security
Responsible Officer:	Head of Safety

1. CORE PROPOSITION

- 1.1. The Opera House acknowledges that work health and safety (WHS) is critical to achieving our vision, mission and values. Safety is our greatest responsibility.
- 1.2. Our safety objective is to ensure that our workplace and environment are safe and healthy for everyone. This policy sets out specific commitments and how we will implement them to ensure that we meet our safety objective.
- 1.3. This Policy describes how the Opera House discharges its obligations with respect to the *Work Health and Safety Act 2011 (NSW)* ('Act'), the *Work Health and Safety Regulation 2017 (NSW)* and the relevant standards and codes of practice.

2. SCOPE

- 2.1. This policy applies to all officers, Workers, performers and visitors of the Opera House; and to all Opera House-owned or operated sites, including those places a Worker goes, or is likely to be, while at work.
- 2.2. This policy has been designed in acknowledgement of the fact that the Opera House will frequently share work health and safety duties with other persons carrying on a business or undertaking (PCBUs) such as commercial partners, contractors, venue hirers, resident companies, presenting partners and suppliers.

3. DEFINITIONS

- 3.1. **Officers** - includes all persons who make or participate in making decisions that affect the whole, or a substantial part of the Opera House's business, or that have the capacity to significantly affect the Opera House's financial standing. This includes members of the Board of Trustees and the Executive.
- 3.2. **WHS Management System (WHSMS)** - comprises this policy and all systems and other documentation that contribute to fulfilling our WHS commitments including as set out in the Safety pages on Intouch.
- 3.3. **Workers** - has the meaning provided in the Act and includes all Opera House employees, and any other person engaged to undertake work in any capacity on behalf of the Opera House, including contractors and subcontractors and their employees.

4. WORK HEALTH AND SAFETY COMMITMENTS

- 4.1. The Opera House is committed to ensuring, so far as is reasonably practicable, the health and safety of all Workers, patrons, performers and visitors at the Opera House by:
 - Providing and maintaining a safe work environment, including safe plant and structures, systems of work and adequate facilities;
 - Providing information, training, instruction and supervision as necessary;
 - Consulting with Workers and other PCBUs;
 - Applying a risk management process to eliminate or control hazards that could result in injury or ill health;
 - Implementing initiatives aimed at monitoring and improving the health, safety and wellbeing of all Workers; and
 - Increasing awareness of the importance of workplace safety.

5. CONSULTATION

5.1. Consultation is fundamental to creating a workplace environment that is safe and healthy for everyone. We will:

- Consult, cooperate and coordinate at all levels of the Opera House to ensure the effective management of health and safety and the development, implementation and improvement of the WHS Management System (WHSMS);
- Facilitate consultation with Workers through nominated consultative groups. All consultative groups will include both employee and management representatives; and
- Ensure that, so far as is reasonably practicable, we consult, cooperate and coordinate our activities with the other PCBU/s where the Opera House and one or more other PCBUs each hold duties in relation to the same health and safety matter.

6. IMPLEMENTATION

6.1. Examples of how we will practically implement our commitments include:

- Implementing and maintaining procedures for identifying, assessing and controlling workplace hazards and risks, so far as is reasonably practicable;
- Ensuring that risk assessments are undertaken for events, productions and works carried out by contractors;
- Establishing measurable objectives and targets for health and safety at all levels of the organisation, to ensure continual improvement;
- Regular analysis and review of WHS and injury management performance including Key Performance Indicator (KPI) targets;
- Allocating human and financial resources to ensure effective implementation of the WHS system;
- Ensuring all Workers are aware of their individual responsibilities with respect to WHS legislation and the Opera House WHSMS; and
- Regular and consistent reporting of all WHS matters to officers to ensure they have up to date knowledge of WHS matters affecting the Opera House.

7. RESPONSIBILITIES

7.1. **Everyone** is responsible for complying with WHS obligations.

7.2. All **Workers** are responsible for:

- Taking reasonable care for their own health and safety, and ensuring that their own acts or omissions do not adversely affect the health and safety of others;
- Complying, so far as they are reasonably able, with any reasonable instruction and cooperating with all requirements under the WHSMS; and
- Actively participating in organisational programs and activities as required.


7.3. Workers with management responsibilities are responsible for ensuring, so far as is reasonably practicable within their roles, that the Workers they supervise or manage are aware of and abide by this policy.

7.4. Officers are responsible for exercising due diligence to ensure that the Opera House complies with the commitments outlined in this policy.

8. RELEVANT LEGISLATION AND SUPPORTING DOCUMENTS

- Work Health and Safety 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- SOH WHS Consultation Statement
- SOH Code of Conduct
- [SOH WHS Management System mapped to AS 4801](#)

APPROVED



Chief Executive Officer

Date: 21 September 2018