

TITLE: Work Health and Safety

POLICY STATEMENT

VenuesWest owns and manages Western Australia's best sport and entertainment venues on behalf of the State Government. VenuesWest safely delivers world class sport and entertainment experiences through the optimisation of its assets.

VenuesWest is committed to providing and maintaining a safe and healthy workplace for all workers, patrons and visitors.

VenuesWest is committed to complying with the *Work Health and Safety Act 2020 (WA)*, the *Work Health and Safety (General) Regulations 2022 (WA)*, applicable codes of practice and guidance material.

SCOPE

This policy applies to:

- VenuesWest Board members and Workers
- All parties contracted by VenuesWest to undertake work at a VenuesWest venues
- Licensees, venue hirers, patrons, and visitors entering a VenuesWest self-managed venue

PRINCIPLES

The application of this policy is defined, guided, and supported by the following principles:

1. Risks to health, safety and wellbeing will be eliminated or minimised, as far as is reasonably practicable.
2. Primary responsibility for managing health and safety rests with the person/s conducting the business or undertaking (PCBU), directors, and management.
3. All workers have responsibilities to take reasonable care of their own health and safety, and the health and safety of others including identifying, controlling, and reporting hazards in the workplace.
4. VenuesWest expects that all workers will only carry out work that is safe at its venues and precincts and furthermore, it authorises all workers to immediately halt any work that poses a risk of serious harm.

DEFINITIONS

TERM	MEANING
Contract	A legal document setting out contractual rights and obligations between VenuesWest and one or more parties and which can be considered a Lease, Licence or Hire Agreement.
Contractor	A person or firm that undertakes a contract to provide materials or labour to perform a service or do a job.
Venue Hirers	A person or entity hires venue space and/or equipment and services from VenuesWest.
Licensee	The person licensed to use a VenuesWest venue for an event or purpose.
PCBU	Person Conducting a Business or Undertaking
Visitor	A person entering a VenuesWest venue.
Workers	This includes directly employed staff, contractors and volunteers, in alignment with WA Health and Safety legislation.

AUTHORITY

Work Health and Safety Act 2020 (WA)

Work Health and Safety (General) Regulations 2022

PRIVACY

VenuesWest collects information for the purpose of establishing and maintaining employee and personnel records. Personal information will not be passed onto any third party unless prior approval is obtained from the individual or unless legally required to do so. Information is collected in accordance with the principles of the *Freedom of Information Act 1992 (WA)* and the *Privacy Act 1988*.

COMPLAINTS/GRIEVANCES

Complaints relating to a breach of an information privacy security principle (as per the *Privacy Act 1998*) will be investigated internally by the most appropriate person depending upon the nature of the inquiry.

Complaints which do not indicate a breach of the *Privacy Act 1998* will be managed in accordance with the following VenuesWest policies:

- Customer service and feedback policy – for matters involving customers, clients, patrons, members of the public, visitors, and external stakeholders.
- Grievance resolution policy – for matters involving employees of VenuesWest

FURTHER INFORMATION

Should you require further information, please go to the 'Contact' page on our website: www.venueswest.wa.gov.au

Alternatively, you may contact us by:

- Calling (08) 9441 8222
- Emailing contactus@venueswest.wa.gov.au
- Visiting our Customer Service team at Perth High Performance Centre, 100 Stephenson Avenue, Mount Claremont, WA, 6010