

Health and wellbeing policy {insert name of local government}

PURPOSE

{Insert name of local government}:

- ▶ Is committed to providing workers with a safe, healthy and supportive environment in which to work.
- ▶ Recognises that the health and wellbeing of our workers is important.
- ▶ Will commit to providing a supportive workplace culture where healthy lifestyle choices are valued and encouraged.

OBJECTIVES

{Insert name of local government} will:

- ▶ Endorse and support the implementation of the health and wellbeing program and show commitment to improving the health and wellbeing of its workers.
- ▶ Promote awareness of key health issues for workers.
- ▶ Promote and encourage participation in workplace health and wellbeing activities.
- ▶ Encourage workers to provide input into health and wellbeing activities.

SCOPE

This policy applies to:

- ▶ All workers.

CONTRIBUTING PROGRAMS AND CONDITIONS

Examples include:

- ▶ Wellbeing program (skin screens, etc.)
- ▶ Employee assistance program
- ▶ Gym subsidy

ROLES AND RESPONSIBILITIES

Workers are encouraged to:

- ▶ Understand this policy and seek clarification from management where required.
- ▶ Consider this policy while completing work-related duties and at any time while representing {insert name of local government}.
- ▶ Support fellow workers in their awareness of this policy.
- ▶ Support and contribute to {insert name of local government}'s aim of providing a safe, healthy and supportive environment for all workers.

Managers have a responsibility to:

- ▶ Ensure that all workers are made aware of this policy.
- ▶ Actively support and contribute to the implementation of this policy.
- ▶ Manage the implementation and review of this policy.

COMMUNICATION

{Insert name of local government} will ensure that:

- ▶ All workers receive a copy of this policy during the induction process.
- ▶ This policy is easily accessible by all members of the organisation.
- ▶ Workers are informed when a particular activity aligns with this policy.
- ▶ Workers are empowered to actively contribute and provide feedback to this policy.
- ▶ Workers are notified of all changes to this policy.

MONITORING AND REVIEW

{Insert name of local government} will review this policy {six/twelve} months after implementation and annually thereafter.

Effectiveness of the policy will be assessed through:

- ▶ Feedback from workers, the health and wellbeing committee/working group, and management.
- ▶ Review of the policy by management and committee/working group to determine if objectives have been met.

Name {e.g. Health and Wellbeing Coordinator}:

Manager {e.g. CEO, General Manager}:

Signature:

Signature:

Date:

Date:

Date of next review: