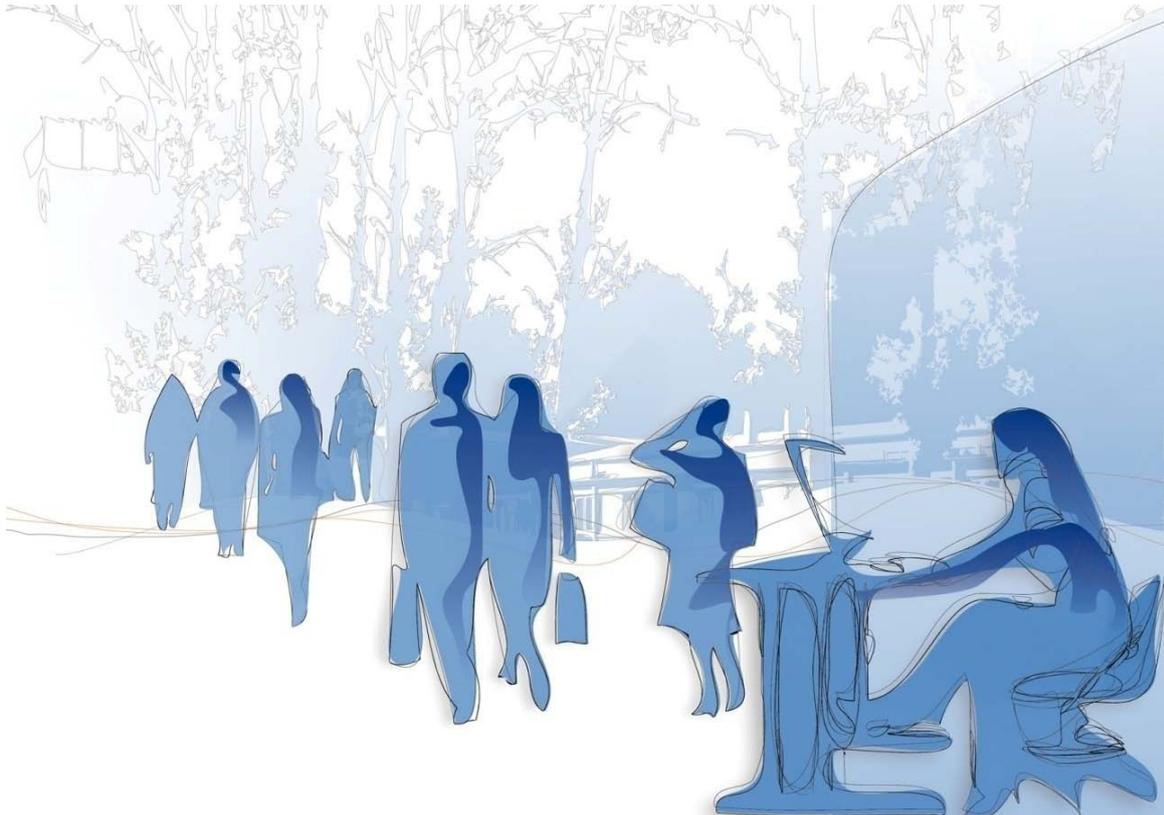




Australian
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The ANU OHS Strategic Plan 2011 -2014

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The ANU by 2014: The ANU OHS Strategic Plan 2011 -2014

Introduction

Managing OHS risk forms the core of work health and safety at The ANU. The University has a broad OHS risk profile associated with its research, teaching and operations. Risks include specific risks associated with: laboratories, workshops, building alterations and infrastructure; managing chemicals and radiation; mental health; and manual tasks (including occupational overuse). The University is committed to providing a workplace that:

- Is safe and healthy for all staff, students, contractors and visitors;
- Is without risk to the environment; and
- Complies with the *Occupational Health and Safety Act 1991*,¹ the *Work Health and Safety Act 2012* and all other relevant legislation, regulations, codes of practice and national standards.

The ANU aims to be an influential leader in the fields of work health and safety, and injury management. The ANU's OHS Strategic Plan, *ANU by 2014*, commits the ANU to providing a work and study environment that is attractive, well maintained, accessible and safe. This Plan outlines how the University will improve work health and safety in the University community and continue the momentum towards eliminating workplace injuries and illnesses.

Injury Prevention

In an environment of increasing regulatory interest and licensing requirements, the ANU seeks to prevent injury and illness through the active development and implementation of its proactive work health and safety management system, which is based on *AS/NZS 4801:2001 Occupational health and safety management systems – Specification with guidance for use*. Its component parts are:

- Leadership commitment;
- Planning and implementing the University's OHS policies and procedures;
- Measuring and evaluating the effectiveness of the implementation; and
- Reviewing and revising the system to enable continual improvement.

The ANU strives to fully integrate work health and safety into all aspects of its activities through:

- Providing professional and technical advice through the University's Work Environment Group;
- Effectively communicating and consulting on the development and implementation of the system through an extensive network of OHS committees and networks, established specifically to assist with inculcating good OHS practice at all levels within the University;
- Managing OHS risk through systematically identifying hazards, and assessing and eliminating or controlling the associated risks;
- Providing training and awareness on an extensive array of OHS issues; and
- Encouraging innovation.

¹ *The Occupational Health and Safety Act 1991* is due to be replaced by the *Work Health and Safety Act 2012* on 1 January 2012.

Accountability and Responsibility

Under the *Occupational Health and Safety Act 1991* the Vice Chancellor is accountable and responsible for the safety of all staff, students, contractors and visitors. To assist the Vice Chancellor, the ANU has developed OHS responsibilities for all Deans/Directors, Managers, Supervisors and staff. These responsibilities are contained in the University's *Health and Safety Management Arrangements*.²

Injury Management

The ANU has a strong culture of reporting hazards and incidents, including injuries, exposures, and dangerous occurrences, and providing support to staff injured at work through effective case management, enabling effective 'return to work'. The staff at the ANU value the assistance in 'return to work', no matter what the cause of injury, providing a positive performance outcome. Where required, staff also assist by implementing corrective actions to minimise the probability of incidents reoccurring.

Overall, the ANU's incident rate has been steadily reducing, as have the number of lost time injuries and reported dangerous occurrences and serious personal injuries. There are areas where there has been no improvement in the past four years, specifically in body stressing and falls, trips and slips incidents. The strategies in this document will assist in providing the infrastructure required for improving the ANU's performance, and bettering the performance of similar organisations.

2011 – 2014 OHS Strategic Objectives

In order to achieve its OHS improvement targets by 2014, the ANU will have:

1. Implemented an integrated work health and safety management system, including effective risk management strategies, that supports research, including the emerging risks of new research activities, and teaching;
2. Reduced the impact of workplace injuries and illnesses;
3. Reduced incidents by actively eliminating or reducing hazards and their associated risks; and
4. Contributed significantly to improving work health, safety and wellbeing at all levels of the ANU.

2011 – 2014 OHS Priorities

To achieve the 2011–2014 OHS strategic objectives, the ANU will focus on delivering the following outcomes:

1. Implementing Systems

- Developing and implementing the online enterprise work health and safety management system to ensure compliance with the changes to legislation, regulations, codes of practice and Australian Standards.
- Working with Colleges/Schools and Divisions to ensure their systems interface with the enterprise work health and safety management system, ensuring an integrated system;
- Enhancing leadership commitment by ensuring all officers, managers, and supervisors understand and enact their duties under the *Work Health and Safety Act 2012*;

² Under the new *Work Health and Safety Act 2012* the levels of accountability and responsibility will change from January 2012. Details of the changes are contained in the University's *Health and Safety Management Arrangements*.

- Reviewing, revising and successfully implementing all University OHS policies and procedures, and developing and implementing policies and procedures where there are identified gaps;
- Improving the collection and analysis of OHS data to enable informed decisions on the basis of the analysis; and
- Actively participating in consultation at the design/concept stage of new buildings and renovated workplaces to enable OHS best practice.

2. Reducing the Impact of Injuries

- Implementing preventative programs to reduce the number and impact of injuries, in particular for body stressing, and falls, trips and slips;
- Implementing programs to ensure the early detection, reporting and management of workplace injuries and illnesses;
- Continuing to improve on delivering corrective actions in a timely manner; and
- Providing a Mental Health Network to assist in improving the reporting and managing of psychological injuries/illnesses.

3. Reducing the Number of Incidents

- Providing appropriate training to ensure all staff, students, contractors and visitors are aware of the OHS issues pertaining to their roles;
- Improving work practices and processes by managing risk appropriately;
- Facilitating the early reporting of hazards and incidents;
- Implementing corrective actions following incidents to reduce the likelihood of a reoccurrence; and
- Actively identifying risks in emerging research activities using a structured, educated, consultative approach.

4. Improving Work Health, Safety and Wellbeing

- Establishing clearly recognisable lines of OHS responsibility at both the individual and organisational level;
- Reinforcing safety behaviours through staff training, involvement, and awareness;
- Developing and implementing online OHS Induction programs for new staff;
- Integrating OHS principles and practices into undergraduate and postgraduate studies;
- Encouraging managers to discuss safety openly with staff, students, visitors and contractors; and
- Enhancing the ANU's Wellbeing Program based on staff feedback.

Monitoring Performance

The 2009 results demonstrate that the ANU's OHS performance has been steadily improving since the introduction of the 2006 OHS Strategic Plan. The time has now come to ensure that the University's OHS systems and an increased awareness of OHS responsibilities assist with reducing the numbers of incidents and injuries and their impact on the University's performance. Attaining the targets in the Table below will demonstrate the ANU's commitment to achieving this.

| Measure | 2014 Target | 2010 |
|--|--|-------|
| 1. Number of Colleges/Schools/ Divisions with OHS Improvement Plans | 100% | - |
| 2. Number of College/School/Division management meetings that have OHS as a standing agenda item | 100% | - |
| 3. Number of OHS Committees who present their Minutes to their Executive | 100% | - |
| 4. Number of Executives who action OHS Committee recommendations | 100% | - |
| 5. Staff (and student) training numbers | 1500 | 1410 |
| | 80% of all managers/supervisors have completed relevant OHS training | - |
| 6. Number of new staff inducted | 100% | - |
| 7. Number of policies, procedures and guidelines reviewed and updated | 100% in a 3-year cycle | |
| 8. Number of OHS Committees meeting 4 times per year | 95% | NA |
| 9. Number of Staff accessing Online Health | 50% | - |
| 10. Body stressing incidents | < 80 per year | 100 |
| 11. Falls, trips and slips incidents | < 40 per year | 63 |
| 11. Number of lost time injuries ³ | < 20 per year | 23* |
| 12. Compensation claims (accepted) | < 35 per year | 43* |
| 13. Incidence rate (accepted claims) ⁴ | < 1.00 per 100 FTE | 1.21* |
| 14. Frequency rate (accepted claims) ⁵ | < 5.00 | 7.85* |
| 15. Lost Time Injury Frequency Rate (LTIFR) ⁶ | <3.50 | 4.10* |

*Data present is from 2009 as 2010 data has not yet reached maturity.

³ A lost time injury occurs when a person has one or more days off work.

⁴ The incidence rate is the number of accepted claims for each one hundred workers employed. The formula used is: Incidence rate = (number of accepted claims / number of workers) 100.

⁵ The frequency rate is the number of accepted claims for each one million hours worked. The formula used for calculating frequency rates is: Frequency rate for accepted claims = (number of accepted claims / number of hours worked) 1,000,000. The number of hours worked is defined as the total number of hours worked by workers covered by the compensation system during this period. The hours worked are usually represented in millions.

⁶ LTIFR uses the same calculation as above, except that, instead of number of accepted claims, it uses number of lost time injuries.