

AGFMA WHS Framework

Introduction

The Across Government Facilities Management Arrangements (AGFMA) are an inter-agency mechanism through which the South Australian Government takes a systematic approach to fulfilling its obligations and commitments to the maintenance, management and improvement of Government's building assets. All participants of the AGFMA have a role in ensuring the safety of all who interact with AGFMA maintained assets and the provision of safe workplaces.

Purpose

This document is to provide Participating Agencies with an overview of the AGFMA Work Health and Safety (WHS) Framework and support Participating Agencies to:

- develop, implement, sustain and continuously improve fit for purpose Work Health and Safety Management Systems (WHSMS) which fulfil their obligations under the *Work Health and Safety Act 2012* (the 'Act') and relevant safety standards such as AS/NZS ISO 45001:2018 Occupational Health and Safety Management Systems; and
- understand their role/s and responsibilities in ensuring the safe delivery of the AGFMA.

The AGFMA WHS Framework is premised on the six key elements of AS/NZS ISO 45001:2018 represented in the continuous improvement cycle in **Figure 1**. Importantly, the WHS Framework reflects the principles of the Office of the Commissioner of Public Sector Employment [Building Safety Excellence in the Public Sector](#) strategy, as a systematic approach for Participating Agencies to continuously monitor and improve their own WHSMS.

Figure 1: Continuous Improvement Cycle



Roles and Responsibilities

Participating Agencies, as concurrent duty holders under the AGFMA, must ensure compliance with their obligations under the Act, supporting Regulations and relevant approved Codes of Practice or Australian Standards. Notwithstanding that multiple stakeholders of the AGFMA may be responsible for the same risk/s, each duty holder must comply with WHS Law to the extent that it can reasonably control that risk/s.

Whilst adhering to its own WHSMS, Participating Agencies should incorporate and adopt the elements of the AGFMA WHS Framework in the management and performance of their responsibilities. For example:

1. Leadership and Worker Participation

Demonstrated leadership and commitment to WHS in consultation and with participation of Subcontractors, an Agency WHS Policy Statement which sets out a commitment to comply with WHS legislation and safety objectives and Organisation roles/authorities appropriately assigned and communicated.

2. Planning

A plan to ensure compliance with legislative/other obligations and process for identification, assessment and control of hazards/risk and taking into consideration the relationships and interactions between activities and requirements for the management system as a whole (e.g. WHS Plan/Strategy and Risk Register).

3. Support

Adequate resources, training and instruction to ensure WHS objectives are understood and risks to health and safety are eliminated or minimised (e.g. through provision of training, induction processes, election of Health and Safety Representative).

4. Operation

Documented processes for identifying and eliminating hazards and reducing WHS risks (e.g. Risk Management and Contractor Safety Management procedures).

5. Performance Evaluation

Documented process to determine the extent to which the Agency complies with its WHSMS (e.g. Internal WHS Audit, Workplace Inspections and Safety Observations).

6. Improvement

Incident reporting, investigations and corrective actions to address safety deficiencies or non-compliance and review of WHSMS against WHS performance and legislative changes/industry practice.

Supporting Documents

Participating Agencies are encouraged to consider the following key AGMFA documents available on the AGFMA website when developing their WHSMS, supporting documentation and/or in the overall management of their WHS obligations. In addition, the following Guide Notes have been developed to assist Participating Agencies with establishing effective WHSMS.

- WHS Training and Induction;
- WHS Consultation and Communication for effective management of WHS;
- Risk Management;
- Agency-Contractor Site Risk Exchange;
- Corrective and Preventive Action;
- WHS Internal Audit;
- Safety Walks and Safety Observations; and
- Agency WHS Workplace Inspection.

Further AGFMA Guidance Notes will be incrementally made available on the AGFMA website.