

## AMENDMENT TO CONTRACTOR AND LICENSEE ENGAGEMENT PROCESS

VenuesWest has recently undertaken a review of existing contractor and licensee practices ahead of the introduction of new harmonised Work Health and Safety (WHS) legislation, due in 2017. The review's aim was to establish how existing contractor and licensee management processes could be improved to ensure compliance with:

- a) current legislative Occupational Safety and Health (OSH) requirements in place in Western Australia; and
- b) future WHS legislative requirements in WA.

The review identified several areas where existing contractor and licensee processes did not meet current OSH legislation or new WHS legislation requirements. As a result VenuesWest is introducing proactive risk and safety measures to:

- a) ensure the safety of all VenuesWest's users including contractors and licensees;
- b) ensure compliance with the new Work Health and Safety legislation; and
- c) protect the reputation of VenuesWest.

The new risk and safety measures include:

- a) the introduction of a three tiered rating system which will determine the level of risk and WHS documentation required to be submitted by the contractor or licensee prior to the approval of an event or work being undertaken;
- b) a more stringent OSH/WHS review process for contractors and licensees wanting to access VenuesWest's facilities; and
- c) Executive sign off on higher profile events risk and WHS submissions.

VenuesWest has already commenced the rollout of these new risk and safety measures and contractors and licensees are now required to provide all requested documentation to VenuesWest prior to the end of 2016. All contractors and licensees will be required to resubmit risk and safety information on an annual basis.

We are keen to assist contractors and licensees manage the transition to this new process. VenuesWest has developed a Frequently Asked Questions (FAQ) checklist to assist contractors and licenses with the implementation of the new risk and safety measures. To assist with the submission and induction processes a link has been provided to a webpage on the VenuesWest website. [www.venueswest.wa.gov.au/osh-visitor-induction/](http://www.venueswest.wa.gov.au/osh-visitor-induction/)

If you have any questions relating to the new risk and safety measures please contact the Authorised VenuesWest Delegate assigned to your contract or license.



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