

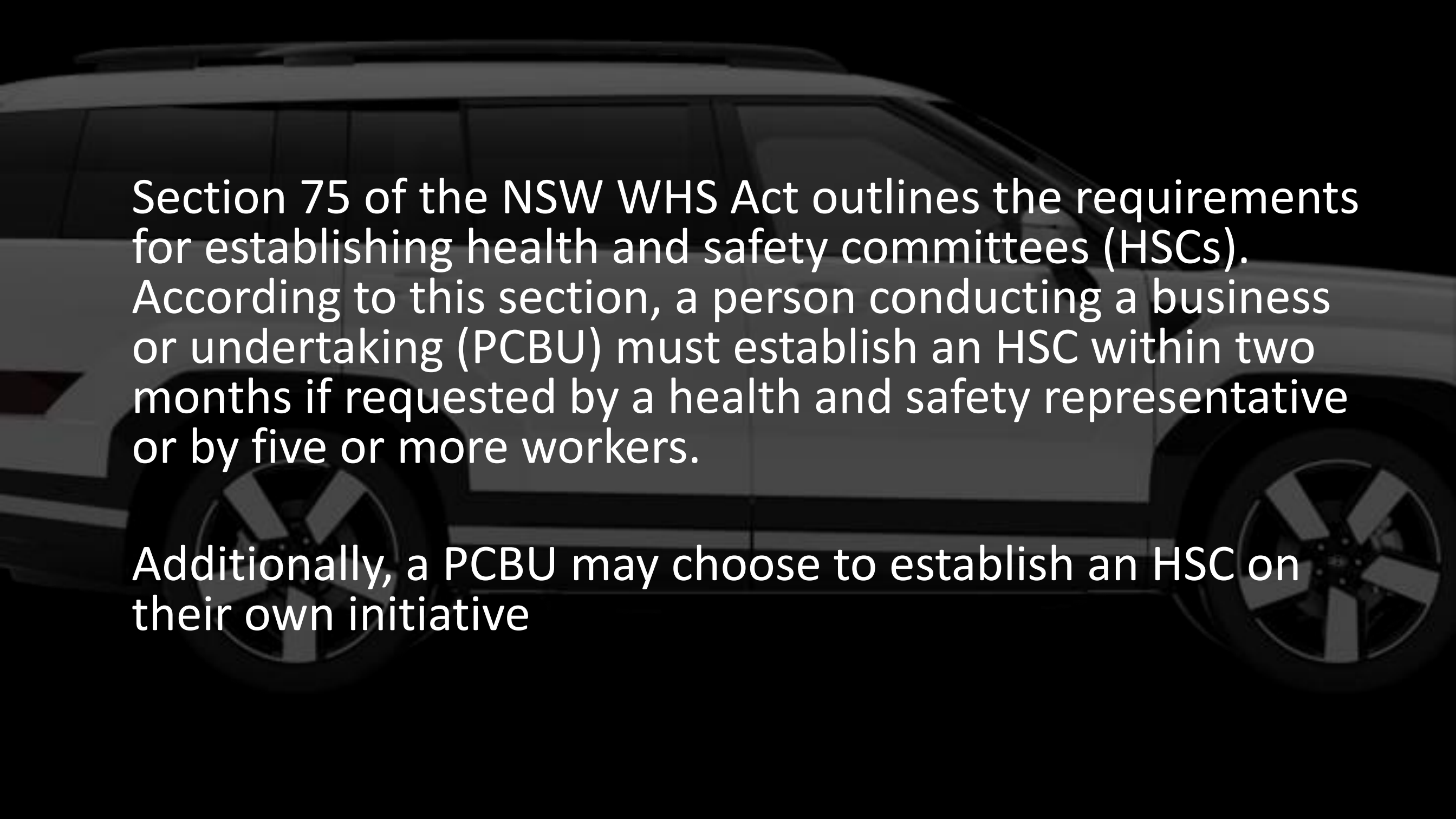


The Role of the Safety Committee



The WHS Act of 2011

Enacted in 2011, the Work Health and Safety (WHS) Act provides a framework to secure the health, safety, and welfare of employees and other people at work.



Section 75 of the NSW WHS Act outlines the requirements for establishing health and safety committees (HSCs). According to this section, a person conducting a business or undertaking (PCBU) must establish an HSC within two months if requested by a health and safety representative or by five or more workers.

Additionally, a PCBU may choose to establish an HSC on their own initiative

The Purpose of the Act

01
02
Protecting workers and other persons against harm to their health, safety, and welfare.

03
Promoting a safe workplace culture.

Reducing risks through effective risk management practices.



What is a Safety Committee?

A safety committee is a group within a workplace that represents the interests of workers regarding workplace health and safety.

A safety committee plays a critical role in promoting and maintaining a safe and healthy work environment within an organization. It typically serves as a collaborative group that brings together management, employees, and sometimes external safety experts to address workplace safety concerns and ensure compliance with safety regulations.

The Purpose of the Safety Committee



To ensure that workers have a say in the workplace's safety measures and practices.



To facilitate open communication and feedback about safety-related issues.

The Roles of the Safety Committee.



Advisory Role: Committees provide advice to both employers and employees on WHS issues.



Consultative Role: They serve as a channel for consultation, addressing safety concerns and ensuring that workers have input in decision-making.



Review of Incidents and Risks: Committees review incidents and investigate causes, helping to prevent future occurrences.



Monitoring and Evaluation: Monitor compliance with WHS laws and evaluate the effectiveness of safety measures in place.





WHS Consultation & the Act



Section 47

The duty of a person conducting a business or undertaking (PCBU) to consult, as far as is reasonably practicable, with workers who are, or are likely to be, directly affected by health and safety matters.

Section 48

Consultation must involve:

1. Sharing relevant information about health and safety matters with workers.
2. Giving workers a reasonable opportunity to express their views and contribute to decision-making.
3. Taking workers' views into account.
4. Advising workers of the outcomes of consultation in a timely manner.

WHS Consultation & the Act

Section 49

Consultation must occur:

1. When identifying hazards and assessing risks.
 2. When making decisions about ways to eliminate or minimize those risks.
 3. When making decisions about procedures for resolving safety issues, monitoring health, and workplace conditions.
 4. When proposing changes that may affect the health or safety of workers.
 5. When making decisions about consultation arrangements.
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WHS Consultation

Committee's Role in Consultation:

- Act as a bridge between management and workers.
- Facilitate open dialogue, ensuring concerns and suggestions are heard.





Risk Management



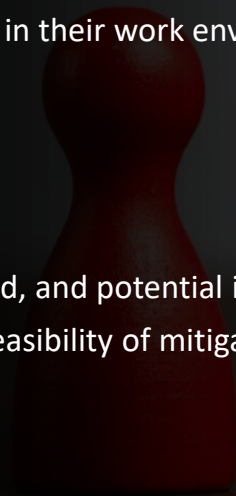
Risk Identification & Assessment

Risk Identification

- Conduct regular workplace inspections to identify potential hazards.
- Review incident reports, near misses, and safety audits to uncover recurring issues or trends.
- Gather input from employees regarding safety concerns or risks in their work environment.

Risk Assessment

- Evaluate identified hazards to determine their severity, likelihood, and potential impact.
- Prioritize risks based on their potential to cause harm and the feasibility of mitigation measures.





Incident Investigation

Review accidents, incidents, and near-misses to determine root causes.

Make recommendations to prevent similar incidents in the future.

Emergency Response



- Develop and update emergency response plans.
- Conduct drills and simulations to prepare for potential emergencies.

Evaluation of Safety Measures

Relevance:

Are the measures tailored to the specific risks of the workplace?

Implementation:

Are measures being applied consistently and as intended?

Feedback:

Do workers feel the measures enhance safety and are practical to follow?

Outcome Effectiveness:

Have incident rates decreased? Are emergency responses efficient?

Sustainability:

Are the measures maintainable over the long term, including resources and management commitment?

Effective Safety Committee Practices

Regular Meetings:

Schedule consistent meetings to stay updated and review progress.

Actionable Agendas:

Focus on clear, actionable safety objectives.

Documentation:

Keep records of meeting discussions, decisions, and safety recommendations.

Challenges Faced by Safety Committees

- Limited Resources: Budget and time constraints.
 - Management Support: Securing buy-in from management.
 - Worker Engagement: Encouraging active participation from all staff.
 - Keeping Up with Regulations: Staying updated with changes in WHS legislation.
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