



JAMES COOK
UNIVERSITY
AUSTRALIA

WORK HEALTH AND SAFETY COMMITTEE CHARTER

Last Approved by Council 16 October 2022 via Circular
Last Reviewed by Committee 4 October 2023

WORK HEALTH AND SAFETY COMMITTEE CHARTER

1. Establishment

1.1 There is a Work Health and Safety Committee (*the Committee*) reporting to the Council. The Committee is established under

(c)

- 8.2 Members are required to declare any interests, in accordance with the University's [Conflicts of Interest Policy](#) [University Council and its Committees](#) and the [Code of Conduct – University Council](#) that could constitute a real, potential or apparent conflict of interest with respect to participation on the Committee. The declaration must be made on appointment to the Committee and in relation to specific agenda items at the outset of each Committee meeting, and be updated as necessary.
- 8.3 Confidentiality issues shall be dealt with in accordance with the University's [Confidentiality Provisions](#) [Council, Council Committees, Controlled Entity Directors and Nominee Directors of Non-Controlled Entities](#). The Committee will receive the provisions each year at its first meeting.
9. Reporting Obligations
- 9.1 As soon as practicable after each meeting, the Committee will submit minutes of the meeting confirmed by the Chair to the Council. The minutes will include:
- (a) advice, with recommendations as relevant, in respect to those matters set out in Schedule A;
 - (b) confirmation of action taken in respect of any matter for which delegated authority has been exercised; and
 - (c)

Schedule A

Duties and Responsibilities of the Committee

1. The Committee is responsible for the following matters:

to consider and advise Council on strategic governance issues relating to work health and safety, in particular, and advise the Council on the University's compliance with its obligations under the Work Health and Safety Act 2011 (Qld),