

Executive Occupational Health and Safety Committee

La Trobe University
Council
EXECUTIVE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

The Executive Occupational Health and Safety Committee of La Trobe University is a Committee of La Trobe University Council. (Approved by Council Executive Committee 27 Feb 2002 min. ref. 274.5.1).

Composition

- A A Chair appointed by Council
- B Executive Director, Infrastructure and Operations (or nominee)
- C Executive Director, People and Culture (or nominee)
- D Dean, Faculty Science Technology and Engineering (or nominee)
- E Deans' representative
- F Executive Director, Bendigo Campus (or nominee)
- G Six elected Health and Safety Representatives or staff representatives

In Attendance:

Corporate Risk Manager
LTU OHS Adviser
OHS Coordinator Bendigo

Governance

1. The committee shall meet at least monthly on the first Monday of February, June September and December and at any other times if at least half of its members require a meeting.
2. The committee will report to Council at least annually.
3. The Council nominated Chair shall have a term of office of at least one year, up to a maximum term of three years.
4. Health and Safety Representatives (HSR) shall have a term of office of three years, but will be eligible to re-nominate. Health & Safety Representatives and or staff representatives may self nominate.
5. The Vice-Principal (Resources and Administration) shall call for nominations and hold elections as required for committee Health & Safety Representative positions.

Terms of Reference

1. To review and evaluate the University's overall performance in achieving the objectives set out in the OHS Policy.
2. To approve, or recommend for Council approval, University policies, standards, rules and procedures designed to promote a healthy and safe environment for employees, students, visitors and contractors.

3. To oversee the development and implementation of policies procedures and actions to achieve compliance with the OHS Act, Regulations, LTU Policy and procedures.
4. To monitor compliance with OHS Act, OHS Regulations and LTU OHS Policy and procedures.
5. Where appropriate in the opinion of the committee to intervene on matters to achieve compliance or resolution on OHS matters.
6. To coordinate and monitor the performance of occupational health and safety zone committees.
7. To refer occupational health and safety matters to Zone OHS Committees for resolution, review or policy formulation.

Secretariat - Ms Rebecca Bramwell - Secretariat

Updated 16/02/09