

AGENDA**Meeting 2 2023**

A meeting of the SET Health, Safety and Wellbeing Committee will be held in **Benham G04 Building** at **1:30 pm to 2:30 pm** on **Friday 12 May 2023**. The meeting is also Microsoft Teams enabled in the invite.

Starred items will be discussed. Un-starred items will be taken as read and not discussed.
Time is indicative only and agenda items can be re-ordered with the agreement of members.

Item			Paper	Time (mins)
1.		Welcome		5
1.1	*	Apologies (Chair)	N	
1.2	*	Conflicts of interest and other business items (Chair)	N	
1.3	*	Starring of items (Chair)	N	
2.		Minutes of Previous Meeting		5
2.1	*	Confirmation of minutes (have been accepted) (Chair)	N	
2.2	*	Review actions and business arising - refer to Action List (Chair)	Y	
3.		Faculty HSW Forum issues to raise/discuss		30
3.1	*	Forum conveynor's Nil raised (Attachment: actions raised at Forums as per Forum Actions attachment)	Y	
3.2	*	HSR/Staff Rep	N	
4.		HSW Advisory Report - Faculty HSW Performance		10
4.1	*	Senior HSW Advisor Report – Report 1, 2023 (Noted as per Forum discussions)	Y	
4.1.1		Notifiable/Significant incidents (Jacki Rushby/Anthony Parletta) <ul style="list-style-type: none"> CO Gas Alarm/Leak resulting in CO exposure 	N	
4.1.3		Open overdue Actions (Noted as per Forum discussions)	N	
4.3	*	SET Faculty Traffic Light Report Q1, 2023 – Draft for confirmation (Jacki Rushby)	Y	
5.		Other Business		10
6.		Next Meeting		
		The next meeting of SET Faculty HSW Committee is scheduled for 11 August 2023.		

Distribution:

Members:	Proxies:
Management Representatives	
Katrina Falkner – Executive Dean - Chair	Bronwyn Gillanders
Mark Szolga – Faculty Executive Director	
Jason Able – Head of School Agriculture, Food and Wine	
Rob Woodgate – Head of School, Animal & Veterinary Science	Rachel Norris
Phil Visinstin – Head of School, Architecture & Civil Engineering	
David Lewis – Head of School, Chem Engineering	
Staff Representatives	
Farhid Hemmatzadeh – Staff Rep, Roseworthy	
Sandy Khor – HSR, Forum Waite	
Hong Gunn Chew – HSR, Forum 3 NT	
Lukas Gertsweiler – HSR, Forum 2 NT	
Ulrike Schacht – HSR, Forum 2 NT	
Nick Warner – HSR, Forum 1 NT	
Brenton Howie – HSR Forum 1 NT	
Navodana Rodrigo – HSR Forum 3 NT	
Invited for Reporting and as Advisors (<i>ex officio</i>):	
Paul Roberts – Senior HSW Advisor, University HR	
Stacy Fogliano – Health, Safety and Wellbeing Officer	
Mailys Stirling – Senior Manager Technical Services for new Faculty	
Peter Hallows – Minutes	