

Agenda – FNQROC WHS & Wellbeing Advisory Group

Meeting Details

Meeting No	3
Meeting Name	FNQROC WHS & Wellbeing Committee
Date	10 October 2023
Time	10.30am – 12.30pm
Venue	Severin Room, Level 3, Cairns Regional Council
Meeting Contacts	Paula Power – 0438 782 459
Security Access	Teams Meeting

Microsoft Teams meeting

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Attendees

Name	Organisation
Wayne Connors	Cairns Regional Council
Matt Walters	Cairns Regional Council
Gemma Boucher	Cairns Regional Council
Robert Browning	Cook Shire Council
Zac Hore	Douglas Shire Council
Rachel Brophy	Douglas Shire Council
Stephen Frost	Croydon Shire Council
Jacqui Cresswell	Croydon Shire Council
Ken Timms	Etheridge Shire Council
Sonia Copley	Hinchinbrook Shire Council
Elai Semisi	Hope Vale Aboriginal Shire Council
Carli Roll	Mareeba Shire Council

Andrew Singh	Mareeba Shire Council
Terri-Lee Bartlett	Tablelands Regional Council
Tina O'Reilly	Tablelands Regional Council
Kelly Edwards	Tablelands Regional Council
Kiley Hanslow	Wujal Wujal Regional Council
Richard Wright	Yarrabah Aboriginal Shire Council
Anthony Archie	FNQROC
Paula Power	FNQROC
Jon Flower	OIR
Tony Prentis	Electrical Safety Office
Maria Anselmo	FNQROC

Apologies

Name	Organisation

1.	Welcome & Roundtable Introductions																																
	<p>Actions from previous Minutes</p> <p>Actions – 18 July 2023</p> <table border="1"> <thead> <tr> <th>#</th> <th>ACTION</th> <th>PERSON</th> <th>STATUS</th> </tr> </thead> <tbody> <tr> <td>1.3</td> <td>Sonia Copley, Hinchinbrook Shire Council – will share her internal Training module on the 10 Psychosocial hazards for line managers and the draft PHS document suite.</td> <td>S Copley Hinchinbrook Shire Council</td> <td>Complete</td> </tr> <tr> <td>2.1</td> <td>WHS & Wellbeing Committee to look at clauses within the updated contract suite and send potential amendments to E Meelen</td> <td>E Meelen FNQROC</td> <td>E Meelen to update 10 October 2023</td> </tr> <tr> <td>2.2</td> <td>J Flower to forward Silica Dust Assessment tool to share with Councils</td> <td>J Flower</td> <td>Complete</td> </tr> <tr> <td>2.3</td> <td>E Meelen to investigate Local Buy checks on contractors regarding WHS.</td> <td>E Meelen FNQROC</td> <td>E Meelen to update 10 October 2023</td> </tr> <tr> <td>2.4</td> <td>R Browning to provide Wujal Wujal with the Due Diligence Management Plan.</td> <td>R Browning Cook Shire Council</td> <td>Complete</td> </tr> <tr> <td>2.5</td> <td>Add WHS Incident and Hazard Sharing to the WHS & Wellbeing agenda.</td> <td>FNQROC</td> <td>Complete</td> </tr> <tr> <td>2.6</td> <td>R Browning to provide P Power Tony Prentice's details to arrange a presentation at next WHS & Wellbeing Committee meeting.</td> <td>R Browning Cook Shire Council P Power FNQROC</td> <td>Complete</td> </tr> </tbody> </table> <p>2.1 Elliott Meelen to provide update on Contract Suite.</p>	#	ACTION	PERSON	STATUS	1.3	Sonia Copley, Hinchinbrook Shire Council – will share her internal Training module on the 10 Psychosocial hazards for line managers and the draft PHS document suite.	S Copley Hinchinbrook Shire Council	Complete	2.1	WHS & Wellbeing Committee to look at clauses within the updated contract suite and send potential amendments to E Meelen	E Meelen FNQROC	E Meelen to update 10 October 2023	2.2	J Flower to forward Silica Dust Assessment tool to share with Councils	J Flower	Complete	2.3	E Meelen to investigate Local Buy checks on contractors regarding WHS.	E Meelen FNQROC	E Meelen to update 10 October 2023	2.4	R Browning to provide Wujal Wujal with the Due Diligence Management Plan.	R Browning Cook Shire Council	Complete	2.5	Add WHS Incident and Hazard Sharing to the WHS & Wellbeing agenda.	FNQROC	Complete	2.6	R Browning to provide P Power Tony Prentice's details to arrange a presentation at next WHS & Wellbeing Committee meeting.	R Browning Cook Shire Council P Power FNQROC	Complete
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3.	<p>Presentation</p> <p>Tony Prentice, Principal Electrical Safety Inspector, Cairns, Electrical Safety Office</p> <ul style="list-style-type: none"> • <i>Overview</i> 	
4.	<p>Discussion – Heatwaves</p> <p>Maria Anselmo, Regional Climate Resilience Coordinator, FNQROC</p> <p>Far North Queensland is expected to face increased frequency and severity of hot days and nights, prompting discussions within the Climate Resilience Technical Committee on the impact of heatwaves, particularly on vulnerable populations. Regional data highlights outdoor workers as highly susceptible to heat-related health risks like heat stress and stroke. To address and adapt to these risks, the FNQROC Climate Resilience Coordinator is offering the opportunity to collaborate and discuss current council initiatives and offer support for those interested in exploring adaptation options. This cooperative effort aims to enhance community resilience against climate change's growing challenges, particularly in safeguarding the well-being of vulnerable staff.</p>	
5.	<p>Discussion – Robert Browning to lead discussion</p> <ul style="list-style-type: none"> • <i>Silica Dust</i> 	
6.	<p>Discussion – Robert Browning to lead discussion</p> <ul style="list-style-type: none"> • <i>Working from home</i> 	
7.	<p>Discussion – Robert Browning to lead discussion</p> <ul style="list-style-type: none"> • <i>WHS Incident and Hazard Sharing</i> 	
8.	<p>Discussion – Jon Flower, OIR</p> <ul style="list-style-type: none"> • <i>Industrial Manslaughter</i> 	
9.	<p>General Business and Roundtable updates</p>	
10.	<p>Next meeting To be confirmed</p>	