1  PRELIMINARY BUSINESS

1.1 Welcome and Apologies

1.2 Starring of Items

1.3 Welcome to the Dean’s Representative Prof. Trevor Speeding (Commerce).

1.4 Confirmation of Minutes

ATTACHMENT

That the minutes of the previous meeting held on the 20th May 2008 be confirmed and signed as a true and accurate record.

2  BUSINESS ARISING

2.1 UniBar Evacuation Procedures

Darren Smith to provide an update on the progress of the UniBar’s evacuation procedures for events.

2.2 Ring Road Footpath and Pedestrian Crossing

Bruce Flint to give an update on the Universities Position on and the progress of the Ring Road Footpath and Pedestrian Crossing.

3  GENERAL BUSINESS

3.1 OHS UNIT REPORT

3.1.1 WORKERS COMPENSATION SUMMARY

May 2008

There were 5 new workers compensation claims reported in April including:
- 2 lost time claims of which the liability for one claim has been disputed;
- 2 medically treated claims of which the liability for one claim has been disputed;
- 1 insignificant claim.

3.1.2 WORKCOVER NOTIFIABLE/SIGNIFICANT INCIDENTS

Nil.

3.1.3 OHS VERIFICATION AUDITS

The School of Engineering Physics and BlueScope Metallurgy Institute will be audited by the OHS Units in June. The audit findings will be presented to management and the WAC and OHS Committee in July.
3.1.4 NATIONAL SAFE WORK AUSTRALIA WEEK

The date for National Safe Work Australia Week has been set down for the 19-25th October. Similar to last year, the OHS Unit will be coordinating various awareness raising activities. It will also be recommended that WACs conduct activities events in their area to help foster awareness raising.

3.1.5 TRAINING

There were 8 OHS courses conducted in April for 115 participants

3.2 OHS DOCUMENTATION REVIEW

<table>
<thead>
<tr>
<th>Document Information</th>
<th>Review Period Open</th>
<th>Review Period Closed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Activity Guidelines and Procedures</td>
<td>13/5/08</td>
<td>3/6/08</td>
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3.3 WORK LIFE BALANCE WEBSITE LAUNCH

Lynne Wright will provide an overview of the work/life balance website coordinated by the EED Unit.

3.4 WAC COMMITTEE CHAIR REPORTS

Interim status reports to be provided by attending WAC Chairs.

4 LATE BUSINESS

5 NEXT MEETING

The next meeting is scheduled to be held on Tuesday 15th July 2008 at 10:00am in Building 36 room 3.04.