

Division 5 Industry sector standing committees

14 Industry sector standing committees

- (1) The following industry sector standing committees of the board are established—
- (a) construction sector standing committee;
 - (b) manufacturing sector standing committee;
 - (c) rural sector standing committee;
 - (d) health and community services sector standing committee;
 - (e) retail and wholesale sector standing committee;
 - (f) transport and storage sector standing committee.
- (2) Also, the Minister may, by gazette notice, establish other industry sector standing committees for industry sectors.

15 Functions of industry sector standing committees

- (1) The primary function of an industry sector standing committee is to give advice and make recommendations to the work health and safety board about work health and safety in the industry sector for which the committee is established.
- (2) Without limiting subsection (1), the committee may discharge its primary function by—
- (a) examining the appropriateness of, and need for, setting work health and safety standards; and
 - (b) considering issues referred to it by the board; and
 - (c) recommending to the board that working parties be established to respond to work health and safety issues; and

Examples of responses under paragraph (c)—

- 1 developing a code of practice

2 organising a workplace health and safety promotional program

- (d) recommending to the board who should be a member of a working party; and
- (e) recommending to the board procedures for the operation of working parties.

Division 6 Membership and conduct of industry sector standing committee proceedings

16 Membership of industry sector standing committee

- (1) An industry sector standing committee consists of a chairperson, and at least 6 other members, appointed by the Minister.
- (2) In appointing a person as a member, the Minister must consider the person's practical experience, and competence, in the management of work health and safety.
- (3) The Minister must ensure the number of members representing employers equals the number of members representing workers.
- (4) The Minister must seek to appoint both men and women members to the committee.

17 Times of industry sector standing committee meetings

- (1) An industry sector standing committee may hold its meetings when it decides.
- (2) However, the committee must meet at least 4 times a year.
- (3) The chairperson of the committee—
 - (a) may call a meeting of the committee at any time; and
 - (b) must call a meeting if asked by at least a third of the other members.

- (4) Also, the Minister or the board may call a meeting of the committee at any time.

18 Conduct of industry sector standing committee proceedings

- (1) The chairperson of an industry sector standing committee presides at all meetings of the committee at which the chairperson is present.
- (2) If the chairperson is absent, the member chosen by the members present is to preside.
- (3) At a meeting of the committee—
- (a) a quorum is at least half the members; and
 - (b) a question is decided by a majority of the votes of the members present and voting; and
 - (c) each member present has a vote on each question to be decided and, if the votes are equal, the member presiding has a casting vote.
- (4) An industry sector standing committee may otherwise conduct its proceedings (including its meetings) as it considers appropriate.
- (5) An industry sector standing committee may hold meetings, or permit members to take part in meetings, by telephone, closed-circuit television or another form of communication.
- (6) A member who takes part in an industry sector standing committee meeting under a permission under subsection (5) is taken to be present at the meeting.
- (7) A resolution is a valid resolution of an industry sector standing committee, even though it is not passed at an industry sector standing committee meeting, if—
- (a) at least half the members give written agreement to the resolution; and
 - (b) notice of the resolution is given under procedures approved by the industry sector standing committee.

19 Disclosure of interests

- (1) If a member reasonably believes, or should reasonably believe, that an issue being considered or about to be considered by the industry sector standing committee may give the member, or an entity associated with the member, a possible professional or commercial advantage, the member must disclose the possible advantage to the committee.

(2) The disclosure must be recorded in the industry sector standing committee's minutes and, unless the committee otherwise directs, the member must not be present when the committee considers the issue, or take part in a decision of the committee on the issue.

(3) If, because of this section, a member is not present at a meeting of the industry sector standing committee for the deliberation of the committee about an issue, but there would be a quorum if the member were present, the remaining members present are a quorum for the committee's deliberation or decision about the issue at the meeting.

(4) For this section, an entity is *associated with* a member if the member is an employee or member of, or an adviser to, the entity.

20 Minutes

An industry sector standing committee must keep minutes of its proceedings.

Division 7 Provisions about industry sector standing committee members

21 Duration of appointment

(1) The appointment of a member is for the term, not longer than 3 years, decided by the Minister.

(2) The office of a member becomes vacant if—

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(a) the member resigns by signed notice of resignation given to the Minister; or

(b) the member is found guilty of an indictable offence or an offence against this Act; or

(c) the member is absent, without the Minister's leave and without reasonable excuse, from 3 consecutive ordinary meetings of the committee; or

(d) the member's appointment is ended by the Minister under subsection (3).

(3) The Minister may, at any time, end the appointment of a member for any reason or none.

22 Leave of absence

- (1) The Minister may approve a leave of absence for a member.
- (2) If a leave of absence is approved, the Minister may appoint someone else as an acting member during the member's approved leave of absence.
 - (3) The Minister must have regard to the committee's membership requirements under section 16 when appointing someone as an acting member.

23 Conditions of appointment

- (1) A member is appointed on a part-time basis.
 - (2) A member is entitled to be paid the remuneration and allowances fixed by the Minister.