**WHS COMMITTEE MEETING AGENDA**

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| **Venue** |  | **Date** |  | **Time** |  |
| **Attendees:** |  | | | | |
| **Apologies:** |  | | | | |
| **Item No:** | **Agenda Item** | | **Presenter** | | |
| 1 | **Meeting Opening**  1.1 Welcome and Apologies  1.2 Confirmation of minutes from previous meeting  1.3 Business arising from previous meeting | |  | | |
| 2 | **Incident Review**  2.1 RAPID WHS Data  2.2 Serious incidents | |  | | |
| 3 | **Performance Review**  3.1 RAPID Task Manager (WHS Action Plan)  3.2 Work Injury Claims  3.3 Rehabilitation / RTW | |  | | |
| 4 | **Hazard and Risk Review**  4.1 Workplace inspections  4.2 Hazard reports  4.3 Hazard / risk register review / update  4.4 Audit / NCR review | |  | | |
| 5 | **Policy / procedure review** | |  | | |
| 6 | **WHS programs or initiatives update** | |  | | |
| 7 | **Issues raised by workers and others** | |  | | |
| 8 | **Training** | |  | | |
| 9 | **General Business** | |  | | |
| 10 | **Meeting finalisation**  10.1 Review of actions to be taken  10.2 Next meeting:  10.3 Meeting close | |  | | |