



MEETING MINUTES

CSMF 3 August 2011

Introduction

Peter Clancy, ABC National OHS Advisor, and CSMF Chairman, opened the meeting and welcomed all those in attendance.

Attendees

Fantastic turn out with over 50 members in attendance

Apologies

Apologies received from: Barbara Blake, Hermione Finemore, Jack Grocott, John Matheson, Roisin O'Hagan, Sirpa Salminen, Greg Seberry, Shann Williams.

Confirmation of previous minutes

Minutes confirmed. Change to the date on the financial report amended to 29 March (not 29 June).

Finance report

John Smith tabled the current financials. Refer attached.

Correspondence

None.

Other business

***Out There!* publication** is available for \$20 for paid financial members or \$40 for non members. Anyone after a copy should contact CSMF or John Smith directly. For those not aware, *Out There!* is a risk management guide on travel and remote work for public servants.

Website: www.csmf.net.au will be updated.

Conference: anyone who can help or assist in organising the conference, ideas for speakers etc should contact Peter Clancy (peter.clancy@abc.net.au) . Some ideas discussed included resilience training, Dr Hased Monash University (head of GPs), impact of social media on WHS. The conference is to be booked for 25 November (TBC)

Guest Speaker: Steve Gardner, Balanced Ergonomics

Wellnomics

Steve provided a demonstration of the risk management workstation module. Access to a demo was provided in the material presented at the meeting. The module covers:

- Ergonomic computer workstation assessments
- Discomfort monitoring
- Ergonomic computer workstation training.

For more information contact Steve on 02 94522444 or info@balancedergonomics.com

Guest Speaker: Mina Podbereski, Comcare

Education and prevention

Information was provided on

- Comcare's stakeholder engagement strategies
- working collaboratively
- regional leadership forums
- cooperative compliance programs
- incident notification requirements.

Guest Speaker: Michael Hany and Ian Ireland, Project Harmony

Work Health and Safety law update

- Refer to <http://www.comcare.gov.au/WHS> and note that the tock is ticking!
- The following dot points summarise the discussions held:
- 01.01.2012 will happen and there will be no transition period
- New fact sheets are on their way to explain PCBU and Officer
- The e-learning DVD is being trialled in Comcare before a version is made available to the rest of the Commonwealth – stay tuned but should be available in October.
- There is a communication kit available refer: http://www.comcare.gov.au/WHS/guidance_and_resources/campaign_materials
- talk to your HSR, engage them, use the online toolkit for ideas
- contractors need to comply with the new laws
- your policies need to consider the new laws
- if you have any stories to share – pass them on to the project harmony team

legislation update

- the new bill was out on 01.07.2011 and reflects the model law
- comments have been received and are being reviewed
- the regulations, codes etc are due later this year and are on track for completion with the secondary documents due next year
- Ian went through the bill and the changes and what it means, what has changed
- Need to start to take account of the changes now
- Make sure you keep records of any communication and consultation that takes place
- Keep checking the web pages and note any new information or resources that come out
- Look at a gap analysis

If you have any queries contact ohs.help@comcare.gov.au

Next meeting

Conference: 25 November TBC

Meeting closed 11.45pm