

Appendix B - Office of Industrial Relations Boards and Committees

The following outlines three government bodies and their related subcommittees:

- Electrical Safety Board
- Persons Affected by Work-related Fatalities & Serious Incidents Consultative Committee
- Work Health & Safety Board

More information on other Government Bodies the department supports can be accessed here: <https://qed.qld.gov.au/publications/reports/annual-report>.

Electrical Safety Board			
Purpose / role			
The <i>Electrical Safety Act 2002</i> (Qld) provides a legislative framework to help protect people and property from the risks associated with electricity. The Act establishes an Electrical Safety Board (the Board) and three Committees, which report to the Board. The Board provides advice and makes recommendations to the Minister about policies, strategies and legislative arrangements for electrical safety.			
Operations			
<ul style="list-style-type: none"> • Four scheduled meetings per year. • Keith McKenzie became Chair of the Electrical Safety Board on 1 August 2022. • Jason Young replaced Keith McKenzie as a member on 22 June 2023. 			
Current Membership			
Name	Position title	% of scheduled meetings attended	Membership duration
Keith McKenzie, Chair	Commissioner for Electrical Safety	100%	10 months
Cassandra Tommasi	Worker representative – Stowe Australia	100%	3 years
Peter Lamont	Employer Representative - Director Australian Cabler Registration Service and Senior Policy Advisor National Electrical Communications Association	100%	3 years
Jason Young	Worker representative – President Electrical Trades Union Queensland and Northern Territory	50%	6 months
Christine King	Community representative – Former State President of	100%	3 years

	Queensland Country Women's Association		
Malcolm Richards	Employer representative - Chief Executive Officer Master Electricians Australia	75%	3 years
Jack Camp	Community representative Former Commissioner for Electrical Safety	75%	3 years
Deputy Director-General, Office of Industrial Relations		75%	Ongoing
<ul style="list-style-type: none"> • Tony James from 1 July 2022 – 18 August 2022 • Kym Bancroft from 18 August 2022 – 21 April 2023 • Megan Barry from 24 April – 21 June 2023 • Peter McKay from 22 June 2023 – current 			
Remuneration		Fees paid (GST exclusive)	
Keith McKenzie, Chair		N/A	
Casandra Tommasi		\$300	
Peter Lamont		\$300	
Jason Young		\$0	
Christine King		\$300	
Malcolm Richards		\$150	
Jack Camp		\$150	
Peter McKay		N/A	
Payments to members of the board			
\$1,200			
Total out of pocket expenses			
\$1,834.40			
Financial reporting			
Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.			
Activities and achievements			
<ul style="list-style-type: none"> • Provided advice to the Electrical Safety Office (ESO) on policies and strategies to raise awareness in the electrical industry, and the broader community, of the risks associated with electricity, including compliance, awareness, communication and education campaigns. • Hosted and facilitated a Safety Summit to engage with industry leaders on safety leadership to improve safety outcomes within the electrical industry. • Supported the ESO and The Wiggles partnership. • Reviewed the 2022-23 action plan activities to ensure deliverables in 2018-22 five-year strategic Electrical Safety Plan for Queensland are completed and close out the plan. • Evaluated the 2018-22 five-year strategic Electrical Safety Plan for Queensland against changes occurring within industry and the community, in preparation for the development of the 2023-27 five-year strategic Electrical Safety Plan for Queensland. • Development of the Electrical Safety Plan 2023-27 in consultation with industry and the community. • Continue to collaborate with the ESO on electrical safety matters. 			
Subordinate committees			
Electrical Equipment Committee			

Purpose	The Electrical Equipment Committee primary function is to give advice and make recommendations to the Electrical Safety Board about the safety of electrical equipment.				
Achievements	<ul style="list-style-type: none"> • Updated and progressed the activities and deliverables of the committee's 2022-23 action plan. • Continued work on identifying training gaps for emerging and existing technology in consultation with the Electrical Licensing Committee. • Advised on appropriateness of, and content of, Australian safety standards for electrical equipment. • Continued work on potential risks of battery energy storage system safety, solar and electric vehicles. • Reviewed the progress against the remaining deliverables of the Electrical Safety Plan 2018-22 in closing out of the plan. The following deliverable will be focussed on in consultation with the Board and other committees: <ul style="list-style-type: none"> ○ Working on the adoption of Victoria's emergency services booklet for Queensland to educate emergency services workers on electrical safety • Provide input into the development the Electrical Safety Plan 2023-27 in consultation with Industry and the Community. • Continue to collaborate with the ESO on electrical safety matters. 				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are not remunerated.				
Position	Name	Meetings/ sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Chair	Keith McKenzie	3	Nil	Nil	\$0
Member	Matthew Duncan	2			
Member	Sonja Basson	2			
Member	Scott Reichman	3			
Member	Daren Mallouk	2			
Member	Robert McClelland	2			
Member	Regina Roos	3			
Member	** Gordon Hemphrey	1			
Member	** Marta-Jean Faulkner	1			
Member	** Nicola Wilkins	1			
Member	** Rod Edwards	1			

No. scheduled meetings/sessions	4 ** Members term commenced 17 November 2022 (3-year term).				
Total out of pocket expenses	\$200.56				
Electrical Licensing Committee					
Purpose	The Electrical Licensing Committee gives advice and makes recommendations to the Electrical Safety Board about electrical licences and training. It takes appropriate disciplinary action against electrical contractors and workers and reviews decisions of the regulator about electrical licences.				
Achievements	<ul style="list-style-type: none"> • Exercised the Committee's regulatory functions by: <ul style="list-style-type: none"> ○ Taking disciplinary action against 68 electrical licence holders (35 workers and 33 contractors) for unsafe electrical work and non-compliant practices, including issuing fines, suspending, disqualification and /or QTP status and cancellation of licences, and directing licence holders to undertake competency assessments. ○ Reviewed two licensing decisions made by the regulator where an appeal of the decision of the regulator had been lodged. • Provided advice on submissions to the Committee submitted by ESO and Industry that included scope of work, eligibility pathways, qualifications. • Reviewed the progress against the remaining deliverables of the Electrical Safety Plan 2018-22 in closing out of the plan the following deliverables will be focussed on in consultation with the Board and other committees: <ul style="list-style-type: none"> ○ Safe working and supervision guide for apprentices ○ Supervising tradesperson (Mentor) Course/Guide • Provide input into the development the Electrical Safety Plan 2023-27 in consultation with Industry and the Community. • Engaged with Registered Training Organisations on the disciplinary process, outcomes and the Electrical Licensing Committee's training requirements. • Continue to work collaboratively with the ESO on electrical safety matters. 				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are remunerated as per Adjudication and Determination (Level 3).				
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Member	Keith McKenzie	1	\$250.00 for meetings 4 hours or less. Where the total work time exceeds	Nil	\$1,000
Chair	(Appointed Commissioner 01/08/22)	12			
Member	Veronica Mauri	13			
Member	Jane Errey	11			\$9,000

Member	Jack Camp	12	four hours, the fee is doubled.		\$10,500
Member	Jason Young	4			\$3,000
No. scheduled meetings/sessions	13				
Total out of pocket expenses	\$5,427.09 These expenses are comprised of travel and other costs incurred by members as a result of attending the meetings				
Electrical Safety Education Committee					
Purpose	The Electrical Safety Education Committee gives advice and makes recommendations to the Electrical Safety Board about the promotion of electrical safety in workplaces and in the broader community. This includes advice on the appropriateness of, and the need for, marketing campaigns and promotional programs planned by the Electrical Safety Office.				
Achievements	<ul style="list-style-type: none"> • Updated and progressed the activities and deliverables of the committee's 2022-23 action plan. • Advised on the ESO's evidence-based policies and strategies to promote and raise awareness of electrical safety risk, via campaigns, films and safety articles, targeting those most vulnerable in the community. • Supported the ESO and The Wiggles Partnership • Reviewed progress against the remaining deliverables of the Electrical Safety Plan 2018-22 in preparation of closing out of the plan the following deliverables will be focussed on in consultation with the Board and other committees: <ul style="list-style-type: none"> ○ Supervising tradesperson (Mentor) Course/Guide ○ Electrical Safety town initiative • Provide input into the development of the Electrical Safety Plan 2023-27 in consultation with Industry and the Community. • Continue to work collaboratively with the ESO on electrical safety matters. 				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are not remunerated.				
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Chair	Keith McKenzie	2	Nil	Nil	\$0
Member	Glen Cook	2			
Member	Tracey Wilson	2			
Member	David Cross	2			
Member	Tammy Stanton	2			
Member	Ioni Lewis	1			
Member	Suzanne Sheppard	2			
Member	Regina Roos	1			
Member	Christopher Thiesfield	1			

Member	Cameron Humphreys	1			
No. scheduled meetings/sessions	4 ** Members (last term expired on 17 October 2022). This new term commenced 17 November 2022 (three-year term).				
Total out of pocket expenses	\$2,916.64 These expenses are comprised of travel and other costs incurred by members as a result of attending the meetings				

Persons Affected by Work-related Fatalities & Serious Incidents Consultative Committee

Purpose / role

The primary function of the Affected Persons Committee (APC) is to give advice and make recommendations to the Minister for Education, Industrial Relations and Racing about the information and support needs of persons affected by work-related fatalities and serious incidents.

The committee was established in an interim capacity in November 2015 in recognition of the need to establish a group of people with lived-experience to provide a voice on behalf of those who have died or been seriously injured in work-related incidents.

On 23 August 2017 the APC was established in legislation by amendments to the *Work Health and Safety Act 2011* (Qld).

Operations

The committee meets quarterly in February, May, August, and November, with an additional meeting in November for strategic planning. Members provide their time on a voluntary basis.

There have been no changes to the committee membership in 2022-23.

The current committee members were appointed on 1 February 2022 for a three-year term.

Current Membership

Name	Position title, organisation	% of scheduled meetings attended	Membership duration
Daniel Kennedy	Chairperson	100%	12 months
Sean O'Connor	Deputy Chair	60%	12 months
Debra Kennedy	Member	100%	12 months
Don Sager	Member	100%	12 months
Julie Sager	Member	100%	12 months
Jacqueline Quinlivan	Member	40%	12 months
Antoinette James	Member	100%	12 months

Remuneration

Fees paid (GST exclusive)

Daniel Kennedy - Chairperson

N/A

Sean O'Connor - Deputy Chair

Debra Kennedy

Don Sager

Julie Sager

Jacqueline Quinlivan

Antoinette James

Payments to members of the board

N/A

Total out of pocket expenses

Travel/accommodation/meals/taxi/parking/motor vehicle allowance	\$15,146.28
Venues/catering (including annual strategic planning event)	\$2,665.15
	Total \$17,811.43

Financial reporting

Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.

Activities and achievements

- Continuing to provide advice and information on the support needs of bereaved families by strengthening linkages and partnerships with Government and non-government agencies. Through its quarterly meetings the committee met with the Electrical Safety Commissioner, the Work Health and Safety Prosecutor, Queensland Mates in Construction, the specialist claims team at Workcover Queensland and representatives of the Office of Industrial Relations.
- Publishing its three-year strategic plan for 2022-25 with the vision of a safer future for Queensland workers where no affected person feels alone.
- Hosting, with the Office of Industrial Relations, a Workers' Memorial Breakfast on 28 April 2023, to honour workers who lost their lives at work.
- Ongoing support to families impacted by work-related deaths including connecting through the committee's closed Facebook group Work related fatalities and serious incidents.
- Reviewing the whole of government guide, *A death in the workplace – A guide for family and friends*.
- Making submissions to the:
 - review of the *Work Health Safety Act 2011* (Qld)
 - Safe Work Australia's public consultation on the prohibition on the use of engineered stone
 - the Workers' Compensation Scheme five-year review.
- Considering and responding to the:
 - Electrical Safety Board's Electrical Safety Plan for Queensland 2023-27
 - the Government's Final Report and Discussion Paper on the review of the *Electrical Safety Act 2002* (Qld).

Work Health & Safety Board

Purpose / role

The Work Health and Safety Board is an advisory body to the Queensland Government, and the Minister for Education, Minister for Industrial Relations and Minister for Racing on work health and safety matters.

The *Work Health and Safety Act 2011* (Qld) establishes the Work Health and Safety Board to give advice and make recommendations to the Minister regarding policies, strategies, allocation of resources and legislative arrangements for work health and safety. Through the board, key industry representatives work collaboratively to assist Workplace Health and Safety Queensland (WHSQ) in developing work health and safety strategies, legislation and advice.

Operations

The Work Health and Safety (WHS) Board held five meetings during the reporting period.

During the reporting period, the WHS Board agreed to form three Work Health Safety Board Focus Groups to consider specific focus areas, including Regulatory Capability (previously considered by the former Work Health and Safety Board Strategic Lever 4 - Regulating Effectively Subcommittee), Psychological Health and Safety; and HSRs and Worker Consultation. Each Focus Group consists of a small number of members who self-select. One Strategic Lever 4 Sub-Committee meeting and a further 13 Focus Group meetings were held in 2022-23.

Membership Changes

1. Mr Michael Barnes resigned from the WHS Board on 27 September 2022 and did not attend any meetings during the reporting period.
2. Ms Samantha Boardman was appointed as a member of the WHS Board on 24 November 2022 and resigned from the WHS Board on 18 March 2023. Ms Boardman attended one Board meeting and one Strategic Lever 4 subcommittee meeting as an observer prior to her appointment to the WHS Board.
3. Mr Craig Dearling was appointed as a member of the WHS Board on 24 November 2022. Mr Dearling attended one Board meeting, one Strategic Lever 4 subcommittee meeting and one Focus Group meeting as an observer prior to his appointment to the WHS Board.

Current Membership

Name	Position title	% of scheduled meetings attended	Membership duration
Jorgen Gullestrup	Chair	100%	12 months
Annette Alexander	Member	80%	12 months
Georgina Davis	Member	100%	12 months
Craig Dearling	Member	50%	7 months
Richard Johnstone	Member	100%	12 months
Naomi Kemp	Member	100%	12 months
Royce Kupsch	Member	60%	12 months
Gary Mahon	Member	60%	12 months

Mark Raguse	Member	80%	12 months
Kathy Taylor	Member	80%	12 months
Kate Veach	Member	80%	12 months
Bruce Watson	Member	80%	12 months
Remuneration		Fees paid (GST exclusive)	
Jorgen Gullestrup			\$4,524
Annette Alexander			\$2,250
Michael Barnes			\$0
Samantha Boardman			\$300
Georgina Davis			\$2,850
Craig Dearling			\$1,650
Richard Johnstone			\$3,480
Naomi Kemp			\$2,320
Royce Kupsch			\$1,650
Gary Mahon			\$1,650
Mark Raguse			\$2,550
Kathy Taylor*			\$0
Kate Veach			\$2,850
Bruce Watson#			\$0
Payments to members of the board			
Total \$26,076			
<p>Members receive fees as per the <i>Remuneration Procedures for part-time chairs and members of Queensland Government Bodies</i>. For meetings that are less than four hours, the Chair and members are remunerated at 50 per cent of the daily meeting fee: i.e. \$195 and \$150 respectively. The Focus Groups are remunerated at 50 percent of the meeting fee. In addition, three current members received superannuation payments in addition to their fees.</p>			
<p>#Mr Watson is not eligible for remuneration as the CEO, WorkCover Queensland.</p>			
<p>*Ms Taylor is eligible to receive remuneration however elected not to receive remuneration during 2022-23.</p>			
Total out of pocket expenses			
\$3,475.21 (including parking, flights, accommodation and catering)			
Financial reporting			
Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.			
Activities and achievements			
<p>The Work Health and Safety Board held five meetings during the reporting period. Achievements include:</p> <ul style="list-style-type: none"> • Monitoring implementation of the <i>Five year strategic plan for work health and safety in Queensland 2019-23</i>; • Advising the Office of Industrial Relations (OIR) on WHS policy and direction, including OIR's workplace consultation and Health and Safety Representatives (HSRs) Strategy; • Monitoring OIR's implementation of the remaining recommendations of the <i>Best Practice Review of Workplace Health and Safety Queensland</i>; • Monitoring WHSQ's compliance and enforcement activity, including prosecution patterns and trends; • Establishing focus groups on nominated focus areas of Regulator capability and performance, Psychological health and safety, and HSRs and worker 			

consultation, which included collaboration with and participation in these groups by OIR and other key stakeholders (such as the Office of the Work Health and Safety Prosecutor);

- Providing advice to the Minister (directly or via OIR), about:
 - legislative review and policy development including:
 - informing the development and implementation of key codes of practice, (e.g. *Managing the risk of psychosocial hazards at work*, and *Managing respirable crystalline silica dust exposure in construction and manufacturing of construction elements*)
 - providing commentary on the Act's overall effectiveness and performance
 - providing a submission to the *Review of the Work Health and Safety Act 2011*
 - education programs (including engagement strategies);
 - regulatory strategies, compliance campaigns, and enforcement and prosecution outcomes; and
 - research and development activities.

Subordinate committees

Construction Industry Sector Standing Committee

Purpose	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.				
Achievements	No meetings were held in the financial year as the term of this Industry Sector Standing Committee ceased on 10 July 2022 and the appointment of a new committee did not occur in the 2022-23 financial year.				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are not remunerated.				
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Member	Kelvin Cuskelly	Nil	Nil	Nil	\$0
Member	Robbie Gould				
Member	Kristina Kucan				
Member	Royce Kupsch				
Member	Chris Lynch				
Member	Nicole McMillan				
Member	Jim Wilson				
Member	Ralph Willson				
No. scheduled meetings/sessions	Nil				
Total out of pocket expenses	Nil				

Health and Community Services Industry Sector Standing Committee					
Purpose	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.				
Achievements	No meetings were held in the financial year as the term of this Industry Sector Standing Committee ceased on 10 July 2022 and the appointment of a new committee did not occur in the 2022-23 financial year.				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are not remunerated.				
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Member	Keith Adam	Nil	Nil	Nil	\$0
Member	Mick Barnes				
Member	Patricia Brady				
Member	Ray Clarke				
Member	Miranda Farrar				
Member	Kate Flanders				
Member	James Gilbert				
Member	Theresa Hodges				
Member	Belinda Llamas				
Member	William Marklew				
Member	Kevina O'Neill				
Member	Fiona Scalon				
Member	Judith Taylor				
Member	Kathy Taylor				
Member	Barry Watson				
Member	Danielle Wilson				
No. scheduled meetings/sessions	Nil				
Total out of pocket expenses	Nil				
Manufacturing Industry Sector Standing Committee					

Purpose	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.				
Achievements	No meetings were held in the financial year as the term of this Industry Sector Standing Committee ceased on 10 July 2022 and the appointment of a new committee did not occur in the 2022-23 financial year.				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are not remunerated.				
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Chair	Annette Alexander	Nil	Nil	Nil	\$0
Member	Adrian Baker				
Member	Margaret Cook				
Member	Matthew Journeaux				
Member	Jo Kitney				
Member	Cassandra Koutouridis				
Member	Royce Kupsch				
Member	Samantha Massey				
Member	Shane Matakatea				
Member	Fiona McDonnell				
Member	Garry Rogers				
Member	Amy Sproule				
Member	Emma Stuart				
Member	Steven Vaughan				
No. scheduled meetings/sessions	Nil				
Total out of pocket expenses	Nil				
Retail and Wholesale Industry Sector Standing Committee					
Purpose	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.				
Achievements	No meetings were held in the financial year as the term of this Industry Sector Standing Committee ceased on 10 July 2022				

	and the appointment of a new committee did not occur in the 2022-23 financial year.				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are not remunerated.				
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Chair	Nicole Wildman	Nil	Nil	Nil	\$0
Member	David Hearse				
Member	Matt Littleboy				
Member	Emma McMahon				
Member	David Randall				
Member	Amy Towers				
No. scheduled meetings/sessions	Nil				
Total out of pocket expenses	Nil				
Rural Industry Sector Standing Committee					
Purpose	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.				
Achievements	No meetings were held in the financial year as the term of this Industry Sector Standing Committee ceased on 10 July 2022 and the appointment of a new committee did not occur in the 2022-23 financial year.				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are not remunerated.				
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Chair	David Foote	Nil	Nil	Nil	\$0
Member	Burn Ashburner				
Member	Ian Atkinson				
Member	Keith Ballin				
Member	Richard Franklin				
Member	Kelly Johnstone				

Member	Cathy Janetzki				
Member	David Moyle				
Member	Sonja O'Meara				
No. scheduled meetings/sessions	Nil				
Total out of pocket expenses	Nil				
Transport and Storage Industry Sector Standing Committee					
Purpose	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.				
Achievements	No meetings were held in the financial year as the term of this Industry Sector Standing Committee ceased on 10 July 2022 and the appointment of a new committee did not occur in the 2022-23 financial year.				
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements/other.				
Remuneration	Members are not remunerated.				
Position	Name	Meetings/sessions attendance	Approved annual, sessional or daily fee	Approved sub-committee fees if applicable	Actual fees received
Member	Shelley Dale	Nil	Nil	Nil	\$0
Member	Lawrence Daniels				
Member	Annastasia Denigan				
Member	Karen Klockner				
Member	Matt Littleboy				
Member	Deanna McMaster				
Member	Julie Russell				
Member	Amy Sproule				
No. scheduled meetings/sessions	Nil				
Total out of pocket expenses	Nil				