

# HEALTH AND SAFETY COMMITTEES

A health and safety committee (HSC) facilitates consultation on health and safety matters.

As a business owner or employer, you can establish a HSC for the whole workplace or for parts of the workplace.

You can do this on your own initiative or within two months of being requested to do so by a health and safety representative (HSR), or by five or more workers.

Members comprising a HSC can be agreed between you and your workers, however, at least half must be workers not nominated by you. Existing HSRs are automatically part of a HSC, unless they choose otherwise.

If unable to reach agreement on the composition of a HSC, ask SafeWork NSW to appoint an inspector to decide.

## FUNCTIONS OF A HSC

It is the role of a HSC to help the business owner work together with workers to instigate, develop and carry out measures to ensure the health and safety of workers.

A HSC must also help develop health and safety standards, rules and procedures for the workplace.

Any other functions prescribed by the regulations, or agreed to by the business owner and the HSC, must also be undertaken.

## DUTIES OF THE BUSINESS OWNER

The business owner must:

- allow HSC members to spend reasonably necessary time to attend meetings and carry out functions of a HSC member
- pay HSC members for time spent attending meetings or carrying out HSC functions (such as - the same pay they would receive performing their normal duties)
- give access to any information relating to hazards, risks and the health and safety of workers - provided the worker's right to privacy is not breached
- consider the views, opinions and recommendations of a HSC before making decisions.

### Disclaimer

This publication may contain information about the regulation and enforcement of work health and safety in NSW. It may include some of your obligations under some of the legislation that SafeWork NSW administers. To ensure you comply with your legal obligations you must refer to the appropriate legislation.

Information on the latest laws can be checked by visiting the NSW legislation website [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au)

This publication does not represent a comprehensive statement of the law as it applies to particular problems or to individuals or as a substitute for legal advice. You should seek independent legal advice if you need assistance on the application of the law to your situation.

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