MEMORANDUM

TO: UQ managers, UQ OHS Committees.
FROM: Jim Carmichael, Director
DATE: 10 January 2018
Re: UQ Health, Safety and Wellness Goals 2018-2021 - consultation

Summary
The UQ Occupational Health and Safety Division is seeking feedback on the final draft of the UQ Health, Safety and Wellness (HSW) Goals prior to submitting them for approval to the Vice-Chancellor’s Risk and Compliance Committee.

Background
In recent years, UQ has established a set of occupational health and safety goals. Performance is reported to senior management against the goals on an annual basis (at the first meeting of the Vice-Chancellor’s Risk and Compliance Committee every year). The goals are reviewed regularly and provide a framework that local areas can assess their OHS performance and prioritise their OHS activities.

In May 2017, the UQ Health, Safety and Wellness Strategy 2017-2021 was approved. The Strategy was launched in October 2017. One of the implementation elements of the HSW Strategy is to rearrange the OHS goals around each of the five priorities of the Strategy.

Principles for the development of the UQ OHS Goals
A number of elements were considered when developing the draft of the next version of the Goals, such as:
- Based on the framework of the Health, Safety and Wellness Strategy 2017-2021
- Consideration of the previous set of goals – UQ OHS Goals 2015-2017
- Consideration of the outcome of the UQ OHS goals consultation workshop 15 August 2017
- Consideration of the outcome of the UQ OHS goals survey, July 2017
- Focus on lead goals and measures (as opposed to lag indicators)
- Assists in the development of business unit HSW plans
- Facilitates the reporting to UQ management at both business unit level and enterprise level on UQs health, safety and wellness performance
UQ managers were consulted on any requirements or expectations that they had regarding the next set of goals via a survey in July 2017.

Attached is the current version of the draft UQ OHS Goals. You are invited to provide comment and feedback on this version. General consultation questions are:

- Is there an appropriate spread of goals and measures?
- Are the goals measurable?
- Are the measures realistic (while still providing a stretch to our performance)?
- Are there any important omissions to the goals and measures?

Please note that Faculty and Institute OHS managers are currently being engaged in a final round of consultation.

The current intention is to propose the set of OHS Goals 2018-2021 to the Vice-Chancellor’s Risk and Compliance Committee at their meeting in mid-February.

I would appreciate your feedback by cob 24 January 2018.

For further information please contact the Occupational Health and Safety Division on 3365 2365 or ohs@uq.edu.au