

## Variation to an Enforceable Undertaking between the Work Health and Safety (WHS) Regulator and Logan City Council, accepted on 9 June 2022

A variation to the following terms of the Logan City Council (LCC) EU is proposed:

### Under Term 3.2.7 - Commitment to Resourcing this Undertaking

**Replace the underlined wording and table within the activity, including evidence and costs as follows:**

Council is committed to appropriately resourcing the activities associated with this undertaking. Council will employ a dedicated internal resource to facilitate this program and promote ongoing continuous improvement. This resource will be engaged in the development of this undertaking and then transition into a project management, compliance and reporting role associated with all activities within this undertaking. The role will be based on a Principal Health and Safety Advisor, located within the health and safety program, but with a specific remit of progressing the undertaking and identifying opportunities to enhance and share learnings associated with the related activities. Resourcing this at a Principal level role is to ensure the person has the appropriate level of knowledge and can provide sound advice, has sufficient authority to implement the undertaking, and can work independently across all Council departments and areas to ensure the appropriate level of reporting.

Although this resource will be based in the health and safety program, Executive support to this undertaking will be provided from the Director – People and Engagement. By identifying an executive level appointment this undertaking will have the required focus and authority to be implemented across the whole of Council.

The resource will be recruited and then employed as a Principal Health and Safety Advisor (Level 7) (advisor) from acceptance, through to the completion of the EU. In the event the advisor resigns, Council will ensure a suitable replacement is found to continue this role.

LCC has commenced recruitment of this role with the following key requirements and responsibilities:

- Strategic leader to manage and implement the commitments under the Enforceable Undertaking.
- Proactive attitude to enable key stakeholders to engage and contribute to the success of the Undertaking.
- Encourage and achieve high employee participation rates in Enforceable Undertaking activities.
- Apply comprehensive professional HSE knowledge to guide activities to maximum impact.
- Use advanced reporting skills to monitor and report on Undertaking progress and effectiveness.
- Engage and manage communications team to distribute findings to wide LCC network maximising impact of Enforceable Undertaking activities by disseminating outcomes and learnings from the program.
- Monitor cost and prepare evidence to demonstrate Enforceable Undertaking activities have been completed to the EU agreement.
- Demonstrate effective working knowledge and skill to coordinate and lead WHS audit processes including those relating to insurance and LCC systems.
- Develop outcomes and implement change processes to embed Undertaking initiatives in LCC operations.
- Manage initiatives described in this agreement to completion including review of best practice methods for access for choke/block maintenance activities.
- Oversea engineering consultancy relating maintenance access and jet rodder methods outlined in this document.
- Undertake review of high-risk preventative maintenance tasks with access and egress hazards documenting effective solution implementation.

**Note:** A copy of this approved (signed) Addendum is to be attached to a copy of the Enforceable Undertaking and should be made available to OIR when requested or during compliance audits.

- Oversee review and audit of the LCC contractor management system to deliver outcomes described in this Undertaking.
- Oversee activities completed by student staff under this EU.

**Benefits of this Undertaking:** Having a dedicated resource will enable Council to gain maximum benefit from the undertaking. The role will be able to share opportunities, identify areas for improvement and by reporting regularly will keep both OIR and Council leadership informed of the progress. A new resource will be employed, we anticipate that the resource will be 80% focused on the EU. The resource will also be able to focus on the projects associated with the undertaking not distracting existing staff from their key roles. Allowance has been made in this allocation for the resource to participate in more general activities within the LCC Health and Safety program to ensure integration with Council activities and maximum coordination and benefit from EU activities. The principal focus however will be the coordination and delivery of EU activities and initiatives being responsible program development, sourcing and engagement of consultants, review and confirmation of content (including by OIR), organisation and coordination of delivery of programs, reporting and outcome sharing across LCC and to external interested parties.

Activities	Minimum cost	Timeframe
3.2.7 <b>Provision of a Principal Health and Safety Advisor.</b>  <b>Costs include:</b> Staff costs– 80% of full salary  <b>Evidence:</b> Council will provide documented evidence to the regulator at the completion of this deliverable including: <ul style="list-style-type: none"> <li>• Role description</li> <li>• <u>Letter of employment</u></li> <li>• Employment costs annually i.e payment summary</li> </ul>	Salary based on <u>\$96,000 per year (80% of full salary)</u>	<u>Recruitment to be completed within seven months of the EU acceptance.</u>  <u>Employed to continue from recruitment through to completion of the EU).</u>
3.2.7	<b>Sub Total</b>	<u>\$240,000</u>

### Under Term 3.4.1 - Internship for Bachelor of Occupational Health and Safety Students

**Replace the underlined wording and table within the activity, including evidence and costs as follows:**

Council commits to providing three vocational internships between 2023 -2024, to students studying Occupational Health and safety Science at the University of Queensland.

Council commits to allocating a total minimum amount of \$64,000 distributed between the three students as a part time salary during their internships.

Students will be involved in the research activities proposed regarding preventative maintenance and best practice drain blockage clearance.

Students will be supervised by the Principal HSW Advisor recruited to manage this Undertaking with input from degree qualified LCC safety management staff.

**Benefits of this Undertaking:** Investment in the future of health and safety students will ensure that learnings from current industry practices and incidents can be considered in control mechanisms moving forward. By providing support to relevant students, they will qualify with a better understanding of industry and be able to apply learnings quickly within the workplaces that they eventually work in. Council provides a diverse working environment that can enhance these learnings and better prepare students within the OHS industry.

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Activities	Minimum cost	Timeframe
3.4.1 <b>Internship for Bachelor of Occupational Health and Safety Students.</b>  <b>Costs include:</b> <u>Three Internships.</u>  <b>Evidence:</b> Council will provide documented evidence to the regulator every 12 months. <ul style="list-style-type: none"> <li>• <u>Position description.</u></li> <li>• <u>Letter of offer of employment.</u></li> <li>• One-page overview for each student placement on their activities and outcomes.</li> <li>• Employment wage summary.</li> </ul>	\$64,000	Up to three internships completed within the period Feb 2023 – Dec 2024
3.4.1	<b>Sub Total</b>	\$64,000

**Under Term 3.6.1 - Council acknowledges the minimum spend for this undertaking will comprise of the:**

**Replace the underlined minimum spend as follows:**

Estimated total value of	Minimum spend
Benefits to workers/others	<u>\$545,500</u>
Benefits to industry	\$9,500
Benefits to community	<u>\$74,000</u>
OIR recoverable costs	\$10,724
<b>Estimated total minimum spend for the undertaking</b>	<b><u>\$639,724</u></b>

### Variation Proposed



**Darren Scott**  
 CEO  
 Logan City Council

10 September 2025

### Variation Accepted



**Sarina Wise**  
 Acting Deputy Director-General  
 Office of Industrial Relation

07 October 2025

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