

Minutes For: BoP Safety Liaison Group Meeting

Meeting Number: <u>39</u>	Venue: <u>Hinton Lounge RSA Greerton, Tauranga</u>
Date: <u>9 December 2016</u>	Time: <u>1000hrs</u>
Chair: <u>Deborah Harkin</u>	Minutes: <u>Chris Graney</u>

Attendees:

Name:	Company:
Scott McLean	Hawkins Construction
Julian Clayton	FORM
Chris Graney	Site Safe NZ
Robyn Jensen	JSF
Rita Robinson	Ceilings Unlimited
Deborah Harkin	Harkin Roofing
Scott McLeod	McLeod Cranes
Tracy Kelly	Carson Construction
Gina Espange	Balance Agri Nutrients
Riwa Keno	Acon Industries
Sami Kasander	WorkSafe NZ

Name:	Company:
Shayne Lyons	BoPDHB
Dave Wilkinson	WorkSafe NZ
Shirley Meredith	Letts Construction
Greg Walker	Base Up Construction
Phil Adlam	WorkSsafe NZ
Ross Brough	Page Earthworks
Jo Brown	Watts & Hughes
Maxine Young	Supermac Holdings
Lynne Hering	WBOPDC
Ruth Butzbuch	Carson Construction
Chris Jobson	Site Safe NZ

Apologies:

Name:	Company:
Greg Gillard	Waste Management
Terry Murphy	Watts & Hughes
Wayne Kohi	Firth Humes Group
Malcolm White	Letts Construction
Deb Rolls	ACC
AJ Staples	Hawkins Construction
Rob Kemp	TCC
Sophie Donnelly	
Allan Scott	Naylor Love

Name:	Company:
Paul Johnson	SafetyWorx
Richard Goldthorpe	WBOP DC
Vanessa Jones	NZL Group/Container Co
Darach Cassidy	TCC
Rachel Tooman	Waterhouse
Martyn Round	HADEN
Miranda Clark	ACC Made Easy Ltd
Rewi Hamilton	
Andy Cook	Metlifecare

Name:	Company:
Seb Allen	Unison
Sue Hawkins	Connexis ITO
Mark Lolesi	NZOSL
Peter Musk	ACC

Name:	Company:
Gill Dawoch	Metro Glass
Arron McCormick	MARRA Construction
Kevan McCombe	Fulton Hogan

Agenda:

1. Welcome:

Item	Action
The Chair welcomed all to the meeting and thanked them for their continued support.	All

2. Previous Minutes:

Item	Action
The minutes of the previous meeting held on the 21 October 2016 were read and no outstanding points or actions were noted.	

Matters Arising from Previous Minutes:

Item (previous minutes item)	Action
None	

3. Guest Speaker(s):

Item	Action
None this meeting.	

4. General Business:

Item	Action
<p>a) WorkSafe NZ update. Phil Adlam and Dave Wilkinson advised the group about on going findings regarding the use of MEWP. Capability checks were highlighting issues around recording of competence levels and understanding of emergency procedures for machine operators.</p> <p>The BP guide for MEWP offers all the information required to demonstrate user competence and should always be used as the source to clarify requirements. Copies of machine guides along with a host of other industry guides and practice documents are all available on the WorkSafe website.</p>	

Item	Action
<p style="text-align: center;">Anyone wishing to contact WorkSafe NZ ...0800 030040.</p> <p>a) ACC update. No one available</p> <p>b) Site Safe update. Chris Jobson the new Site Safe Northern Region Manager introduced himself and updated the group about the progress of the revised Safety Passport courses being rolled out. The new Foundation and Refresher courses are now on line and will be running from January 2017. Anyone wishing to book course in the new year will have the available options to choose from. Including availability of CPD Forums being run outside of the main centres for individuals who have completed the Certificate programme.</p> <p>c) Scott Mcleod raised an issue regarding pre-qualifying assessments and differing pre-qualification requirements being sort by clients. The processes were made difficult, costly and time consuming which draws away from the benefits of the original idea of raising safety standards and accountability. This included site safety access cards with NZTA now requesting Construct Safe cards for anyone working on their sites and Site Safe cards for commercial construction sites.</p> <p>d) A general discussion followed about duties and responsibilities around the sub-contractor supply chain requirements regarding safety planning and execution. An example of house re-location in particular where no one seemed to be “in charge” and the home owner under normal circumstances would not be considered a PCBU. For unoccupied properties where home owners where not living at the address but organising a house re-location they should be considered as a PCBU with the appropriate duties of care and consultation as covered under the HSWA 2015.</p> <p>e) Scott McLean requested better coverage of CPD forums for BoP and Waikato regions to enable easier access to the renewal process with timely roll out and notice.</p> <p>f) A general discussion point was around examples of reportable Notifiable incidents and events and was any information available to share with the group to clarify.</p>	

5. Recent Accidents/Incidents/Prosecutions :

Item	Action
a) Construction workplace fatalities and injury rates are listed on the WorkSafe NZ website for anyone wishing to access the information.	All
b) The latest Prosecutions can be viewed on line under Media releases at www.business.govt.nz/worksafe/	All

7. Other Business:

Item	Action
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Item	Action
<p>a) The meeting closed and the Chair wished all a peaceful and restful Christmas. Future meetings for 2017 will be sent out as details confirmed asap to aid attendance planning.</p>	<p>All</p>

Meeting Close: 11:30 hrs

Next Meeting:

Meeting Number: 40

Venue: TBC

Date: 24 February 2017

Time: 1000hrs

Chair: Deborah Harkin

Minutes: Chris Graney