MINUTES

**BAY OF PLENTY SAFETY LIAISON GROUP MEETING**

22 March 2024

10:00 - 12:00

Classic Flyers – Armoury Room

**Chair**: Mike Inglis (MI) **Minutes:** William Lightfoot (WL)

**Attendees:**

31 Attendees

**Thank you to the following companies for attending**

|  |  |  |  |
| --- | --- | --- | --- |
| Beca | Arvida | OJIFS | Foster Construction |
| SiteSafe | Marra Construction | Apata | H&S Worx |
| Vertical Horizons | Claymark | ACC | Pillar |
| UpshotNZ Ltd | McLeod | Letts Construction | WorkSafe NZ |
| Seeka | Downer T&I | NIML | Bay H&S Solutions Ltd |
| Health NZ | Champion Flour | WBOPDC |  |

**Reminder: Meeting dates for 2024**

Friday 21st of June

Friday 27th of September

Friday 22nd of November

**The meetings will be held at Classic Flyers, 9 Jean Batten Drive, Mount Maunganui, Tauranga**

**Agenda:**

1. **Welcome:**

| **Item** | **Action** |
| --- | --- |
| 1. Introduction and welcoming of attendees. Apologies: St Johns our guest speaker cancelled and could not make the date anymore. | MI and WL |

1. **Previous Minutes:**

| **Item** | **Action** |
| --- | --- |
| None matters to be discussed from the previous minutes of 24 November 2023. | WL |

1. **Guest Speaker(s):**

| Phil Rutland (Health and Safety Inspector) – WORKSAFE | **Action** |
| --- | --- |
| Phil covered this session around notifiable events. He engaged with the members and great discussions around the topic was made.  Few points he covered:  WORKSAFE have pro-active and reactive sides and in BOP they concentrate around 60-80% on the Pro-Active side. They get info on how people get injured or causes of deaths in the sectors. They don’t do audits. They go out to industry and perform short inspections looking at high risk things like dust, welding fumes, falls from heights and worker engagement participation practices and how does the PCBU’s manage these.  Phil provided the following as guideline to notify events to WorkSafe.  Reference: HSWA 2015, Part 1, Subpart 3, Section 23,24 and 25 and HSWA 2015, Part 2, Subpart 5, Section 56.   * If uncertain always notify. The call centre will check and see if you need to carry on with the process and if the event needs to be notified. * Injured workers: If the worker received treatment but is an outpatient no notification needed. Notify if the patient is admitted as an in-patient, even if it is for a short time. * Vehicle tipping over: Always notify if the vehicle or any equipment on the vehicle need to be certified. Example Hiab. * Any object (or person) that fell from height no matter the outcome. Their viewpoint it is only luck if the worker fell of the ladder 2m high and only had bruises it could have been worse, or the hammer fell from the roof, and no one was hit – luck. * Incident with injury like chemical burns – notify. * Any exposure with asbestos – notify.   Phil explained the difference between WORKSAFE Inspectors vs WORKSAFE Investigators.  Lastly, he encourages business to ensure when an event occurred to freeze the site, treat the injured and very important provide support for the victims, family and other parties involved. | WorkSafe  Phil Rutland and members |

| Stephan Geldenhuys (SiteSafe) | **Action** |
| --- | --- |
| Stephan helped us out on short notice. His presentation complimented the previous speaker and that is accident investigation.  He covered the following points with a well-polished presentation and interaction.   * Risk assessments is Preventative investigation – HSWA 2015, Part 2, Subpart 3, Section 44, 4(d). …processes for receiving and considering information regarding incidents, hazards and risks and for responding in a timely way to that information * Provided guidelines on investigation levels and size of your company * Facilitated examples of causation models for investigation (Fishbone, PEEPO and incident categories) | SiteSafe  Stephan Geldenhuys and members |

1. General Business

| **Item** | **Action** | |
| --- | --- | --- |
| Chris Jobson updated us on the new partnership we have with Ignite Aotearoa and members have benefit of engaging with them relating to wellbeing support. SiteSafe also sponsored 100 free consultations for our members to use.  3 of our one-day courses have been updated including webinar versions.  The VHR course with Skills VH and MSD is a huge success trying to get client job ready. Also available for all out clients. Visit our website for dates and more info. | Site Safe  Chris Jobson | |
| Keith Barnett updated us on their apprenticeship training and taking hands with MSD to provide job ready training in the Coromandel region. | Vertical Horizon  Keith Barnett | |
| She presented an update on the incentive programs for employers, ACC audit changes for accredited employers and they have a new management system to manage sprains, strains and ankle injurie to try and speed up the process. | ACC  Fabiola Morlang-Gonzalez | |
| **CLOSURE OF MEETING 11:55am** | MI and WL | |
| **Item** | |
| If any topics interest you or you have a suggestion for a guest speaker – please get in contact with me, William Lightfoot at [wlightfoot@sitesafe.org.nz](mailto:wlightfoot@sitesafe.org.nz) | |

**Next meeting 21 June 2024 at 10am**