

**Agenda For:** Northern Safety Liaison Group  
**Meeting Number:** 91 **Venue:** Site Safe, Auckland Training Centre  
**Date:** 07.06.2017 **Time:** 7.00am  
**Chair:** Maarten Tinsel **Minutes:** Celeste Erasmus

**Attendees:**

Name:	Company:	Name:	Company:
Troy Bayley	Acron Ltd	Brendon Tetley	Acron Ltd
Chris Jobson	Site Safe	AJ Staples	Hawkins
Jim Pongrace	Camelspace	Warren Turner	Watts & Hughes
Gareth Tudman	MGH	Peter Callaghan	Dominion
Allan Kendrick	Auckland Airport	Morgan Anderson	Accent
Desai Link	Brosnan	Maarten Tinsel	Electrix
Tanya Colvin	ACC	Michael Williams	Target Painters
Rob Laitinen	Site Safe	Celeste Erasmus	Site Safe

**Apologies:**

Name:	Company:	Name:	Company:
Greg Bailey	Yakka	Gary Winther	MacRennie

**Agenda:**

**1. Welcome:**

Item	Action
a) Introduction of attendees	Maarten

**2. Previous Minutes:**

Item	Action
<p><b>Corrected</b> - ACC – WSMP no longer an accreditation experience option</p> <p><b>Corrected</b> – ACC web site <del>www.acc.co.nz</del> <b>www.shapeyouracc.co.nz</b></p> <p>Read and Accepted</p>	

**3. Matters Arising from Previous Minutes:**

Item	Action
None	

4. **Guest Speaker(s):** [Carla Phipps \(Operations Manager\)\\_Drug Testing Services](#)

Item
<p>The risk of workers using drugs while in the workplace holds a significant element of danger to other workers due to poor concentration, poor judgement &amp; carelessness. The use of drugs does not just affect work performance as well as productivity but also gives a higher chance of injury, fatalities and absence from work.</p> <p>It is in the best interest as an employer to proactively set policies and processes to prevent and protect workers from the use of drugs in the workplace which will effectively minimise any risks.</p> <p>Drug Testing Services also provide a mobile testing station, whereby they will come out to the sites to perform the drug tests.</p> <p><a href="mailto:carla@drugtestingservices.co.nz">carla@drugtestingservices.co.nz</a> 021 531 600 / 09 903 9487</p> <p><a href="http://drugtestingservices.co.nz">http://drugtestingservices.co.nz</a></p>

5. **General Business:**

Item
<ul style="list-style-type: none"> <li> <p><a href="#">Chris Jobson (Site Safe) – Passport Flexi Plus - Presentation</a></p> <p><b>Site Safe's newest course, the Passport Plus – Flexi (Online + Classroom), combines the advantages of both online and in-class learning. With access to online modules and a two-hour in-class session, trainees can select the topics most relevant to them, while still getting a solid grounding in how to stay safe on site.</b></p> <p>This course is designed to give trainees the best of both worlds: choice, flexibility and in-class time with one of our expert health and safety advisors.</p> <p>The Passport Plus - Flexi is suitable for workers and anyone looking for a flexible, cost-effective renewal option.</p> <p>Refreshers are still available, cost will be the same.</p> <p><a href="https://www.sitesafe.org.nz/training/our-training-courses/passport-plus---flexi-online--classroom/">https://www.sitesafe.org.nz/training/our-training-courses/passport-plus---flexi-online--classroom/</a></p> </li> </ul>

Item	
<ul style="list-style-type: none"> <li>• Troy Bayley had a general concern with regards to Behavioural Issues on site. He feels that although the workers are being given a robust system to work from, give them all the tools eg. Training, equipment, manpower etc, there is still behaviour issues on site, is it happening on the other sites? <ul style="list-style-type: none"> <li>○ Some advice from other members to look at a Letter of Expectation for the Sub Contractors, whereby incidents will be raised, if it happens for a 3<sup>rd</sup> time then the issue will be addressed directly with the Owner of the Company</li> <li>○ Lack of Supervision can also be a problem, look at your Supervisor / Worker ratio factor</li> <li>○ Be a bit of a “Mother” to the guys, show them you care, find out why, what, where?</li> <li>○ Workers need to start taking responsibility for their actions</li> <li>○ Ensure that all workers sign on the Toolbox record</li> <li>○ Inductions to include all the finer details</li> <li>○ Communication to be better between all, start looking at the language barriers that might be a concern</li> </ul> </li> </ul>	
<p><b><u>ADDITIONAL INFORMATION RECEIVED (Post Meeting)</u></b></p>	
<p><b><u>- AJ STAPLES - HAWKINS</u></b></p>	
<ul style="list-style-type: none"> <li>• I am currently part of the Worksafe NZ working group developing the new GPG (Good Practice Guidelines) for Safe Work with Precast Concrete. The GPG covers design, manufacture, transport, craneage and placement of precast concrete elements and will replace the current outdated ACOPS. After a lengthy process, we are now at a stage where Worksafe is close to completing a final draft which will be reviewed by the working group before final changes are made and the document is sent out to the industry for consultation before final publication.</li> <li>• Hawkins reviewed the Safety Leadership Training provided to all supervisors from every trade who were involved in the London Olympics which has been held up as a beacon of best H&amp;S practices. We worked with ACC who funded the development of a training programme and the initial rollout through our four regions. The training was a complimentary addition to other leadership training already common in the industry and was universally viewed as a resounding success by everyone who attended. Facilitation of the courses was provided by The Learning Wave. From here, the programme will be handed over to Worksafe NZ for further rollout throughout the industry. I will advise when I hear more but wholeheartedly endorse the programme and recommend it to all supervisors in our industry.</li> </ul>	

Item	
<ul style="list-style-type: none"> <li>S.24(f) HSWA 2015 relates to Notification of an uncontrolled fall or release from height of any plant substance or thing. Since the introduction of the new legislation we have had different interpretations placed on this section by client's contractor's and the regulator. My view is that there should be no room for interpretation in relation to what is and what is not notifiable. With that in mind I am meeting with Worksafe NZ today to seek from them a position that will provide clarity for all parties. I will advise back at the next meeting.</li> </ul> <p><b><u>QUESTIONNAIRE</u></b></p> <p>Celeste asked for all to please complete the Questionnaire that was handed out, this will also assist us to spice up the meeting for all attendees. What is it that you want out of this meeting, how can we make it better and more interesting? Only 4 were received back.</p> <p>There is poor attendance and we need to get everybody involved. Ideas welcome.</p>	

## 6. Closing:

Item	
<p>Maarten thanked everyone for their attendance.</p> <p>Next meeting will be on the 9<sup>th</sup> August.</p>	

## Next Meeting:

<b>Meeting Number:</b>	<u>92</u>	<b>Venue:</b>	<u>Site Safe, 92-94 Beachcroft Ave, Onehunga</u>
<b>Date:</b>	<u>9 August 2017</u>	<b>Time:</b>	<u>07:00 am</u>
<b>Chair:</b>	<u>Maarten Tinsel</u>	<b>Minutes:</b>	<u>Celeste Erasmus</u>