

**Minutes For:** **Otago Southland Liaison Group**

**Meeting Number:** 1/4      **Venue:** Breen Construction Offices - Alexandra

**Date:** 09/02/17      **Time:** 10:00

**Chair:** Chris Lambeth      **Minutes:** Fiona Singh

**Attendees**

Name:	Company:
Chris Lambeth	Breen Construction
Bill Donaldson	Donaldson Construction
Chris Jackson	Naylor Love

Name:	Company:
Dave Furzeman	Site Safe
Steve Johnson	Site Safe

**Apologies**

Name:	Company:
Fiona Singh	Donaldson Construction
Allan McDonald	Calder Stewart
Johan Bosch	Site Safe

Name:	Company:
Kevin Haskins	Beware
Ray McLellan	Calder Stewart
Michelle Muir	Foley Plumbers

**Agenda**

**1. Welcome:**

Item	Action
Chris Lambeth - Breen Construction, Welcomed everybody.	CL

**2. Previous Minutes:**

Item	Action
Taken as read	CL

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

Item	Action
<p><b>OSLG Attendance Numbers</b></p> <p>Chris Lambeth – Breen Construction, We would like to get better attendance, anyone have any suggestions as to how we do this?</p>	All
<p><b>Mailing List</b></p> <p>Chris Lambeth – Breen Construction, We want to build up a good database, Dave when you've sorted the privacy issue around local Site Safe Membership information if you send your mailing database through to me I can add this to our database.</p>	DF
<p><b>Agenda Items</b></p> <p>Chris Lambeth – Breen Construction, I don't think it's up to me to come up with the Agenda items for every meeting, any suggestions on how we approach this going forward?</p>	All

#### 4. General Business:

Item	Action
<b>Sitewise</b> Dave Furzeman – Site Safe, numbers of users are increasing, with a high number of users in Christchurch and an increasing number starting to show in North Otago, we have started discussions with the Dunedin City Council. If I can get a contact for the Invercargill City Council I will be approaching them very soon.	FS
<b>Agenda Items</b> Bill Donaldson - Donaldson Construction, perhaps Kevin Haskins, Beware, could do a presentation at the May meeting (dates below) on Safety Manager and all it's updates.	KH
<b>Asbestos</b> Dave Furzeman – Site Safe, Site Safe have just written an Asbestos Awareness Course which will be available soon. Everything is available via the website <a href="http://www.sitesafe.org.nz">www.sitesafe.org.nz</a> . Chris Lambeth – Breen Construction, I haven't been able to talk to anyone at Worksafe regarding this subject yet. They do have information on their website regarding asbestos removal etc. Chris Jackson – Naylor Love, This is a draft flow chart we are working on, (attached) we are going to put it out on our sites to cover procedures for 'working with asbestos' on our sites.	

#### 5. Site Safe Report:

Item
No Report Presented

#### 6. Next Meeting:

Item
<b>Meeting Number:</b> 2/4 <b>Venue:</b> Queens Park Cricket Pavilion -Invercargill
<b>Date:</b> 11 <sup>th</sup> May 2017 <b>Time:</b> 10:00am
<b>Chair:</b> Chris Lambeth <b>Minutes:</b> Fiona Singh

#### 7. Meeting Dates for 2017

11 <sup>th</sup> May 2017 - Invercargill
10th August 2017 - Dunedin
9th November 2017 - Alexandra

#### 8. Meeting Close: 12.25pm

