

Manawatu Health and Safety Forum – Worker engagement, participation and representation.

Notes from:

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|---------------|-------------|---------------|-----------------------|
| Date: | 9 May 18 | Venue: | UCOL |
| Chair: | Tony Greeve | Time: | 4.00pm – 5.00pm |
| | | Host: | UCOL and Site Safe NZ |

Attendees:

| | Name: | | Company: | Name: | | Company |
|----|--------------|------------|---------------------------|--------------|------------|-----------------------------|
| 1 | Bruce | Lambie | Blackleys Construction | Clayton | McNae | McNae Electrical |
| 2 | Heather | Andrews | ASMS | John | Jones | MDC |
| 3 | Sarah | Field | C B Norwood Distributors | Mike | Walton | Mech Agriculture |
| 4 | Andrew | Hamilton | Edifice Ltd | Donna | Craig | Nebulite Aluminium |
| 5 | Tracey | Lett | Fonterra | Simon | Rowney | NZDF |
| 6 | Kevin | Brown | Homestead Construction | Sue | Bligh | Rangitikei District Council |
| 7 | Evan | Lloyd | Horizons Regional Council | David | Crowley | Scafit |
| 8 | Nick | Spark | Horowhenua Homes | Penny | Hendry | Sime Darby Motor Group |
| 9 | Peter | Croad | Jungle Tamers | Tony | Greeve | Site Safe NZ |
| 10 | Sarah | Downes | Jungle Tamers | Matt | Hillas | TDDA |
| 11 | Deb | Wolfsbauer | Jungle Tamers | Steve | Cowan | Techlam |
| 12 | Jan | Scott | Jungle Tamers | Nathan | McGaviston | Techlam |
| 13 | Natasha | Jukes | Jungle Tamers | Shannon | Scully | UCOL |
| 14 | Brent | Holmes | Manawatu District Council | Jen | Trow | UCOL |
| 15 | Kirsten | Olsen | Massey University | David | Freebairn | UCOL |
| 16 | Maggie | Zou | Massey University | Chris | Cheesman | Urban Group Ltd |
| 17 | Ingrid | Lambie | McIntosh Cranes | Vanessa | McAdam | WorkSafe |
| 18 | | | | | | |
| 19 | | | | | | |
| 20 | | | | | | |
| 21 | | | | | | |
| 22 | | | | | | |

Apologies:

| | Name: | Company: |
|---|------------------|-------------------------|
| 1 | Matt Maoate | Lew's Creative Flooring |
| 2 | Micvhael Morris | ACC |
| 3 | Brent Dais | Scan Power |
| 4 | Phillip Thompson | NZDF |
| 5 | Phil Round | Avenue Construction |
| 6 | | |
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The forum was attended by 34 representatives of industry from the wider Manawatu Region.

Welcome:

Tony welcomed everyone and gave a short emergency briefing prior to the presentation. Vanessa McAdam presented the information regarding Worker engagement, participation and representation.

Manawatu Health and Safety Forum presentation on Worker Engagement, Participation and Representation. 9 May 2018

A copy of the presentation is attached as PDF document. Double click on the picture below to open it



Vanessa explained that there appears to have been pattern of workplaces not engaging with their workers which has now been a focus as part of the recent legislation. Workers are a very good source of information for a PCBU and it makes sense that that knowledge and information is used when developing procedures and managing risk in the work place. Workers know what happens at the coal face so they should be an integral part in developing workable solutions to issues identified.

Having said that, it should be clear that this process is about worker engagement which does not specifically translate to getting worker approval but looks at being effective and understanding how things are done.

There are a number of resources available on the Work safe website, from the actual Regulations on Worker engagement, participation and representation,

<http://www.legislation.govt.nz/regulation/public/2016/0016/latest/DLM6314002.html>

Through to Good Practice Guidelines,

<https://worksafe.govt.nz/managing-health-and-safety/businesses/worker-engagement-and-participation/good-practice-for-worker-engagement-participation-and-representation/>

And also a number of web pages that cover relevant areas Such as:

HSR Functions and Powers: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/hsr-functions-and-powers/>

HSR Training: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/hsr-training/>

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Health and Safety Committees: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/health-and-safety-committees/>

Work Groups, ie who does the HSR represent: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/work-groups/>

HSR Election Process: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/hsr-election-process/>

Employer Obligations in supporting the HSR: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/employer-obligations/>

Provisional Improvement Notices, can be issued by the trained HSR:
<https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/provisional-improvement-notices/>

Protection for HSR's: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/protections-for-hsrs/>

Ceasing to be a HSR: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/ceasing-to-be-an-hsr/>

Resources for HSR's: <https://worksafe.govt.nz/managing-health-and-safety/health-and-safety-representatives/resources-for-hsrs/>

Questions asked:

Do I have to have a HSR: No, see diagram for a pictorial presentation of the situation?



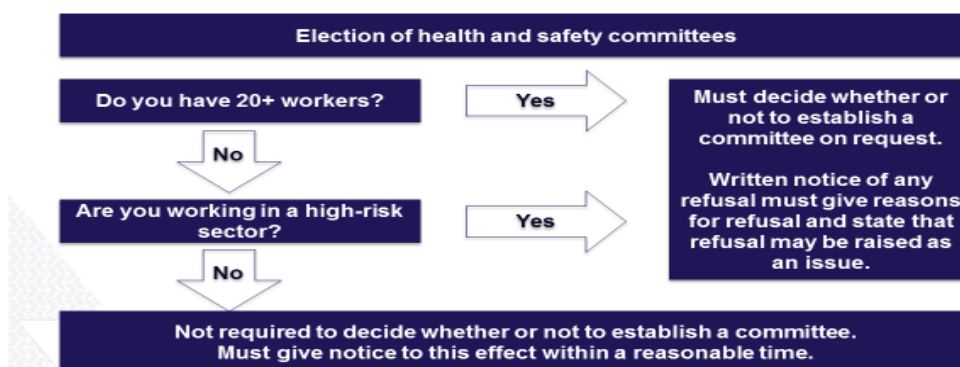
WORKER INVOLVEMENT



What about forming a H&S Committee:



SAFETY COMMITTEES



What are the listed High-Risk Industries? Taken from The Worker Engagement Regulations:

| ANZSIC classification code | High-risk sectors or industries |
|-----------------------------------|--|
| A02 | Aquaculture |
| A03 | Forestry and logging |
| A04 | Fishing, hunting, and trapping |
| B06 | Coal mining |
| C11 | Food product manufacturing |
| D28 | Water supply, sewerage, and drainage services |
| D29 | Waste collection, treatment, and disposal services |
| E30 | Building construction |
| E31 | Heavy and civil engineering construction |
| E32 | Construction services |

There however some exemptions to those Industries:

| ANZSIC classification code | Sector or industry | Work type/sector excluded |
|-----------------------------------|--------------------------------|---|
| A02 | Aquaculture | |
| A0203 | | Onshore aquaculture |
| A03 | Forestry and logging | Forest product gathering, which comprises— Kauri gum digging Native orchid gathering Pine cone gathering Resin gathering Mushroom gathering |
| A04 | Fishing, hunting, and trapping | Hunting or trapping of certain non-New Zealand species, which comprises— Turtle hunting Buffalo hunting Crocodile hunting Dingo hunting or trapping Kangaroo hunting Snake catching |
| C11 | Food product manufacturing | |
| C117 | | Bakery product manufacturing when carried out in the home |
| C1174 | | Bakery product manufacturing (non-factory-based) |
| E32 | Construction services | Curtain installation Fly wire screen installation |

There was also some discussion about the requirement to have HSR's trained.

It is certainly recommended that HSR's are trained in their roles. Initial training as an HSR covers Unit Standard 29315 and ongoing training can cover many areas depending on the company and individual needs.

Only trained HSRs can use the functions and powers available to HSRs under the Health and Safety at Work Act 2015 (HSWA), such as issuing Provisional Improvement Notices (PINs) or telling workers to cease unsafe work. If they are not trained then the HSR cannot use those functions or exercise those powers.

Vanessa can be contacted as follows: vanessa.mcadam@worksafe.govt.nz 0274999714

The meeting closed at 5.00 pm.

If you have any questions about involvement with the Manawatu Health and safety Forum, please contact:

Tony Greeve, Site Safe NZ Inc.

tgreeve@sitesafe.org.nz

021 557 402

The date of the next planned meeting

The next Manawatu Health and Safety Forum is planned for the 25th July 2018 and we will be looking at the requirements for Monitoring of Worker Health. An invitation will be sent out in due course.