

Minutes For: **Otago Southland Liaison Group**

Meeting Number: 3/4 **Venue:** Breen Construction – Alexandra

Date: 13/08/15 **Time:** 10:00

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

Attendees

Name:	Company:
Chris Lambeth	Breen Construction
Bill Donaldson	Donaldson Construction
Allan McDonald	Calder Stewart
Johan Bosch	Site Safe
Gary Clarkson	Southern DHB
Emily Parata	Base Contracting

Name:	Company:
Grant Jukes	Amalgamated
Clive Doubleday	Site Safe
Kevin Wood	Site Safe
John Frampton	H&S Worksite
John Williams	bware
Geoff Wilson	Rilean Construction

Apologies

Name:	Company:
Fiona Singh	Donaldson Construction
Kevin Haskins	bware

Name:	Company:
David Baker	Amalgamated

Agenda

1. Welcome:

Item	Action
Chris Lambeth - Breen Construction, Welcomed everybody.	

2. Previous Minutes:

Item	Action
Taken as read	

3. Review/Matters Arising from Previous Minutes:

Item	Action
<p>a. Tele-handler Operator Training</p> <p>Allan McDonald – CS, we have been contacted by worksafe regarding cages that have been bought and usually used for forklifts with a galvanised chain that holds it on, asking us how we operate around the use of this type of machinery. The Crane Association is trying to come up with a standard of training around the use of tele-handlers and equipment.</p>	
<p>b. Health & Safety re-imaging</p> <p>Allan McDonald – CS, this is a work in progress and will advise the group on what CS proposes with H&S posters etc once the report is complete</p>	AM

4. Site Safe Report:

Item
Johan Bosch – GM Delivery Site Safe

Site Safe are going through the process of re-branding and refreshing our website. We are also building a Customer Relations Management System (CRM) which will replace our member connect system where all our members are as well as replacing our whole training database. We are looking to train approximately 75,000 trainees and we are approaching 4,500 member companies so there is a lot of administration work involved in keeping records and information up to date. The CRM will make is a lot easier to keep track of company information etc, this will be up and running by November this year.

The graduation for the Certificate this year is tracking around 210 people.

This year NZQA are analysing our Certificate courses, they check our development and delivery of the courses. They analysed our BCP course which last year approx. 42,000 people went through, we came out with a glowing report, we got the highest category they could give a training establishment.

Worksafe have just recently done a Health and Safety Survey up and down the country, looking at what people thought about H&S, where they went to for information, what sort of information was good. 52% of the employers and managers said that Site Safe was the place that they go to for H&S in Construction and 34% of the workers. For the companies with less than 5 people 47% said Site Safe was the place they go to and the companies with less than 20 people 69% said they refer Site Safe. For the Canterbury rebuild 30 people 44% said they refer to Site Safe.

Just recently we had a company called Ihi Research to look at 3 of our courses, the BCP, the Supervisor Gold Card and the Leadership and Safety courses. They looked at thousands of the evaluation forms completed at the end of each course, talked to the trainers, talked to the trainees, a month after the course they rang the trainees asked them if they could remember the course, what have you done since the course, was it useful for them, they also sent out a survey where they had 750 respondents. They looked at the quality of the course, the currency of the course, is it up to date, is it relevant. The BCP and the Supervisor Gold Card 94% said it exceeded what they wanted and was very useful, and 86% said that they had made changes in their workplaces after they had done the course. There were a few issues with the Leadership in Safety course, in that quite a few of the people who do this course are not leaders, they are doing the course to get their credits towards the Certificate, so they advised that we should narrow the entry criteria to make sure we get the right level of people at the right courses.

So that's 3 independent evaluations that have validated the way that Site Safe influences behavioural safety throughout the construction industry and a big part of that is us keeping in touch with the industry as well, which is why the Liaison Groups are so important.

Does anyone have any questions they want to ask?

Chris Lambeth – BC, Does Site Safe see itself being able to give a database of other training providers, within our various regions, is that an option? Ie. Competency assessment for excavator operators, scissor lifts, tele-handlers.

Johan Bosch – SS, I believe that on the NZQA website you are able to find a standard, click on that standard and it will bring up the training providers of that standard. I also understand that within the last month Site Safe have signed a memorandum of understanding or agreement with Vertical Horizon and Safety in Action, who provide training in areas that Site Safe don't (confined space) as Site Safe are about behavioural safety rather than skills based safety, so this is something we are looking at developing.

5. General Business:

Item

Risk Assessment – SSSP

Johan Bosch – SS, we have a meeting next week regarding migrating the SSSP into Risk Assessment, keeping it simple with TAs or SWMS only for high risk activities to go with it. Focusing on individual risk rather than company risk, and when you get to the High or Moderate risk who is responsible to get that risk level lower. This is being covered in the BCP's.

Allan McDonald – CS, the problem with risk assessment is that it is still very individual, your idea of

risk can be quite different to mine.

Kevin Wood – SS, Risk Assessment is Task Analysis with Taking all Practicable Steps on paper, formalising your actual thinking from the initial risk rating to the residual risk rating, once you put controls in place are those residual risks acceptable or not.

Pre Quals and Inductions

Chris Lambeth – BC, has drafted a letter to go out to different organisations, to get together and discuss the idea of a joint Pre Qual along the lines of the Southern HSE and Site Safes 'Sitewise'. (Copy Attached). Please read the Draft letter and forward any comments to Chris Lambeth ChrisL@breen.co.nz and a list of clients and other industry members you would like this to go to, by 27 August 2015 letter out by 10 September 2015.

Gary Clarkson – SDHB, the SDHB have no problem endorsing this.

Allan McDonald – CS, possibly put the company logos of the OSLG Meeting attendees on the letter.

Labour Hire Companies

John Frampton – H&S W, I would like a bit of feedback on Labour Hire Companies degree of competency/compliance, how do we measure it, are some doing it better than others.

Chris Lambeth – BC, I asked a company we get people from to send me copies of all the paperwork related to the people they send us, how they do their assessments, their competency and what inductions they give them as far as safety training goes. They sent it through, I went down to the guy they had sent us and asked him if he had seen any of the paperwork they sent through, he said no.

John Frampton – H&S W, there are two parts to this, when you take a labour hire person on you could be paying a finders fee, they have found the person, they put them on your site and you pay them, or you are paying the labour hire company while that person is on your site making the labour hire person the employer all the way through. How do we assess competency, one labour hire company say that you get 4 hours with that person on-site to do your own assessment and decide your own competency and then at the end of that 4 hours if they are no good send them back and they won't charge you. But when you go back through their paperwork it doesn't say that you are assessing their competency.

Edge Protection vs Scaffold

Allan McDonald – CS, there is a grey area around edge protection vs scaffold, there are a lot of proprietary systems being used in residential builds now, Worksafe have come back and said that the platform height is the height that determines whether it's a 5m site, not the rail. What I'm trying to work out is, is edge protection scaffold, my argument is that it's not. Scaffold is free standing, it's designed to support work places and it can have guardrails on it. Edge protection is bolted onto the edge of a building to stop people falling off the roof, which in my mind isn't scaffold therefore there is no 5m rule. Invercargill worksafe inspectors have told our guys categorically that it is a scaffold because it is made of scaffold material, therefore has to be erected, ticketed and checked as a scaffold. Has anyone else had the same discussion?

Kevin Wood – SS, I think it's open to individual interpretation, how this rule gets applied. The Step Up Association are working with Worksafe currently to re-write the Best Practice Guide regarding this.

Duty Holder Reviews

Johan Bosch – SS, Duty holder reviews, has anyone heard of these? I recently went to a Worksafe meeting where they invited people who had done duty holder reviews, where you have a serious harm incident and worksafe deemed that they won't come and investigate but they invite you to do your own investigation, 60% of the attendees didn't realise it was voluntary, they thought that if Worksafe ring you and invite you to do a duty holder review they were being told to do it.

Possible Meeting dates for 2016

11th February 2016 – Dunedin

12th May 2016 - Alexandra

11th August 2016 - Invercargill

10th November 2016 - Dunedin

6. Next Meeting:

Item			
Meeting Number:	<u>4/4</u>	Venue:	<u>Queens Park Pavilion - Invercargill</u>
Date:	<u>14th November 2015</u>	Time:	<u>10:00am</u>
Chair:	<u>Chris Lambeth</u>	Minutes:	<u>Fiona Singh</u>

7. Meeting Close: 1.50pm