

Minutes For:	Waikato Safety Liaison Group Meeting		
Meeting Number:	6	Venue:	Hamilton Working Men's Club
Date:	Friday 15 th December 2017	Time:	12:00pm
Acting Chair:	Dean Wills	Minutes:	Samantha Barrett

Attendees:

Name:	Company:	Name:	Company:
Dean Wills	Site Safe	Samantha Barrett	Livingstone Building
Chelsea Cohen	Livingstone Building	Anna Lardelli-Hape	ACC
Karen Goodburn	Waikato Steel Fabrication	Mary Helm	Watson Davis Transport
Andy Overall	Greenstone		

Apologies:

Name:	Name:	Name:	Name:
David Holmes	Craig Stacey	Dave McFarlene	John Mayne
David Sopp	Sandra Nieuwoude		

Agenda:

1. Welcome

Item	Action
<ul style="list-style-type: none"> a) H&S Induction – Emergency evacuation procedure b) Not many attendees, likely given time of year c) Looking at doing a presentation in the new year with Hirepool 	

2. Previous Minutes

Item	Action
<ul style="list-style-type: none"> a) Went over minutes from previous meeting 	

3. Chairperson

Item	Action
<ul style="list-style-type: none"> a) Karen Goodburn from Waikato Steel Fabrication has offered to be chairperson going forward. All voted and welcome to Karen 	Karen

4. ACC

Item	Action
<p>a) Risk Reckoner is now digital. The Risk Reckoner assess the risk bases on specific risks, spits out recommendations, all linked to Worksafe. https://www.riskreckoner.acc.co.nz/</p> <p>b) Construct cards are also all digital now here is the link to more information https://bitly.com/pages/landing/branded-short-domains-powered-by-bitly?bsd=riskcards.acc.nz</p> <p>c) WSMP – Workplace Safety Incentives. ACC have worked through phase one, which was getting feedback from 500 business and reflecting over this and making sense of it. They are now working through phase two – product thinking. There is product A & B, most business’ will default to product A. Product B is more for business’ who already demonstrate and have strong H&S practices in place. Follow this link for more information https://www.shapeyouracc.co.nz/ The final product will be released in April 2019. There will be a trial period and once this is completed it will be rolled out across the whole country.</p>	

5. Worksafe

Item	Action
<p>a) Refer to email from John. Information about new website and social media. Also talk about the new hazardous substances regulations.</p>	

6. General Business

Item	Action
<p>a) There were discussions around the table about sick days, clothing, promotion of staying safe over the break and drug testing.</p> <p>b) Site Safe now have a new office and training facility. This is at 67A Seddon Road. Most of the Waikato based Site Safe’s training will be conducted at these facilities. We are looking at holding the first meeting for the new year at these facilities. Proposed date is Friday 9th February 12.30pm however Dean will confirm.</p> <p>c) Hirepool will be making a presentation in the new year, giving clarification on duties of the PCBU when hiring out equipment.</p> <p>d) Today is Anna’s last day, she is going on maternity leave. We wish her all the very best in her new journey of motherhood. We will be welcoming Lisa in the new year as a representative from ACC.</p>	Dean

Meeting Close	1:30pm
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Next Meeting: Yet to be confirmed by Dean Wills is new Site Safe venue is available			
Meeting Number:	7 (number one for 2018)	Venue:	TBC – 67A Seddon Road
Date:	Friday 09 February	Time:	12:30pm
Chair:	Dean Wills	Minutes:	TBC