



Health, Safety & Wellbeing Deep Dive – Roding

12 May 2022

Today

- Due Diligence Requirements
- Site Visit
- Nature of Operations
- Worker Representation (Health and Safety Representatives)
- Key Risks for the Roding Team
- Questions

Your Due Diligence Obligations

- Acquire and update knowledge of health and safety matters
- Gain an understanding of the operations carried out by the organisation and the hazards and risks generally associated with those operations
- Ensure the Council has, and uses, appropriate resources and processes to eliminate or minimise those risks
- Ensure the Council has appropriate processes for receiving and considering information about incidents, hazards and risks and for responding to that information in a timely way
- Ensure there are processes for complying with any duty and that these are implemented
- Verify that these resources and processes are in place and being used

Site Visit – 9 May 2022



Roading Operations



Health and Safety Representative



Robert Rose



Martin Skinner



Health, Safety & Wellbeing: Key Risks for Roding

September 2020



Driving

- Leave in plenty of time
- Drive to the conditions
- Know the location you're headed and any risks associated with the site
- Use hands-free calling
- Keep the vehicle in good condition
- Obey all road rules
- Keep your eyes on the road
- Let your family know when you're expected back, and if you're running late
- Share the driving where possible
- Undertake driver training



Heavy Machinery

- Get the contractor to provide a site induction
- Wear correct PPE
- Use a spotter when required
- Discuss machinery at toolbox meetings
- Audit contractors and make sure heavy machinery is up to scratch



Confrontations

- Check the Risky Situations register
- Work in pairs
- Use empathy and de-escalation techniques
- Undertake "dealing with difficult situations" training
- Use team discussions and debriefs
- Build mental health resilience
- Access support (including Vitae on 0508 664 981) post-event



Stress/Burnout

- Know your own stress levels and triggers
- Have good sleep, diet and exercise patterns
- Keep realistic hours of work
- Communicate your workload issues early with your team and manager
- Take annual leave regularly throughout the year
- Build and rebuild mental resilience: go fishing, walk in the bush, hang out with your kids
- Access independent, confidential counselling via Vitae (0508 664 981)



Chemical Exposure

- Ensure all contractors are pre-qualified before undertaking work on Council's behalf
- Ensure the contractor has the specific training/qualifications required for each assignment
- Ensure there are clear work instructions
- Ensure site inductions, risk assessments and audits take place
- Keep in regular contact with the contractor throughout the project
- Conduct a post-assignment review that includes H&S

Driving

Risk Rating: **Extreme**

Potential causes of something going wrong	Current Controls	Actions underway or under consideration
<ul style="list-style-type: none">• Fatigue• Distractions• Difficult terrain• Off-road driving• Time pressure• Vehicle condition or failure• Weather conditions• Drugs and alcohol• Quality of driving	<ul style="list-style-type: none">• Drive to the conditions• Hands-free calling• Vehicle maintenance• Obey road rules• Driver training• E-roads• Use of 5-star safety vehicles• Random Drug and alcohol testing• Workers who have been on call get a break• Keep hydrated	<ul style="list-style-type: none">• Consideration: E-roads satellite upgrade. This will be looked at later in 2022.

Heavy Machinery

Risk Rating: **Low**

Potential causes of something going wrong	Current Controls	Actions underway or under consideration
<ul style="list-style-type: none">• Lack of attention• No spotter• No sound when moving• Poor visibility• Blind spot• Lack of training• No induction• No reversing camera• Contractors systems not up to scratch	<ul style="list-style-type: none">• Spotter• Well maintained vehicles• Reversing camera• Up to date systems• PPE• Training / Inductions• Toolbox meetings• Auditing of contractors• Prequalification	

Confrontations

Risk Rating: **Low**

Potential causes of something going wrong	Current Controls	Actions underway or under consideration
<ul style="list-style-type: none">• Stress• Anger• Previous bad experience• Dislike of Council• Mental health• Misunderstanding• Letters or other documents• Inconvenience of roadworks	<ul style="list-style-type: none">• Discussion and Listening• Keeping calm• Physical distance• Following through on what we say• Try and help the person	

Stress / Burnout

Risk Rating: **Low**

Potential causes of something going wrong	Current Controls	Actions underway or under consideration
<ul style="list-style-type: none">• High workload• Lack of sleep• Feel opinion is not valued• Home stress• Financial stress• Illness• Mental health• Bullying	<ul style="list-style-type: none">• Better job design• Using Annual Leave• Supportive environment and culture• Policies to deal with bullying• Financial guidance available• My Everyday Wellbeing resource	<ul style="list-style-type: none">• Move to 5 weeks annual leave

Chemical Exposure

Risk Rating: **Low**

Potential causes of something going wrong	Current Controls	Actions underway or under consideration
<ul style="list-style-type: none">• Container failure• Crash event• Environmental contamination• Lack of training• Malicious activity	<ul style="list-style-type: none">• Training• Physical controls / barriers• PPE• Containment• Limiting operating window• Risk assessment• Safety Data Sheets	

Strategic Activity Plan Update

Goal	Status	Comments
1. Improve risk management processes	Good progress	Risk Register update complete, just waiting on the Jarvis upgrade later this calendar year so we can move the information into Jarvis with workflows in place, including checking of controls.
2. Improve contractor management processes	Complete	SiteWise Contractor Prequal in place and working well with positive feedback from contractors.
3. Create a mental health framework	Good progress	MDC has become a member of Diversity Works NZ. Starting to connect with other local organisations who are on this journey.
4. Create a H&S recognition process	Complete	New process working well, with good feedback.
5. Establish remote worker policy and practices	Complete	Get Home Safe in place and the People Safety Monitoring policy too. This will be reviewed later this calendar year.

Strategic Activity Plan Update

Goal	Status	Comments
6. Establish a PPE register and process	Complete	Automated Jarvis register and process established.
7. Establish a training/competency matrix and process	Good progress	Matrix complete. Awaiting Jarvis upgrade before we can make this a digital process.
8. Establish a health monitoring process	Good progress	Matrix complete. Awaiting Jarvis upgrade before we can make this a digital process.
9. Improve incident management	Yet to start	Actions are set to get underway in the 2021-22 year.
10. Improve H&S communication with RDC shared services staff	Underway	A number of RDC and MDC Health and Safety Reps have met and come up with an initial idea to create some flowcharts for shared service staff to clarify processes. Beginning with incident reporting and how to request new PPE. Good to get some progress on this goal.

Questions?