

## Health and Safety Report

<b>Document Author(s)</b>	Peter Attwood, Health and Safety Advisor
<b>Reviewer(s)</b>	Carl Gosbee, Director Corporate Services
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### Strategy Direction

An interim Policy is in place for Panuku Development Auckland and this will be reviewed over the next few months.

The Health and Safety at Work Act will come into effect on 4 April 2016.

Board Directors and Officers have a positive duty of due diligence which requires them to “take all reasonable steps” to ensure that the PCBU (Person Conducting a Business or Undertaking – this will generally be the company or the employing organisation), is fulfilling the organisation’s obligations under the law.

For directors, the duties will be similar to the discipline they have traditionally applied to managing financial risk and will include:

- Maintaining an up-to-date knowledge of workplace health and safety matters, including the legislation;
- Ensure Panuku has in place an appropriate Health and Safety Strategy, an embedded culture, and associated systems and processes for effective identification, reporting and management of health and safety requirements;
- Understanding the nature of the operations of the business and any associated risks and hazards;
- Ensuring and verifying that the PCBU has access to, and uses, the resources, information and processes needed to eliminate or – if elimination is not possible – to minimise safety risks.

It is an appropriate time to consider the establishment of a health and safety Working Group to complete the implementation of the key elements of health and safety for the organisation as proposed in the Direction Setting Paper: Health and Safety;

*“Establish a Working Group with Directors, Senior Leadership Team members, and a Health and Safety advisor to review the requirements for Health and Safety Policy, Governance Policy, Health and Safety Strategy, Manual (process document), and reporting.”*

Consider the need for formal Board training/workshop in terms of the legislation change and the impact this has on the organisation and the understanding/knowledge that Board Directors have received in the induction processes to date.

### Audit Review and Report

#### Construction

Pakenham-Madden Street - regular site visits and audits are being completed. A review of the incidents to date was completed during the audit and a summary of incidents included in this report. The contractor is maintaining a good standard of health and safety with the last audit attaining 94%.

Wynyard Central Development Projects - A contractor health and safety walk was completed with 2 of the contractors. This was to familiarise the contractors with local hazards. The safety plans for each of the

projects have been submitted and will be reviewed for consistency with Panuku requirements. Quarterly site audits have been programmed.

Silo 7 remediation works - the contractor safety plan has been reviewed and regular site visits are being completed. There have been no issues to date and the site is well managed.

Other construction works - health and safety activity for the other current development projects (Hobsonville, Papatoetoe, and Ormiston) will be considered over the next month and reporting will be included in the next monthly report.

## **Events**

Auckland on Water Boat Show - regular safety walks were completed during the event, there were no significant issues.

Westhaven Open Day - a safety plan was produced and implemented.

Planning for the summer events is in progress - Bike the Bridge, Harbour Crossing Auckland Marathon, Art Week.

## **Property**

A review of the current status of health and safety activity across the owned-property portfolio is being completed. There is currently a process in place to assess the risks associated with each property and this information is being used to inform maintenance works. Metrics will be developed to allow for informed reporting on the key risks and the status of the risk assessments.

## **Managed Portfolio**

Similarly for the Managed Portfolio, some work has been completed around hazard and risk management and this will now be reviewed and developed further.

## **Marinas**

A review of health and safety processes in the marina is planned for contractor management and staff health and safety systems with consideration of the new Act.

## **Training**

No activity this month

## **Incident Management and Reporting**

The incident reporting for ACPL and WA is currently being rationalised and data combined - full incident data will be included in the next report. The reporting into the Council Vault system has not been fully implemented and therefore it is not clear at this stage that all data is being captured. This will be corrected over the next month.

## **Update of progress on the annual health and safety plan**

No activity this month

## **Participation in Auckland Council health and safety activities (Policy reviews etc).**

No activity this month

## **Update on hazard and risk management**

A risk register is being developed to combine the risks/hazards from ACPL and WA. This will be completed over the next month or so.

## Emergency planning

An evacuation plan for 11 Westhaven Drive is in place with all new staff receiving information on the plan. A practice of the plan was completed in September.

An emergency planning workshop for the Wynyard Quarter (Project Susi) is to be completed in October. The workshop includes Stakeholders from the Quarter being involved in a desktop emergency evacuation to test the overarching evacuation plan and the individual business plans.

## Injury management

No activity this month

## Employee participation activity

An initial meeting of the interim health and safety committee has been held. Election of employee members to the committee will be completed in two or three months' time.

## Reports on any external audits and system reviews

No activity this month

## Contractor management

No activity this month

## Board health and safety activity completed in the period

No activity this month

## Incident Data

Note that the data may not be complete as it is not clear that all incidents are being entered into the system. A review of recording of incidents will be completed in the next month and the data will be updated.

Incident Type	Month
Fatalities	0
Lost Time Injury (LTI) Injury that prevents a worker returning to work for their next working day.	0
Restricted Work Injury incident where an employee can return to work but is only able to complete restricted/alternative duties.	0
Medical Treatment Injury that requires treatment by a physician or health care professional that is not considered first aid (broken bones etc).	0
First Aid Minor injury that is treated in the workplace; may also include an incident where a worker is taken to a doctor/clinic for minor procedure (minor cuts or tetanus shots etc).	1
No Treatment Incident where no treatment is required.	1
<b>Totals</b>	<b>2</b>

<b>Incident Type</b>	<b>Month</b>
Incident An event that results in property damage and no injury.	3
Near miss An event that given certain additional circumstances may have resulted in personal injury or property damage	5
<b>Total</b>	<b>8</b>

### **Madden Street project**

Services Strikes - four.

Near misses - five.

Incidents

1. Existing water main across Madden Street leaking, Watercare were called to repair, due to no one needing water, as buildings are to demolished, it was left off.
2. Excavating out the ducting trench around an existing piezometer, the weight of the concrete around the lid caused it to break the ducting.
3. Contractor caught the street light cable with bucket of excavator, Vector called to repair. Cable was drilled originally so no trench sign, but was marked on drawings. Cat scanner now permanently on site.

### **Silo 7**

No Incidents reported

### **Public areas**

A fall from a bike has been reported on the North Wharf (first aid incident). This continues to be an issue.

A member of the public has slipped and fallen on the timber decking by the Karanga Plaza - the timber has been cleaned. The architect for the area has been asked to investigate and advise.