

H & S Sector Group minutes, Tuesday 23 May 2017

Location: Auckland Council, Bledisloe House, 24 Wellesley Street, Auckland and by teleconference

Present:

David Lindsay	Thames-Coromandel District Council
Greg Dearsly	First 4 Safety Ltd
Guy Smith	Waste Management NZ Ltd
Jason Harvey	Smart Environmental Ltd
Robyn Vallom (Chair)	EnviroNZ Ltd

In attendance: Nic Quilty (Facilitator) WasteMINZ

Apologies:

Dominic Salmon	3R Group
Rick Barber	New Zealand Transport Agency
Warwick Jaine	Auckland Council

1. Meeting open, apologies and agenda

- The meeting began at 1.05pm
- Apologies from Dominic Salmon, Rick Barber and Warwick Jaine

2. Previous minutes of 21 February 2017 – accepted?

Resolution: That the Steering Committee receives and approves the previous minutes.

Moved: Robyn Vallom Seconded: Guy Smith Carried: Unanimously

3. Actions arising out of minutes from 21 February 2017 meeting

- Status of the action points from the previous meeting (outlined below).

Date raised	Action	Deadline	Allocated to	Status
21 Feb 17	Contact Greencap and ask for more detailed information on the asbestos training they are providing and advise the Steering Committee. Further information: <ul style="list-style-type: none"> • Greencap deliver Class A Asbestos Removalist courses, they are not waste awareness courses. 	27 Feb 17	Nic	Completed. See further info on left hand side.
21 Feb 17	Contact WorkSafe to find out when the approved method for handling asbestos is going out for consultation and advise the Steering Committee	23 Feb 17	Nic	Completed
21 Feb 17	Send the first draft of the strategic plan to the Steering Committee for their comment	24 Feb 17	Nic	Completed
22 Feb 17	Review the 'Health and Safety Strategy for the Solid Waste and Resource Recovery Sector' and identify whether any of the information is included in other WasteMINZ's documents and/or website. If it's not, discuss with Paul whether this information should be on the Sector Group's page on the WasteMINZ's website	3 Mar 17	Nic	Completed
21 Feb 17	Finalise the strategic plan	10 Mar 17	Steering Committee & Nic	Completed
21 Feb 17	Find the Google Alert that referred to WorkSafe advising the grace period was over for the legislation and forward to the Steering Committee. Further information: <ul style="list-style-type: none"> • It was an opinion piece (which Greg read out at the meeting), not an official WorkSafe media release. 	3 Mar 17	Greg	Completed. See further information on left hand side.
21 Feb 17	Set up a meeting for the working group to review the KCTL Train the Trainer Workshop content	7 Mar 17	Nic	Completed
21 Feb 17	Forward the measures and definitions from the 2013 Injury Portal Pilot project to the working group, as background information.	24 Feb 17	Nic	Completed
21 Feb 17	Give Nic the contact details of the EnviroNZ representative for the asbestos consultation working group	24 Feb 17	Robyn	Completed
21 Feb 17	Give Nic the contact details of the Waste Management NZ representative for the asbestos consultation working group	24 Feb 17	Guy	Completed
21 Feb 17	Give Nic the contact details of the Waitakere Transfer Station representative for the asbestos consultation working group	24 Feb 17	Warwick	Completed

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21 Feb 17	Form the working group for the asbestos consultation	28 Feb 17	Nic	Completed
21 Feb 17	Talk to 3R about lithium batteries being a priority product and a product stewardship scheme	3 Mar 17	Nic	Completed
21 Feb 17	Find out whether there is any guidance on handling methamphetamine contaminated items and forward to Nic	3 Mar 17	Greg	Completed
21 Feb 17	Forward methamphetamine research to the Steering Committee and to the TA Forum	3 Mar 17	Nic	Completed
30 Mar 17	Discuss potential H & S keynotes at the conference with Paul Evans; new WorkSafe NZ CEO, Nicole Rosie and SWANA's CEO, David Biderman. Further information: <ul style="list-style-type: none"> Nic will discuss with Paul on Friday. Greg and Paul are teleconferencing with Greg Biderman this week and will ask him if he is interested in being a keynote at the conference. 	26 Apr 16	Nic Quilty	Not completed. Further information on left hand side.
30 May 17	Speak to Paul Evans about a master class and the proposed topics i.e. health, fatigue, manual handling, biological issues, nutrition, aged workforce, health and safety representatives under the HSWA, employee engagement, how do you translate what's in HSWA into your workplace? Further information: <ul style="list-style-type: none"> Nic will discuss with Paul on Friday. Robyn: Fatigue, nutrition and aged workforce related to one another. Manual handling has been presented on at numerous WasteMINZ conferences. Guy: Employee engagement is the biggest section of the Health and Safety at Work Act and this would be the most interesting. How do you engage with people at the coalface; e.g. the driver of the waste vehicle? Robyn: Would need to have a more exciting title than employee engagement. 	26 Apr 16	Nic Quilty	Not completed. Further information on left hand side.
30 May 17	Populate the work plan with the feedback from today's teleconference and distribute to the Steering Committee	3 Apr 16	Nic Quilty	Completed

4. H & S at Work Act and regulations

- No new updates.

5. Industry safety and engagement with WorkSafe

- Nic:

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- Paul Evans, myself, Robyn, Greg, Gary Saunders (EnviroNZ), David Howie (Waste Management) and Grahame Christian (Smart Environmental) are meeting tomorrow to discuss how best to proactively engage with WorkSafe.
- I would like to table the Steering Committee's discussion on this issue at tomorrow's meeting.
- Feedback from Steering Committee:
 - WorkSafe will look at whether there is guidance in place for the industry on big issues.
 - We need to be regularly reviewing the guidance that we have produced and identifying where the gaps are and show that we are doing this.
 - One of the issues this industry faces is drivers are driving from the left hand side of the vehicle. What guidance is out there for drivers managing from the left?
 - We need to be on the front foot, otherwise WorkSafe will step in and set up guidance, which we will be forced to follow.
 - We are in fact a transport and logistics industry and we need to treat the industry as such.
 - There needs to be more collaboration within the industry in regard to managing risk with operations and methodologies. That comes back to safety alerts; highlighting the good things we are doing out there or trying to do. Being able to do that would be a step change for all of us.
 - We need to learn from the accidents/fatalities, discussions need to be had around these to identify what the learnings are and we need to circulate these learnings.
 - We should share safety issues and there should be collaboration by industry players in regard to safety issues.
- Robyn will table the above feedback at tomorrow's meeting.

6. Kerbside Collection Traffic Leader (KCTL) Train the Trainer Workshop - update

- Nic: NZTA held a workshop for EnviroNZ staff on 22 May and are holding a workshop for Waste Management staff today. I'll catch up with Neil Greaves (NZTA contractor, who is running the workshops) to see if Neil would like me to email the other waste operators in WasteMINZ's membership and gauge whether there is an appetite for another workshop.
- Will smaller companies have the funds to put their people through these workshops and pay for the pre-requisites to become KCTL trainers?

- Nic: At the Steering Committee's teleconference on 31 January 2017, the Steering Committee agreed that a person who is attending the KCTL Train the Trainers workshop would need to have internal operational industry knowledge (the organisation who was putting this person forward for the workshop would assess this) and the following qualifications as prerequisites:
 - TC basic
 - STMS Level 1
 - US 4098
 - US 11281
 - US 18203
- Guy: Neil Greaves advised that the NZTA only require workshop attendees to have SMTS Level 1.
- The Steering Committee asked who would police the KCTL trainers to make sure they have the Steering Committee's pre-requisites.
- Nic: I will send an email to the KCTL Train the Trainers Working Group posing this question. It is likely that it can't be policed.

7. Benchmarking H & S data - update

- Nic:
 - The working group had a meeting this morning, which Francois Barton, from the Business Leaders' Health and Safety Forum attended. Francois went through the Forum's experiences with their benchmarking project (which has been up and running for some time now).
 - The working group will do one further review of the measures and definitions (that are based on OSHA's).
 - WasteMINZ will source three data analysts and request proposals, which will set out their proposed collection method, how they will keep the data confidential and the level of analysis. Confidentiality is paramount in this project, which is why a third party will be appointed.
 - A 12 month trial will then commence with the working group's participants entering their organisations' data into the software that is provided by the appointed data analyst.

8. Guidance on managing asbestos at RTSs, RRP's and disposal facilities - update

- Nic: The asbestos working group is having a workshop on 8 June to develop a nationwide methodology for managing asbestos at refuse transfer stations and Disposal Facilities. We will then submit this to WorkSafe for their review.

- Robyn: All working group members should bring their SOPs from their refuse transfer stations and landfills (which should include collection, transport and health surveillance).
- Guy: Advisors from WorkSafe are interpreting the Act in different ways from each other. Contact Paul Molloy to let him know what the working group is doing.
- David: Paul Molloy's background is in waste management in the UK through the environment agency.
- Greg: In a couple of weeks' time I will be attending a northern region WorkSafe meeting (representing NZISM).

9. Mobiles and lithium batteries

- Nic:
 - 17 March: I contacted Adele Rose, from 3R Group, asking if anyone from the battery industry has approached 3R about the safe disposal of lithium batteries and advising that some of the Steering Committee have noted they are having a number of fires at landfills, transfer stations and on the back of trucks because of these batteries. Adele advised no-one had alerted them to this and I told her I would do some more research and keep her posted.
 - 24 March: I emailed Adele to advise that EnviroNZ are having some problems, Waste Management are doing further investigations, and two of the other committee members said that there had been a few fires, but they couldn't be sure that they were caused by the lithium batteries. The New Zealand Fire service also released a safety alert recently on this issue, which Guy forwarded me, and I sent this to Adele as well. I will forward it to the Steering Committee as well.
 - David forwarded me an article from letsrecycle.com, which notes that the HSE is urging the public to use battery recycling points to dispose of batteries in the wake of fires in household waste and recycling collection vehicles.
 - itrecycla take Lithium Ion batteries, however they will only take them at their Wellington Branch.
 - EnviroNZ has been speaking to Peter Wilding from the NZ Fire Service, Fire Research and Investigation unit about lithium ion batteries causing fires in transfer stations. Peter has been speaking to Miles Boomfield from WorkSafe New Zealand's high hazards unit and advised him of the hazards of lithium ion batteries in the waste stream. His intention is to drive a public information campaign, highlighting the dangers around throwing away mobile devices and not removing the battery.
 - I am going to give Peter Wilding, from the New Zealand Fire Service a ring, as EnviroNZ noted that they were doing further work. I am also going to contact Miles Boomfield from WorkSafe, as EnviroNZ advised they have been doing some work as well.

- Feedback from Steering Committee:
 - The cost to recycling the batteries is huge. The cost to recycle the batteries is four times what the battery is worth.
 - We need answers sooner rather than later.
 - Our biggest risk is at the landfills.
 - We need councils on board to assist in education and drive it.
 - The public education campaign is second to the NZ Fire Service putting pressure on the phone companies to come up with an answer.
 - Ideally, the retailers would take the batteries back.

10. Cyclists and cycle lanes

- Nic:
 - I facilitated a meeting with Richard Doubtfire, Guy, NZTA, Auckland Transport, Auckland Council, Cycling Action Network and Cycling New Zealand on 26 April to talk about waste collectors' issues with cyclists and cycle ways.
 - Guy, Richard and I will meet in the next few weeks to prepare some guidance in this area. It will then go to NZTA for review.
- Feedback from the Steering Committee:
 - Tuk Tuks are also causing problems as they can go the roads or pavements and they predominantly work at night.
 - Councils and Auckland Transport also need to be on board.
 - Isn't a law about to be enacted whereby people can ride their bikes on footpaths?
 - When Auckland Transport design cycle ways, they need to contact councils and waste collection contractors in the very early stages of the design.

11. General business

- Lone workers:
 - One of our team, an owner driver, was collecting rubbish at night and a person from the public asked him if he needed help. He said no, and our team member was then attacked by that person. The attacker then ran off and broke his leg. We need lone worker solutions.
 - We've been working on solutions.

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- Operators need to define which activities are remote and isolated. We've had some issues with homeless people in the CBD and we will not remove homeless people's rubbish unless security guards are present.
- We've seen an increase in negative behaviour by members of the public in some areas. That is pushing us to engage with local authorities to work out what else we need to do in our business; it's around where that risk is in your business and there is certainly enough technology out there.
- If you look at some of the words behind the legislation, it talks about appropriate communication. It's a legislated risk that must be managed. Are mobiles enough?
- There are increased incidents because of increased homelessness, increased use of drugs and alcohol is easily accessible. The seriousness of assaults is also increasing.
- Bioaerosols fact sheet:
 - The working group should have liaised with this Steering Committee, before the fact sheet was finalised.

12. Next meeting

- Tuesday, 22 August 2017.

Action items from this meeting:

Date raised	Action Point	Deadline	Allocated to
21 Feb 17	Discuss potential H & S keynotes at the conference with Paul Evans; new WorkSafe NZ CEO, Nicole Rosie and SWANA's CEO, David Biderman	26 May 17	Nic
23 May 17	Teleconference with SWANA's CEO, David Biderman and ask him if he is interested in being a keynote at the WasteMINZ conference	26 May 17	Greg & Paul Evans
23 May 17	Discuss potential 90 minute H & S master class at the conference on employee engagement (how do you engage with people at the coalface; e.g. the driver of the waste vehicle?) with Paul Evans	26 May 17	Nic
23 May 17	Table the Steering Committee's feedback on industry safety and engagement with WorkSafe at tomorrow's meeting	24 May 17	Robyn
23 May 17	Ask Neil Greaves (NZTA contractor, who is running the KCTL Train the Trainer workshops) to see if Neil would like me to email the other waste operators in WasteMINZ's membership and gauge whether there is an appetite for further workshops	26 May 17	Nic
23 May 17	Send an email to the H & S Sector Group Steering Committee and the KCTL Train the Trainers Working Group asking who would police the KCTL Trainers to check that they have the Steering Committee's pre-requisites of TC basic,	26 May 17	Nic

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Date raised	Action Point	Deadline	Allocated to
	STMS Level 1, US 4098, US 11281 and US 18203		
23 May 17	Do one further review of the measures and definitions for the benchmarking project	2 Jun 17	Benchmarking working group
23 May 17	Source three data analysts and request proposals for the data collection and analyse, which will set out their proposed collection method, how they will keep the data confidential and the level of analysis	30 Jun 17	Nic
23 May 17	Contact Paul Malloy at WorkSafe and advise that the asbestos working group is having a workshop on 8 June to develop a nationwide methodology for managing asbestos at refuse transfer stations and Disposal Facilities. We will then submit this to WorkSafe for their review	26 May 17	Nic
23 May 17	Ask the national methodology for asbestos working group members to bring their SOPs from their refuse transfer stations and landfills (which should include collection, transport and health surveillance).	2 Jun 17	Nic
23 May 17	Forward the NZ Fire Service's safety alert on lithium polymer batteries to the Steering Committee	26 May 17	Nic
23 May 17	Contact Peter Wilding, from the New Zealand Fire Service to discuss the public campaign they are apparently commencing	30 May 17	Nic
23 May 17	Once Peter Wilding has been spoken to, contact Miles Boomfield from WorkSafe to discuss work they are doing in this area	2 Jun 17	Nic

Meeting closed at 2.30pm