

Workplace Safety and Wellbeing

TO Audit and Risk Committee
FROM Raymond Kelly – Health & Safety Advisor
DATE 31 October 2018
SUBJECT **Workplace Safety and Wellbeing**

1 Purpose of Report

To provide information to the Audit and Risk Committee regarding the management of health and safety risk at Thames-Coromandel District Council (TCDC) in line with the Health and Safety at Work Act 2015 (Act).

2 Background

For the purposes of the Health and Safety at Work Act 2015 (Act), TCDC is regarded as a Person Conducting a Business or Undertaking (PCBU).

TCDC's Elected Members (Councillors) are defined as "Officers" of TCDC under Section 18 of the Act. Officers must exercise due diligence (maintain an understanding of the operations of the business) in order to ensure that TCDC meets its duties to its workers, and people in its workplaces.

3 Issue

This report updates on TCDC's performance regarding the management of its top five risks, which are:

- Contractor Management
- Employee driving
- Working in isolation
- Working with public and animals
- Manual handling

4 Discussion

Contractor Management is one of TCDC's top risks, and all activity related risk which is managed by contracted PCBUs forms part of that risk.

TCDC engages contractors to undertake management of the following operations:

- 3 Waters
- Community Facilities
- Solid Waste
- Roading

The risks that are associated with these activities are managed by each group, in conjunction with the contractors responsible for the delivery of service. The external contractors are also considered, under the legislation, to be a PCBU. This joint management is coordinated by the staff member responsible for managing the contract or activity. This approach allows TCDC and the contracted PCBU to meet obligations relating to Shared Duties as prescribed by the Act.

SafePlus Findings and Recommendations Report

Mr John Dury, a health and safety consultant from the Employers and Manufacturing Association was commissioned to conduct an evaluative and behaviour-based assessment focused on:

- People
- Behaviours
- Culture
- Attitudes
- Systems
- Resources
- Practices
- Values

This Audit report is currently under review by the Health and Safety Advisor and Leadership Team.

The review findings will form the basis of the TCDC Health and Safety objectives for 2018 - 2019. The objectives will be tabled at the next Leadership team meeting for consideration. A summary of the findings and objectives will be included in the next report to the Audit and Risk Committee.

5 Suggested Resolution(s)

That the Audit and Risk Committee:

1. Receives the report.

References-Tabled/Agenda Attachments

Attachment A *Workplace Safety and Wellbeing Report - Audit and Risk September-October 2018*

Attachment A - Workplace Safety and Wellbeing