Risk tolerant or risk aware ?

Worksafe Reps

Health and Safety –key weaknesses

- **Poor worker engagement**
- **Inadequate leadership**
- **Risk tolerant culture**

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Health and Safety-What do we need to do?

- **Manage the risk**
- **Provide leadership**
- **Enable, support & encourage worker engagement, participation and representation**

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Health and Safety-It is about:

- **Learning from what goes right**
- **Not focusing on what goes wrong**
- **Not about the absence of incidents**

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Key definitions of the Health and Safety at Work Act (2015)

- **PCBU** - person conducting a business or undertaking
- **Officers** - exercise significant influence over the whole of the organisation
- **Worker** - anyone doing work
- **Others** - are not a worker, officer or a PCBU

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Primary duty of care

The PCBU is to ensure, so far as reasonable practicable, the H&S of their workers and those who are influenced by their decisions

- The PCBU will be the entity unless it is a sole trader or self employed person

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Engagement, Participation & Representation – Part 3 of the Health and Safety Act 2015

PCBU to allow workers to:

- Express views
- Raise H&S issues
- Contribute to decisions
- Have their views taken into account
- Elect H&S Reps, whose role is to act and speak on their behalf
- Form workgroups from which the Rep is elected

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The Basics

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Health and Safety Representatives (HSR)

HSRs can:

- **Represent workers**
- **Promote the interests of workers in the work group**
- **Provide feedback to the PCBU**
- **Inquire into risks, investigate complaints**
- **Stop unsafe work**
- **Monitor measures taken by the PCBU**
- **Make recommendations**
- **Issue PIN's**
- **Direct workers to "Cease work"**

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Health and Safety-Risk Management

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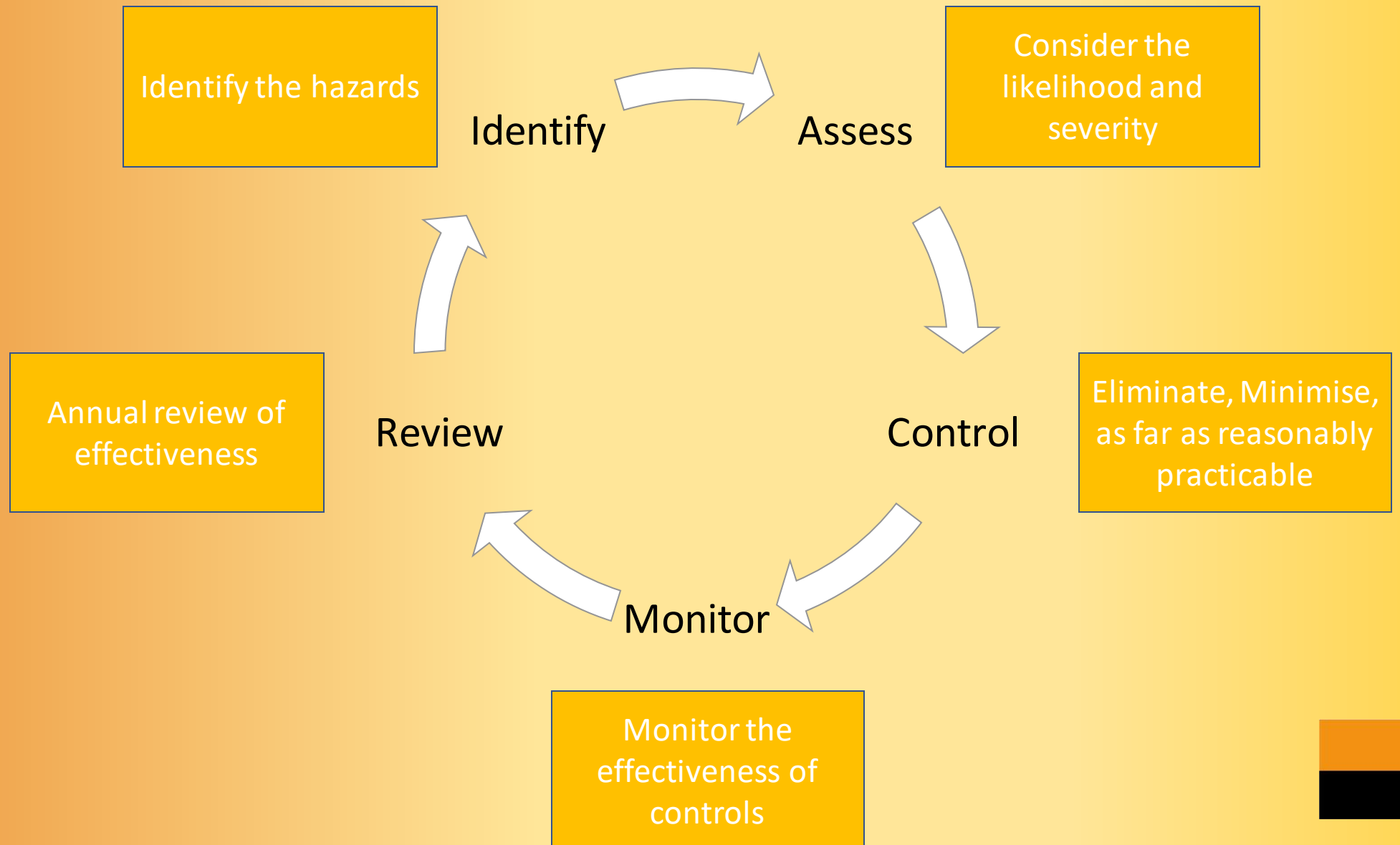
The Risk Management cycle



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Risk Matrix

Severity

Likelihood

	Minor 1	Moderate 2	Serious 3	Major 4	Catastrophic 5
Almost Certain 5	Moderate 5	Moderate 10	High 15	Extreme 20	Extreme 25
Likely 4	Moderate 4	Moderate 8	High 12	High 16	Extreme 20
Possible 3	Low 3	Moderate 6	Moderate 9	High 12	High 15
Unlikely 2	Low 2	Moderate 4	Moderate 6	Moderate 8	Moderate 10
Remote 1	Low 1	Low 2	Low 3	Moderate 4	Moderate 5

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Risk level and recommended action

Low ***1-3***	• Work can proceed with controls in place and monitored. • However, continue with risk reduction until the cost is grossly disproportionate.
Moderate ***4-10***	• Risk must be reviewed and managed with controls – existing controls are not managing the risk to an acceptable level.
High ***11-19***	• Unacceptable risk under existing conditions requires immediate action to eliminate or minimise risk so far as is reasonably practicable. This can include stopping work immediately until the risk is brought down an acceptable level.
Extreme ***20-25***	• Immediate action required to control the risk, regardless of cost. • Work must cease until the risk is controlled.

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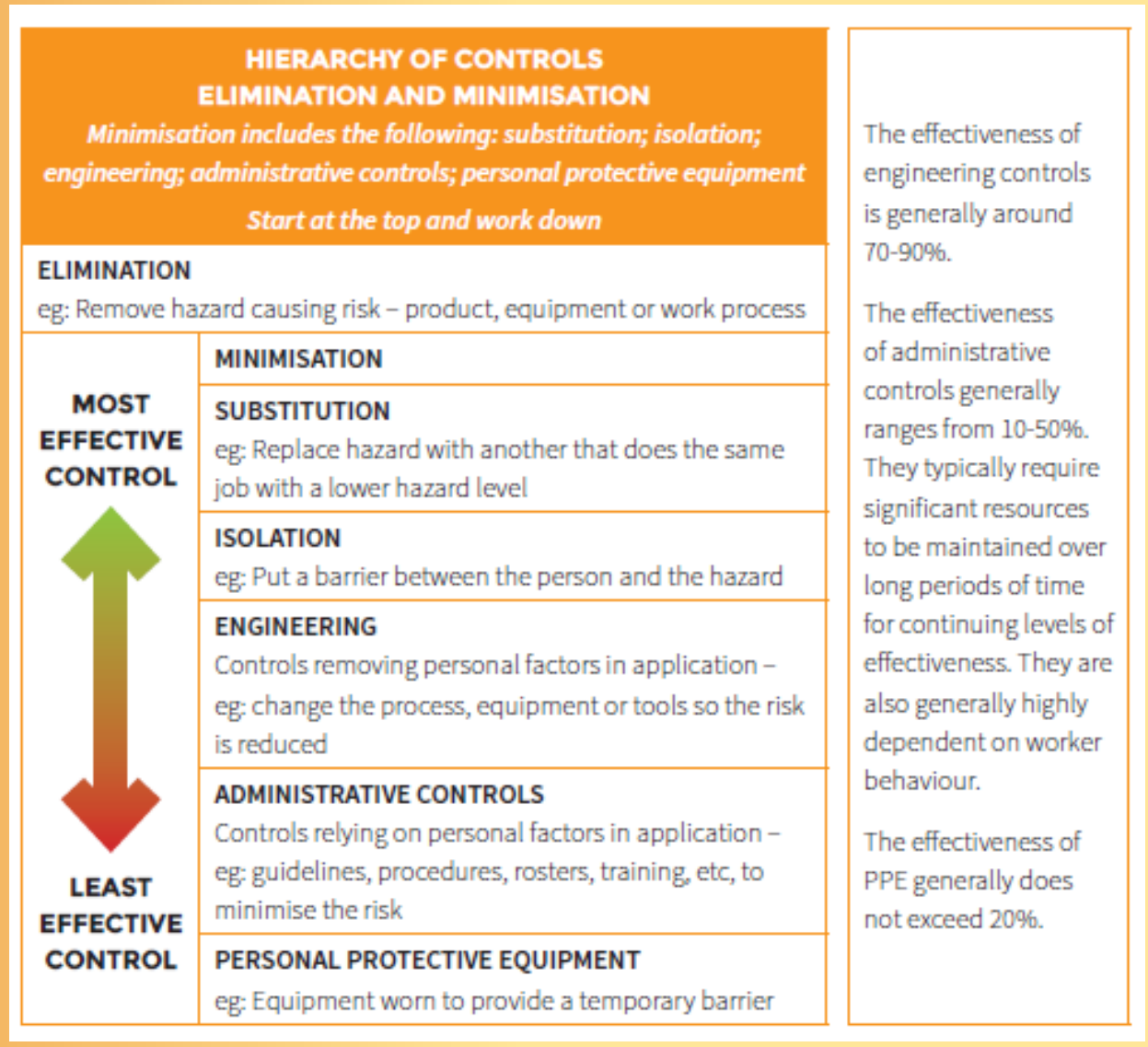
Hierarchy of Controls



HIERARCHY OF CONTROLS
ELIMINATION AND MINIMISATION

Minimisation includes the following: substitution; isolation; engineering; administrative controls; personal protective equipment

Start at the top and work down

ELIMINATION
eg: Remove hazard causing risk – product, equipment or work process

MINIMISATION

MOST EFFECTIVE CONTROL

SUBSTITUTION
eg: Replace hazard with another that does the same job with a lower hazard level

ISOLATION
eg: Put a barrier between the person and the hazard

ENGINEERING
Controls removing personal factors in application – eg: change the process, equipment or tools so the risk is reduced

ADMINISTRATIVE CONTROLS
Controls relying on personal factors in application – eg: guidelines, procedures, rosters, training, etc, to minimise the risk

LEAST EFFECTIVE CONTROL

PERSONAL PROTECTIVE EQUIPMENT
eg: Equipment worn to provide a temporary barrier

The effectiveness of engineering controls is generally around 70-90%.

The effectiveness of administrative controls generally ranges from 10-50%. They typically require significant resources to be maintained over long periods of time for continuing levels of effectiveness. They are also generally highly dependent on worker behaviour.

The effectiveness of PPE generally does not exceed 20%.

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What are the health issues?

- **Identify the health hazards in the workplace**
  make sure they are on the hazard register and are managed as a risk
- **What can we do?**
- **Resource from the Business Leaders Forum**

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Resources

Duty holder review – WorkSafe NZ

SafePlus – developed by WorkSafe NZ

Business Leaders H&S Forum

Ministry of Education guide

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MINISTRY OF EDUCATION
TE TĀHUHU O TE MĀTAURANGA

HEALTH AND SAFETY AT WORK ACT 2015

A practical guide for boards of trustees and school leaders

NZSTA

This document outlines the following:

- An introduction to the Health and Safety at Work Act 2015
- Roles and responsibilities of the board and leaders of the school
- Guidelines on good practice and implementing changes

March 2016

Health and Safety Training

- WorksafeReps is owned and operated by the Workers' Education Trust, established by the PPTA, PSA, RMTU, NZNO, DWU and the NZCTU to **provide education courses in health and safety at work.**
- To book a course, or for more information:
- **www.worksafereps.co.nz**
- **0800 336 966**

Kaimahi Mātauranga
WORKERS' EDUCATION TRUST

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