

# DRAFT MINUTES – CNIWC FOREST OPERATIONS HEALTH AND SAFETY FORUM

Tuesday 27 May 2025, 8.30 – 11:42; Room WPW105&106 Waipa Campus  
TITC & MS Teams

<p><b>0. Welcome – Vaughn Warner</b></p>
<p><b>1. Apologies</b> Mike Collins, Claude Hendrikse, John Lowe, Glen Coleman, Mandie Skippis Leesa Haimona, Rowan Struthers, Nic Steens, Rowan Struthers, Rawiri White <b>Attendance: Waipa</b> Vaughn Warner (Chair), Gordon Acres (Minutes), Damita Mita, Shane Perrett, Min Tobenhouse, Ange Hay, Mark Preece, Andy Warren, Veronica McDonald, Gina Boreham, Evan Rarere <b>Attendance: MS Teams</b> Joe Akari, Christine Ewart, Dave Butler <b>New attendees Introductions:</b> Sue McMaster - Strategic Partner, ACC</p>
<p><b>2. Adoption of previous minutes of 25 February 2024</b> <b>Moved:</b> Damita      <b>Seconder:</b> Min</p>
<p><b>3. Matters arising from minutes:</b></p> <ul style="list-style-type: none"><li>• Action 1: WorkSafe to show their dashboard reports at the next meeting – see. <b>Appendix 1 2025Q4 Forestry engagement presentation</b></li><li>• Action 2: WorkSafe update on ACOP progress – provided by Dave – no real progress yet. <b>Appendix 1</b></li><li>• Action 3: Christine to send draft for comment – See <b>Appendix 2: Forestry Fees Free Waiver Flyer May 2025</b></li><li>• Action 4: Vaughn to present on Timberland’s Ltd security, vehicle camera and automated vehicle recognition system – Evan Rarere to present</li></ul>
<p><b>4. Working Group Updates:</b></p> <ul style="list-style-type: none"><li>• No Working Groups - Challenge from Vaughn to establish working groups.</li></ul>
<p><b>5. Health &amp; Safety Standard Updates</b> <b><u>FICA update (Rowan Struthers)</u></b></p> <ul style="list-style-type: none"><li>• FICA Absent</li></ul> <p><b><u>Update on WorkSafe activity, concerns, trends, statistics, (Dave Butler)</u></b></p> <ul style="list-style-type: none"><li>• WorkSafe – See quarterly update Appendix 1 2025Q4 Forestry engagement presentation – 1 July 2024 to 31 April 2025</li><li>• Notifications – Andy – are these related? Many contractors fail to notify harvesting operations to WorkSafe are these statistics linked to the notifications? Lifting Trailers on units many incidents of breaking chains recently – WorkSafe working with maritime NZ as there is much activity at Ports. LTSC is doing good work – looking at upgrading</li></ul>

equipment like chains required, and competency of operators. Looking at a QR Code per trailer. Andy – industry all tarred by one brush – would like to know how many are positive/ok –

**ACTION 1: Dave Butler to look at data non notify vs notify of harvesting and relationship with notifications.**

#### **FISC/Safetree (Joe Akari)**

- Recent Northland fatality - initial findings are that the operator was not wearing the safety belt.
- FISC staffing – John Lowe left NZ as Diplomat – retained for data management Mark Preece on the Team now – focusing on certification. Francis Martin retired and replaced by Sonja Speedy.
- ACOP update – Sector Leads meeting today – a number of Workshops were held in March – a New ACOP draft was shared with opportunity for feedback, with public consultation completed on 17<sup>th</sup> April – 23 submissions with 434 items of feedback in the last phase – WorkSafe continuing with drafting. Date for signoff not yet confirmed – Improved education resources being developed to improve effectiveness of new ACOP. Minister Van Velden announced that future ACOP's would be industry led. Current process under different legislation – focus on PCBU but workers needed focus too. More principle based so “Shall” is not included. Only be enacted by 2026. Considering should ACOP be stalled or wait for new legislation?
- TAG group – tree falling ongoing – look up and live campaign – promoted in toolbox talks and decals produced for fallers.
- BPG tree falling – subgroup working on draft – Andy – practitioners on group? – Yes, Veronica and Vaughn on group.
- Thinning for value BPG – many copies distributed!
- Subgroup of OAG working on IRIS data – incident reports are being analysed and controls put in place, also discussed and now actively sharing these effective controls. **ACTION 2: Joe to develop PPT on IRIS data shared by Veronica.**
- ACC had a trial around recovery at work involving forestry transport and wood processing. Key outcome was presentation by Dr Sarah Gardner – working on a “Care Pass” digital process, a platform for use by GP to counteract limited advice given for “return to Work” (RTW). Working with College of GPs to start used this database – provides alternative duties – has led to a significant reduction in time off work. Wants a BOP trial to run so think about engaging with Dr Sarah **ACTION 3 All - If interested and can encourage contractors to be a part of ACC trial please contact Joe.**
- Vaughn – any info on new legislation? Joe is comfortable with WorkSafe activity around ACOP and response to feedback around feller observer not required, etc. Much depends on a proper risk assessment process being in place and used.
- Gina – Rowan's faller stats PPT was good – is everybody submitting incidents into IRIS – has there been an improvement? Joe – Yes and FICA received Wenita Forest funding to look at quality inputs to IRIS – represent 70% of current harvest. Remains a challenge to have all report into IRIS.
- FICA strategy reset in January, and one focus area is increasing engagement with sector – small players and regions with higher fatalities. No individual business data is provided by ACC. Joe – if there is a fatality and not reported to Iris then it should be added.

#### **Training & Education H&S (Christine Ewart/Gordon Acres)**

- Christine Ewart - Competenz – Staff changes in CNI region. Four account managers assigned to all companies. Jan on Part time – Cliff supporting learners. Talk to Christine for any queries or support required  
12-month apprentice programme - harvesting apprenticeship see timelines on **Appendix 2: Forestry Fees Free Waiver Flyer May 2025**

- Silviculture apprenticeship programme – decided after looking at makeup that it was not fit for purpose – in period in 2 to 2.5 years – was a thin to waste L3 programme and L4 planning and monitoring programme. Companies engaged with said this was not appropriate (a step too far for new employees). Not supporting targeted people – communications coming out next week to cover this. Hope to in future. support another silvicultural apprenticeship.
- Noted the reform of vocational education. Questions encouraged. By 1 January Competenz lifted and shifted to Industry Standard Boards (ISB) whilst industry are consulted with, to find out what a good PTE would look like.
- Gordon Acres – Toi Ohomai – No further changes to report.  
Another offering of the NZC in Workplace Health and Safety Practice L4 – Online will start on 11<sup>th</sup> June see **Appendix 3: 2025 H&S L4 June & Sept Offering Summary Info at 20250310** and **Appendix 4: NZ3534 2025 Timetable June Programme**. Contact Gordon if interested.

#### **Wood Council (Damita Mita)**

- Generation programme – working through changes – continued working with Level 3 programme – have 9 students on programme supported by Timberlands. Looking for support and placement to ensure operational skills. Based at Mokoia – some students from Tokoroa, Whakatane and Rotorua. Forestry Awards in October and starting sponsorship campaign. New award around innovation implementation. Changed some of the awards slightly – e.g. H&S management to H&S Leadership. Still have environmental groups operating – e.g., horizons – non-compliance from smaller operators – could be due to staffing and resourcing (cost) issues. Field days – will be having simulator as part of forestry hub. Claymark has an Enforceable Undertaking after accident – CNIWC will support these outcomes and the process, e.g., presentation at the next Forum Meeting in August. This is an opportunity to bring your HR staff to attend. Review of H&S Forum planned to gain some feedback to make the meeting more valuable.  
Showed Glens Cole’s Straw Document – members welcomed ideas. See **Appendix 5: GC CNI H&S Forum Improvement Ideas May 2025**  
Andy – noted a group of 32 with WorkSafe Northland discussing a challenge and how the industry could gain through positive activities.
- Mark -what is the purpose? What is CNIWC reason for this group – What do the council need us to follow up.
- Andy – Keep all on distribution list but CC where necessary. **ACTION 4: Damita, Glen, Vaughn and Gordon to follow up**

#### **6. Presentations/discussion:**

- Sue McMaster – see **Appendix 6 ACC CNIWC H&S Forum May 2025** Recovery at Work. Note upcoming webinars.
- Evan Rarere – “Changing the way we do business” See edited **Appendix 7: 2025 CNI Safety Forum - TLL security**

#### **7. General Business. – incidents, activities, initiatives, trends, innovations, etc.**

- Vaughn Warner – Changed from Harvesting focus to Tree Crop – silviculture – 5 eye injuries in last month – one LTI. Investigating to mitigate – a variety of equipment is being tested and related physical movement. Encouraging reporting of incidents. Veronica – also had eye incidents and require availability of glasses, coaching, etc. Shane noted “flies eyes” metal screen eyewear used in the past.

- Andy Warren – a spate of issues after cyclone Tan and rain – several slips on entering machines, sliding vehicles, etc. Most incidents being reported through a change in culture. Farm Foresters association (FFA) has a guideline for forest fires - to investigate. FICA info shows Westcoast has limited/no fatalities – do we know what they are doing right, how can we investigate/benefit/duplicate/promote? **ACTION 5: Can FICA respond re what positives are extracted from positive H&S data?**
- Veronica McDonald – every 6 weeks a truck and loading forum is held to raise issues – e.g. loading incidents. Communication, technique and competency is discussed.
- Ange Hay – Terrain is working with WorkSafe to cover hammerlock use and certification. Electronic machines in the bush and extinguishers -Li. Chemical fire. There are extinguishers that are starting to be available. Isolation is key. Portable charge banks can be an issue. Further discussion about electronics in general and a potential discussion topic in future. **ACTION 6: Ange to present to the next meeting on equipment.**
- Mark Preece – Look up and live campaign – Mark has stickers for members. Certification work being reviewed after feedback from auditors. Asking the right questions of the right people. Forest manager and second tier certification to be rolled out. Basic certification should be required for all. New certification uptake each quarter, and those expiring are engaged to ensure continuity and standards.
- Gordon Acres – See **Appendix 8: Updated Medicinal Cannabis Guide for Employers and Employees V1.1** April 2025. Published by New Zealand Drug Foundation Te Puna Whakaiti Pāmamae Kai Whakapiri [www.drugfoundation.org.nz](http://www.drugfoundation.org.nz)

#### 8. Next meetings, proposed dates for 2025:

- Chair – Glen Coleman; Minute taking – Gordon Acres
- Meeting dates/times for 2025
  - **Tuesday 26 August 2025 8.30 – 11:30 am.**
  - **Tuesday 18 November 2025 8.30 – 11:30 am.**
  - **Venue TBA and via MS Teams.**

**Note that 2025 meeting appointments were sent as placeholders for 2025.**

**Final dates will be confirmed before each meeting.**

#### 9. The meeting concluded at 11:42

#### Appendices as part of the minutes:

- Appendix 1 2025Q4 Forestry engagement presentation
- Appendix 2: Forestry Fees Free Waiver Flyer May 2025
- Appendix 3: 2025 H&S L4 June & Sept Offering Summary Info at 20250310
- Appendix 4: NZ3534 2025 Timetable June Programme
- Appendix 5: GC CNI H&S Forum Improvement Ideas May 2025
- Appendix 6: ACC CNIWC H&S Forum May 2025
- Appendix 7: 2025 CNI Safety Forum - TLL security
- Appendix 8: Updated Medicinal Cannabis Guide for Employers and Employees V1.1

#### Action Register:

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- ACTION 2: Joe to develop PPT on IRIS data shared by Veronica.
- ACTION 3 All - If interested and can encourage contractors to be a part of ACC trial please contact Joe.
- ACTION 4: Damita, Glen, Vaughn and Gordon to follow up
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**END**