

Te Korowai Whakaruruhau

Health, Safety and Wellbeing Service



November 2023

Kia ora koutou

Welcome to the final scheduled edition of our newsletter for the year (although if we have enough material we might try to fit in a “holiday special”).

In this edition we cover topical issues such as firework safety, and give an update on some of the work the team is doing around the University to help improve health, safety and wellbeing for all.

As ever, if you have any topics you would like to see us cover for next year, or contributions you’d like to share, please contact the team.

Handwritten signature of Angus Clark in blue ink.

Angus Clark - Associate Director – HSW

Fireworks

November the 5th is a day in New Zealand and the UK that is typically celebrated by letting off fireworks. Due to many accidents and fires that have occurred in the past, we strongly encourage people to attend public displays instead of using them at home. The sale of fireworks is strictly limited to the first five days of November, and they can only be let off on private property. They are banned in public places (such as parks and beaches) across the whole of Auckland, and must not be stored or used on University property.

Further information can be found at Fireworks safety section [Auckland Council website](#).



Health, Safety and Wellbeing Community of Interest

Thursday 23rd November

Following the Health, Safety Wellbeing conference, the feedback overwhelmingly showed a desire to continue networking through a Community of Interest.

Agenda items for the first meeting:

- Terms of Reference
- Election or nomination of Chair (please forward to me any nominations or notes of interest in advance of the meeting)
- Process to elect UOA HSW Committee Reps for 2024
- Any other business

What's the HSW Team discussing?

Recently, the HSW team has been working on coordinating critical safety and emergency equipment across the university. Their efforts aim to make it easier to keep track of the equipment's location and ensure its proper functioning.

Devices like AEDs (defibrillators) are essential to have on hand. However, casual checks by one of the HSW team members a few months ago raised doubts about consistency: they are of no use if they are not operational or have gone missing.

While local faculty teams or schools usually manage equipment such as AEDs effectively, lack of clarity can arise in shared buildings, or following team changes, resulting in equipment remaining unchecked.

The plan now is to establish a simple and consistently updated system accessible to everyone, displaying the equipment's whereabouts and the last maintenance check.

This initiative will assure the UoA community that the equipment is in place and operational, instilling confidence in its reliability when needed. The system is being developed using existing Microsoft tools such as Forms, Teams, and Power Automate, supported by easily accessible QR-coded links.

Currently, the HSW team is maintaining lists of equipment and recording recent check details. The next step is to implement automated reminders for nearby teams, ensuring checks are not overlooked. Additionally, any staff member can quickly report any issues they notice with the equipment.

In addition to AEDs, progress has been made in tracking the status of emergency Civil Defence equipment cabinets. The team is now expanding efforts to monitor other critical safety items, including emergency evacuation chairs, Fire and Evacuation zones, portable ladders, and potentially extending to the numerous First Aid kits at the University to ensure they remain stocked and available when needed.

SafePlus Assessment



We have almost completed the assessment across larger faculties and service divisions, with a small handful remaining. Those who have not been invited to participate in the assessment will receive further information in the coming weeks. Completing the assessment will help to improve University of Auckland | Waipapa Taumata Rau health, safety, and wellbeing performance. The link from Safeplus will look like this:

<https://online.safeplus.nz/assess?c=8fd99c>

It is not spam!

Other information available on the HSW inter- and intranet pages

Fire Standard

Poor fire safety can have huge implications for any business. Fire safety is hugely important and failure to pay adequate attention to it can have disastrous and tragic consequences, both for the people affected, and the University's ability to deliver its purpose.

A fire on our campuses could destroy or damage premises, equipment, or years of research, causing financial losses, particularly if they cannot be easily or quickly replaced. A lapse in fire safety could also cause lasting damage to our reputation, impacting student numbers and our success in research tenders.

This new proposed Protocol defines the standards to minimise the risk of incidence of fire its impact on life, safety, delivery of service, the environment and property.

Although consultation has now closed, a copy of the proposed Standard can be found here, and we'd still welcome informal feedback.

<https://cdn.auckland.ac.nz/assets/auckland/health-safety-wellbeing/health-safety-topics/fire-safety/fire-safety-standard-v0%202023.pdf>

Pain and Discomfort Service

If you are suffering pain and discomfort while at work.

Visit the [Pain and Discomfort webpage](#).

HSW Training coming up -

- [Risk Assessment](#) 9 November (morning session at City Campus)
- [Health and Safety: Role of a Leader and Manager](#) 14 November/ City Campus (3 hours)
- [Fire Safety and Warden Training](#) (90 minutes)
B260.325 OGGB Mon, 13 Nov 2023, 10:00 - 11:30

- [Comprehensive First Aid Course \(with Online Pre-Learning\)](#) 21 November. If waitlisted, please enrol as places often become available.
- [Mental Health 101 \(MH101\)](#) 20 November (open for bookings), this is a popular course with real life examples, role playing and strategies to use on the job (1 day at city campus)
- [Chemical Safety Management in Laboratories](#) 22 November (3 Hours)
- [DLP Containment Workshop](#) 16 November at City Campus (3 hours)

Online Courses are available anytime.

- [Creating Health and Safety Awareness](#) 20 minutes
- [Health and Safety Awareness for Triage Co-ordinators](#) 15 minutes
- [Health and Safety Awareness for Line Managers / Academic Leaders](#) 20 minutes



Tūngia te ururua, kia tupu whakaritorito te tupu o te harakeke

Clear the undergrowth so that the new shoots of the flax will grow
