

HEALTH, SAFETY AND WELLBEING E-UPDATE



April 2021

Dear Colleagues,

Welcome to this latest edition of our newsletter which, as usual, covers a number of topics – both work-related and more general.

2021 staff flu vaccination

All staff with a permanent and fixed term employment agreement are eligible for the free vaccination. This year the Ministry of Health has implemented a slightly different eligibility format than previous years. Further information can be found in the link below.

[2021 staff flu vaccination](#)

ACC Accredited Employers Program audit

The University is audited on an annual basis by an independent auditor on behalf of ACC, and we currently hold Tertiary Accreditation, which is the highest achievable level. The audit is to assess and review injury claim management over the previous 12 months. Interviews are conducted with staff, management and some injury claimants, and there will be some workplace inspections. WorkAon (who partner and work with us to manage claims) is involved in the audit and is also subject to additional reviews by ACC auditors.

This year, we are being audited on Injury Management only (last year all aspects of health and safety management were in scope), and the audit will take place in mid-July. Our [Injury management](#) webpage contains more details.

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Find out more about your industry

Work at the University is varied and we work across many industry sectors. When planning for our health and safety it pays to look across industry sectors to understand the work-related risks we face. WorkSafe New Zealand produces industry profiles, check out what health and safety risks look like in your profession: [What risk looks like in your industry](#)

Vehicle movement on Campus

As the days draw in, light fades and the weather gets wetter, when people and vehicles (cars, trucks, mobile equipment, e-bikes and e-scooters) operate in the same area there is potential for a serious incident. It is sobering to note that nearly three-quarters of work-related deaths in New Zealand have involved people working in or around vehicles, the majority of these incidents have been off public roads in places like car parks, site walkways and around construction sites. So, what can go wrong?:

- Hit or run over, particularly by a reversing vehicle
- Caught between a vehicle and something
- Hit by something falling off a vehicle
- Falling off a vehicle, particularly while unloading

If something looks unsafe, it generally is – take a moment to consider shared spaces. The only truly effective precaution is to keep people away from vehicles by making sure they can't operate in the same place at the same time. If we have to be in an area with vehicles then stick to marked designated walkways and understand the traffic and vehicle management plan. It is important that we follow the rules, if they are not clear then ask what they are. Consider vehicle movements in any work risk

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assessments and report incidents and unsafe conditions like vehicles going too fast, poor lighting, poorly marked parking, careless parking, poor segregation of footpaths, poor maintenance, etc.

Small steps

Sometimes, it's the little things that make a difference. Small Steps is a new series of easy-to-use, free digital self-help tools to help New Zealanders support and maintain their wellbeing. The Small Steps website provides six tools which focus on positive thinking and mindfulness to manage stress or anxiety, and help when you're feeling down. Each tool only takes a few minutes to work through and they can be accessed whenever you need them – even when you don't have any data or credit on your phone. Tools include mindful watching, deep breathing techniques and help with reframing thoughts, and they're available in both English and te reo Māori. Health and wellbeing is an ongoing journey, so try them out and see what works for you. Start your Small Steps journey today.

Small Steps has been developed by Te Hiringa Hauroa - Health Promotion Agency in partnership with social enterprise Clearhead and is funded by the Ministry of Health

[Small steps](#)

Vault name change

Some of you will have noticed that on the 23 April, our health and safety management system now has a new name, Damstra Safety. The name and company Vault, is now part of Damstra Safety so all of the website references, intranet links, training materials and quick reference guides will be rebranded over the coming weeks.

[Vault Enterprise has been renamed Damstra Safety](#)

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Upcoming HSW workshops

For new staff and those who missed out last year, several useful workshops are coming up in the next few months.

Workshop	Date	Time	Location
Building and Fire Warden Training	Friday, 09 July 2021	10.00 – 11.30am	Room 501, Level 5, Building 620, 49 Symonds Street, City Campus
Role of a Leader and Manager	Tuesday, 11 May 2021	09.00 – 11.30am	Room 501, Level 5, Building 620, 49 Symonds Street, City Campus
HSNO Exempt Laboratory Managers Workshop	Friday, 14 May 2021	9.30am-12.30pm	Room 501, Level 5, Building 620, 49 Symonds Street, City Campus
SciTrack training for Designated Laboratory Persons (DLPs)	Wednesday, 19 May 2021	10.00am – 12.00pm	Room 305, Level 3, Building 620, 49 Symonds Street, City Campus
DLP Containment workshop	Thursday, 17 June 2021	9.00am – 12.00pm	Room 501, Level 5, Building 620, 49 Symonds Street, City Campus
How to undertake a Risk Assessment	Friday, 14 May 2021	2.00 – 4.00pm	Room 501, Level 5, Building 620, 49 Symonds Street, City Campus
Signing off on Risk Assessments	Friday, 04 June 2021	9.00 – 11.00am	Room 501, Level 5, Building 620, 49 Symonds Street, City Campus

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Risk Assessment for Field Activities	Thursday, 27 May 2021	2.00 – 4.00pm	Room 401, Level 5, Building 620, 49 Symonds Street, City Campus
Health and safety representative training stage one	Thursday, 20 May and Friday, 21 May 2021	9.00am - 4.30pm	Room 301, Level 3, Building 620, 49 Symonds Street, City Campus
Health and safety representative training stage two	Thursday, 29 July and Friday, 30 July 2021	9.00am - 4.30pm	Room 301, Level 3, Building 620, 49 Symonds Street, City Campus

Bookings should be made via the Career Tools platform on the Staff Intranet, or through emails to OD at od@auckland.ac.nz.

This and previous issues of the HSW E-update are available [here](#).

As usual, if you have any query on anything related to health, safety or wellbeing, please do not hesitate to contact us on hsw@auckland.ac.nz.

Similarly, if you have any suggestions as to topics you would like us to cover in future e-updates, please get in touch.



Angus Clark

Associate Director – HSW