

NZISM



New Zealand Institute of Safety Management

NEW ZEALAND
**INSTITUTE OF
SAFETY
MANAGEMENT**

Annual Report
2018

**Building Quality Health and Safety Practitioners
and Promoting industry Excellence**

Leading the way for health and safety professionals

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NZISM is the professional association providing ongoing development opportunities and offering an internationally recognised accreditation programme to those building a career in health and safety, as well as representing the interests of its members at industry and Government levels.

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Our Mission

Building quality health and safety practitioners and promoting industry excellence.

Our Purpose

To enable all those with an interest in occupational health and safety to develop their knowledge and skills for the benefit of themselves and the organisations and workers they support.



ADVISORY BOARD REPORT

Advisory Board Chair – Mike Cosman

The Advisory Board of NZISM was established around 3 years ago to provide a sounding board for the National Manager on any matters relating to the strategic direction, performance or governance of the organisation. As an Advisory Board we have no legal or statutory function and only currently exist for as long as the National Manager sees value in our continuation.

Over the past 2 years our focus has been on providing advice to help NZISM capitalise on the increased interest in our profession and make ourselves more relevant to the needs of our current and prospective members. Fundamental issues such as clarity of purpose, sound financial management, efficient administration and ensuring the delivery of agreed functions required our attention before we could move forward. The Accreditation Project had drained much of our reserves of cash and energy and it was time to regroup and refocus.

A key step was to ensure we were in a position to begin the move towards a professional management and secretariat function. As soon as we felt our financial resources allowed it, we began the recruitment of our first ever CEO and were fortunate to secure the services of Selena Armstrong in July 2017. Selena has made a huge difference to NZISM and to the work of the National Manager and Advisory Board by enabling us to move from firefighting into a more planned and organised process of project delivery.

We set an ambitious set of objectives for 2017/8 and Selena turned this into a prioritised plan which was transparent to all members and against which she and her team of Joyce and Nicole could be accountable. Detailed quarterly reports are now being produced and there is clear accountability to OpsCo, the NEC and the membership about what is being done in their name.

A key plank of the next phase of NZISM's development is to formalise the management and governance structures to make the organisation more business-like and to provide real clarity of roles. An extensive consultation



process has taken place around these changes and members will be asked to vote on them at the AGM with a view to introducing the required rule changes early in 2019. At that point the Advisory Board will be dissolved and a new Statutory Board will be appointed to formally exercise governance of NZISM in accordance with the Incorporated Societies Act 1908.

With the launch of the HASANZ Register, increased membership, finalisation of the Accreditation Scheme, secure financial management, improved web presence, enhanced communications, expanded CPD opportunities, new Branches and a growing relationship with key stakeholders it has been an excellent year. With these strong foundations in place I am confident NZISM can continue to grow its influence and support our members to further their own careers and through them help New Zealand achieve its workplace injury and ill health reduction targets.

We are indeed fortunate to have had such a diverse and talented group of Advisory Board members to support and advise Greg and Selena over the past year. I'd like to pay thanks to Samantha Sharif, Grant Nicholson and Kaye McAulay for all their insights and contributions over the past year.

NATIONAL REPORT

National Manager – Greg Dearsly

The last 12 months has been one of the most significant in NZISM's history with the recruitment of our first ever CEO being a landmark development. We have a robust business plan to support the implementation of the Strategy developed in late 2016. We signalled in 2016 that the organisation needed to better leverage off its national structure and during the 17/18 year some key changes have occurred to address this, namely the centralisation of finances and the development of a CPD committee to coordinate nationally supported development opportunities through face to face and webinar platforms.

For a number of years NZISM has, in conjunction with all other HASANZ Member associations come together to agree a framework for the HASANZ Register which was launched only a few short weeks ago at the end of July. NZISM is the most significant contributor in terms of its members being listed on this register and the work undertaken by the HASANZ Review committee and others within our organisation has been phenomenal, without which the register would not exist.

During the 2017/2018 year NZISM was a signatory to the Singapore Accord, a document that provides a statement of commitment to supporting the INSHPO Capability Framework. This was undertaken at the World Health and Safety Congress in Singapore in September 2017 and will provide NZISM with a pathway for the further development of its accreditation system to enable alignment with other INSHPO members associations.

The last 12 months has seen us very much focussed on getting the administrative side of the organisation set up in a manner that supports our business plan. The work being done primarily by Selena, Nicole and Joyce, supported by the various sub committees we have in place has been instrumental in getting some of these structures in place. Moving forward, now that the support systems are



in place it is my goal to focus on systems to advance our member advocacy and industry promotion. I am aiming to visit each branch during my 2018 – 2020 term and have the opportunity to discuss how we can provide added value to your membership experience. Additionally we will continue to engage with other stakeholders to promote the development of the industry whether that be through government, industry groups and the tertiary education sector.

Finally I would like to acknowledge all the work done by everyone in the organisation who volunteers their time to help run NZISM, from those that help with grading, HASANZ, branch activities, CPD events and mentoring you are all critical to the ongoing success of the organisation and I thank you for your efforts. To all our valued members thank you for your continued support, without your commitment to growing your career and the pursuit of better health and safety outcomes for your employer or clients and their workers we wouldn't be able to provide you with the pathways for career development or the environments where you can network with your peers to learn what others are doing in their workplaces.

NATIONAL REPORT

Chief Executive Officer – Selena Armstrong

I have come to realise that the role of the health and safety professional is one of guardian, whose care and concern for their colleagues and their work environment can be aligned with the traditional Maori concept of kaitiakitanga.

Our members are the kaitiaki (guardians) and the processes and practice of protecting and looking after their work environment and therefore workers, is kaitiakitanga.

By embracing this approach, organisations will experience the wide-ranging benefits that proactive and preventative, professional practice of health and safety can offer.

My first year at NZISM has been a really exciting journey. I am constantly amazed by the commitment and passion of our members, people who are dedicated to advancing the profession and their workplaces for the benefit of their colleagues and the industry.

We have an incredible range of members who work tirelessly to give back to the industry by volunteering their time with NZISM. From the nation-wide branch network of managers, secretaries and committee members, to those who volunteer on our working groups and committees getting our members HASANZ registered, graded via the accreditation programme, mentored or engaged via our continuing professional development programme. The benefits NZISM membership provides are wide ranging and ever growing.

Our volunteer network represents 8% of our total membership, which is a real achievement when we understand that nearly all of these members are employed full time or in consultancy roles. Time to commit to extra-mural activities is increasingly difficult to find, but somehow these members pursue the noble tradition of volunteerism and I want to acknowledge them, show my gratitude and the respect I have for their contribution to the advancement of NZISM.

This year has seen so many wonderful achievements, which have been addressed by both Mike and Greg in their updates, so I would like to focus on what is coming ahead. I have met with some of our current sponsors and supporters, the wider NZISM network as well as those in the industry that have yet to forge long term relationships with NZISM. I will be seeking increased opportunities for our members to engage in training and continuing professional



development, because I believe that these types of benefits are at the core of what professionals expect from membership organisations. It is likely we will see more events delivered by NZISM in partnership with other providers within the NZISM network and we will be working with organisations that can help lift the competency and credentials of our members.

With the public launch of the HASANZ register this year, getting NZISM members represented will be a big driver for us and we are keen to develop partnerships within our network to increase the opportunity for those members who wish to get on board, become qualified and assessed.

Ensuring we are fit for the future has been a driver in my first year, from reviewing all our systems and processes, to the roles that support the organisation and the structure that will enable us to achieve our vision of leading the way for health and safety professionals. We are a fast-growing profession, with demand for high quality health and safety professionals and advice outstripping supply. Membership with NZISM provides individuals and organisations access to the tools to support and develop capability, capacity and professionalism. We provide a community in which you can build your career, improving health and safety standards across New Zealand.

I look forward to the year ahead which will bring more improvements at NZISM and deliver more value to our members and supporters.

2018 HIGHLIGHTS

HASANZ register public launch

One of the great achievements for the industry in 2018 was the public launch of the HASANZ register on 27th July. NZISM has been instrumental in the development and success of the register having 71% of the total registered professionals and practitioners approved on the register at go live. Launching the register, WorkSafe NZ chief executive Nicole Rosie, said: "The HASANZ register is a great first point of reference for businesses seeking quality, reliable and professional health and safety advice and services. There are robust and verifiable processes underpinning the register which means those on [it] will have verified competency – something we think is very important for improving the quality and professionalism of health and safety advice in New Zealand."

Safeguard conference

The Safeguard Conference in 2018 was another success. NZISM is proud to be supporting this exceptional industry event. Our members are strongly represented in the audience, as well as the presenting team. We hold an annual networking event at the conference prior to the Safeguard Awards Gala and all NZISM members are welcome to attend. This year we had the Hon Ian Lees-Galloway as our special guest and NZISM members got the opportunity to network and engage with our government representative.

Safety show conference

This was our first year exhibiting at the National Safety Show held in Auckland during July. This was a

great opportunity to get in front of the wider industry, promoting membership as a tool to support building a career in health and safety. As a result, we signed up a number of new members and corporate supporters and we welcome them to NZISM.

Changes to sponsorship opportunities

This year saw further development of the sponsorship programme. We now have 4 different tiers of sponsorship ranging from Principle Sponsors to Corporate Supporters. This was a great opportunity to further enhance the benefits that support of NZISM can provide. For details of benefits each of the 4 tiers offer, check out our website www.nzism.org/sponsorship/.

Individual logos for each level of sponsorship have been developed for our supporters and sponsors to use in promotional material and on their websites.

Accreditation project

We have completed the final stage of implementation for the accreditation project in 2018. The last milestone to be implemented was the graduate to certified process. We now have a fully implemented programme and have tested the submission process and peer review interview with our very first candidate Robert Powell who is our Auckland Branch Manager. We have a peer review committee established with more graduate members ready to progress to certified via the peer review process. This is an opportunity to thank all those involved, from the committee members, to Joyce Tilbrook who has guided us all through this process and especially to Paul Harper whose commitment to the project saw this final stage driven across the line.

Now that we have fully implemented our programme, its time to revisit the parameters to ensure our programme continues to deliver to meet the needs of our members



Above: The NZISM stand at the Safety Show, including new members from Air New Zealand, Joyce and Selena from NZISM.

Left: Hon Minister Ian Lees-Galloway, Mike Cosman, Greg Dearsly, Selena Armstrong at the NZISM networking event at the Safeguard Conference 2018.



and industry. Continually reviewing how we accredit qualifications and experience will ensure longevity and relevance of our programme.

The first change we are implementing as a result of the review is how we assess entry requirements for our graduate level accreditation. Previously we required members to have completed qualifications that are a minimum NZQA level 6 diploma with 60% of the content in occupational health and safety (OHS) subjects. This has now changed to requiring applicants to have completed a minimum NZQA level 6 diploma with a total of 90 credits in OH&S subjects.

We have changed what we measure to be credits rather than percent of content. This in no way reduces entry requirements, but ensures the same amount of OHS knowledge requirements are applied across all qualifications above the minimum level 6 diploma. So, if a member has completed a diploma, degree, graduate diploma or masters, they require 90 credits of the qualification to relate specifically to OHS subjects.

We believe this is a simple and effective measure that can be applied fairly across the vast range of qualifications that we see at the grading panel.

National office supporting the branches

We are now a national organisation, with all administrative and accounting requirements managed through national office. This initiative has been about creating efficiencies across the organisation, giving time back to the branches to focus on delivering great events and initiatives to their members, without the need to manage accounting or administrative tasks associated with running events. We hope this makes a big difference to our branch committees whose time we value. We will continue look for improvements in the services we provide to the regional branches.

New corporate logo

Our new corporate logo created much discussion and debate. The level of interest in our brand confirmed the high engagement amongst our membership on organisational issues. We saw a range of logos voted on and the overall winning design was submitted by our previous Northland Branch Manager Amanda Rayner. Her design has now been implemented across the various channels and has provided us with the

opportunity to personalise logos for our accredited members to use, as well as providing our supporters with their own logos to use. See the selection of personalised logos for our accredited members in the member only section of our website.

Website upgrade

Our website has undergone a significant face lift this year, aligning with our new brand and promoting the various benefits that membership and support of NZISM can deliver. As anyone undertaking changes to a website will know, these things don't always go smoothly and we really appreciated the patience and understanding of members through this time.

We hope you agree that the website now displays more professionally and delivers the right message to our

members and those seeking to understand who we are and what we do. The next big development will be reviewing the membership landing page and the layout and design of our member resources and member content.



Ensuring the website provides members with easy and simple access to the services and information they require is the reason we will be constantly improving and upgrading our website.

Review of the organisational structure

One of the major initiatives that came from the strategic plan 2016-2019 was a review of the organisational structure. Work has gone on this year reviewing the roles and structure that we need to take NZISM into the future, supporting the increase in members, delivering an increase in benefits and driving real value to our members and supporters.

The proposed structure is being submitted for a vote at the national AGM in Wellington and if approved will require a change in organisational rules. Representatives of the Operations Committee presented the organisational structure to all 13 branch AGMs and some important conversations were had, resulting in changes to the structure to meet member needs and expectations. We believe that as a result of these amendments, what we are submitting to the national AGM is a robust and refined model that will deliver increased support and capacity to produce a highly valued and professional, membership body.

COMMITTEE UPDATES

National Executive Committee

The National Executive Committee met twice during the 2017/2018 year in September 17 and March 18. At the March meeting the NEC approved the formation of our newest branch in Rotorua, this followed the Southland branch that joined the NZISM group of branches in mid-2017 taking our tally of branches to 13.

The NEC agreed to expanding our membership options to include a special category for retired members and we are in the process of designing other membership options to enable practitioners, professionals and executives that have entered the health and safety industry through avenues other than those currently mandated by our accreditation programme to participate.

Much of the focus of the NEC meetings has been on how we can help branch managers and committees to run effective operations in each of their regions. Some of these plans include a new branch development pack and targeted education options for branch managers, the first of these training sessions occurred at the March 18 meeting where we held a session on change management and communication.

Operations Committee

With the appointment of Selena as CEO, the functioning of the Operations Committee has changed significantly in the last one year. Operational decisions that were taken in the regular OpsCo meetings are now either taken by the CEO as per the delegations accorded or by emails and/or telephone conversations.

During the last year we have worked with the CEO on the following deliverables;

- Proposed organizational structure;
- Annual member subscriptions;
- AGM preparation including confirmation of agenda;
- Agendas for NEC meetings;
- Agreement to review CPD platform;
- Agreement to move all membership renewals to a single date of 1 April; and,
- Agreement to progress discussions on a shared delivery model for a number of training and education packages.

Accreditation Committee

The grading panel has had another busy year with up to 20 people per month applying for grading. These applications are dealt with on a weekly basis making the process an easy one for members to go through. A highlight for the year has been the start of members applying for Certified level via the NZISM skills development portfolio and peer review interview process. The panel is pleased to report that Robert Powell, CertNZISM, was the first person to complete our Graduate to Certified pathway and we look forward to other Graduate members following through the process.

Along with completing grading's, the panel also reviews qualifications to see if they meet our pathway requirements – our educational expert has looked a number of these during the year and, where applicable, they have been added to the list of those recognised for grading.

Another highlight for the year has been the logos that member can now display showing their grade. The logo, along with the grading post nominals, are a great way for individual members to show their achievement.

The panel looks forward to continue in assisting members through the process and seeing increased numbers at all grading levels.

Robert Powell
first person
through the
grad to certified
process.



COMMITTEE UPDATES

HASANZ Committee

The highlights of the year for the HASANZ committee were the opening of the register for applications in December 2017, and the register going live in July. There was an initial influx of applications before Christmas followed by an ongoing stream over the last few months. The assessment process for applications has been time-consuming and in some cases complex. The committee has worked well as a team, providing help and support to each other when needed. The committee is also grateful to the other professional bodies involved, and in particular Derek Millar from NZOHS and Marion Edwin from HFESNZ for evaluating specialist competencies. The committee is pleased to report that of the 105 people on the register at the time of writing, 73 of these were admitted via NZISM with another 32 people currently in the assessment process. The committee looks forward to continuing to work with members to enable them to be listed on the register and encourages all members to view the HASANZ page on the NZISM website for details on applying.

Mentoring Committee

Since the beginning of the year 2018 there have been a number of positive progressive steps for our Mentoring Programme:

An increase in the numbers of people seeking Mentoring – this was mostly due to the anticipated launching of HASANZ, recognising H&S as a profession within NZ. The majority of applicants are aspiring H&S professionals seeking to achieve registration.

Approval by our CEO NZISM for an Assistant Mentoring Manager and recruitment into the role – The successful applicant is Ms Pat Copp who was appointed approximately 3 months ago. Planning meetings have been held with her and our strategy has been discussed with our CEO and NEC.

Training of Mentors – funding has been provided by NZISM and work has already commenced with an external provider to progress this. At present there is a guide and a PPT available for Mentors but going forward this will change to a NZQA accredited training module. This module will also require recognition by HASANZ.

During the year, it has been difficult to provide Mentors to all which is quite disheartening for those seeking some assistance. This is partially due to a lack of suitably qualified H&S professionals nationally and also as some members do not realise that they can provide



Nicole Rosie, CEO, WorkSafe. Launch of the HASANZ register.

Mentoring to another of their own grade or below.

Please remember that we are always seeking volunteers to come forward and become Mentors. If you have some time to spare, please contact mentoring@nzism.org.nz.

Continuing Professional Development (CPD) Committee

The CPD committee was formed out of a request from the NZISM National Executive Committee to implement some of the areas of continuing professional development (CPD) for members identified in a survey carried out by Christopher Peace a well-known NZISM H & S Fellow member. The survey report identified the need for CPD to be promoted and delivered as a product to all NZISM members and other interested professional groups.

The CPD committee has been well supported both by NZISM National officers and the NEC committee and we as a committee are thankful for this support. The CPD committee has been busy and we are pleased to have facilitated several national webinars both through NZISM sponsor SHE software and Magpie Media and the committee thanks both organisations for their support. The Committee is committed to delivering one webinar to members every month, with the exception of December and January where our members are often away.

Every year we run a national roadshow and for 2018 it has been a Master Class on ISO 45001 presented by Chris Peace. Chris visited all 13 NZISM branch locations and the feedback on this roadshow has been extremely positive. This has been a real success for both our members and the industry and we would like to thank Chris for a great result.

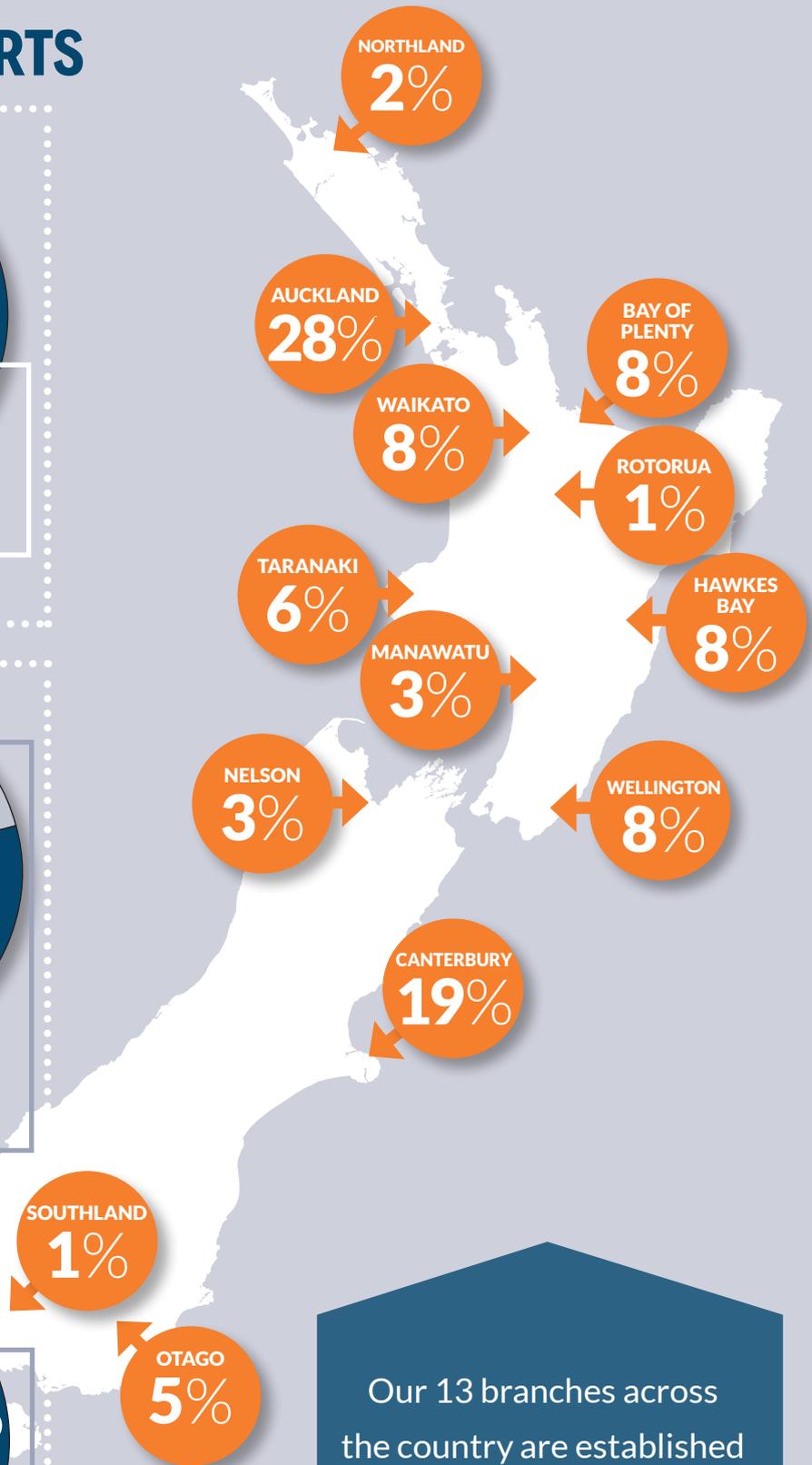
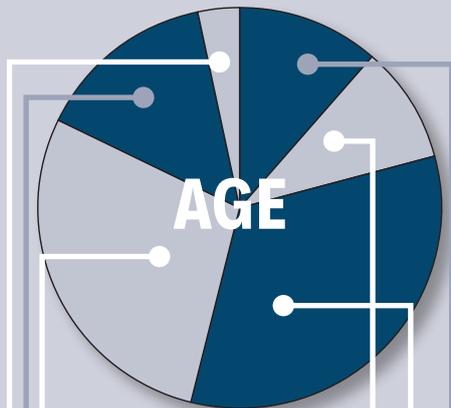
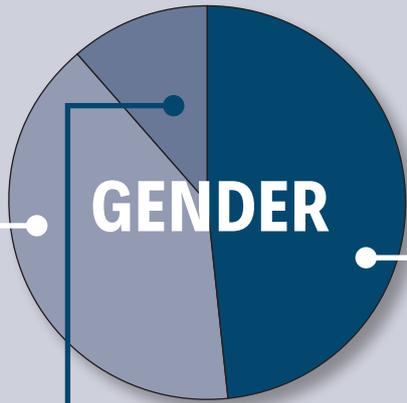
691 individuals have been through our accreditation programme.

8% of our members volunteer at NZISM.

50.83% average open rate of our e-newsletter.



BRANCH REPORTS



Our 13 branches across the country are established and run by an amazing group of volunteers. Our volunteers have a passion driving them to ensure workplaces remain healthy and safe for all New Zealanders.

BRANCH REPORTS

AUCKLAND

2018 sees the Auckland Branch with two excellent venues at 3M in Rosedale and Site Safe at Onehunga. The sponsorship granted by these two organisations in particular means that there are no hire fees for our meeting points, therefore we really do appreciate this assistance.

The decision to have two meeting points was taken in 2017 after members noted the difficulty of travel during peak traffic around late afternoon/early evenings. Some comment has been made that we are in effect, reducing the topics available, however it was felt that having better speakers, speaking at both venues, was better than having more speakers in the single location that only a select few could attend.

Membership is very healthy with just under 500 members, therefore the focus of the committee is to improve engagement of current members as opposed to actively recruiting. Getting our attendances up at monthly meetings is what we are focused on, as it allows for and encourages networking between our members.

BAY OF PLENTY

The Bay of Plenty (BOP) NZISM branch has experienced a successful year, which was reflected in our continued growth. This positive growth no doubt reflects the region's economic growth and associated need to provide competent advice to the many businesses attracted to our wonderful region. There is a strong attendance at our branch meetings, with the committee ensuring that each branch event is well organised and provides an opportunity for professional development.

Over the last 12 months, the BOP NZISM committee have volunteered their time to identify and organise some great presentations on topical subjects, that included: occupational health, temporary traffic management, asbestos management, return to work, and the new Hazardous Substances Regulations. BOP branch events provided a great opportunity to network and seek advice from peers. A 'Round Robin' is often a feature ensuring newer members are introduced, and everyone has an opportunity to become more familiar with other members.

In October 2017, we delivered another extremely successful professional

Water Engineering Lab, University of
Auckland's Engineering Campus

development evening, "Safety's Poor Sister", which focussed on occupational health. The event was free of charge for our members and attracted a large crowd no doubt drawn by the excellent presentations by occupational health experts from across the country.

CANTERBURY

The Canterbury branch remains the second largest branch with 302 members. Our monthly activity usually consists of a breakfast meeting and speaker on the last Friday of every month.

We also have regular site visits and have expanded our half day CPD training day to a full day. This was attended by about 80 people in 2017 and in 2018 we have just held a joint CPD day with NZOHNA and had 150 registered attendees, 10 speakers across a range of H&S topics and 10 trade stands. Many members have given feedback about this day and stated that at \$50 per head it was excellent value and quality.

The branch committee remains strong with a large and passionate group of volunteers that ensure the branch is in good health and members are getting value for their subscription.

HAWKES BAY

Hawke's Bay Branch is now four years forward from its establishment in 2014. The committee is strong, the membership diverse and we are proud of the engagement with all those whom make the branch what it is.

We are committed to providing benefit, information, inspiration and networking opportunities for the members throughout the year. Our commitment to uphold the NZISM vision 'Leading the way for health and safety



BRANCH REPORTS

professionals' is a testament to the efforts in regular committee meetings, Bi-monthly branch meetings and as our key highlight this year the creation of a CPD development programme spread over the four quarters of 2018.

We as a branch have gone from strength to strength this year but only by the promise to ask our membership what they want, need or would love to have us deliver and then we ensure delivery on those requests. Our member retention is high and many see the value of regular engagement with their peer group within the health and safety profession and prioritise the opportunities and options we offer and promote.

We formally thank the current members for your continued support, the other branches for providing inspiration on possible topics for us to adopt and to NZISM leadership for the CPD opportunities and direction in making this organisation achieve industry excellence.

MANAWATU

This year has been an eventful year, it has seen new faces at our meetings, and these are both existing members who have become more involved and new members. They have given a real lift to the branch offering new perspectives and they are always keen to add to discussions.

The success this year is down to the hard work of the branch committee and the members alike, the committee have taken a branch meeting each and played host coming up with some great themes and interesting topics and speakers. We have some quality events on the horizon that should escalate interest and build attendance numbers.

It was exciting to have a branch member, Terri Coopland win the NZISM practitioner of the year award at this year's Safeguard Conference, Terri is planning to come and speak with branch about her success at the next meeting in September. It is also great to have one of the other nominees, Sandy Lowe from the Tararua District Council join our branch and we look forward to hearing from her about her work too.

The branch is in good spirits and functioning well, with a full calendar set to through to the next ranch AGM, including a full day CPD event with Eric Holliday speaking on Human Factor considerations in Risk Assessment & Management the year looks to finish strong and we are confident that we have provided value for our branch members.



Waikato Workshop.

NELSON

The highlight this year was our first Nelson workshop, (ISO45001 - Chris Pearce). Twenty one attended three of these were new members and joined specifically for the workshop. All three are keen to attend meetings. The workshop was well received and attendees are keen to share the knowledge gained with those that could not attend. Members were very excited to learn NZISM would be organising events like this as we have not been able to in the past due to our location and small numbers.

Sarita McLean was the guest speaker at the Branch AGM in May. Sarita spoke about the NZISM's proposed restructure and gave a presentation. The response was unanimously in favour of the changes, particularly the value of a Communications Manager and Education Managers role.

The Branch has two members registered on the HASANZ register and another going through the process. In September, the Branch will have an NZISM stand at the Marlborough Health and Safety Expo. This year a number of members from Nelson will be attending and promoting NZISM.

NORTHLAND

Our tightknit and caring community of Northland have welcomed the opportunity of having their very own NZISM Branch. We are fortunate to have proactive engagement, through regular attendance at branch events by a variety of people, including our local WorkSafe Inspectors. We've also had attendees from the Far North, including Kaitaia, for special events (now that's commitment for you!).

Having enjoyed hosting a number of great local speakers and a couple from outside the area during the past year,

BRANCH REPORTS

we are truly excited at the prospect of bringing further high quality speakers to our meetings, with relevant, topical CPD opportunities - giving members exposure to further ideas and knowledge as well as the much needed motivation to keep on the journey of what is sometimes a difficult and lonely road to hoe.

Our membership is growing and we are spreading the word to encourage interest and to bolster our Northern NZISM family, while also considering those who aspire to signing on to the HASANZ register. Our aim is to find ways of engaging with our wider community, in order to enable a truly proactive safety culture in the North - whether at work or at home. This of course, will be an ongoing journey and one which we have committed to challenge ourselves with during the coming year.

OTAGO

At the Otago AGM, we elected a new committee and Steve Young was elected as Branch Manager/Chair. We want to commend Ros Murrell, the previous Branch manager, who has done an incredible job of leading NZISM Otago for the past 10 years. Thanks Ros! The new committee are determined to bring the best in professional development and collegiality to our members and we are working hard to organise a full calendar of events for the rest of this year. Steve has been lecturing (post-graduate) in OHS in Australia for the past five years, and now that he has returned to Dunedin, he is very keen to advance our collective safety knowledge for the benefit of all.

ROTORUA

The Rotorua Branch is in its infancy as we were established May this year. The establishment of the branch was well received and we currently have a committee of 8 and a membership of 25. The branch whilst small (for now) is an enthusiastic and focused team willing to share and impart their knowledge and experiences to the wider group and also driven to increase our membership numbers and eager to implement a membership drive in September.

The branch is very fortunate to have an extensive cross section of industries covered by its members, including forestry, construction, energy, agriculture and government organisations. The breath of knowledge and experience we currently have within the membership who have many years working

within Health and Safety will be of great value both personally and professionally to those members who are newer to the profession.

The Rotorua Branch being established has been a success thus far and I personally and look forward to the continuing growth of the NZISM as a whole and am excited with the challenges ahead and the increasing the growth of health and safety in the Rotorua region.

SOUTHLAND

The Southland Branch was formed just over twelve months ago. We have worked with the Southland Forum with a view to increasing membership. Earlier this year we had a social event so members could meet and get to know each other in a relaxing atmosphere. We had a game of 10 pin bowls which was a great night out.

We organised a public event for Garth Galloway, one of the South Island's leading litigators to provide his insight into legal developments since the HSWA 2015 came into force. We had over 100 people attend the presentation; some good questions were put to Garth and we gave away the opportunity to win two free memberships to NZISM.

Our committee meetings have plenty of energy and ideas to develop the branch. We have also established a Southland Facebook page. At our recent AGM, Jackie Frew replaced Michelle Carter in the Secretary role, Jackie is a great ambassador for health and safety in Southland and we look forward to supporting her in this role. We thank Michelle for her support during the first year establishing the branch.

Successes for us have been the social event, getting members acquainted, which encourages good communication within the branch and being able to engage through the local safety forum.

Manawatu Networking Event.



BRANCH REPORTS

TARANAKI

The Taranaki Construction Safety Group's (TCSG) Trades Apprentice Safety Challenge has been a highlight for the Taranaki branch this year. While the TCSG is a separate entity in itself, NZISM members supported the event and are well represented on the TCSG committee. The event allows younger employees or those new to an industry to increase their awareness of health and safety themes and develop their appreciation of risks in their workplaces. The participants go through interactive and fun safety challenges and are rewarded with sponsored prizes. NZISM members supported the event by submitting teams of apprentices from their workplaces, providing health and safety exhibits, sponsorship and volunteering their time to help the event run smoothly. This year was the 10th Anniversary of the Safety Challenge and it was a massive success. Numbers of participants were more than double that of previous years' leading to a venue change. There was also an increase in the number of workplace managers who attended and interacted with the OHS professionals present. All in all, a hugely successful event that has no doubt had a positive impact on the health and safety awareness of those who took part.

WAIKATO

The past 12 months has seen a change in the operations of the Waikato Branch committee including a new Branch Manager (Angie Williams) who was appointed early in 2018. A major driver of the operational changes was through the use of a member survey at the end of 2017. From this member feedback, the committee identified the need to ensure members had adequate time to plan for branch events and that those events were catering to members needs and adding value to their membership. Because of this, in early 2018 the committee met and planned out seven events for the year. It was agreed that these would alternate between lunch and evening events, speakers would be varied and booked in advance, and events would all be held in the same venue. The feedback from advertising these events, dates and venues well in advance has been really positive and attendance has been great. Events have included an injury prevention seminar from ACC, hazardous substances updates from a local WorkSafe inspector, NZISM National update from Greg Dearsly at our AGM, work injury disputes information from ACC, and legislative updates from Kensington Swan.



Taranaki Construction Safety Group (TCSG) Apprentice Challenge.

The committee is now focussing on events for 2019 and plan to have these booked and released before the end of the year.

WELLINGTON

The change to centralised management of annual membership fees was a focus for the Wellington branch over the past year. Shifting responsibility for governance of money to NZISM is financially prudent and an annual budget is now submitted annually for events, room hire, etc.

At the May AGM we said thank you and farewell to committee members Robert Eaton, Phil Lewis-Farrell, Martin Lewis, Jarad Kane and Mhari McCall.

Lunchtime seminar presenters included Greg Cane of Kensington Swan, Polly Scott of WorkSafeReps, and Jo Pugh of WorkSafe. At two evening events we enjoyed presentations from, Fiona Ewing, FISC National Safety Director, and John Harper-Slade of the Construction Safety Council.

The success of Branch events depends on member support and input. Members were surveyed for feedback on meeting venue and time preferences, topics of interest, and volunteers for leading or presenting at monthly meetings.

Branch event information is now posted on the NZISM calendar and EventBrite used to simplify event registration. A monthly newsletter has been introduced so everything is in one place for quick reference.

Our focus over the coming year will be developing CPD opportunities for members and using technology to improve communication.

AWARDS AND SCHOLARSHIPS

Safeguard NZISM National Practitioner of the Year 2018

NZISM sponsors the Practitioner of the Year award at the annual Safeguard Conference. This year the award went to Terri Coopland who is the Chair of the Grading Committee for NZISM. We are extremely proud of Terri who received this award for her outstanding contribution to developing ways to ensure people stay safer at work.

The system developed by Terri that caught the eye of the independent judging panel was one that encourages workers to be involved in how to improve health and safety in any workplace. It includes discussion, feedback, sharing of ideas and proposals from the people doing the work. Originally implemented in 2005, the process shows that making sure people are involved, and not just following instructions, leads to dramatic improvements in health and safety. Well done Terri a great achievement.

Lifetime Membership

This year saw Paul Jarvie awarded life membership of NZISM. This life membership achievement recognises almost 4 decades of Paul's dedication to bringing about a positive change and amongst many other things developing a professional qualification framework for Health and Safety professionals and giving the profession a voice. NZISM thanks Paul for his dedication and many contributions to the organisation.

Scholarship

In 2018 Fletcher Construction made a donation of \$10,000 to NZISM to assist its work in supporting and providing development opportunities for Health and Safety Professionals in NZ. NZISM will work with Fletchers to develop ongoing continuing professional development to progress our mission of building quality health and safety practitioners and promoting industry excellence.

Right: Terri Coopland receives the Practitioner of the Year award from Greg Dearsly

Below: Life membership awarded to Paul Jarvie by Greg Dearsly at the NZISM Safeguard Networking event.



SPECIAL INTEREST GROUPS

Standard New Zealand Committees

We have been represented on three Standards New Zealand (SNZ) committees.

The p45001 committee was established to advise SNZ about adoption of ISO45001 Occupational health and safety management systems as a New Zealand standard. The committee met face-to-face twice and had many online discussions facilitated via the SNZ SPEX website. It advised SNZ that ISO45001 should be adopted as a joint Australia/NZ standard and that work is now proceeding. TELARC had earlier offered to fund the cost of NZ-only adoption and will be funding the NZ costs of joint adoption.

The joint standards committee on risk management (OB007) met three times face-to-face in Australia during the year, with our representative attending twice by conference call. Work was dominated by comment on the final draft international standard version of ISO31000 Risk management - guidelines and the need to revise older joint handbooks. During the year, revision of an earlier handbook, HB205 Managing health-and-safety-related risk, was completed and published.

A second joint committee on dependability (QR005) also met three times face-to-face in Australia. This committee works on international standards on dependability. During the year, much work was done

on final revisions of IEC/ISO31010 Risk assessment techniques. This standard will be important for members as it sets out guidance on some 40 risk assessment techniques.

A source of frustration has been the requirement of the Ministry of Business, Innovation and Employment that adoption of international standards be funded by industry. Standards on risk and safety apply across the whole economy: we therefore welcomed a temporary 12-month halt of this requirement and hope the Ministry recognises the importance to New Zealand of these standards.

All standards-related work by NZISM members was self-funded.

Health and Safety at Work Draft Strategy

In April this year NZISM submitted a response to the proposed Health and Safety at Work Draft Strategy on behalf of our members. Overall, we were supportive of the strategy which we believe is setting a high-level roadmap for achieving better outcomes in health and safety for New Zealand workers. What we would like to see included are specific targets and KPIs to understand if this is being achieved. We look forward to advancing our members interest in this area and await the outcome of the feedback submitted.



FINANCIAL REPORTS

Statement of Financial Performance

New Zealand Institute of Safety Management

For the year ended 31 March 2018

<u>Account</u>	<u>2018</u>	<u>2017</u>
<u>Revenue</u>		
Revenue from providing goods or services	565,473	456,390
Interest, dividends and other investment revenue	405	312
Other revenue	21,000	20,300
Total Revenue	586,878	477,002
<u>Expenses</u>		
Volunteer and employee related costs	2,036	2,204
Costs related to providing goods and services	333,822	253,304
Other expenses	138	277
Total Expenses	335,996	255,786
<u>Surplus/(Deficit) for the Year</u>	<u>250,882</u>	<u>221,217</u>

FINANCIAL REPORTS

Statement of Financial Position

New Zealand Institute of Safety Management

For the year ended 31 March 2018

<u>Account</u>	<u>2018</u>	<u>2017</u>
<u>Assets</u>		
Current Assets		
Bank accounts and cash	342,961	111,241
Debtors and prepayments	40,325	37,559
Total Current Assets	383,286	148,800
Non-Current Assets		
Property, Plant Equipment	138	277
Other non-current assets	000	86
Total Non-Current Assets	138	363
Total Assets	383,424	149,163
<u>Liabilities</u>		
Current Liabilities		
Creditors and accrued expenses	8,218	24,878
Other current liabilities	4,747	4,861
Total Current Liabilities	12,965	29,739
Total Liabilities	12,965	29,739
<u>Total Assets less Total Liabilities (Net Assets)</u>	<u>370,459</u>	<u>119,424</u>
<u>Accumulated Funds</u>		
Accumulated surpluses or (deficits)	370,459	119,424
Total Accumulated Funds	370,459	119,424

FINANCIAL REPORTS

Statement of Cash Flows

New Zealand Institute of Safety Management

For the year ended 31 March 2018

<u>Account</u>	<u>2018</u>	<u>2017</u>
Cash Flows from Operating Activities		
Interest, dividends and other investment receipts	405	312
Cash receipts from other operating activities	672,530	677,369
GST	(49,965)	16,628
Payments to suppliers and employees	(387,190)	(393,670)
Cash flows from other operating activities	(139)	(277)
Total Cash Flows from Operating Activities	235,641	300,362
Cash Flows from Investing and Financing Activities		
Receipts from sale of property, plant and equipment	139	277
Cash flows from other investing and financing activities	(4,060)	(292,973)
Total Cash Flows from Investing and Financing Activities	(3,921)	(292,696)
<u>Net Increase/(Decrease) in Cash</u>	<u>231,720</u>	<u>7,666</u>
Bank Accounts and Cash		
Opening cash	(111,241)	(103,575)
Closing cash	(342,961)	(111,241)
Net change in cash for period	(231,720)	(7,666)

Signed on behalf of the national Executive Committee at Auckland on this 30th day of August 2018:



Selena Armstrong
CEO



Greg Dearsley
National Manager

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OUR TEAM

Advisory Board

Mike Cosman (Chair), Kaye McAulay, Grant Nicholson, Samantha Sharif

National Manager

Greg Dearsly

Chief Executive Officer

Selena Armstrong

National Office

Joyce Tilbrook (Grading Manager), Nicole du Toit (Administrator), Caroline Jackson (Marketing & Communications Manager)

National Executive Committee

Greg Dearsly (Chair), Angie Williams, Barbara McDonald, Brent Dais, Charles de Lambert, Deborah Cameron, Jessica Clout, Ravi Kolluru, Pani Herekiuha, Phil Lewis-Farrell, Robbie Birch, Robert Powell, Sarita McClean, Shayne Lyons, Steve Young, Suzanne Peden

Operations Committee

Ravi Kolluru (Ops Manager), Greg Dearsly, Mike Cosman, Sarita McClean

Accreditation Committee

Terri Coopland (Chair), Beryl Oldham, Bruce Campbell, Les Heads, Olivia Welsh

HASANZ Committee

Dan Davis (Chair), Fiona Carney, Jon Harper-Slade, Ravi Kolluru, Maxine Griffin, Robyn Bennett, Robyn Parkin, Sarita McLean

Mentoring Committee

Phil Lewis-Farrell (Manager), Patricia Copp

Continuing Professional Development Committee

Robert Eaton (Chair), Robyn Bennett, Carlie Yukich, Ravi Kolluru

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