

ASMTI-Facilities Project at Shoalwater Bay Training Area

Precinct C - WHS Committee Site Walk

meeting minutes

Date	8 th February 2023
Location	Precinct C – UOLF Site
Attendees	Kerry Elford (LOR), Rhys Yasso (LOR), Chris McErlean (LOR), Charisley Banard (Linked), Jason Mills (AE Smith), Dean Bennet (Australis), Jackson McDonald (Manuplex), Brendan.M (Mitcon)
Circulation	All Attendees
Apologies	Nielsen's, Mi Scaffold, Blackcat Civil

Item	Note	Action by	Date
	Team met in the prestart area and agreed agenda for meeting with the following discussions points		
	House Keeping A general inspection of housekeeping within site was conducted during the committee walk. Housekeeping continues to be of an acceptable standard, however there is still room for improvement, especially cleaning up of redundant materials and off-cuts.		
	Walkways/Site Signage General access and egress are being kept clear without obstructions and relevant implemented signage have been placed throughout site. Committee agreed that backfilling works and access and egress around buildings on site could still be improved with additional materials to reduce the risks of slips/trips/falls.		
	Barricading Standards Exclusion / work / drop zones were inspected throughout all sub-contractors. A great example assessed were the bio-retention basin works, as BCC implementing great example of signage within their work zone. Due to the high influx of backfilling works, barricading standards could be improved.		
	Plant and Machinery Checks All Plant/Machinery daily pre-starts inspected were all in date and valid – Each piece of plant was operating to a safe and professional standard.		
	Opportunity for Improvements - Smokers MUST smoke within the designated areas. - Spotters to ensure positive communication is current and have the correct equipment. - Sub-contractors PPE could still use improvement around site - Extra material added within backfilling works around buildings to assist with safe access/egress		
	Positive items found - All Pre-start checks completed to a current date and accessible for inspection. - Barricading / Signage at a great standard - Worksite personnel's attitude towards the safety committee was exceptionally positive – all sub-contractors were happy to help accommodate our observations and inspections. - If contractors were pulled up on a safety concerned they were immediately rectify the finding/issue		