



Civil Construction Capability

Taylored Health and Safety (THS) was established by Tanya Adams, in 1992 with the aim of helping clients develop practical business solutions in the areas of workplace health and safety. Tanya spent many years involved in the small business sector, mining and resources sector, civil construction, health care and agriculture, forestry and fishing.

Within the last ten years the focus has been in the resources sector and civil construction industry with both consulting roles and for the last 5 years + as a member of a tier 2 company's Senior Management team as the business HSEQ Manager. THS recommenced business in August 2017.

Whilst we offer a range of services, if we don't have the capacity to deliver what you need in your time frame, we have an extensive network of contacts that we can recommend and call on to assist.

Our specialty services

1. Development and maintenance of integrated management systems (e.g. AS/NZS 4801/ISO 14001/ISO 9001)

For many businesses, to be able to tender for works or projects or to be compliant with industry benchmarks, it is essential to have an integrated management system (IMS). IMS means that the business addresses the 3 key risk areas e.g. safety, environment and quality by having processes in place for compliance and continuous improvement. The business is audited by a third party for certification which can then be used to demonstrate the business is a lower risk and is well managed as compared to one who doesn't have the certification.

We can also assist if you already have the ISO 9001 certification and wish to progress towards AS/NZS 4801 and / or ISO 14001. This simply means conducting a gap analysis to determine what systems are in place already and how HSE can be incorporated.

Our specialty is the development objectives and targets and integrating them into your business plans

2. Contractor management

Managing contractors no matter what industry you are in is a significant risk to any business. Contractor and in some cases a contractors' contractors, pose issues that need to be managed and we can offer a variety of approaches and systems that will suit your business

Contractor management starts before the contractor is offered the opportunity to work with you as any negotiations must ensure that your health and safety requirements are clear to them before they tender, submit a price or agree to work for you

THS have various types of contractor management processes that can be adapted to your business. We can also assist your sub-contractors on how to meet their/ your legal and your company expectations.

You should have the following relative to your business type and size:

- A set of guidelines or specification to issue to all contractors you want to work for you;
- Require subcontractors to submit documentation on how they will meet the specification;
- An assessment process of the risk they pose to your business from their submission;
- Performance improvement plans to get them up to the standard you require;
- In service monitoring and audits; and
- Regular performance reports and communication of the outcomes.

3. Coaching and mentoring

Some organizations don't necessarily think employing a new health and safety person is always the best fit. They prefer to promote internally with someone who has the potential skills, attitude and passion to take on the role. Often these individuals will have no formal certification in health and safety but have a passion to make a difference and need the support to get there.

If they are the only person in that team e.g. no other health and safety people, the person will need some external assistance for a period of time. This is where coaching assists.

Health and safety coaching is a one to one supportive relationship that focuses on assisting the person being coached to understand and develop the skills in a supportive environment. It enables the person being coached to fast track their personnel development which in turn assists the organization.

Coaching and mentoring can be very effective in shaping the direction of the role, focusing on areas of need and monitoring the performance of the individual meeting the direction of the company. Coaching and mentoring new health and safety professionals enables the transition to self-sufficiency at a faster pace.

As the client you will set the objectives of the coaching program (with our assistance) to ensure objectives and targets are SMART:

S: Specific

M: Measurable

A: Attainable

R: Relevant/ realistic

T: Time bound

Our standard services

4. Development of compliance documentation (Safety plans, JSA's, SWMs etc)

Your safety management plan is the road map to how health and safety is managed in your business. It could be just at your workplace or if you are a contractor it might be how your plan fits in with the principal contractors or customers plan.

SWMS (Safe Work Method Statements) are required by the OSH legislation for those tasks that are considered as high risk construction work. JSA/JHA (Job Safety Analysis / Job Hazard Analysis) are risk management tools that are created for a tasks with the job steps, the risks and controls to eliminate or reduce risk.

5. Risk registers

The risk register is one of the most important risk tools that you can have. It lists all the health and safety risks to your business, assesses the chance of an event happening and the consequence and the things you put in place to reduce or eliminate that risk. It's a good idea to also use the risk register to address all risks to your business including:

- Customer retention;
- Quality of products / services;
- Environmental ;
- People;
- Legal/licences.

6. Auditing and inspections

Often prior to the third party auditor arriving it's a good idea to get a pre audit- audit completed so any issues can be fixed by the time the certification auditor arrives.

External people doing internal audits is a good way to determine how well things are going. They won't be influenced by employees and will be able to provide the picture of what's going. The scope of any audit is open to whatever the issue you want to assess and / or resolve.

7. Incident Investigations

An effective incident investigation process is important for a business within an industry or size. When incidents occur in the workplace, it is important to determine how and why it happened to ensure that it doesn't occur again.

As part of incident investigation we can also suggest corrective actions that may prevent the event re-occurring.

9. Regulator intervention

In the majority of cases Inspectors have the right to enter at any time except where there is a statutory restriction. If you do have a visit by a Regulator and a formal instruction is given you need to comply with that instruction by the due date.

Generally the inspector may issue either an improvement notice – which means something is wrong, so you need to fix it or a prohibition notice – which means something is wrong and all work in that area must stop until it is fixed. A prohibition notice generally means there is a serious and imminent risk and to continue would place people at risk of injury or harm.

Please contact Tanya Adams on the contact details below for a chat about what you require and/or an obligation free quote.