

Project Title	
Review of AT audit pilot results	
Project Details	
Review of Auckland Transport pilot of revised audit procedure and identify changes to CoPTTM as required	
Progress report	
<ul style="list-style-type: none"> • AT trial of audit procedures is continuing • NZTA proposes promoting a methodology for RCAs to follow to help contractors improve audit results • <i>Start point - NNC issued</i> • Contractor/principal advised in writing of worksite issues and asked to supply a list of actions to prevent reoccurrence of issues 	
Meeting date	CGG Acceptance
N/a	YES Priority 1
Project Leader	Project start date
Stuart Fraser	Ongoing project
Project Members	Project Funding
Edit team: <ul style="list-style-type: none"> • Stuart Fraser • Neil Greaves • Tony Stella 	Estimated budget \$10,000 Budget approved
Project Actions	Completion Dates
Approve extension of AT audit pilot until completion of review	30 December 2016
Form a working party to review AT audit procedures and develop a consistent approach for NNCs	May 2016
Review consequences of audit With the amended H&S legislation the concept of a Person Conducting a Business or Undertaking (PCBU) has extended responsibility right up through senior management and the board. Generally in TTM a STMS has been held responsible for any non-conformance. The organisation employing the STMS or an organisation subcontracting the TTM company must take some responsibility for the correction of a non-conformance.	6 October 2016

Project Actions	Completion Dates
<p>This project aims to examine the way we deal with non-conformances:</p> <ul style="list-style-type: none"> • Carry out an examination of notices of non-conformances (NNC) to identify any patterns that may exist • Follow up after issue of NNC to gauge changes made by company • Develop a process to recognise positive changes made by organisations after NNC issued • Where a pattern of non-conformances emerge that show the culture of the principal or organisation is responsible, the non-conformance should be levied on the principal or organisation. We have to choose some sanctions • Develop a system of rewards and punishments (carrots and sticks) for the outcome of audits • This will be in keeping with the amended H&S legislation once it becomes available 	
Send to CGG for comment	6 October 2016
Amend as required	13 October 2016
Include in December 2016 update note	30 December 2016
Update training material and issue to trainers	30 December 2016