

Health and Safety Strategy 2014 - 2019





\*Our processes, procedures, policies, guidance material and IT infrastructure for health and safety

## 1 Our commitment to keeping our people safe and healthy

At Greater Wellington Regional Council (GWRC), we are committed to providing and maintaining a safe and healthy working environment for our people (our employees, contractors, subcontractors, volunteers and students), and for others who could be exposed to harm because of our activities (for example the public, visitors to our sites, or those who work alongside us on various workplaces).

Our vision for health and safety is “being safer together: *Me tiakina tahi tātou*”. This means that together, our people and others work collaboratively to be safer and healthier than we would otherwise be.

### Achieving our vision

#### Our strategic themes

To support the achievement of our vision we have identified three strategic themes to focus our safety improvement activities for the next five years. The themes overlap. Excellent performance is required in them all if we are to achieve our vision of “being safer together”

We have defined our desired future state for all three themes. If we achieve our desired future state we will be managing health and safety effectively and efficiently –continually improving and adopting best practice standards.



Graphic 1: our strategic themes

#### Our strategic aims

Within our three themes we have defined nine strategic aims. Our annual activity (as set out in our health and safety action plan) is in support of these aims.

Our strategic themes and aims are fully defined in Table 1 below.

Strategic theme	What this theme means to us	Our strategic aims	Our desired future state
<p style="text-align: center;"><b>Safe People</b></p>	<p>We value our people; they are why we are great at what we do. We want our people to think safety, act safely and stay safe. To achieve this we will focus on ensuring our people are inspired and informed, and on building capability.</p> <p>Through a genuine partnership with our people, based on trust, respect and co-operation, we will influence a culture in which health and safety problems are jointly solved, and in which concerns, ideas and solutions are freely shared and acted upon.</p>	<ol style="list-style-type: none"> <li>1. <b>INSPIRED:</b> We visibly lead health and safety and inspire our people and our communities to be safe in their activities and to recognise the value in our service.</li> <li>2. <b>CAPABLE:</b> Our people are competent, capable and empowered with the knowledge, skill and experience to recognise and manage the risks in their activities</li> <li>3. <b>INFORMED:</b> We provide the right information at the right time in the right format to our people to enable them to be safe in their activities and to make informed decisions about risk.</li> </ol>	<ul style="list-style-type: none"> <li>• Our people are empowered, supported, equipped and inspired to make safe and healthy decisions</li> <li>• Our people have the authority, competence, capability, resources and opportunity to effectively manage safety</li> <li>• Responsibilities are known and accountabilities clear</li> <li>• Our leaders inspire excellence in health and safety management - safety is a recognised component of leadership development</li> <li>• Information is accessible and available, and used to inform improvement activity</li> <li>• We have a “one organisation “ approach to safety management</li> </ul>
<p style="text-align: center;"><b>Safe Workplace</b></p>	<p>To keep our people, our organisation and the communities in which we operate safe we need workplaces that are planned, managed and coordinated.</p> <p>In our workplaces, we interact with other organisations, and to avoid harm we need to be assured that our health and safety activities are co-ordinated with them (and with our service delivery partners).</p>	<ol style="list-style-type: none"> <li>4. <b>PLANNED:</b> Health and safety is embedded in design, procurement and our supply chains, so that safety is integral to everything we do.</li> <li>5. <b>MANAGED:</b> Our workplaces are monitored, ensuring they are fit for purpose, well maintained and appropriate</li> <li>6. <b>COORDINATED:</b> We actively coordinate our activities, and collaborate with those sharing or interacting with our workplace</li> </ol>	<ul style="list-style-type: none"> <li>• We are assured that our workplaces are maintained and fit for purpose</li> <li>• Safety information is readily communicated, shared and used by those businesses and service delivery providers that share or interact with our workplaces</li> <li>• Procurement is consistent and safety is embedded</li> <li>• We understand our workplaces and our risks and liabilities within those.</li> </ul>

<p style="text-align: center;"><b>Safe Systems</b></p>	<p>Our systems of work (i.e., our processes, procedures, IT infrastructure) support us to manage our health and safety activities in a structured, logical and consistent way. They help us to meet our direct safety obligations and our consequential liabilities.</p> <p>Our systems for managing health and safety need to be appropriate to our needs, targeted to the risk, constantly evolving and aligned with our wider business management systems. We need systems that are future oriented, and relevant to our risk profile.</p>	<p>7. <b>TARGETED:</b> Our systems of work support us to manage the specific risks associated with our activities</p> <p>8. <b>IMPROVING:</b> We collate, analyse and use business intelligence to inform our improvement activities and support us to attain best practice in our activities</p> <p>9. <b>ALIGNED:</b> Our systems and activities are consistent across our organisation, streamlined and useable -maximising our efficiencies and enhancing our performance</p>	<ul style="list-style-type: none"> <li>• Our systems of work are consistent across the organisation.</li> <li>• Our extreme/high risks are identified, understood and consistently managed</li> <li>• We are able to accurately identify and allocate the resources needed to our health and safety activity</li> <li>• Our management of health and safety is systematic and fully embedded into our activities</li> <li>• We have IT infrastructure that supports us to effectively and efficiently manage health and safety. It enables the collection, analysis and use of business intelligence to better inform our activities</li> <li>• There is clear ownership of system components</li> <li>• There is direct line of sight from the activities of our people, to our plans and to our strategy for health and safety</li> <li>• We have rationalised, supportive, clear policies and standards that are supported by helpful guidance</li> </ul>
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