

Mayor and Councillors
COUNCIL

2 MARCH 2017

Meeting Status: **Public**

Purpose of Report: For Decision

HEALTH AND SAFETY LEADERSHIP CHARTER

PURPOSE OF REPORT

- 1 This report asks Council to adopt a Health and Safety Leadership Charter for the duration of the current triennium.

DELEGATION

- 2 The Council has the authority to consider this matter.

BACKGROUND

- 3 In preparation for the introduction of the Health and Safety at Work Act 2015, Council staff have worked proactively across a wide range of areas to enable health and safety operational delivery and strategic planning activities to align and comply with the new legislative requirements.
- 4 The new Act created the role of 'Officer' which has due diligence obligations. To assist the Officers in Council to understand their obligations a Health and Safety Leadership Charter was drafted.
- 5 There is no legislative requirement to have a Health and Safety Leadership Charter however having a charter demonstrates good faith for Council's commitment to building and maintaining a safe and healthy work culture and environment. Although Elected Members as Officers are not liable for criminal conviction they still have the same obligations to comply with their duties as an Officer. Acknowledging this understanding through a Health and Safety Leadership Charter demonstrates Officer's awareness of their obligations.
- 6 At the last Council Meeting for the previous triennium, the Council adopted the attached Health and Safety Leadership Charter (Appendix 1) until 31 March 2017. This was to allow the incoming Council to revisit the decision to adopt a charter. The attached charter has no changes proposed.

Policy considerations

- 7 There are no policy considerations.

Legal considerations

- 8 There are no legal considerations.

Financial considerations

- 9 There are no financial considerations.

Tāngata whenua considerations

10 There are no tāngata whenua considerations.

SIGNIFICANCE AND ENGAGEMENT

Degree of significance

11 This report does not trigger the Council's Significance Policy.

Publicity

12 There are no publicity considerations.

RECOMMENDATIONS

13 That the Council adopts the Health and Safety Leadership Charter attached as Appendix 1 to this report CE-17-131 for the duration of the current triennium.

Report prepared by	Approved for submission	Approved for submission
Dianne Andrew	Vyvien Starbuck-Maffey	Pat Dougherty
Organisational Development Manager	Democracy Services Manager	Chief Executive

ATTACHMENT

Appendix 1 – Kāpiti Coast District Council Health and Safety Leadership Charter

Appendix 1

KĀPITI COAST DISTRICT COUNCIL HEALTH AND SAFETY LEADERSHIP CHARTER

1. Vision Statement

Kāpiti Coast District Council will work to achieve a vibrant, diverse and thriving community by being open for business and delivering our services in a caring, dynamic and effective manner. This will be underpinned by an organisational culture that supports and encourages a healthy and safe working environment achieved through effective and inspired senior leadership, influence and shared learning.

2. Health and Safety Leadership Charter

Under the Health and Safety at Work Act, Elected Members and the Chief Executive are the Officers of our organisation. As Officers, Elected Members subscribe to the principle that nothing is more important than the health and safety of its workers, and those that could be affected by the work being undertaken by, or on behalf of, the Kāpiti Coast District Council.

Elected Members, as Officers of the Kāpiti Coast District Council, acknowledge their responsibility to exercise due diligence, taking reasonable steps to understand the Council's operations and health and safety risks, and to use this knowledge to influence health and safety outcomes by ensuring those risks are managed effectively through an effective health and safety framework.

This Leadership Charter is the key to enabling the effective implementation of the Health and Safety Plan for Kāpiti Coast District Council. All Officers (Chief Executive and Elected Members) commit to fulfilling their due diligence requirements to support the continuous improvement of health and safety functionality in our workplace. This commitment is founded on the principle that the effective management of health and safety is essential to the operation of a successful and thriving organisation.

Specifically, Kāpiti Coast District Council Elected Members in their capacity as Officers commit support to the following and take personal responsibility:

- To ensure as Officers they remain current in their knowledge of health and safety matters;
- To ensure the Council has and uses, appropriate resources and processes to identify then eliminate or minimise health and safety risk;
- To strive for continuous health and safety improvement and to provide leadership and support to the Chief Executive to achieve this;
- To ensure Council is an environment that engages with workers on matters which will or are likely to affect their health or safety;
- To have worker participation practices that provide workers with reasonable opportunities to participate effectively in improving health and safety;
- To take the opportunity to verify processes that are put in place; and
- To extend health and safety efforts, wherever relevant, beyond the workplace recognising and supporting related initiatives within the community.