

# Board Health and Safety Charter

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## Our Vision

Health and Safety is everybody's responsibility.

## The Board's Commitment

Rau Paenga Directors (Directors) are committed to Health and Safety within Rau Paenga Limited (Rau Paenga) and across all business activities, through effective governance. Directors will work effectively together, and with the organisation to ensure we have appropriate people, systems, and equipment to achieve our vision.

### We believe that:

- Everyone has a personal responsibility to work safely.
- All injuries and incidents are preventable.
- Health and Safety is of equal importance as all other organisational activities.
- Mental health and wellbeing are key components of Health and Safety.

## 1. Introduction

- 1.1 The primary objective of this Health and Safety Charter is to set out the Directors' collective role, and the role of individual Board Members, in participating and ensuring a safe and healthy workplace within Rau Paenga and across major business activities.
- 1.2 The Health and Safety Charter outlines the structure and processes used to deliver and review the leadership of Health and Safety.
- 1.3 To ensure that Health and Safety objectives and strategies are achieved, Directors aim to understand, meet, and appropriately balance the expectations of all stakeholders including personnel, contractors, and the wider business community.

## 2. Governance

Rau Paenga Board Members have statutory responsibility for the Health and Safety activity of the organisation.

## 3. Board Responsibilities

- 3.1 Ensure that Rau Paenga has a clearly defined Health and Safety Strategy.
- 3.2 Ensure that Health and Safety targets are established and that they provide clear direction, focus and clarity of expectation.
- 3.3 Maintain a link between the Rau Paenga Health and Safety Governance Group and the Board.
- 3.4 Ensure that the Chief Executive is accountable for Health and Safety performance, and that there is a system in place to assess the Chief Executive's performance in this regard.
- 3.5 Ensure that all Directors understand their role in executing due diligence responsibilities across Rau Paenga business activities.

## 4. Policy and Planning

- 4.1 Develop and approve a Health and Safety Policy that expresses the Rau Paenga commitment to Health and Safety.
- 4.2 Establish targets for tracking the organisation's effectiveness in implementing the Rau Paenga Health and Safety Strategy.

- 4.3 Ensure that Health and Safety has the appropriate resource, focus and expertise.
- 4.4 Ensure the Chief Executive provides clear expectations to Rau Paenga staff regarding Health and Safety which include responsibilities and accountabilities that are regularly reviewed against established key performance indicators.

## **5. Deliver**

- 5.1 Set clear expectations that Rau Paenga develops and implements a Health and Safety Management System that is fit-for-purpose and represents best practice.
- 5.2 Exercise due diligence to ensure such System is effectively implemented, reviewed and continuously improved against a recognised standard.
- 5.3 Ensure that sufficient resources are available for the development, implementation and maintenance of such System.
- 5.4 Maintain a detailed knowledge of Rau Paenga critical health and safety hazards and risks gained through Board reporting, engagement with Managers and periodic site visits.
- 5.5 Ensure that Rau Paenga contractor management processes are robust and that sufficient time and resource is allocated to ensure these are effectively executed across Rau Paenga major business activities.
- 5.6 Ensure that Rau Paenga actively communicates, consults and co-ordinates with other key stakeholders (PCBU's) involved in the delivery of Rau Paenga major business activities.

## **6. Monitor**

- 6.1 Request Health and Safety reporting and data from Management to monitor compliance and assess progress against the agreed Health and Safety Strategy.
- 6.2 Specify clear requirements for regular reporting of Health and Safety performance results and review these at Board meetings to assess trends (key lead and lag indicators with a focus on lead indicators) across all business activities.
- 6.3 Ensure that external expertise is engaged [by the General Counsel & Company Secretary] for Rau Paenga to provide independence and to avoid conflict of interest where a serious incident or fatality has occurred that has resulted in (or is likely to result in) significant engagement with the Regulator (WorkSafe NZ).

## **7. Review**

- 7.1 To ensure that the Board conducts a periodic formal review of Health and Safety to determine the effectiveness of the Health and Safety Management System and where any changes are required.
- 7.2 To ensure that the Board considers whether an external review of the Health and Safety Management System is required for an independent opinion.
- 7.3 To ensure that any recommendations made following a Health and Safety Management System review are properly considered by Management and effectively implemented where agreed.

## **8. Meetings**

- 8.1 The topic of Health and Safety will be an Agenda item at each Board Meeting. An update will be provided by the Chief Executive and/or the General Manager People and regular reporting will be discussed and reviewed.
- 8.2 Actions required as a result of discussions and reviews will be recorded in Board meeting minutes and provided to the Health and Safety Governance Group for implementation.