

University of Otago Health and Safety Compliance 2022/2023

Where we are now

What we want to do over the next three years

12 month priorities 2-3 year priorities

What we want to achieve

OUR VISION/PURPOSE

The H&SC team provide best practice health, safety, compliance and wellbeing systems for the University community and best in the sector. No body or the environment will be significantly harmed while doing our work. The University community has an open and non-threatening H&S climate.

CHALLENGES FOR OUR SERVICE

Reactive work is unpredictable and threatens proactive work.

The complexity and variety of activities require a flexible H&S approach adaptable to multiple situations.

Current organisational changes and capital works programme have H&S implications.

Increase in mental health and common health problems in the NZ population.

The NZ H&S culture is in a state of transition, particularly in the contractor and supply chain markets; legislative changes are ongoing.

A dependent H&S culture that is top driven and largely lag indicator driven. Reliance on H&S team to initiate H&S actions.

The importance of 'Good Work' and the ability to enhance individuals health through good work is not widely understood.

FOCUS AREA ① Robust, externally verified H&S and Compliance management system.

Continue the development of H&S systems that meet ISO 45001/03

Continue the development of the OurDrive OHSMS site

Continue the development of animal systems to AAALAC standards

Explore options for accreditation to meet ACC AEP standards

Fully documented systems ready for external verification.

FOCUS AREA ② Health, safety and wellbeing training framework

Revised AWO Training programme

H&S Culture and Leadership programme developed.

Training programme developed and delivered.

Divisional reports on level of attendance at training.

Review and measure KPIs over a defined period.

FOCUS AREA ③ H&S measures, objectives and KPIs.

ACC Performance KPIs identified for TPA

ACC Indicators and sector bench marking

H&S objectives endorsed by VCAG and Council

Self review of OHSMS system by Council and VCAG

Annual report on KPIs and performance generated.

FOCUS AREA ④ Formalise health and wellbeing systems in the workplace.

Wellbeing reference group established.

Health and Wellbeing events calendar developed.

Develop and launch the ACC TPA arrangement with Gallagher Bassett

ISO 45001/03 occupational health systems documented

Health and Wellbeing plans established and are an annual process.

ENABLER ① H&S capability increased to enable and empower all members of the University community.

Vault Notify app available to all staff.

H&S Reps and Committee membership known.

30% increase in near miss and events reporting

Bullying and psychological safety events reporting system implemented

Reporting events and near misses across the all critical hazards increased by 30%.

ENABLER ② Technology that supports best-practice to enable us to provide more responsive and reliable services to our customers.

All ACC claims managed to AEP requirements

H&S is fully engaged in the chemical inventory project.

Implement Fieldwork project solution.

IT systems support HSW culture and climate, and meet reporting requirements.

CONSIDERATIONS FOR H&SC

- ❖ There is increasing interest and awareness of H&S roles and responsibilities for officers and managers.
- ❖ H&S systems and strategy implementation demonstrate benefits to the University operations, not just meeting 'compliance' requirements.

H&SC STRENGTHS WE CAN LEVERAGE

- ✓ Highly competent and experienced team, trusted by the customer.
- ✓ A strong service delivery model with a focus on consultation and understanding of 'work as done' in our customer base.
- ✓ Uptake and adaption by the University community of Vault, with recognised 'added value'.

- ✓ Robust risk management approach applied that allows adaptability and agility across the broad range of work activities. Evidence of risk assessments.
- ✓ Improvement in critical risk activities management are robust and error tolerant, measured and reported.
- ✓ Increased visibility of H&SC across the University.
- ✓ University of Otago reports on agreed H&S KPIs in the University sector.
- ✓ AAALAC systems preparation continues.
- ✓ Animal Care and Use Programme (ACUP) Operations Manual documented.
- ✓ Web page and publications are revised and recognised as user friendly by clients.
- ✓ A culture of positive reporting, investigation and understanding of incidents identifies preventive measures confirmed.
- ✓ External H&S Systems accreditation is achieved and maintained.
- ✓ Highly confident and engaged safety leaders.
- ✓ Safety conversations are standard practice for managers.
- ✓ Regular engagement with workers and contractors to recognise and implement H&S improvements.
- ✓ Consistently high levels of training and competency evidenced across all areas of work.
- ✓ Workers are empowered to make safe decisions and provided with the information to make decisions.
- ✓ Leadership capability is consistent and standards are consistently applied across all areas of work activities.
- ✓ H&S practices are integrated into normal work practices with daily conversations on H&S between leaders and staff.
- ✓ AWO training programme reviewed, revised and implemented.
- ✓ Central Fieldwork IT database adopted by users.
- ✓ Chemical inventory system that allows tracking and monitoring of substances on site.
- ✓ Chemical inventory reduces, reuses or recycles waste.
- ✓ Stakeholders and the public have confidence in our ability to conduct our work and provide for the safety of our student population.
- ✓ Staff are confident that H&S is proactively managed.
- ✓ Annual audit programme delivered and recommendations implemented.
- ✓ Occupational Health Services standards defined and documented.
- ✓ External audits continue to have a positive outcome.
- ✓ Increased uptake of staff flu vaccinations.
- ✓ Shared understanding of wellbeing in the University community defined.

To learn more contact:
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University of Otago
ISO45001 Occupational Health and Safety Management System

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OHSMS REF: 6.2.1

Amendment	Change	Date	Who	Version	Approval
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