

Government Health and Safety Lead (GHSL) Sector Reference Group - Terms of Reference

1. Background:

The Government Health and Safety Lead (GHSL) was formed in 2017 under the leadership of Ray Smith, then Chief Executive of the Department of Corrections. The GHSL moved to the Ministry of Primary Industries in 2019 following Ray Smith's appointment as Director-General.

The GHSL is a small team tasked with providing practical support to chief executives, senior leaders and the health and safety teams of government agencies to enable their leadership of health and safety for the benefit of all New Zealanders.

2. Purpose and Objectives:

The GHSL Sector Reference Group (the Reference Group) has been established to help the GHSL to prioritise and focus its efforts to enhance wellbeing, health and safety within the public sector. Members will support the GHSL by providing a sounding board to give consideration of future and emerging risk profiles as well as providing a realistic view of current sector maturity and needs. The group will support the development of:

- A common vision for wellbeing, health and safety performance, leadership and capability maturity.
- Priorities for the sector, identifying and addressing emerging risks and both short and long-term focus areas.
- Measures of success and enhanced reporting by and for the sector.
- Identification and coordination of key messages and reporting for emerging issues.
- Direction of areas for GHSL and the sector to explore for further detail and develop further understanding of.

3. Key Value Propositions

The Reference Group key value propositions are:

- **Coordinated Priorities and Resources:** By leveraging sector resources and skills and coordinating efforts, the GHSL aims to optimize resource allocation, meet priorities, and prevent duplication.
- **Avoiding Inconsistency and Duplication:** Sharing best practices reduces redundancy, promoting consistency and efficiency in health and safety standards.
- **Enhancing Policies and Processes:** Through collaboration, the GHSL aims to improve health and safety policies and processes across the public sector, leading to better outcomes.
- **Improved reporting:** By supporting sector wide reporting on performance and identified issues, helping Chief Executives to understand and focus on areas that will deliver the greatest benefit.

4. Meetings and Collaboration:

The Reference Group will meet every three months initially, with the meeting schedule aligned with ongoing work program needs. Meetings will serve as a platform for feedback on initiatives, work programs and the overall direction of the GHSL.

The GHSL will routinely communicate on progress regarding priorities and work program results, with the Reference Group feedback and insights informing the ongoing development of programs.

The GHSL will actively seek the support of the Reference Group in the following areas:

- Input will be sought in engaging chief executives and other key stakeholders on priorities and the work plan.
- to improve collaboration with key stakeholders. to contribute feedback on draft documents and plans proposed by the GHSL.

5. Performance Metrics and Reporting:

The Reference Group will assist in the development of relevant wellbeing, health and safety performance metrics. It will:

- Help to improve access to wellbeing, health and safety data sources across the sector with relevant agencies.
- Assist with regularly reporting on sector wellbeing, health and safety performance, leadership and capability metrics.
- Provide an additional avenue for the GHSL to receive stakeholder feedback and to report on progress and results.

6. Te Ao Māori Integration:

The Reference Group will support the GHSL in the development of an approach for integrating Te Ao Māori principles and perspectives in all GHSL work and across the sector.

7. All of New Zealand approach

The Reference Group will support the GHSL to ensure that resources developed are accessible and visible to all public sector communities throughout New Zealand

Membership List:

Size	Agency
Small	Housing and Urban Development
	Ministry of Defence
	Serious Fraud Office
Medium	New Zealand Customs
	New Zealand Trade and Enterprise
	Currently Vacant
Large	Kāinga Ora
	Ministry of Business, Innovation and Employment
	Ministry for Primary Industries
Non-Departmental	New Zealand Police