



# Policy: Health and Safety

<b>Description:</b>	Health and Safety Policy of the Ngāti Whātua Ōrākei Trustee Limited
<b>Approved by:</b>	Board Resolution
<b>Date:</b>	9 July 2021

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## 1 Purpose and Scope

- 1.1** This policy describes the commitment of Ngāti Whātua Ōrākei Trustee Limited (“**we**” “**us**” and “**our**”) to ensure the health and safety of people who work for us and people we work with, including our directors, staff, contractors, volunteers, and manuhiri (“**you**” and “**your**”).

## 2 Interpretation and Application

- 2.1** This policy is the overarching document of our Health and Safety Management System and must be read in conjunction with our other policies, procedures, standard operating procedures, guidance, and standards.
- 2.2** The mātāpono of Ngāti Whātua Ōrākei are the values that guide our actions and ground us in tikanga Māori. This policy will be interpreted and applied in accordance with the mātāpono of Ngāti Whātua Ōrākei, with particular emphasis on the following:
- a) Rangatiratanga – kia whakatinana i ngā āhuetanga tika o te rangatiratanga puta noa te hapū  
*Leadership – to live and practice positive leadership throughout the hapū*
  - b) Manaakitanga – ko te whānau kei te pokapū o ngā kaupapa manaaki a te poari. Whai muri, kia rongo ngā hau e whā i te kakara o te manaaki o Ngāti Whātua Ōrākei  
*Care and host responsibility - whānau are the core focus of hapū development. Our host responsibility to others will positively reflect our role as tangata whenua.*
  - c) Kotahitanga – kia kotahi te tū kia kotahi te hoe  
*Unity - stand as one and work together*
  - d) Kaitiakitanga – kia tiakina ō tātou whānau, o tatou whenua, ā tatou taonga me ā tatou rawa mō āke tonu atu  
*Guardianship – to protect our people, our lands, our resources and our taonga forever*

## 3 Policy Statement

- 3.1** Our goal is to eliminate injuries, incidents, and cases of occupational illness/ill health by ensuring that you, the people we work with, and our manuhiri are physically, mentally, and Culturally Safe at our workplaces and while conducting work for us.
- 3.2** Through our Health and Safety Management System, we ensure that:



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- 3.2.1 Hazards are identified and eliminated where reasonably practicable;
- 3.2.2 Risks are evaluated, reduced and controlled;
- 3.2.3 Incidents and occupational illnesses are prevented, or otherwise investigated;
- 3.2.4 Our health and safety objectives are set, achieved, and performance monitored;
- 3.2.5 Our staff are consulted and have every opportunity for engagement and participation; and
- 3.2.6 We comply with or exceed legislative and other applicable requirements.
- 3.3** We strive to achieve continuous improvement within our health and safety system, and this is driven by our Board, management and health and safety committees.
- 3.4** We expect you to share our commitment to health and safety by communicating with us, openly voicing your concerns, adhering to our requirements, and working with us to achieve our collective goal to keep people safe. This includes correcting (if it is safe to do so) and reporting hazards, reporting incidents and occupational health concerns (regarding physical health, mental health and wellbeing, and Cultural Safety), and bringing any health and safety matters or suggestions to our attention.
- 3.5** If you have anything to report, please let your manager, host and/or your Health and Safety Representative know immediately. Hazards and incident reports can and should also be made using our systems.
- 3.6** Your participation and commitment to keeping people safe is much appreciated.

## **4 Relevant Legislation and Authoritative Guidance**

- 4.1** Everyone performing a function under this policy is required to comply with all applicable legislation (and any successor legislation) and authoritative guidance, including but not limited to:
  - Health and Safety at Work Act 2015
  - Health and Safety at Work (General Workplace and Risk Management) Regulations 2016
  - Health and Safety at Work (Worker Engagement, Participation, and Representation) Regulations 2016
  - Ngāti Whātua Ōrākei Trust Deed

## **5 Definitions**

- 5.1** The following definitions apply to this policy:

<b>Board</b>	means the board of directors of Ngāti Whātua Ōrākei Trustee Limited
<b>Culturally Safe and Cultural Safety</b>	means consistent with tikanga Māori and respectful of all cultures within the workplace
<b>Health and Safety Management System</b>	means our health and safety management system which gives effect to our commitments in this policy and is more fully described in our Health and Safety Manual



## NGĀTI WHĀTUA ŌRĀKEI

**Health and Safety  
Representative**

means the appointed or elected representative of workers  
responsible for advancing health and safety matters

### **6 Policy Review**

- 6.1** This policy is to be reviewed biennially, with any changes to be approved by the Board.
- 6.2** Date of next review: **July 2023**