

Entered by Board Secretary

Safety Committee Performance Evaluation and Report to the Board

For decision: For noting:

Ngā tūtohunga / Recommendations

That the Auckland Transport Board (board):

- Notes this annual update to the board as required under the Safety Committee (committee) charter.
- Notes that a fuller evaluation of committee performance as required by the committee charter will be completed in the forthcoming governance review, but that recommendations for improvement from committee members are welcomed at any time.
- Approves updates to the committee charter (provided as Attachment 1).

Te whakarāpopototanga matua / Executive summary

- The committee charter requires that the committee annually review its performance and prepare a report to the board summarising how it has discharged its responsibilities over the year.
- Similar to other board Committees, the committee has had a busy year assisting management to respond to the on-going impacts of the COVID-19 pandemic and to develop the Safety Management System (SMS).

Ngā tuhinga ō mua / Previous deliberations

Date	Report Title	Key Outcomes
November 2022 Committee	Safety Committee Performance Evaluation and Report to the Board	Noted the annual committee performance evaluation and report to the board and recommended approval of the updates to the committee charter as provided in Attachment 1.

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Te horopaki me te tīaroaro rautaki / Context and strategic alignment

3. Section 6.2 of the charter states that on an annual basis, the committee will prepare a report to the board indicating how the committee has discharged its responsibilities as set out in the charter for the previous year, including a describing of significant issues dealt with by the committee.
4. Section 7.1 of the committee charter requires that the committee evaluate its performance annually and report the outcomes of the evaluation process to the board including recommendations for any opportunities for improvement.
5. Section 5 of the charter outlines the key responsibilities of the committee. These can be summarised as:

Safety in delivery of Auckland Transport (AT) Activities

- a. Oversight of safety performance and safe systems at work in the transport network.
- b. Monitoring of Road Safety initiatives across the network.
- c. Oversight of safety performance and safe systems at work in AT construction activities.
- d. Oversight of safety performance and safe systems at work in the delivery of AT services.
- e. Receive timely and appropriate reporting on safety incidents, trends and mitigation actions.
- f. Oversight of management actions in regard to relationships with co-delivery agencies to ensure holistic delivery of safety outcomes.

Health, Safety and Wellbeing

- a. Review, monitor and make recommendations to the board on AT's health, safety and wellbeing risk management framework and policies.
- b. Review and make recommendations to the board on strategies for achieving health, safety and wellbeing objectives.
- c. Approve and perform oversight of targets for health, safety and wellbeing performance and assess performance against those targets.
- d. Review the monitoring AT's compliance with health, safety and wellbeing policies and relevant applicable law.
- e. Receive reports from management to ensure that the systems used to identify and manage health, safety and wellbeing risks are fit-for-purpose, being effectively implemented, regularly reviewed and continuously improved.
- f. Seek assurance that AT is effectively structured to manage health, safety and wellbeing risks.
- g. Receive timely reviews of health and safety related incidents and consider appropriate actions to minimise the risk of recurrence.

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- h. Review the health, safety and wellbeing performance of AT, including review of audits (internal and external), system reviews, performance results, significant incidents and investigations, the impact of organisational changes and benchmark data.

Ngā matapakinga me ngā tātaritanga / Discussion and analysis

- 6. The committee has met on six occasions for formal meetings in the period since 1 July 2021. A separate board workshop was held in October 2021 on co-creation of the safety and well-being strategy.
- 7. Significant items of committee activity aligned with the key responsibilities outlined in the charter over the last financial year include:
 - a. Monitoring of progress against actions from the Road Safety Business Improvement Review 2021.
 - b. Monitoring of progress against actions from the Van Schaik Health and Safety Business Improvement Review 2021.
 - c. Implementation of the Safety Business Plan FY21-22.
 - d. Acceleration of the proposed approach to the Speed Management Plan.
 - e. Development and implementation of the Safety Strategy and SMS.
 - f. Improvements in reporting to both the committee and board including a committee work programme and development of health and safety lead and leg indicators in board reports.
- 8. In addition to the committee's annual work programme, committee lines of enquiry have focussed on:
 - a. A focus on improving safety outcomes for vulnerable road users.
 - b. Improving collaboration and cooperation with key partner organisations, including the New Zealand Police and procurement partners, to improve safety outcomes.
 - c. Ensuring sufficient management focus and prioritisation on initiatives to reduce Deaths and Serious Injuries on the road network.
 - d. Undertaking deep dives into threats and aggression and the safety of people travelling outside of vehicles.
 - e. Confirming which Executive Leadership Team and board members are likely to be designated as Officers under the Health and Safety at Work Act 2015.
 - f. Identification of health and safety critical risks.
- 9. Since 1 July 2021, there have been leadership changes in the Safety team, with Stacey Van Der Putten becoming Executive General Manager (EGM) Safety in April 2022. Ms Van Der Putten took over from Natasha Whiting who had temporarily acted in the EGM Safety role

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following the departure of the previous incumbent, Bryan Sherritt, in September 2021. There have also been resourcing issues in the Safety team reflecting the challenging and competitive labour market conditions in New Zealand.

10. Progress against the Van Schaik report has been a key focus for the committee and one of the reasons for the improvements to both committee and board reporting. Completion of reporting was initially constrained by the challenges described in paragraph 10 but has improved significantly in more recent times with better data availability and progress on the SMS. The committee has recently been provided with detailed reporting to help members fulfil their health and safety due diligence duties. Reporting will become more streamlined and improved as the SMS is developed and implemented.
11. The Van Schaik Health and Safety Business Improvement Review Progress Report (November 2022) notes that there has been a fundamental shift in safety across AT and that staff are highly engaged in this change. It also notes that AT is moving towards an engaged and empowered workforce through:
 - a. A well thought through strategic approach to health and safety.
 - b. Significant positive changes in the health and safety team leadership and management structure and resourcing to enable change.
 - c. Positive engagement and communication to engage leaders across the organisation.
 - d. Execution of substantial programmes of work and key deliverables which are in various forms of progression.
12. A fuller review of committee performance will be undertaken as part of the forthcoming governance review, however any recommendations for improvement into the operation of the committee from members are welcomed at any time.
13. The following amendments are proposed for the committee charter (provided as Attachment 1) and are recommended by the committee to the board for approval:
 - a. Clarity in section 4 that all board members are entitled and able to attend committee meetings should they desire.
 - b. Revisions to section 5 (responsibilities) to provide clearer definition of policy, strategy and planning, SMS effectiveness, monitoring of safety activities and review of safety systems.
 - c. Minor wording changes and tidy ups.

Ngā tūraru matua / Key risks and mitigations

14. Sufficient progress is not made on the Safety Strategy, Vision Zero Strategy and the development and implementation of the SMS. Mitigations include regular reporting on progress to the committee and board on this work.

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Ngā ritenga-ā-pūtea me ngā rauemi / Financial and resource impacts

15. N/A.

Ngā whaiwhakaaro ō te taiao me te panonitanga o te āhuarangi / Environment and climate change considerations

16. N/A.

Ngā whakaaweawe me ngā whakaaro / Impacts and perspectives

Mana whenua

17. N/A.

Ngā mema pōti / Elected members

18. N/A.

Ngā rōpū kei raro i te Kaunihera / Council Controlled Organisations

19. N/A.

Ngā kiritaki / Customers

20. N/A.

Ngā whaiwhakaaro haumaruru me ngā whaiwhakaaro hauora / Health, safety and wellbeing considerations

21. N/A.

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Ā muri ake nei / Next steps

22. Assuming board approval, the updated committee charter will be loaded to Diligent Boardbooks and placed on file.

Te whakapiringa / Attachment

Attachment number	Description
1	Draft updated committee charter.

Te pou whenua tuhinga / Document ownership

Recommended by	Andrew Downie Governance Lead	
Approved for submission	Mark Lambert Interim Chief Executive	