MODEL GOVERNANCE INSIGHT REPORT ATTACHMENT 1

***SECTION 3*** *Framework for Health and Safety Management*

This report is developed by the Health and Safety Manager (or equivalent) and is produced from analysis of trends, incidents, worker feedback and other “business intelligence” sources. It is best seen as the opportunity to identify and present evidence and information to the strategic group to enable it to ensure that the organisation is implementing programs and initiatives to address the right things i.e. “What is the business telling us, do we know the things we should know?”

***ATTACHMENT***

PART 1: PERFORMANCE DASHBOARD

This section of the report will contain information from the organisation’s HS performance scorecard. The scorecard will provide information relating to trends that provide insight to performance of controls to enable development of suitable initiatives if required.

#### Graph 1: Lost Time Injury Frequency Rate and Total Recordable Injury Frequency Rate (rolling average YTD)

#### Graph 2: Zero Harm Days

#### Graph 3: Incident and Hazard Reporting Rates Graph 4: Worker Engagement Results

#### Graph 5: Hazard and Incident Causal Trends

Add / developed as required / determined by the group.

PART 2 INSIGHT REPORT

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| --- | --- |
| **INSIGHTS** | **SUPPORTING INFORMATION & EVIDENCE**  SOURCES OF INSIGHT |
| Summarise the insights here, typically limit to 3-4 key insights.  Insight must relate to a strategic element, i.e. not to a specific incident.  **Example:**  There is a lack of consistent approaches and standards applied to monitoring of contractor activities | Provide information about what led to the insight, how it came about and what evidence supports it.  **Example:**   Comments from last 2 contractor HS forums.   Review of recent incidents involving contractors.   Lack of defined contractor HS performance monitoring tools.   Results of site inspections and audits. |
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PART 3: HEALTH AND SAFETY AT WORK LEGISLATION AND

***SECTION 3*** *Framework for Health and Safety Management*

REGULATIONS UPDATE & INDUSTRY INFORMATION AND DEVELOPMENTS

This section of the report should contain information obtained from sources such as:

***ATTACHMENT***

 WorkSafe New Zealand

 Industry Associations

 Health and Safety Associations, publications and forums

 Outcomes and learnings from projects or activities the organisation is undertaking and/or involved in.

It is intended to alert the Strategic Group to obligations and opportunities is must be aware of and determine applicability and relevance to the organisation’s activities.

#### Legislation and Regulation

#### Industry Incidents

#### Industry Development