



Officer Development



**Government
Health & Safety Lead**

2024

The Government Health and Safety Lead (GHSL) has partnered with the Institute of Directors (IoD) to offer the Officer Development Programme, designed for public service agency senior leaders with officer responsibilities under the Health and Safety at Work Act 2015 (HSWA).

The programme was launched in 2020 and recognised at the 2021 NZ Workplace Health and Safety Awards, winning the Governance category.

Programme Components

This professional development programme includes 9 hours of in-person and online workshops (a customised IoD Advanced Health and Safety course, delivered as four short modules in two workshops), supplemented by pre-and post-course e-learning modules, reading materials, resources, tools, and case studies.

All course and resource content has been tailored for the public service, recognising that officers in most central departments and agencies are also senior leaders with management responsibilities for health and safety.

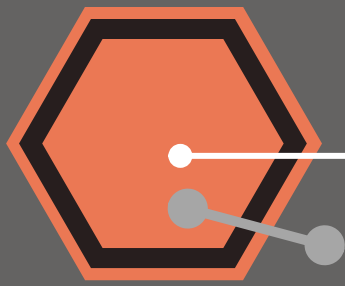
“Despite having spent years working in this space, I found the IoD officer development programme extremely helpful, ensuring my knowledge and skills are up to date. I particularly enjoyed and benefited from working through practical examples with my colleagues from across government, which opened my eyes to risks and controls that I hadn’t previously considered.”

**Richard Griffiths, Deputy Chief Executive,
MBIE, Ngā Pou o te Taumarau**

INVESTMENT:

**Cost is \$1,200 +GST
per attendee**

(For both workshops)



COURSE OVERVIEW



Content from the IoD Directors' Advanced Health and Safety course has been tailored to meet the specific needs of the public service. The following topics are covered across four modules, delivered in two workshops. Each topic will be explored with a governance focus but with consideration as to how the topic may be viewed through different lenses (governance, leadership, management) in a public sector environment:

- **Managing, leading, and governing Health & Safety** - an overview of the three roles and perspectives. Includes leadership behaviours and practices. Recap on the scope of PCBU duties. Bringing it to life - practical application i.e., meeting structures, reporting, questions that should be asked, using the three lenses of governance, leadership, and management.
- **Health and Safety risk management.** Risk landscape (acute, chronic, and catastrophic), risk assessment methodologies, implementing effective prevention and mitigation controls, controls assurance (3 lines of defense), risk tolerance, owning your risk matrix, alignment with Enterprise Risk Management.
- **Overlapping duties** and understanding the complexity and challenges of identifying and managing them (particularly thinking about the public sector's wider role in policy setting, standard setting, system ownership/funding).
- **Monitoring what matters** - setting meaningful KPIs, data, insights, reporting and information management systems - this module references the Business Leaders' Health and Safety Forum guide "Monitoring What Matters".

DATES:

COURSE 11				
Module	Topic	Location	Date	Time
Module 1 & 2	Managing, leading and governing health and safety; and H&S Risk Management	In person* (Wellington)	Thursday 14th March 2024	8.30am - 1pm
Module 3 & 4	Overlapping duties; and Monitoring what matters	In person* (Wellington)	Thursday 2nd May 2024	8.30am - 1pm
COURSE 12				
Module	Topic	Location	Date	Time
Module 1 & 2	Managing, leading and governing health and safety; and H&S Risk Management	In person* (Wellington)	Wednesday 14th August 2024	8.30am - 1pm
Module 3 & 4	Overlapping duties; and Monitoring what matters	In person* (Wellington)	Wednesday 18th September 2024	8.30am - 1pm

Registrations and expressions of interest

Please email us with attendee details (Name, Position, Email and Phone details). Note that places are limited, and all bookings will remain tentative until confirmed by the GHSL.