HEALTH and SAFETY POLICY STATEMENT
(Ref: G/09)

Purpose of Policy:

Manor Estates Housing Association in conducting its affairs will ensure it complies with the statutory provisions of the Health and Safety at Work Act 1974.

Policy Monitoring Details	
Department:	*Corporate*
Author:	*Claire Ironside*
Status:	*Group*
Date Approved by SMT :	09 March 2023
Updated:	
Planned Review Date:	*May 2028*
Relevance to Association Values	Committed Agile People-Focused **Professional,** we ensure that the Association complies with the Health & Safety legislation
Regulatory Outcomes being achieved:	*Standard 1: The governing body leads and directs the RSL to achieve good outcomes for tenants and other service users.*
Tenant Consultation Required:	*No*
Equalities Impact Assessment	*Yes*

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1. Introduction

The Board of Manor Estates Housing Association Ltd is responsible for the conduct of the business of the Association.

The Health and Safety at Work Act (1974) imposes statutory duties on employers and employees. To enable these statutory duties to be carried out it is the policy of Manor Estates Housing Association, so far as is reasonably practicable, to ensure that responsibilities for safety and health are assigned, accepted and fulfilled at all levels of the Association; that all practicable steps are taken to manage the health, safety and welfare of all employees; to conduct the business in such a way that the health and safety of visitors, to any premises under our control, is not put at risk.

2. Obligations

It is the intention of the Association, so far as is reasonably practicable, to ensure that:

a) The working environment of all employees is safe and without risks to health and that adequate provisions are made with regard to the facilities and arrangements for their welfare at work.

b) The provision and maintenance of machines, equipment and systems of work which are safe and without risks to health to employees, contractors and any other person who may be affected with regard to any premises or operations under our control.

c) Arrangements for use, handling, storage and transport of articles and substances for use at work are safe and without risks to health.

d) Adequate information is available with respect to machines and substances used at work detailing the conditions and precautions necessary to ensure that when properly used they will be safe and without risk to health.

e) Employees are provided with such instruction, training and supervision as is necessary to secure their health and safety.

f) The Health and Safety Policy will be reviewed and updated as and when it is necessary. Communication of any such changes will be made to all employees.

It shall be the duty of all employees at work to ensure:

a) That reasonable steps are taken to safeguard the health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

b) Co-operation with the Board so far as is necessary to ensure compliance with any duty or requirement imposed on the employer, or any other person, under any relevant statutory duties.

3.0 Publicising this Policy:

This policy will be made available to all staff and Board members, be published on the Association's web site and notified to contractors, agents and consultants. Alternative formats and languages will be available on request.

4.0 Other relevant or related policies:

- HR 10: Home Working Policy
- HR 11: Induction Policy
- HR 21: Stress Management Policy

Equalities Impact Assessment

PART 1 – INITIAL ASSESSMENT

Policy	Health and Safety Policy Statement		
Type	~~New~~	Review	Other (please specify)
Author	C Ironside		

Key customer contact points: external (service users)

- Tenants, Factoring Service Customers and Employees

Key customer contact points: external (other stakeholders)

- Contractors and Consultants

Key customer contact points: internal

- Employees, Board Members, Share Holding members

	Identified Potential Impact		
Characteristic	**Negative**	**Positive or No Impact**	**Don't Know**
Age		✓	
Gender Reassignment		✓	
Being married or in a civil partnership		✓	
Disability		✓	
Race, including colour, nationality, ethnic or national origin		✓	
Religion, belief, or lack of religion/belief		✓	
Pregnancy & maternity		✓	
Gender		✓	
Sexual orientation		✓	

If you have answered 'Negative' or 'Don't Know', note here any mitigating action that has already been taken or is already in place to address the issues identified.

Potential Impact	Mitigating Action in Place
Is a full EQIA required?	Yes / No

If you have answered 'No', please give reasons:

- No impact on equalities identified
- ~~Impact identified, but action to address~~
- ~~Other:~~

Signed:_C Ironside

Position: