



HEALTH & SAFETY
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Health & Safety Policy: Statement of Intent

HSA-10100-01

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Document Control

Document Name	Health & Safety Policy: Part 1 Statement of Intent
Document Ref. Number	HSA-10100-01
Revision	2.2
Date of Issue	March 2021
Written By	Louise Nowell
Amended by	
Endorsed by	
Reviewed by	CR Committee
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Amendment Record

Revision	Date	Amendment(s)
0		Draft
1.0	05/03/18	Review of existing H&S Policy
1.1	24/07/18	Amended following external legal advice (Blake Morgan).
2.0	Oct 2018	Full redraft and restructure of the H&S Policy. Discussion at SMT rejected the Policy. Revisions suggested
2.1	July 2019	Full redraft Health Safety Policy structure into three parts. Part 1 Health and Safety Policy Statement of Intent Part 2 Health, Safety and Sustainability organisation document (For Consultation)
2.2	January 2021	Final Draft to SMT for approval along with Part 2 Policy Organisation document
2.3	March 2021	Final issue to Council for signing.

1. Foreword by the Vice-Chancellor

Swansea University Council is committed to ensuring that its business activities are carried out so as not to cause ill health or injury to staff, students, visitors, contractors or anyone that may be affected by those activities, directly or indirectly.

Health and safety management is integral to general business management and is a key consideration in all aspects of business planning and performance management.

We are committed to continual improvement in our health and safety performance through provision of appropriate resource, visible and effective leadership and the development, implementation, and review of our Health and Safety Policy and University Health and Safety Management System.

2. Scope of the Policy

This policy and associated arrangements apply to all staff, students, contractors, tenants, partners, visitors and anyone else who may be affected by the University undertaking at all campuses and other places where premises are owned, used by or under the control of the University; and all activity related to the functioning of the University including travel in the UK and overseas.

The Policy defines the University commitment to health and safety and details how the commitment will be achieved, including the provision of resource, competence and provision of a wide ranging set of procedures and guidance setting the standards for managing risks created by Swansea University as part of its undertaking.

The Health and Safety Policy comprises three parts in accordance with legislative requirements as detailed below (note that Parts 2 and 3 are joint Health and Safety and Sustainability documents):

1. Health and Safety Policy Statement of Intent (HSA-10100-01)
2. Health and Safety and Sustainability - Organisation Document (HSA-10100-02)
 - The roles and responsibilities of specified employees, line managers and other stakeholders within the University.
 - Governance and Committee Structures (HSA-10100-02a).
 - Governance Arrangements; University Partnerships, Tenants, Collaborations, Subsidiaries and Spinouts (HSA-10100-02b).
 - Governance Arrangements; Consultation, Implementation and Review of Policy and associated documentation (HSA-10100-02c).
3. Health and Safety and Sustainability - Arrangements Document (HSA-10100-03)
 - All health and safety and sustainability policy arrangements, procedures and guidance written to best practice standards, achieving legislative compliance as a minimum and delivering the University Health and Safety Policy Statement of Intent as identified in this document and the University Sustainability Policy.

3. Statement of Intent

The University is committed to a risk management approach based on best practice and continual improvement.

Focused on the proactive management of risks and the ongoing development of a proactive and positive health and safety culture through the development of a robust management system.

Facilitating a stimulating and vibrant working, research and teaching environment that incorporates the management of health and safety risks into good business practice is a key priority.

The fundamental principles of health and safety risk management will be at the core of our business to enable innovation and learning, ensure that staff, students and others involved in our University community are safe and healthy in respect of the hazards to which they are exposed as part of the University's undertaking and to ensure that those who create risks understand and manage them responsibly with adequate resource and support as required.

Specifically, Swansea University will, so far as is reasonably practicable:

- Appropriately resource health and safety risk management and the implementation of this Policy and subsequent arrangements through the provision of adequate personnel, support, expert assistance, competent advice, time and funding.
- Maintain any place under the University's control in a condition that is safe and without risks to health and;
 - To provide and maintain means of access to and egress from it that are safe and without risks;
 - Ensure the provision of appropriate facilities and arrangements for welfare.
- Provide and maintain plant and equipment and systems of work that are safe and without risks to health.
- Identify significant hazards that may arise from the University undertaking, assess the risks and implement appropriate and effective control measures to mitigate and manage the risk to a level that is as low as is reasonably practicable.
- Implement safe systems of work that eliminate, mitigate and manage risks to health and safety.
- Make arrangements for ensuring safety and the absence of risks to health in connection with the use, handling, storage and transport of articles and substances.
- To provide personal protective equipment for staff, students and others as required.
- To actively support and promote wellbeing in accordance with the University Health and Wellbeing strategy.
- Provide information, instruction and training and supervision as is necessary to ensure the health and safety of employees, students and others.
- To ensure effective communication and consultation with employee representatives on health and safety matters.
- To monitor the effectiveness of health and safety provisions through a robust audit and inspection regime, setting targets and objectives on an annual basis and measuring progress.
- To keep this Health and Safety Policy and all associated policy arrangements, procedures and guidance under regular review to ensure best practice and legal compliance.

This statement has been approved and adopted on behalf of the University by:

Signed (Chair of Council)  **Date:** 24.03.2021

Signed (Vice Chancellor)  **Date:** 24.03.2021

Review Date: (Two years from signing or should there be a significant change)