

Health and Safety Policy Statement

This is a statement of Hanover's policy of ensuring the health and safety at work of its employees, people who use and provide its services (including residents and partner organisations) and visitors. In this policy "Hanover" means Hanover Housing Association, members of its Group and the Almshouses for which it is Corporate Trustee.

Statement of Intent

Hanover acknowledges its duty to provide and maintain a safe place of work. It is therefore Hanover's policy to ensure, so far as is reasonably practicable, that its operations and services are conducted in such a manner as to prevent harm or injury to its employees, service users and service providers (including residents and partner organisations), visitors, other residents and contractors or damage to equipment property or the environment.

Hanover recognises its duty to take all reasonable steps to continuously review and make improvements when and where necessary, in health, safety and welfare standards, and also to ensure its statutory obligations are met at all times. Hanover considers there must be co-operation between management, employees and others who may be affected by the way in which it carries out its work, if the highest standards in health and safety are to be achieved. Hanover will seek to comply with the Health and Safety at Work etc. Act 1974, the Regulatory Reform (Fire Safety) Order 2005 and all other relevant legislation, regulations, approved codes of practice and guidance, as appropriate.

Objectives

In order to achieve compliance with the statement of policy, Hanover has set the following objectives:

- To establish and maintain high standards for health and safety in offices, estates and other property owned, leased or managed or those in development
- To make sure that relevant information on health and safety is shared between employees, people who use and provide our services, visitors, contractors and other tenants
- To identify significant risks and set in place programmes to remove or reduce these risks
- To make sure all employees are given the necessary information, instruction, training and supervision to allow them to work safely
- To monitor operation of the Policy at each corporate office, estate and other place of work
- To consult with and involve employees and people who use and provide our services in the development of Hanover's safety management systems
- To provide and maintain open channels of communication to enable employees, people who use and provide our services to raise health & safety issues

Supplementary to this general Policy Statement, there are specific procedures describing Hanover's approach to the management health and safety including arrangements, information and guidance for employees.

Equality and Diversity

We are committed to respecting diversity in all aspects of our work and we will not tolerate any form of discrimination either direct or indirect.

Commitment and Review

Health and Safety is a line management responsibility. Hanover Housing Association Board looks to the support and professionalism of staff at all levels in making this policy truly effective. The effectiveness of this general statement of intent, the statement of responsibilities and procedures, strategies and guidance in use will be regularly reviewed.

Approved by the Executive Leadership Team on: 18th April 2017

Signed:



Dame Clare Tickell – Chief Executive

Dated: 18th April 2017

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Policy Lead: Bob Stevens, Head of Health & Safety

Version Control

Version No	Purpose/Change	Author	Date
11.1	original	Lee Nolan	November 2008
11.2	Reviewed – reference to Hanover Heritage removed; Equality & Diversity statement included	Lee Nolan	November 2009
11.3	Annual Review – no changes to policy – removal of reference to Hanover in Hackney Ltd.	Jennifer Bartlett	December 2010
11.4	Annual review – improvement of section 1 and 5 re description of Hanover's structure - replacement of '&' with 'and' throughout - improvement of section 2,3 and 5 to reflect types of regulation documents and Hanover documents in use.	Jennifer Bartlett	December 2011
11.5	Annual review – 3.2 – added 'contractors' – 3.3 – added 'significant'	Jennifer Bartlett	November 2012
11.6	Annual review on change of CEO (interim). Minor wording amendment	Bob Stevens	October 2013
11.7	Review on appointment of new CEO. Minor wording amendment	Bob Stevens	January 2014
11.8	Annual Review, minor wording and font change	Bob Stevens	January 2015
11.9	Annual review, no change necessary	Bob Stevens	January 2016
11.10	Annual review, no change necessary	Bob Stevens	April 2017