# Estates Dept HASMAP

# A1- H&S Policy (Statement of Intent)

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| **Author** | M Harris | | |
| **Document No.** | A1 – H&S Policy (Statement of Intent) | | |
| **Version** | 3.0 | **Date created.** | July 2021 |
| **Last review date** | October 2024 | **Next review date** | October 2025 |

| Version | Date | Author | Notes |
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| 1.0 | 01/07/2021 | P Compton | Initial release |
| 2.0 | 02/02/2023 | S Barnard | Personnel Changes |
| 3.0 | 01/10/24 | M Harris/ G Anderson | Annual review, reflect compliance restructure, |

| | | Responsibility |
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| **1.0** | **Purpose** | |
| | The University of Lincoln Estates Department fully recognises its duty to comply with the Health and Safety at Work Act 1974 and all subordinate regulations.<br><br>As a result, the department has a H&S Policy (Statement of Intent) in place which has been signed by the Director of Estates (see Annex 1).<br><br>This document is to reflect the Estates commitment to section A1 'Health and Safety Policy' of the Health and Safety Management Profile (HASMAP). | |
| **2.0** | **Scope** | |
| | The Policy applies to all employees of the University of Lincoln Estates Department, including temporary workers and all contract partners. | |
| **3.0** | **Definitions** | |
| | ESLT – Estates Senior Leadership Team<br><br>HASMAP – H&S Management Profile | |
| **4.0** | **Procedure** | |
| | The Policy forms an integral part of the H&S Management System (HASMAP)<br><br>The Director of Estates, in collaboration with the ESLT must ensure the policy:<br>• Makes an explicit commitment to improving health and safety performance with reference to measures of performance.<br>• Makes a commitment to the provision of a safe and healthy working environment, aiming to prevent injury or ill health within the workplace.<br>• Reflects the wider University's objectives and strategic direction. | **Director of Estates & ESLT** |

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| | • States the University's commitment to continual improvement of the HASMAP and a commitment to enhance its safety performance.<br>• Makes a commitment to comply with all relevant legal and other requirements (compliance obligations).<br><br>The policy will be publicly available on the Estates Department web portal (stored in the HASMAP), displayed on relevant notice boards and must be made available to all staff and students.<br><br>The Policy is to be reviewed at least annually, in conjunction with a review of the department objectives and targets. | |
| **5.0** | **Associated Documents** | |
| | Health and Safety at Work Act 1974<br><br>USHA – Health and Safety Management Profile (HASMAP) | |
| **6.0** | **Effects and Actions of Non-Compliance** | |
| | Non-conformance with the requirements of the Estates H&S Policy could lead to future disciplinary action or our potential prosecution by enforcement agencies. | |
| **7.0** | **Estates H&S Policy – Statement of Intent** | |
| | **See Annex 1 below** | |

**Annex 1**

UNIVERSITY OF LINCOLN

## Estates Department Health and Safety Policy – Statement of Intent

The University of Lincoln Estates Department is committed to supporting the health, safety, and wellbeing of our University community through its activities and undertakings.

Our aim is to ensure all activities are carried out in a safe, considered manner to prevent injury and ill-health. Thus, establishing and maintaining a safe working environment for all staff, students, contractors and visitors in accordance with the wider University of Lincoln Safety Strategy. Through the implementation of a pragmatic health and safety management system we can make a significant contribution to achieving our Estates Department Mission Statement.

In order to achieve this, the University of Lincoln Estates department is committed to the following:

- **Ensuring full compliance with all aspects of health and safety legislation with explicit regard for the relevant statutory provisions and industry standards.**
- **The creation and nurturing of a positive health and safety culture which secures the commitment of all our employees, stakeholders, and university partners.**
- **Adopting a planned and systematic approach to our activities through the development of robust standards and procedures.**
- **Identifying all risks and opportunities associated with our undertakings and aiming to, where possible eliminate or mitigate the risks through suitable and sufficient control measures.**
- **Providing a safe environment for staff, contractors, students and visitors.**
- **Striving for continual improvement in safety management through an ongoing process of objective setting, review, and development.**
- **Monitoring, reviewing, and driving improvements in collaboration with our contract partners.**
- **Investing in our employees, supervising, supporting their development, and building their competency.**
- **Providing necessary information and instruction to staff, students, visitors and contractors to protect their own and others' health and safety.**

This policy intends to support our goal to make a real and visible difference to our customers and to consistently adapt to the needs of the University and deliver an outstanding support service. This policy will be reviewed annually to ensure that all health and safety arrangements are effective and consistently implemented.

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| **Director of Estates** | Grant Anderson |
| **Signed:** |  |
| **Date:** | 01 October 2024 |