



# Health & Safety Statement of Intent

## Version

- Statement Prepared by Chris Jenkins, Estate Manager & Company Secretary
- Version 1.1 dated 09-Aug-2021
- Approved by JVL Management Committee 31-May-2019
- Statement first became operational on 01-Jul-2019
- Next Review Date – at JVL discretion

Jordans Village Ltd (JVL), is a Society registered in England under the Co-Operative & Community Benefit Societies Act 2014 (registration number 7533R), and we are regulated by the Financial Conduct Authority.

## HEALTH AND SAFETY STATEMENT OF INTENT

Jordans Village Limited (the Organisation) recognises its duty to comply with the United Kingdom's Health & Safety at Work, etc. Act 1974. We are committed to operate and maintain the Organisation in a manner that ensures those affected by our undertakings are protected from foreseeable hazards and exposure to unnecessary risk so far as is reasonably practicable.

Where reference is made to tenant in any of the Organisation's procedures relating to Health and Safety, this is taken to include visitors, employees, temporary workers and subcontractors who may at the time be working in or visiting any of the Organisations properties or premises.

The Organisation has appointed The Chairperson as having overall responsibility for health, safety and welfare. The Chairperson has appointed The Estate Manager (The Responsible Person for Health & Safety) to be responsible for the day to day implementation of the Organisation's policies and procedures for health, safety and welfare and to whom reference should be made in the event of any difficulty arising in the implementation of the Organisation's arrangements.

The Organisation recognises and accepts its responsibilities for health and safety and is committed to ensuring adequate resources are available to achieve both effective legal compliance and best practice performance standards for safety management. The implementation of the Health and Safety arrangements will be monitored by the Maintenance Sub-committee of Jordans Village Limited.

The Organisation will:

- Carry out an assessment of the risks to the health, safety and welfare to employees, tenants, freeholders and visitors. All necessary measures will be taken to reduce risks as far as is reasonably practicable.
- Provide and maintain systems and procedures, which are safe, and without risk to health.
- Provide a safe environment and ensure that access and egress are safe.
- Ensure that all plant and equipment are maintained in a safe condition.



- Provide information, training and instruction to tenants and other parties to ensure a safe environment.
- Consult with tenants, freeholders and others in matters affecting their health and safety.
- Take all necessary steps to investigate the circumstances, where a tenant or other person raises a matter related to health, safety and welfare. Where appropriate, corrective measures will be taken and the tenant or other person will be advised of the action taken.
- Set H & S objectives with the aim of continually improving processes, systems and overall compliance.
- Continually monitor and review the Health and Safety, objectives and procedures making any necessary alterations as required.



The **Chairperson of Jordans Village Limited (JVL)** has overall responsibility for health, safety and welfare in the Organisation.

- Ensuring implementation of all aspects of the health and safety statement of intent including the delegation and assignment of responsibility to management and safety specialists.
- Maintaining an understanding of all statutory legislation and codes of practice relative to the undertakings of Jordans Village Limited.

The **Responsible Person (the Estate Manager)** for Health, Safety & Welfare is responsible for:

- Ensuring implementation of all aspects of the health and safety statement of intent including the delegation and assignment of responsibility to safety specialists;
- Ensuring the provision and maintenance of plant and systems of work so that they are safe and without risk to health;
- Ensuring hot works procedures are adopted where necessary;
- Ensuring that all statutory requirement in respect of JVL's properties such as gas safety certificates, water test certificates and electrical test certificates etc. are current and maintained;
- Ensuring safe procedures for handling, storage and transport of articles and substances;
- Ensuring that all Employees and Contractors have suitable and sufficient equipment to allow safe completion of their duties;
- Ensuring provision of adequate resources, both financial and physical to maintain the health and safety of employees whilst at work;
- Ensuring provision of adequate levels of instruction, training and supervision as is necessary to maintain the health and safety of employees, contractors and users of JVL property;
- Providing a safe means of access and egress to and from JVL properties and other facilities that are the responsibility of the organisation;
- Ensuring that risk assessment are undertaken or commissioned when necessary, for Village events and activities;
- Ensuring that health and safety performance is regularly monitored and reviewed and where improvements are required, advise the JVL Committee and implement.
- Ensuring that health and safety objectives are set and that this health and safety statement of intent is regularly reviewed;
- Ensuring that accidents and incidents are properly reported and investigated and where necessary action is taken to prevent a reoccurrence;
- Ensuring that health and safety matters/reports are brought to the attention of the JVL Committee;
- Maintaining an understanding of all statutory legislation and codes of practice relative to the undertakings of Jordans Village Limited;
- Undergo such training and instruction as may be necessary to maintain an understanding of all statutory legislation and codes of practice relative to the undertakings of Jordans Village Limited.