



HEALTH AND SAFETY POLICY

Statement of Intent, General Arrangements and Objectives 2021-24

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Scope of document	All operations, policies and procedures falling within the scope of the of Nottingham City Homes Health and safety Policy (HS 01),			
Applicable to	All of group	NCC property tenants	NCH property tenants	Market rent and other property
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	Job Title Head of Corporate Health and Safety			
	Section risk management			
Verifier	Name			
	Job Title			
	Section			
Teams Affected	All teams			
Consultation				
Revision History	Aligned with 2021-2024 corporate plan and new objectives			

1.0 Introduction

This is Nottingham City Homes' Group Health and Safety Policy.

This is a Nottingham City Homes Group policy and its contents apply to any subsidiary company within the Nottingham City Homes Group, incorporating but not exclusive to Nottingham City Homes Registered Provider Limited and Nottingham City Homes Enterprises Limited (NCH Enterprises). Any reference in this policy to 'the Group', 'the Company', 'Organisation', 'We', 'Our' and 'Us' refers to the Nottingham City Homes Group, unless otherwise stated.

This **Health and Safety Policy** applies to Nottingham City Homes Ltd (NCH) and its subsidiaries. We operate from our head office at Loxley House, Nottingham, as well as other premises across Nottingham.

Our core business is to manage and maintain tenanted and leasehold homes under an agreement with Nottingham City Council, but we also carry out other work both as a contractor and on our own behalf, including the maintenance of existing buildings and the construction and management of new NCH homes.

Many people are affected by the way that we carry out our business, including around 1,000 employees; 27,500 tenancies including leaseholders and their families, friends and visitors; our sub-contractors and people who visit our premises, as well as other members of the public who may come into contact with us from time to time.

This document is a statement of how Nottingham City Homes' (NCH) intends to meet its legal obligations with regards to the management of health and safety, the general arrangements and key health and safety objectives for the period covered by this policy.

The Policy

The NCH Health and Safety Policy encompasses the following documents:

1. OHS01 Health and Safety Policy: Statement of Intent, General arrangements and objectives 2021-24 (This document)
2. OHS02 The ISO 45001 Health and Safety Manual and Management System
3. FS01 Fire Risk Management System
4. EC01 Emergency Control Management System

This policy is developed alongside our Corporate Plan, and remains in force for the same period as that plan (2021-24). It contains our health and safety, fire safety and emergency control objectives for that period, although any of these objectives are subject to change following Board decisions depending on our circumstances, including changes in policy, legislation or financial arrangements.

General Arrangements

NCH aspires to be a quality organisation, to that end NCH has adopted ISO 45001: 2018 as its Occupational Health and Safety Management System. The organisational arrangements are set out in document OHS02: The ISO 45001 Health and Safety Manual.

2.0 Equality and Diversity Statement

In line with the Equality Act 2010 Nottingham City Homes will make sure the application of this policy does not discriminate against anyone because of any protected characteristics. The protected characteristics in the Equality Act 2010 are:

- Race
- Age
- Sex
- Disability
- Sexual Orientation
- Religion and Belief
- Gender Re-assignment
- Marriage and Civil Partnerships
- Pregnancy and maternity

An equality impact assessment has been carried out on this policy and is available on request. There have been no adverse impacts highlighted as a result of this policy but managers must make sure equality impact is considered in its day-to-day application.

3.0 Policy: Statement of Intent

This is the statement of Nottingham City Homes, it is our policy to make sure that we identify and manage risks to the health, safety or welfare of our employees, visitors, contractors and residents, as well as those that may give rise to an emergency situation or cause disruption to the delivery of our services. To do this, we will:

- Assess and prioritise risks so that resources are appropriately allocated.
- Regularly review our operations to make sure that we comply with relevant legislation and keep up to date with best practice.
- Regularly audit our higher risk premises and work activities.
- Carry out any necessary tests and inspections of equipment or installations that are designed to protect life, or which are likely to become dangerous if not properly maintained.
- Consult our employees about health and safety, fire safety and emergency control arrangements.
- Train our employees and appoint competent contractors, so that work is carried out safely, to a safe standard.
- Make sure that our employees and contractors have properly planned their work and know what to do in the event of an emergency.
- Provide clear information to our tenants and residents about health, safety and emergency control matters that affect them.
- Be prepared for emergencies and implement arrangements that will allow continuous delivery of core services during and immediately after an emergency.

We will regularly review how well we manage health, safety and emergency control issues, with the aim of continually improving our arrangements and performance.

We expect all our employees and contractors to work safely in accordance with the law and the instructions that they have been given, and to be considerate of the needs of people who may be affected by our work. We also expect them to promptly report any incident where somebody has been, or could have been injured, and anything that they see that they consider likely to cause harm to any person.

Likewise, we expect that tenants and residents act responsibly by abiding by their tenancy agreements and any health, safety or emergency control arrangements that apply to the places where they live.

Signed on behalf of the Executive Management Team:



Chief Executive of Nottingham City Homes

Nick Murphy

4.0 Health and Safety Objectives

Our Health and Safety objectives are taken from our Corporate Plan 2021-24 which states “Just as the safety of those who live in the homes we are responsible for is a top priority, so is the safety, health and wellbeing of our workforce”.

We will make sure the support is in place to build the resilience people need in the face of the challenging situations that can be part of the work we do, often helping the most vulnerable in society with the difficult situations they face.

Our target is a zero harm workplace supported by 100% compliance with all statutory health and safety requirements. Alongside health and safety, we will also make sure we take all reasonable measures to ensure business continuity in the event of unforeseen service disruption, through appropriate planning and adequate preparation.

Our commitment is that we will:

1. Prepare for and implement the new international standard for occupational health and safety management (ISO45001)
2. Make sure 100% compliance with all statutory health and safety training requirements
3. Review our lone working policies and procedures to make sure the best protection for staff
4. Involve residents and other relevant partners in the Health and Safety Committee
5. Promote health and safety across NCH to make sure it is always embedded as part of the organisational culture
6. Review and implement all necessary health, safety and environmental training
7. Further develop and implement the dedicated interactive health and safety sections of our intranet
8. Continue to develop and deliver a programme of audits and inspections across all areas of the company, including the Big Six building compliance obligations
9. Revise and practice our business continuity and emergency planning preparedness.