

Doc ID:	Document Title:	Assigned Editor:	Last Updated:
HSPOL	Health and Safety Policy	Systems Team	25/03/2015



YGC Health & Safety Policy

As a department within Gwynedd Council, YGC provides a broad range of professional engineering, building and design services to a variety of public and private clients, specialising in all aspects of construction, infrastructure, transportation, environment and buildings. With the majority of the department's work involved with civil engineering and construction projects; health and safety considerations are always at the forefront of Consultancy decisions and planning processes. Managing Occupational Health and Safety risks and performance is therefore essential.

YGC is committed, as a responsible employer, to meet its legal responsibilities as set out under The Health and Safety at Work Act 1974, so as to ensure the health, safety and welfare of its employees, clients, suppliers and any other person who may be affected by the Consultancy's activities.

It is also committed to comply with relevant legal and other requirements; to fulfil its general duty of care, so far as is reasonably practicable and to the prevention of injury and ill health of its employees.

The policy is designed to reinforce and operate within Gwynedd Council's Corporate Health and Safety policy and will work towards the same common objectives by providing:

- Safe places of work, safe access, egress and adequate welfare facilities at each workplace.
- Adequate resources for managing health and safety.
- Safe equipment, machinery and safe systems of work.
- Information, instruction, training and access to competent health and safety advice.
- Suitable and sufficient assessments of the risks to the health and safety of all stakeholders arising out of or in connection with work activities.
- Arrangements for the effective planning, organisation, control, monitoring and review of preventative and protective measures.
- Systems for ensuring the selection of competent contractors, suppliers and clear responsibilities are agreed for partnership working.
- Effective joint consultation on health and safety with trades unions and employee representatives.
- Systems for the reporting, recording and investigation of accidents, incidents, near misses and occupational ill health.
- Access to occupational health facilities including a staff counselling service to assist in maintaining employee health and wellbeing.
- Arrangements for the safe use, handling, storage and transportation of articles and substances.

Even though YGC's performance with regards to health and safety has been exemplary to date, it does not mean that managing the risks cannot be improved. The Consultancy is committed to continual improvement and shall, following consultation with staff and Senior Management, set objectives and improvement programs. Progress towards these objectives shall be monitored and subsequently reviewed by management on a regular basis.

This Policy is designed to meet the requirements of PAS99:2012 and BS OHSAS 18001:2007 Occupational Health & Safety Management System (HSMS) which ensures that this policy is reviewed and revised by senior management as part of an annual review of the Consultancy's health and safety performance.

YGC recognises that successful implementation of this policy requires total commitment from Management and all staff in each service and at every location. Everyone has a legal obligation to be personally responsible for their own health and safety, as well as for the health and safety of others who may be affected by their acts or omissions. The aims of this policy can be achieved with the cooperation, consultation and active involvement of all stakeholders.

Huw Williams

Head of YGC