

# Waterside Management Wakefield Limited

## Company Health & Safety Policy 2023

<b>This is the statement of general policy and arrangements for Waterside Management Wakefield Limited</b>	
Overall, Day-to-day and final responsibility for health and safety is that of T H Cooper.	
<b>Our Health &amp; Safety Policy is:</b>	
<p>To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities.</p> <p>Special care will be taken with employees or sub- contractors who are required to work unsupervised and remotely. Suitable arrangements will be made for remaining contact between the workplace and the company .</p>	
<p>To provide adequate training to ensure employees are competent to do their work.</p> <p>This will include: Working at Height, Electrical Safety, Asbestos Awareness and Manual Handling.</p>	
<p>To engage and consult with employees and sub-contractors and clients' management and other employees on day-to- day health and safety conditions and provide advice and supervision on occupational health.</p> <p>Suitable communications will be made and maintained between the company and the clients, their staff, relevant tenants and owners to ensure a good working relationship with all parties.</p>	
To implement emergency procedures - evacuation in case of fire or other significant incident. This includes checking on arrangements on client's premises and changes in building operation as the need arises.	
Any new staff or sub-contractor or workers introduced to a new building will undergo an induction process to ensure that they are aware of the procedures in the case of fire of the location they are working in.	

To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage / use of substances.	
Health and safety law poster is displayed at Chantry Waters.	
First-aid box and accident book are located at Chantry Waters. Accidents and ill health at work reported under RIDDOR: (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations)	
A review of the hazards inherent in the company's operations was made and suitable Risk Assessments are set out to address how the company controls these. Where sub-contractors provide their own Risk Assessments and Method statements these are reviewed alongside the company's.	
The company specialises in property management and maintenance for Chantry Waters ....The risk assessments take into account the special conditions involved in managing occupied premises in particular apartment buildings. Notwithstanding this specialism, the assessments and related method statements apply to the general nature of the works undertaken which are within the competence and experience of the company.	
All employees or sub-contractors should co-operate with supervisors and managers on health and safety matters and take reasonable care of their own health and safety. As part of our Health & Safety Policy our Fire Safety Policy includes the arrangements required by the Regulatory Reform (Fire Safety) Order 2005 (FSO). As such to ensure effective planning, organisation, control, monitoring and review of the 'preventative and protective measures' required by the FSO we require all persons, contractors and subcontractors working either in the common areas or within individual apartments to complete our Pre-qualification Questionnaire for Contractors and where required obtain a Permit to Work before any works are allowed to commence.	
All health and safety concerns shall be reported to T H Cooper.	
Signed : T H Cooper.....	Dated: 1 <sup>st</sup> Sept 2023
Subject to review, monitoring and revision by: A Cooper Review to be carried out every 12 months or sooner if work activity changes.	Next Review 1 <sup>st</sup> Aug 2024