

Safety, Health & Environment (SHE) Policy

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| Department | <i>Group Health & Safety</i> |
| Policy Owner | <i>Nick Gessey</i> |
| Reference | <i>FG-SMS-037</i> |
| Approved Date | <i>23rd November 2023</i> |
| Date for Review | <i>November 2025</i> |
| Approving Body | <i>FG Board</i> |
| Associated Legislation/Regulation | <i>See appendix A</i> |
| Equality Impact Assessment Date | <i>21/03/2023</i> |
| Version Number | <i>1.0</i> |

Purpose / Principles

This policy has been created to demonstrate the organisations commitment to safeguarding the health, safety and welfare of all employees and discharge its duty under section two of the Health & Safety at Work Act 1974. This policy also been created to demonstrate the organisations commitment to sustainability and managing and reducing its impact on the environment.

The scope of this policy is all Flagship Group departments, exclusions include Gasway Services Ltd, Flagship Housing Developments and Hopestead.

Roles / Responsibilities

Flagship Group (FG) maintains a SHE (Safety, Health & Environment) legislation register to record the applicable primary and secondary law which applies to the organisation and our business activities. This register also identifies the individuals who hold duties as accountable, responsible, or consulted persons with respect to its application ([Legislation Register \(RACI\)](#)).

Statement of Intent

FG believes that the management of Health and Safety is an integral part of all its business activities. FG will comply with the requirements of the Health and Safety at Work Act 1974, all other relevant statutory provisions and:

- Develop arrangements to prevent, so far as is reasonably practicable, injury, ill-health and damage as a consequence of its undertakings.
- Provide and maintain, so far as is reasonably practicable, a safe and healthy working environment, and enlist the support of our employees, service providers and other interested parties in achieving these ends.
- Provide and maintain plant, machinery and systems of work that are, so far as is reasonably practicable, safe and without risk to health.
- Ensure that assessments of the risks to people arising from our activities are undertaken and that the appropriate control measures are implemented to manage these risks.
- Provide information, instruction, training and supervision as necessary to ensure the Health and Safety at work of all employees.
- Allocate sufficient resources to enable the SHE policy to be effectively implemented.
- Consult with and maintain good relations with employees, trade union representatives, and enforcing authorities, local authorities and other relevant organisations.

Flagship also recognises its impact on the environment and will comply with all relevant legislation with the aim of reducing environmental risks whilst promoting responsible practices.

- **Integration:** Fully integrate our SHE policy and procedures into all business activities as a critical component.
- **Compliance:** Comply with all relevant environmental legislation, standards, and contract requirements.
- **Continuous Improvement:** Continually improve our environmental performance, minimising environmental impact. We consider best practices, technological advances, scientific understanding, and community needs. We also educate, train, and promote environmentally responsible practices among our employees.
- **Assessment and Impact Reduction:** Conduct environmental assessments for all new activities, promoting practices that minimise environmental impact, focusing on efficient energy and material use, sustainable resource utilisation, and responsible waste disposal.
- **Supplier Engagement:** Encourage our suppliers and contractors to adopt these principles in their operations.
- **Emergency Preparedness:** Develop, implement, and maintain emergency preparedness plans.
- **Open Dialogue:** Foster openness and dialogue with employees and the public, encouraging their input and concerns within our operational scope. Maintain environmental objectives and targets monitored through management reviews to ensure effectiveness.

In the achievement of the listed statements of intent, the Director of Health & Safety will hold responsibility for the identification of occupational health & safety and environmental management objectives to be completed in order to ensure continuous improvement.

EIA statement

In the application of this policy and associated procedures, FG aim to provide equality, fairness and respect to all employees and not unlawfully discriminate against any staff member based on a protected characteristic. In the drafting of this policy, an equality impact assessment has been completed to consider the implications for staff and other interested parties.

Training statement

As set out in the statement of intent and under section two of the health & safety at work act 1974 Flagship commits to providing employees with essential training to ensure competence in the application of their duties. All staff will receive Level 2 / 3 health & safety training and senior members of the organisation will complete IOSH Leading Safely. In addition, Flagship also commits to providing additional specific training for staff undertaking specific or higher risk tasks which will be assigned via Flagship Academy job profiles.

Additionally, with respect to environmental management, FG commits to the formation of a training matrix needed to provide employees and interested parties with awareness and instruction.

Supporting documents

- Legislation register (RACI)
- Equality Impact Assessment
- OH&S Action Plan
- FG-SMS-020 Health & Safety Manual

Measuring Effectiveness

To support the business in monitoring the effectiveness of this policy, The Director of Health & Safety (inclusive of environmental management) commits to the following targets to provide key performance indicators on the effectiveness of this policy and the arrangements detailed in the Health & Safety Manual & Environmental Management Manual.

- Commit to development and application of an internal audit program.
- Commit to the development of processes which identify performance measures.
- Commit to reporting at quarterly intervals of the findings of the internal audit program.
- Commit to external verification of the management systems through accreditation routes.
- Commit to the inclusion of “top management” in an annual management review of the respective systems with the aim of continuous improvement.
- Commit to surveying and securing the participation of the workforce.

Review Period

Flagship recognises that its organisation is evolving and to ensure it meets its safety, health and environment obligations, this policy and the associated processes developed to protect our employees, the environment and anyone else affected by our business activities will be reviewed annually.