



UNIVERSITY OF HULL

HEALTH AND SAFETY POLICY STATEMENT

Foreword by the Chair of the University Council

The Council has ultimate responsibility for health and safety at the University. Which is a role we take very seriously, as we recognise that the health and safety of the University's staff, students and visitors is of the highest importance. The Council will make every effort to meet all our legal duties for the health and safety of employees and others affected by the University's activities.

The University seeks to create and maintain a stimulating and vibrant working environment that promotes excellence in academic activity and across all its professional services. A fundamental principle of this is that all University working environments and activities should be safe, as far as reasonably practicable, where all risks to health and safety are proportionately managed.

Operational responsibility for health and safety is delegated by the Council to the Vice-Chancellor as Chief Executive Officer of the University. The Vice-Chancellor is responsible for resourcing, implementing and maintaining an effective health and safety management system and for ensuring the organisational arrangements are in place to fulfil the requirements of this policy and related legislation.

The Council's aim is for a continually improving system of health and safety management, which is achieved by the Council:

- Providing strategic leadership;
- Having a formal role in developing and agreeing the University's health and safety strategy;
- Ensuring that adequate resources are provided to meet the strategy;
- Ensuring that all its decisions reflect the Health and Safety Policy Statement;
- Supporting the active participation of all employees in improving health and safety;
- Monitoring and formally reviewing health and safety performance;
- Considering the health and safety implications in all their decision making.

The University Council has been formally delegated a series of specific health and safety responsibilities. These are:

- Reviewing an annual report on Health and Safety performance;
- Formulating and agreeing the health and safety objectives; and
- Selecting and monitoring a set of health and safety key performance indicators.

The University Council expects all University managers and employees to commit to the achievement of the aims of this policy.

Signed:

Chair of the University Council

Dated: 17 January 2018

If you have any questions relating to this document please contact the Health & Safety Team via Healthandsafety@hull.ac.uk or via the Help Line on 01482 465165 (Ext. 5165). Out of normal office hours emergency contact can be made via the Security Team on 01482 465555 (Ext. 5555).

HEALTH & SAFETY POLICY STATEMENT

The University of Hull believes that the health, safety and welfare of all at the University is one of its highest priorities. The University is committed to continually improving standards and aims to achieve best practice in health and safety, as a critical part of providing excellence in research, teaching and learning.

The provision of a healthy and safe working environment is central to the University's commitment to the development of *'Positive Working'* that inspires and supports achievement.

The management of risks to health and the control of workplace hazards are responsibilities of everyone and, with the support of Health and Safety Services, all members of the University must be committed to creating a safe and healthy workplace. The University Leadership Team leads by example in communicating and promoting this policy and will seek continuous improvement in health and safety performance.

It is vital that, as part of a positive health and safety culture, managers are equipped with the knowledge, competence, confidence and capacity to deal effectively with health and safety issues in support of the University's wider aims and objectives.

Key Objectives

The University is committed to implementing the following objectives:

- To integrate health and safety planning into the University's mainstream planning cycles;
- To support a positive health and safety culture where everyone is aware of, and meets, their responsibilities for the safety and health of themselves and others;
- To ensure mechanisms are in place to prevent work related injury and ill health and support those at work with health conditions or disabilities;
- To define the health and safety responsibilities of all members of the University;
- To ensure that all staff have the knowledge and competence they need to meet their individual and collective responsibilities to assist them in carrying out their work in a safe manner;
- To provide competent specialist advice to support good decision making;
- To maintain, document and continually improve an effective health and safety management system, including the encouragement of near-miss reporting to facilitate improvements;
- To involve, consult and communicate with all staff and students on health and safety issues;
- We will work in joint partnership with the Trades Unions to seek to continually improve our health and safety performance together;

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- The Health and Safety Policy, and all subordinate policies and procedures, are produced in consultation with staff and union representatives;
- To work in partnership with other employers where there are shared facilities or activities;
- We will work in partnership with our students, contractors, agency, and partnership employees/volunteers to ensure that they are fully aware of their obligations for contributing to a safe workplace;
- To measure, monitor and review health and safety performance;
- To provide the resources necessary to meet the University's health, safety and welfare obligations;
- The University Occupational Health & Safety Committee shall formally monitor the effectiveness of the policies and procedures and, as necessary, approve new policies and procedures;
- Breaches of the health and safety policies and procedures may be regarded as serious disciplinary matters;
- This policy is to be brought to the attention of all staff, students and contractors at the University;
- As a responsible employer, the University of Hull considers that the health, safety and welfare of all its employees, students (and of any others who may be affected by its work) is of equal importance to all of its other commitments;
- To achieve a level of health and safety performance that is consistent with the best universities and that exceeds legislative requirements;
- We acknowledge the importance of communicating our performance both internally and to our key external stakeholders and will openly report our performance to stakeholders;
- We will consult with all relevant external bodies (other universities, public bodies, local employers and the regulators) to ensure that we can learn from best practice wherever this may be found;
- Within the University we will ensure that a culture of 'learning from our own experience' is embedded within all employees. The aim is to learn from our own experiences and ensure that learning opportunities are shared wherever appropriate.

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Organisation

The overall responsibility for health and safety lies with the University Council which gives delegated authority to the Vice-Chancellor for implementation.

The University will define and keep under review the organisation it needs to implement the policy. This will include defining the specific health and safety responsibilities of managers and staff in areas of policy making, line management and advice. Organisational arrangements are detailed in the document 'Health and Safety Roles, Responsibilities and Organisation'.

Implementation of the Policy

The ultimate responsibility for health, safety and welfare matters rests with the Vice-Chancellor, on behalf of the University Council. Likewise, Faculty Deans and Schools/Directorates Heads are responsible for the management of health and safety of the activities they undertake and are therefore responsible for putting policies into practice. That responsibility extends to the safety and health of the staff they line manage, others who may be affected by the undertaking and safety in the delivery of the services they provide and manage.

The policy applies to all employees and students, including those travelling in the UK or overseas; to all premises owned by, used by, or under the control of the University; and to all activities related to the functioning of the University.

Health and Safety Services will provide advice and support in this endeavour.

Review

The University is committed to reviewing and developing its Statement of Health and Safety Policy and the organisational and other arrangements to deliver it. It will review the health and safety management system at least once every three years and will initiate additional reviews if circumstances so require.

Signed:



Professor Susan Lea, Vice Chancellor

(The signed copy is held by the Corporate Health and Safety Manager)

(Ext. 5785).

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What does this mean for me?

In order to achieve a healthy and safe environment, the University needs the continued co-operation of all staff, students, contractors and visitors to support the measures detailed in the health and safety policies and procedures.

The University shall also maintain the competency of all staff and students on health and safety matters, as well as monitor the competency of its contractors.

All staff and students are expected to demonstrate a positive commitment to health and safety, including:

- Taking reasonable care of their own, and others', health, safety and welfare;
- Co-operating to enable compliance with health, safety and welfare requirements;
- Reporting any faults or defects which may affect people's health, safety or welfare;
- Not interfering with, or misusing, anything provided for health, safety or welfare reasons.

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STATEMENT OF COMMITMENT

University of Hull's 2020 Ambitions are to be:

- In the Top 50 UK Universities
- Recognised as a great place to work
- Working towards a Top 50 research profile in the 2021 REF
- A TEF rating of silver aspiring to be gold

Our Values are to be:

- **Connected** -We work together with common purpose. We build strong and enduring partnerships internally, locally, nationally and globally. We connect academia to the wider world through the impact of our education and research.
- **Excellent** - We are responsive and adapt to change. We're continually improving and taking opportunities for transformative change. We aim for excellence and compare ourselves against the best.
- **Open**- We listen and communicate clearly. We're always open to new ideas. We're honest about our challenges and face them head on. We trust in others and ourselves. We share priorities. We commit. This is the foundation for partnerships, internal and external.

Our priorities are:

- **Building sustainable Foundations** – To enable us to be flexible and adaptive to our environment whilst continuing to invest in staff and students.
- **Stimulating cultural change**- This will be built on our values of being connected and open, and continually striving for excellence.
- **Focusing on Outcomes** - To achieve our ambitions, we need to have a firm focus on outcomes.
- **Enabling and rewarding performance** - Our ambitions require a relentless focus on performance - continually improving the way we do things.

These ambitions, values and priorities must include full attention to the health and safety of both our students and our employees. Although the University has always been concerned with health and safety, we acknowledge that in recent years our performance has not been to the high standard we should expect.

To put this right we are going to push for major improvements in the way we work, so that we provide an acceptably safe and healthy working environment for the welfare of all our employees and students. We all know that this will be challenging, but we believe that, with the University and the Trades Unions working in partnership, we can deliver real and lasting improvements.

Through this partnership, University and Union employees will develop new health and safety working arrangements. This will be the starting point of our journey. It will set the standards that we will work to and reflect how important the issue is and our commitment to working together to improve.

Good health and safety performance is an essential part of all our values. This statement of commitment is fully endorsed on behalf of the key management and Union stakeholders.

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(The signed copy is held by the Corporate Health and Safety Manager. It was signed by the Vice Chancellor, all Deans and members of ULT and representatives of the Trades Unions, January 2018)

Stewart

D. P...

S. J. ...

Kath ...

St M Kelly

S. L.

Jeannette ...

K O'Connell

And...

P. ...

Ponice...

Staddy

ME Laje

T. ...

