

## Package A

### Health & Safety: Statutory Obligations Review

#### Introduction

Whatever sort of business you are, there is always the possibility of an accident or damage to someone's health. All work exposes people to hazards, be they: loads which have to be manually handled; dangerous machinery; toxic substances; electricity; working with display screen equipment or even psychological hazards such as stress.

Attention to health and safety is not just about being socially responsible. It also makes good business sense and you should regard it as just as important as the achievement of any other key business objective.

GroundsConsulting will carry out a thorough review of your statutory obligations regarding health and safety. We will measure compliance against the following legislation:

- **Workplace (Health, Safety and Welfare) Regulations 1992:** cover a wide range of basic health, safety and welfare issues.
- **Management of Health and Safety at Work Regulations 1999:** require employers to carry out risk assessments, appoint competent people and arrange for appropriate information and training.
- **Personal Protective Equipment at Work Regulations 1992:** require employers to provide appropriate protective clothing and equipment for their employees.
- **Provision and Use of Work Equipment Regulations 1998:** require that equipment provided for use at work, including machinery, is safe.
- **Manual Handling Operations Regulations 1992:** cover the moving of objects by hand or bodily force.
- **Lifting Operations and Lifting Equipment Regulations 1998:** requires that all equipment used for lifting is fit for purpose.
- **Health and Safety (First Aid) Regulations 1981:** cover requirements for first aid.
- **Employers' Liability (Compulsory Insurance) Act 1969:** require employers to take out insurance against accidents and ill health to their employees.



- **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR):** require employers to notify certain occupational injuries, diseases and dangerous events.
- **The Control of Vibration at Work Regulations 2005:** require that employers introduce measures to reduce exposure to vibration.
- **Noise at Work Regulations 1989:** require employers to take action to protect employees from hearing damage.
- **Control of Substances Hazardous to Health Regulations 2002 (COSHH):** require employers to assess the risks from hazardous substances and take precautions.

## Methodology

GroundsConsulting will carry out an inspection of your work place, liaise with key staff and carry out a health & safety audit. This will examine the following:

- |                               |   |
|-------------------------------|---|
| • Welfare facilities/depot    | • Machinery maintenance and repair          |
| • Health & Safety information | • Personal Protective Equipment             |
| • Risk Assessments            | • First Aid                                 |
| • Training                    | • Portable Appliance Testing                |
| • Manual Handling             | • Display Screen Equipment                  |
| • Lifting Equipment           | • Control of Substances Hazardous to Health |
| • Hand Arm Vibration          | • Noise                                     |

Drawing from this audit, we will write a summary report on our findings. This will highlight areas of health and safety non-compliance and give recommendations for corrective actions. In addition, recommendations will also be given for areas of health and safety that require improvement.

## Additional items

The team have many years operational experience in the delivery of grounds maintenance and can offer additional bespoke services to compliment this package. These include:

- Development of Risk Assessments and Safe Systems of Work
- Health and safety policies
- Machinery maintenance, repairs and defect management
- Procurement of machinery, equipment and materials
- Noise assessment
- Hand Arm Vibration assessment
- COSHH assessments and data sheets
- Develop accident reporting procedures
- First aid assessments
- Staff training



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