



Liquorice Park Health & Safety Policy

AGREED BY TRUSTEES' 2nd Aug 2021

Part 1: Statement of intent

The intent of the health and safety policy is to:

- Ensure we do what is reasonable and practicable to manage Health & Safety (H&S) risks associated with Liquorice Park Millennium Green Trust for volunteers, visitors, neighbours, contractors and organised activities within the park.
- Ensure Personal Protective Equipment (PPE) is available, when it is needed, for volunteers or visiting work groups.
- Ensure volunteers, external working groups or contractors understand the risks associated with operating within the park and know the correct operation of any specialised equipment.
- Record any incidents or near misses to enable review of existing safeguards.
- Review and revise this policy annually.

Part 2: Responsibilities for Health and Safety

One of the Trustees will be appointed as having overall oversight on H&S matters.

All trustees, volunteers, visitors, visiting groups and contractors have a responsibility for H&S. As such everyone has a duty to report any potential issues or concerns so they can be discussed and actioned as necessary, by the Trustees / Volunteers.

Any event or organised activity should have a lead person, not necessarily a trustee or recognised volunteer, who will have overall responsibility for ensuring health and safety during the event or activity. This includes:

- Ensuring suitable risk assessments are considered and / or available as necessary.
- Ensuring an appropriate safety briefing is given when required.
- Ensuring any PPE and required equipment is available.
- Ensuring a record of any H&S incidents or near-misses is passed to the Trustee responsible for H&S.

Part 3: Arrangements for health and safety

Risk Assessments

- Various general risk assessments are available covering: General Park infrastructure, Volunteers, General Park Users, Group Visits and Contractors.
- Risk assessments to be reviewed annually or as a result of significant or repeated reported incidents.
- Additional risk assessments may need to be carried out for specific additional tasks e.g. major works, hiring of equipment etc.
- External groups and contractors to carry out their own additional risk assessments.

Training

- The volunteers' handbook is to be given to all volunteers and visiting groups. This document advises on general hazards, suitable PPE and being aware of one's own capabilities etc.
- Any volunteers using equipment which could be deemed potentially dangerous (e.g. Strimmer, Scythes etc) to be made aware of correct use and suitable PPE.

Policy Version 1.3

Date: 2nd Aug 2021

Name: Richard Bayles (Trustee)