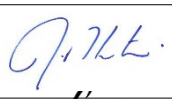
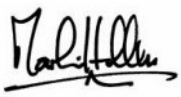
Wilts & Berks Canal Trust

Patron: Her Majesty the Queen

Restoring 70 miles of canal and towpath for the benefit of local communities, wildlife and leisure

Document Details	
Document Number	POL H&S.01
Document Title	WBCT Policy: Health Safety and Wellbeing
Internal Revision	5.0
Document Status	Approved

Document Review and Approval			
	Name and Position	**Signature**	**Date**
Prepared By	J Coates, Chief Engineer		13/05/22
Checked By	L Davis, H&S Trustee		26/02/24
Approved By	M Holliss, Chair of Trustees		24/02/24

Revision History			
Rev.	**Amendment**	**prepared by**	**Date**
1.0	First Issue		2005
2.0	Incorporate into WPO handbook		2010
2.1	Separate from WPO handbook. Remove fixed reference to H&S Director, add arrangements for discharge H&S section		July 2010
2.2	Reformat, remove reference to IWA practical restoration handbook. Re-instate fixed reference to H&S Director, minor corrections.		August 2015

Revision History			
Rev.	**Amendment**	**prepared by**	**Date**
3.0	Reformat to align with introduction of Health & Safety Management Arrangements		14 Dec 2021
4.0	Issued for implementation	signed J Coates, S Bacon, J Lewis	13 May 2022
5.0	Reviewed and re-approved	signed J Coates, L Davis, M Holliss	24 Feb 2024

	Wilts & Berks Canal Trust	POL H&S.01 rev 5.0
	WBCT Policy: **Health Safety and Wellbeing**	24 Feb 2024

Background

The Wilts & Berks Canal Trust [WBCT] and its employees and volunteers are committed to developing, embedding and maintaining excellent Health and Safety management as a core business deliverable which is based on the principles of:

- strong visible leadership;
- preventing injury and ill-health to those who may be affected by our acts or omissions;
- promoting employee well-being;
- identifying and complying with all relevant legal obligations and corporate standards;
- improving performance through the promotion of positive safety values and behaviours;
- providing a safe and healthy working environment;
- providing safe systems of work, safety equipment, and competent supervision;
- identifying and maintaining employee competence;
- monitoring and reviewing our arrangements to ensure they remain effective; and
- applying sufficient expertise and resource for this policy to be a success.

We will utilise the skills and experience of our employees and volunteers to assist us identify hazards and the associated levels of risk, develop and implement suitable controls that allow us to effectively manage the Trust's activities in a considerate and compliant manner and review the effectiveness of these controls on a regular basis.

We will encourage Trust-wide employee and volunteer engagement in the practical management of Health and Safety matters through regular consultation on new and existing controls measures, which will promote greater levels of understanding, ownership and responsibility.

We will work with our employees and volunteers to promote a culture of health and well-being of people that further develops and establishes a positive and productive working environment which is, so far as is reasonably practicable, free from uncontrolled hazards.

We will provide employees and volunteers, at all levels, with clear guidance on their roles and responsibilities in assisting us in maintaining and improving safety performance. In addition, we will give them the necessary support and guidance, and where necessary, supervision that allows them to operate safely.

To measure the on-going suitability of our management arrangements, we will continue to actively monitor leading and lagging performance data and analyse this information to identify emerging trends. This will assist us to identify learning opportunities and allow us to take the necessary steps to drive continued improvement.

The Chief Executive Officer, as the owner of this policy, supported by the Executive Board will provide regular updates to the Board of Trustees on overall Health and Safety performance, notable incidents, safety improvements and changes to control arrangements.

We will keep this policy under review and make necessary changes to ensure that it remains reflective of the activities, and risks to which the Trust is exposed and continue to clearly communicate our intent and commitment towards the safety of people and promotion of a healthy working environment.