
Housing Vision



Health, Safety and Well Being Policy

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Housing Vision: Health and Safety Policy

1 Introduction

- 1.1 The Housing Vision Consultancy (HVC) recognises that complying with the Health and Safety Act at Work Act 1974 (and regulations made under it) is a legal requirement. It is HVC's policy to exceed the minimum requirements of the law where possible and to do this will provide sufficient resources to meet this commitment. HVC will also ensure that systems are in place which will allow it to maintain, monitor and, where necessary, improve safety performance. Included in these systems will be means to allow communication and consultation on health and safety matters between all levels of the business.
- 1.2 This will be achieved in conjunction with HVC's vision and values:

Vision

Combining advanced research skills with policy formulation to develop effective and practical solutions, tailor-made to our clients' needs.

Values

Commitment	all team members operate in a professional and flexible manner to ensure that clients' needs are met.
Value for Money	track record of competitively priced projects, successfully completed to a high standard, on time and within budget.
Diversity	offering skills, experience and geographical coverage that aid in delivering uniqueness for clients.
Impact	producing high quality outputs which clients can use with confidence to improve their performance.

2. Objectives

- 2.1 HVC will provide adequate control of the health, safety and welfare risks arising from its work activities which may affect its employee, Associates, Partners or others.
- 2.2 HVC will consult with its employee and Associates on matters affecting health and safety.
- 2.3 HVC will ensure that the safety of project team members is not jeopardised when undertaking site visits or meetings.
- 2.4 HVC will record in its Business Review Meetings minutes all incidences of injuries, diseases and dangerous occurrences related to the work activities of the Consultancy in accordance with RIDDOR Regulations.
- 2.5 HVC will undertake risk assessments for all of its work activities.

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2.6 HVC will train its employee and Associates in health and safety matters as relevant.

3. Implementation, Monitoring and Review

3.1 The nature of Housing Vision's business model means that the employee and Associates are generally home-based (work remotely) and therefore will need to take responsibility for their own working environment and make personal decisions about health and safety.

3.2 Procedures for undertaking Risk Assessment for all work activities need to be established by the Consultancy.

3.3 At the regular Housing Vision Business Review meetings, a standing agenda item on 'Health and Safety' will ensure that the policy objectives are monitored.

3.4 The Director of Housing Vision, in agreement with the Associates, will review the Health and Safety Policy on an annual basis.

3.5 Dr Richard Turkington, the Director of Housing Vision, will have overall responsibility for health and safety in the Consultancy.

4. Communicating the Policy

4.1 Where appropriate, a copy of the Health and Safety Policy will be included in submissions for consultancy work.

4.2 All Associates operating on a sub-contractor basis to the consultancy will receive a copy of the Health and Safety Policy and agree its terms as part of the HVC Associate Code of Practice.

4.3 All Partners working with the Consultancy will be made aware of the Health and Safety Policy. HVC will seek to obtain copies of its Partner's health and safety policies.