



**EASTHALL
PARK**

**HEALTH & SAFETY
RESPONSIBILITIES**

**EASTHALL PARK
MANAGEMENT COMMITTEE**

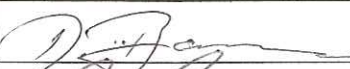
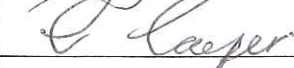

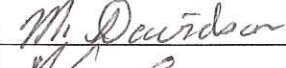

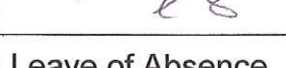
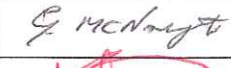





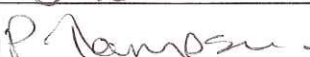
November 2018

Health & Safety Responsibilities of Management Committee

- 1) The Management Committee headed by a chairperson comprises 'lay persons' from the local community, acting as a body to oversee the operations carried out by the Housing Co-operative.
- 2) It is recognised that the Management Committee, while not actively involved in the day to day running of the organisation, is collectively responsible for providing leadership and direction on health and safety, and in particular the Director shall be responsible for implementing the Management Committee's plan for health and safety.
- 3) The Committee will endorse the Health & Safety policy and Control Manual and the Chairperson will sign the Health & Safety Policy Statement along with the Director. Where there is a change of personnel, the incoming Chairperson will sign the policy to ensure the commitment on behalf of the Committee remains current.
- 4) The Committee will place 'Health & Safety' as a standing item on the Agenda of all general meetings. This will allow the Director to report on safety performance, funding requirements, safety failures and other Health & Safety related issues. The Committee will give all such issues due consideration and will make available all reasonable funding and support as may be required.
- 5) The Committee will review the findings of all internal and external Health & Safety audits carried out within the organisation and will authorise the use of all reasonable support required to rectify any significant non-compliances identified by the audits.
- 6) The Committee will take an active interest in the investigation of any significant safety failure, making available all reasonable resources for a full investigation and for the taking of adequate measures to rectify any deficiencies in the existing arrangements.
- 7) All Committee members will undergo training in 'Health & Safety Awareness' and in management responsibilities. This will ensure that all members have a working knowledge of the topic, which will assist in the discussion of Health & Safety at all meetings. This should also assist the Committee in determining whether the Director is managing Health & Safety adequately within the organisation.

**Easthall Park Housing Co-operative Ltd
Management Committee
Responsibilities**

8) Management Committee shall review their responsibilities at least annually.

Name	Signed	Date	Review Date
Committee Members			
D Barnes		28/11/18	
C Cooper		30/1/19	
A Cushingam		28/11/18	
M Davidson		"	
J Gracey		"	
C Harvey			
A Livingstone	Leave of Absence	-	
G McNaught		30/1/19	
K Muir		28/11/18	
C Skewis		"	
P Waddell		"	
Co-opted Members			
G Gillespie		28/11/18	
J Kenna		"	
P Thompson		"	