

Health and Safety Statement

Contact Name and Details	Doug Swanney, Connexional Secretary Louise Wilkins, Conference Officer for Legal and Constitutional Practice
Resolution	56/1. The Council approves the Statement of Intent on Health, Safety and Welfare.

Summary of Content

Subject and Aims	To present the Council with a draft Health and Safety statement and request that it be adopted.
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1. There is a Health and Safety policy and statement in place for the use of Methodist Church House, this is overseen by the Methodist Church House Management Committee.
2. As the Methodist Church House policy and statement has been reviewed each year, it has become clear that the Council as employer is required to produce a statement of intent towards Health and Safety to cover all employees/Team members and places of work.
3. While individual premises will have their own Health and Safety arrangements that are tailored specifically to each location, an overarching statement of intent is required to cover all employees/Team members who work in a variety of locations (including those who are home-based).
4. A further reason why producing such a statement is necessary is that a number of other policies and documents refer to the Health and Safety policy of the Council (ie Methodist Church House Health and Safety policy, Home Working Policy, Lone Working Policy, Job Descriptions etc.).
5. A Health and Safety manual was produced circa 2004 (signed by the Revd Dr Nigel Collinson, as the Secretary of the Conference), however it is now very much out of date as the legal framework as well as structures and working practices within the Team have evolved.
6. The Connexional Property Coordinator (previously the Facilities and Property Coordinator) has advised that without an updated statement the Council could be exposed in the event of an injury claim to financial and reputational risks.
7. The Council is therefore asked to approve the following statement.

STATEMENT OF INTENT ON HEALTH, SAFETY AND WELFARE

This Health and Safety Statement, in accordance with the Health and Safety at Work etc Act 1974, outlines the policy of The Methodist Council in relation to the management of health and safety at work.

The management of health, safety and welfare will be integral to the life of the Church. This value is shared throughout the Connexional Team, Trustees for Methodist Church Purposes and other organisations where the Methodist Council is the employer. This enables the Council to meet its aim of managing and conducting its work activities in such a way as to ensure, so far as is reasonably practicable, the safety, health and welfare at work of its employees and others who may be affected by its activities.

This will be achieved by the following:

- By determining and implementing appropriate preventative and protective measures to maintain safe and healthy working conditions.
- The provision of appropriate information, instruction, training and supervision.
- to consult with our employees on matters affecting their health and safety;
- The provision and maintenance of a safe place of work, including safe access, egress and welfare facilities
- The provision and maintenance of emergency plans and procedures.
- Monitoring and measuring all aspects of health and safety.
- Obtaining, where necessary, the services of a competent person to provide advice on health and safety.

The detailed arrangements for achieving these objectives are set out in the body of the Health and Safety Policy and Fire Risk Assessments for each individual premises (and Homeworking Policy for home workers). All Council employees and ministers stationed to serve in the Team will be made aware of this statement and have access to the full Health and Safety Policy for their premises of work when requested. Such policies can be found as appendices to employment contracts and will be made available to ordained members of the Team.

The Council is committed to upholding and continuously improving the standards outlined in this statement, and to meeting or exceeding legislative requirements and associated codes of practice. Sufficient authority and resources, both financial and otherwise, will be made available to enable employees to carry out their responsibilities in a reasonable and efficient manner.

The Health and Safety Policy will be reviewed in the light of experience and on a regular basis. That is, at least every year, or more frequently should there be a significant incident or any major changes to legislation, operations or personnel.

All members of the Team share a responsibility to co-operate with the senior managers, and in accordance with the Health and Safety at Work etc Act 1974, to ensure their own safety and the safety of those affected by their activities. This includes not intentionally or recklessly interfering with or misusing anything provided for their health or safety.

All Health and Safety concerns should be reported in the following manner:

- **Team members based at Methodist Church House, London:** Connexional Property Coordinator
- **Council employees based at Central Buildings, Manchester:** TMCP Chief Executive or Assistant Chief Executive
- **Team members who are home-based:** Staff members should contact their line manager in accordance with the Home Working Policy.

*****RESOLUTION**

56/1. The Council approves the Statement of Intent on Health, Safety and Welfare.