### Core Elements

#### Enablers & Actions

<table>
<thead>
<tr>
<th>Aim</th>
<th>Safety – Our Values</th>
<th>Priority Areas</th>
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</thead>
<tbody>
<tr>
<td>Working together to ensure the highest standards of health and safety practices that enhance &amp; support research &amp; teaching in a world leading university</td>
<td>Competent H&amp;S Partnership</td>
<td>Planning</td>
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<tr>
<td>Active, visible leadership and Commitment; Mutual accountability; Sensible Risk-based approach; Practical simple and sustainable solutions; Consistency</td>
<td></td>
<td>Competent H&amp;S Advice</td>
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<tr>
<td>LEADERSHIP</td>
<td>COMPETENCE &amp; KNOWLEDGE</td>
<td>Training &amp; Development</td>
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<tr>
<td>PARTNERSHIP</td>
<td>Risk Assessment</td>
<td>Control Systems</td>
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<tr>
<td>RISK MANAGEMENT</td>
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#### Themes

- Taking responsibility through
  - Effective Resource Planning & Coordinating commitmen
  - Effective delegation
  - bespoke induction programmes for leaders
- Policy framework
- Hazard identification and risk assessment arrangements in place
- Emergency planning procedures
- Defining competency requirements
- Role definitions aligned with competency needs
- Dedicated development programmes
- Training provision based on a needs analysis
- Multiple training delivery platforms
- Effective recording
- Effective communication
- Partnership approach built into agreements (where required)
- Service level agreements incorporate relevant health & safety terms and conditions
- Risk registers developed
- Risk assessments based on sensible risk management
- Recording & reviewing
- Monitoring systems
- Effective systems for identification
- Proportionate Controls
- Statutory testing and maintenance carried out

#### Core Elements

- Revision of Statement of Safety Organisation
- Leadership Inductions & Development Programme in place
- Effective H&S Committees
- New refreshed policy framework
- New website developed and live
- Emergency planning process developed
- Review of all current H&S roles
- Agreement on competency requirements
- Develop competency matrix
- Development programme instigated
- Performance of training needs analysis
- Online and other training platforms available
- Recording systems in place
- Review of health and safety arrangements and agreements (tiered approach)
- Communications planning
- Monitoring of Committees
- Risk register process
- Revised risk assessment protocol
- Online risk assessment application available
- Online accident reporting system
- Local committees and memorandums
- Ad-hoc safety related arrangements and agreements
- Formal agreements (tiered approach)
- Communications planning
- Monitoring of Committees
- Risk register process
- Revised risk assessment protocol
- Online risk assessment application available
- Online accident reporting system
- Local committees and memorandums
- Ad-hoc safety related arrangements and agreements
- Formal agreements (tiered approach)
- Communications planning
- Monitoring of Committees
- Risk register process
- Revised risk assessment protocol
- Online risk assessment application available
- Online accident reporting system

#### Measuring Achievement

- % of policy framework revised (based on agreed topics)
- % of Divisions / Departments with completed emergency procedures
- Role definition and development needs matrix produced
- Role holders matching agreed competency
- Training needs analysis completed and maintained / updated on a bi-annual basis
- Training programme based on TNA
- Arrangements review complete
- Health and Safety terms and conditions
- Communications plan published

#### Our Current Performance

- Existing SSO signed by all Heads of Departments
- Ad hoc development processes
- 50% of Heads of Departments at Level 3 for 2010 – 2017 ongoing
- Mixed policy approach covering varieties of H&S topics completed on new template?
- Mixure of plans for security, time and disaster recovery
- No agreed competency levels determined
- % of Departmental Safety Officers with agreed competency
- % of Divisional / Area Safety Officers / USO at required level of competency
- Safety Office and Occupational Health Service training programme (termly output)
- Local provision
- Ad-hoc safety related memorandums
- Local committees and communication processes
- Requires confirmation
- 6.5% at full HASMAP level 3
- Divisional reviews 2010 – 2017 ongoing
- Monitoring of Divisional Action Plans
- Departmental audits
- Paper-based system for accident reporting

#### Where we want to be

- New SSO signed and completed by all Heads of Department
- 75% participation amongst active leaders
- 80% at Level3 or above (High Assurance) by 2023
- 100% of policy framework revised (based on previously agreed topics)
- Agreed co-ordinated plans across departments
- Competency levels agreed
- % of Departmental Safety Officers with agreed competency
- % of Divisional / Area Safety Officers within agreed competency
- Published training needs analysis
- Multiple delivery options available
- Programmes based an TNA
- Sensible risk-based health and safety arrangements within agreements
- Communications plan implemented
- 60% of departments at 90% of departments activating HASMAP level 3 for risk assessment
- Online systems implemented and live
- Effective Assurance process functioning

#### Our Objective

Robust and resilient safety management practices, built on partnerships, that can deliver sustainable risk reduction