

ALCOVE ANGLING CLUB (AAC) HEALTH AND SAFETY (H & S) STATEMENT

Statement Of Intent

AAC is committed to providing, as far as is reasonably practicable, a safe, healthy environment for its Members and others who may encounter AAC's activities. AAC's shall develop, maintain and implement policies, procedures and management measures that:

- first and foremost, protect Members' and others' H & S by identifying credible risks that exist at AAC's waters and venues that AAC does not manage but are available to AAC Members through their membership and implementing measures to manage them down to acceptable levels;
- meet AAC's legal obligations under United Kingdom H & S legislation by operating and periodically assuring the effectiveness of a comprehensive H & S management system;
- co-operate with others who may share H & S duties at AAC's waters and other places;
- recognising that absolute safety and freedom from infection are unachievable, insure AAC against the impacts of residual risks.

Responsibilities For Health And Safety

The AAC Committee has primary responsibility for H & S, establishing and overseeing the operation of a comprehensive, effective H & S system.

A H & S Adviser shall be appointed by AAC. His/her duties shall include:

- advising the AAC Committee and others involved in delivering AAC's H & S system on H & S matters;
- taking the lead on drafting for AAC Committee approval H & S related documents, including risk assessments (RA) and H & S related policies, procedures and work programmes;
- in conjunction with the Fishery Manager, develop work programme(s) to implement and maintain the H & S management measures identified using RAs;
- provide a focus for receiving and investigating apparent H & S deficiencies and incidents, whether formally reported or not, and recommend remedial action to AAC Committee as appropriate.

AAC Secretary shall maintain an archive of important H & S documents and records, including:

- master copies of successive RAs, procedures etc., together with review dates, decisions taken and why;
- any H & S critical decisions and responses e.g. urgent action initiated in response to work programme delays;
- the substance and outcome of H & S incident investigations.

The AAC Fishery Manager shall:

- take the lead in delivering H & S related work programmes, including reporting progress to AAC Committee and highlighting any remedial action required.

- provide practical input to RAs and, in conjunction with the H & S Adviser, develop work programme(s) to implement management measures identified using RAs.

Bailiffs are empowered to take immediately any measures they deem necessary e.g. taking swims out of use, to mitigate H & S risks that they discover or have reported to them, pending remedial action.

All AAC Members are required, as a condition of AAC membership, to:

- adhere to the requirements of the AAC H & S system.
- promptly report any perceived unacceptable H & S risks to the AAC Committee, H & S Adviser or Fishery Manager.

Arrangements For Health And Safety

AAC's H & S Policies and Procedures are published on the AAC website. They are reviewed by the AAC Committee annually.

RAs for AAC waters and venues that AAC does not manage but are available to AAC Members through their membership are:

- published on the AAC website;
- reviewed by AAC Committee after any serious incident, significant change of circumstances and, in any case, annually.

Work programmes to implement H & S management measures identified by RAs are held by the Fisheries Manager and are available to AAC Members and others who have a legitimate interest on request.

Records of H & S related approvals, reviews, decisions and actions taken by AAC Committee are held by the AAC Secretary and available to AAC Members and others who have a legitimate interest on request.

H & S deficiencies and incidents should be reported to the H & S Adviser, any AAC Committee Member or any Bailiff for investigation and remedial action as appropriate. Their contact details are available on the AAC website and in the AAC Membership Book.

Signed on behalf of the AAC Committee,

Bill Knight

Chairman