

## "Are You Managing Your Health and Safety Using a Maintenance Plan"?

### Tutorial Two

I was recently in the unfortunate position of having to investigate an accident involving a young member of the greenstaff who was asked to perform a simple job of work requiring the use of a step ladder. To get the ladder the member of staff had to climb on to a temporary mezzanine structure above the green shed offices that subsequently collapsed injuring his arm and back. The accident should never have happened.

The investigation by the HSE which follows such accidents, found that the club's whole Health and Safety process FAILED.

#### WHAT WENT WRONG.

- There was no Health and Safety Management System.
- The Health and Safety policy was out of date and responsibilities poorly defined.
- The risk assessments were out of date and not sufficient.
- The job was not supervised correctly nor were safe working procedures in place.
- The club had not been audited previously.
- The Greenstaff were unaware of legislation updates.

Good health and safety management is about knowing the daily, weekly, monthly and yearly requirements of the club, and ensuring you have in place a system for achieving all of the requirements. A lot is written nowadays about managing health and safety but very little is written as to why and the good reasons for it. I will explain. Good health and safety management is all about preventing accidents and illness to employees, golfers and visitors to your establishment. Health and safety management is not about generating endless heaps of paper and endless amounts of checklists that will put you off the real tasks in hand. A good Maintenance plan is presently operated by many clubs and has taken much of the burden of health and safety work from the club and Secretary/Head Green keeper. The plan does not and will not remove any of the responsibility but it does ensure that work gets completed and information stays right up to date.

#### THE PLAN WORKS BASICALLY WORKS IN TWO MAIN STAGES;

- To ensure the club is in full compliance with UK and Eu Legislation
- To arrange for the club to receive updates to stay complaint with legislation and risk assessments.

Developing your own system or subscribing to a proprietary Maintenance Plan is the easiest way of ensuring your club stays fully compliant with the laws and that Health and Safety becomes a core value in your club operations.

- A Maintenance Plan will encompass the following key elements;
- Health and Safety Audit-Annually
- Update to the Health and Safety Policy-Annually
- Updates of the Risk Assessments-Regular
- Regular Legislation Update notifications
- Updates of the Safe Working Practices/Procedures-Annually

The main advantage of a Maintenance Plan is knowing that your club is organised, Health and Safety is being regularly checked and all of the compliance documentation remains up to date

Haztek International® currently operates a 'Maintenance Plan' package and presently has over 200 clubs subscribing. This plan achieves all of the above.

To find out more please look at [www.safegolfplan.com](http://www.safegolfplan.com) or call us on 0208 905 7552 email [info@safegolf.co.uk](mailto:info@safegolf.co.uk)



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