

Policy statement

Part 1: Statement of intent

This is the health and safety policy statement of:

Lee ICANGO (Community Transport)

Reg.Charity No.1135358

Our health and safety policy is to ensure:

- Lee ICANGO is compliant with Health and Safety Legislation to ensure our Trustees, volunteers and organisations we lend the minibuses to have a safe environment to operate in and that any activities are risk assessed and mitigations are documented and communicated.
- The general public, members and other users are aware of any risks through signage and other methods of communication including guidance by our team of volunteers.
- Our Transport Manager maintains the minibuses and equipment to the necessary levels of compliance to legislation.

Chair – Lee ICANGO

Paul Twine

Review date:- 03 April 2024

Part 2: Responsibilities for health and safety

- 1 Overall and final responsibility for health and safety:
 - Chair of Lee ICANGO and the Board of Trustees – Paul Twine

- 2 Day-to-day responsibility for ensuring this policy is put into practice:
 - Transport Manager – Cliff Rook

- 3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:
 - Health & Safety policy –Chair of Trustees Board – Paul Twine
 - Vehicles – Transport Manager – Cliff Rook
 - Training – MiDAS Assessor – Paul Twine

All volunteers should:

- co-operate with Transport Manager on health and safety matters;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to an appropriate person (as detailed above).

Part 3: Arrangements for health and safety

Risk assessment

See separate document

Training

See MiDAS Training Material

Consultation

Trustees and volunteers