

University of Portsmouth Students' Union Health and Safety Group

Terms of reference

The University of Portsmouth Students' Union is committed to develop a positive Health and Safety and Wellbeing culture and the role of the Health and Safety Group is to establish this.

Membership

- Head of Operations
- Health and Safety Coordinator
- Events Coordinator
- Union President
- Operational Manager Representative

Overall function and objectives

To provide advice to the Head of Operations and Chief Executive of the Union by:

1. Monitoring the implementation of the H&S Policy and arrangements for securing the health and safety of employees and others.
2. Investigating areas of weaknesses in these arrangements and making recommendations to the Head of Operations, Chief Executive and/or Trustees as appropriate, aimed at strengthening those areas
3. Promoting of a spirit of cooperation between managers and staff in respect of the implementation of measures to secure the safety and health of employees
4. Encouraging the observance of health and safety measures by all employees as an integral part of their everyday working lives.

Specific functions

1. To consider information, statistics and reports relating to health and safety matters affecting the operational areas within the Union and to make recommendations and observations to management accordingly
2. To consider and make recommendations to appropriate line managers regarding individual health and safety problems that have not been resolved at safety representative level
3. To encourage the implementation regarding health and safety training
4. To encourage proper communication regarding health and safety
5. To consider information and advice from the Health and Safety Executive (HSE)
6. To consider information and advice from the University Health and Safety Office
7. To ensure appropriate inspections and assessments of any workplace and activity are carried out