



Health, Safety and Risk Management policy

It is the policy of Hertfordshire Golf Limited “the Company” to develop a positive health and safety culture that contributes to the successful performance of the organisation.

Our responsibilities for health and safety are fully recognised and we view legal requirements as the minimum standard that we must achieve.

The Company is subject to certain risks that affect its ability to operate, serve affiliated members, and protect assets. These include risks to employees and volunteers, liability to others, and risks to property. Examples under the various categories include:

Risk category	Examples
Governance risks	<ul style="list-style-type: none">• Inappropriate organisational structure• Board lacks relevant skills or commitment.• Conflicts of interest
Operational risks	<ul style="list-style-type: none">• Lack of participant welfare or safety• Poor event costing• Poor staff recruitment and training• Doubt about security of company assets
Financial risks	<ul style="list-style-type: none">• Inaccurate and/or insufficient financial information• Inadequate reserves and cash flow• Dependency on limited income sources• Inadequate investment management policies• Insufficient insurance cover
External risks	<ul style="list-style-type: none">• Poor public perception and reputation• Demographic changes such as a decrease in the size of a beneficiary group• Turbulent economic or political environment• Changing government policy
Compliance with legislation and regulation	<ul style="list-style-type: none">• Acting in breach of trust• Poor knowledge of the legal responsibilities of an employer• Poor knowledge of regulatory requirements of particular activities e.g., hygiene regulations, health and safety regulations, fund-raising regulations, provision of activities for young persons or vulnerable adults.• Poor knowledge of Director responsibilities

Control

Controlling these risks through a formal programme is necessary for the well-being of the organisation, its staff, volunteers, participants and other stakeholders. The jobs and services the organisation provides, the safety of the workplace and other benefits all depend to an extent on an ability to control risks.

Where appropriate a formal risk assessment will be written and used to ensure that each activity is carried out with an acceptable level of risk to all involved and any significant foreseeable issues are identified, addressed and controlled.

Responsibility

The ultimate responsibility to control risks resides with the Board. Control includes making decisions regarding which risks are acceptable and how to address those that are not. Where appropriate the staff will be encouraged to participate in sharing knowledge and understanding the risks involved.

Our aim is to continuously improve our safety performance and safety management system. All employees and volunteers will be encouraged to contribute to this improvement process. Everyone is responsible for reporting any unsafe conditions they observe. Also, each is encouraged to suggest ways in which we can operate more safely. We are committed to the careful consideration of everyone's suggestions, and to taking appropriate action to address and minimise risks.

Accidents, near miss and other situations involving loss or near-loss will be investigated as part of the company's efforts to manage risks and will be reported upon to each Board meeting by the County Secretary.

Every employee's and volunteer's performance will be evaluated, in part, according to how he or she complies with this policy.

Policy Review

The overall responsibility for this policy lies with the Board.

Responsible Person: Bobby Kendall, Chair

Adopted: 25 January 2022

Review: January 2024