



Catalyst Safety

health & safety specialists

Health and Safety

Specification

Health and Safety Specification



Introduction

At Catalyst we believe in delivering the highest quality services and we are committed to assisting our clients to negotiate through the maze of health and safety legislation and to provide practical, cost-effective solutions to help you to continuously improve.

We are a group of like-minded risk management professionals, with over 30 years' experience in the health and safety industry. We believe in providing innovative services solutions, using technology wherever possible, to ease the burden on our clients. The following are some of the key services we offer.





Health and Safety Specification

Business Review

As an organisation how do you know that your health and safety arrangements are effective in managing the risks you and your clients are exposed to:

- Are you meeting all relevant health and safety related legal requirements?
- Do people carry out their individual and collective H&S responsibilities as you would expect?
- Where are you in relation to other organisations in your sector?
- Would you be able to make a due diligence defence in relation to public liability claims?
- Where do you want to be in terms of compliance – letter of the law or a high standard?
- Have instructions and objectives from senior management been implemented.

Our occupational health and safety business review will aim to identify improvements in your arrangements and identify practical, pragmatic actions to help make lasting change.

Audit / Workplace Risk Assessment

We offer a hybrid approach where we will audit your health and safety arrangements at site level, measuring compliance with all relevant legislation, while also completing a physical assessment of the workplace. This is effective in looking at the level of compliance in relation to one site or a whole portfolio. The outcome will be a report containing a prioritised Action Plan with costings where possible and a document workplace risk assessment. Effective management information will also be produced to enable you to target resources where they are most needed. This information, reports and records can all be delivered via our online H&S management tool.

CDM

The objective of Construction Design and Management Regulations 2015 (CDM) is to improve the health and safety of construction related work by ensuring that key individuals are responsible for health and safety during the design, planning and construction phases of developments and the maintenance and use post completion. Specific responsibilities are assigned to clients, designers and contractors. Works can easily go wrong leaving dutyholders exposed. Even if you are unaware of these duties, you may still be responsible. We offer a number of CDM related services, including acting as Principal Designer, reviewing your CDM arrangements and completing site checks to measure whether works are proceeding safely and as planned.

Risk Assessments

Risk assessments are the cornerstone of the UK legislative framework. Organisations are required to protect their employees, and other who may be affected, from risks to their health and safety. We can assist in you in meeting this requirement through:

- Training workshops on practical completion of the risk assessments relevant to your business.
- Working with you to identify and assess the risks to your business and then implement and review the relevant control measures.

This can also be extended to include specific risks and assessments required by other legislation, e.g. work at height, traffic management, manual handling and COSHH.



Health and Safety

Specification

Accident Investigation

The key outcome of accident investigation is to learn lessons and minimise recurrence. It is estimated that 40 million working days are lost per year from accidents. Effective accident investigation will identify the underlying and root causes of accidents and reduce ill-health, lost production, property damage, enforcement action and potentially insurance costs.

We provide a methodical process with a number of key steps, including a site assessment, interview of witnesses, analysis of previous events and document evaluation. All this needs to take place without delay and, where possible, before the accident scene changes. The output will be an action plan with cost effective improvements to secure lasting change.

Expert Witness

Our aim is always to work with our clients to help them to meet their safety related objectives and ensure that they comply with the law. However, despite everything, sometimes things can go wrong, and you may not be at fault. We offer an expert witness service where prosecutions or enforcement action is planned or threatened. We will carry out an independent investigation of the circumstances, prepare a detailed report on our findings and, where necessary, give evidence in court. Where needed, we can source experts in other fields, including fire safety and asbestos.

ISO 45001

Organisations may wish to progress to IOS 45001 accreditation. This standard sets the framework for a systematic approach to health and safety management. This can be challenging where an organisation has a number of different departments with different processes. We can assist you by reviewing your current arrangements and identifying improvements, aligning your policies to give a consist approach across the organisation and by developing new procedures where they are needed.

Mentoring

Resources for H&S management can often be limited. People may be appointed to H&S management roles who have limited experience or time. We can assist by helping you plan, budget, implement, monitor and review your health and safety objectives.

Training

Competence is a key element in effective health and safety management. It is essential that people understand their health and safety roles, are able to perform them, and are able to work safely. This should include risk areas such as fire safety, control measures and actions from risk assessments as well as the specific risks associated with your business. We offer:

- A range of NEBOSH and IOSH accredited courses covering all levels of health and safety management.
- A series of workshops so that people can learn in practice how to complete risk assessments and manage key issues such as asbestos, work at height, manual handling and fire safety.



Health and Safety

Specification

Policy and Safety Management System Development

Part of your arrangements for managing health and safety will be a set of documented processes which detail how the risks associated with your business, and identified through the risk assessment process, can be effectively controlled. We can assist you by:

- Developing a core of documented policies which will be consistent, practical and measurable without becoming a burden on resources.
- Develop individual policies and procedures to assist in the control of specific or unique risks to your business.

Contract Management

Many health and safety issues can be as a result of contractor's activities and actions. While each contractor is responsible for their own health and safety, the client still has a duty, as far as is reasonable, to ensure each contractor is competent and capable to complete the work instructed. We can assist by significantly reducing the burden of completing this task through contractor appraisal processes and onboarding using an online contractor management system. In addition we can also audit contractor's activities to measure whether they are working safely.

Method

In all cases, the work commissioned will be completed by a consultant with expertise and experience in the work completed by your organisation. All decisions made will be evidence based, e.g. supported by physical observations, photographs/videos and the records available.

The process will be completed as follows:

- The best consultant is assigned to the job based around the type of organisation and their experience.
- Appointment arranged so that the relevant key managers are available, as they know how your business operates.
- Information requested in advance of site visits to ensure effective use of the time available.
- Where relevant, a physical assessment or survey is completed in relation to all areas and activities under your control.
- All key documentation is identified and evaluated.
- At all stages we will be measuring existing risk controls against the following criteria: likelihood and severity of injury, personal injury claim, property damage or enforcement action and the level of compliance with legislation and current approved guidance.
- While on site we will inform you of any immediate improvements and agree interim control measures with you.
- A report will be prepared which documents how you are currently complying with relevant legislation, plus an Action Plan which will identify practical and cost-effective recommendations for improvement and prioritise them based on the criteria set out above.
- The actions can also be managed via our online compliance management tool, where records can also be stored and managed.
- We can also assist you in planning, budgeting and implementing the actions to ensure effective use of resources.



Health and Safety Specification

Further Information

For further information please contact info@catalystsafety.co.uk or call 07973 736 967.

Catalyst Strategic Safety Management delivers solutions to all your health and safety risk management needs, including the following:



Health & Safety

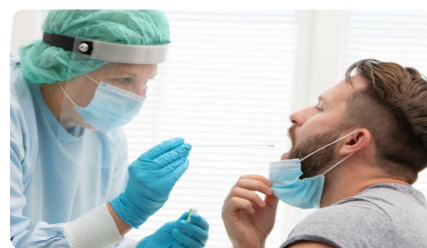
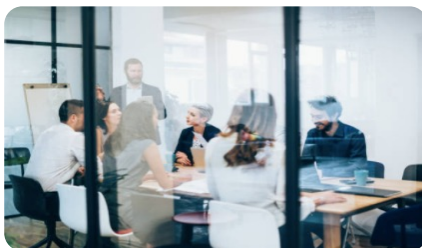
- Business Review
- Risk Assessments
- CDM
- Accident Investigation
- Expert Witness
- Policy Development
- ISO45001 Evaluation

Fire Safety

- Fire Risk Assessment
- Fire Strategy
- Passive Surveys
- Fire Engineering

Asbestos

- Asbestos Management Surveys
- R&D Surveys
- Project Management



Legionella

- Legionella Assessments
- Compliance Audits

Training

- Accredited NEBOSH and IOSH training
- Business specific training

Covid/Infection Control

- Compliance Audits
- Policy Development
- Guidance



Catalyst Safety
health & safety specialists

**To discuss this specification further,
please contact:**

Gordon Allan
Managing Director

t: 07973 736 967

e: gordon.allan@catalystsafety.co.uk

This document has been prepared by Catalyst Strategic Safety Management Limited and is confidential and intended solely for the use of the individual or entity to whom it has been sent. This document and its contents are the property of Catalyst Safety and should not be used, forwarded, shared or replicated, without the express permission of Catalyst Safety.