

# Pryor & Rickett Silviculture

## Health & Safety Policy

Version	Revision by	Revision Date
1	Mark Tansley	30/9/21
1.1	Ian Barrington	24/01/23

Proud Members of the Forest Industry Safety Accord



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## **1. Statement of Intent – Health, Safety, & Environment**

**At Pryor & Rickett Silviculture, we are dedicated to working closely with clients, contractors, and their teams to help them safely and responsibly manage woodlands and forests of all types.**

We recognise that our activities, if not managed correctly, have the potential to cause harm to people, property, and the environment. We fully embrace our responsibilities under all relevant health and safety legislation, environmental legislation, and forest industry best practice. As such, the highest levels of Health & Safety management are at the core of our business and help to make us who we are.

It is our aim to make our work free from accidents, incidents, and cases of ill health. To this end, we will:

- Make safety our priority - above all else, we value the safety and health of our colleagues and anyone who may be affected by our work;
- In all that we do, take the time to consider and discuss our impacts on health, safety, and the environment in the spirit of openness and continual improvement;
- Actively seek constructive feedback from the people around us, and commit to provide positive feedback to others when and where necessary;
- Continue to support the effectiveness of our internal Health and Safety Working Group;
- Ensure that our people receive relevant health and safety training;
- Effectively communicate our policies and procedures to members of our team, clients, and stakeholders. Make safety, health, & wellbeing the number one item on every meeting agenda;
- Seek to learn from accidents and incidents of all levels by prompt and professional reporting, investigation and sharing of newly gained knowledge.

The company is committed to achieving accreditation to ISO 45001: Occupational Health and Safety Management Systems and has established procedures for identifying health risks generated by the company's activities. Our overarching health and safety management system is bolstered by a number of clear and concise policies and procedures to help define what our staff, clients, and stakeholders can expect from us.

A Board Executive will designate responsible persons in accordance with the requirements of the Health and Safety at Work etc Act 1974 and the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

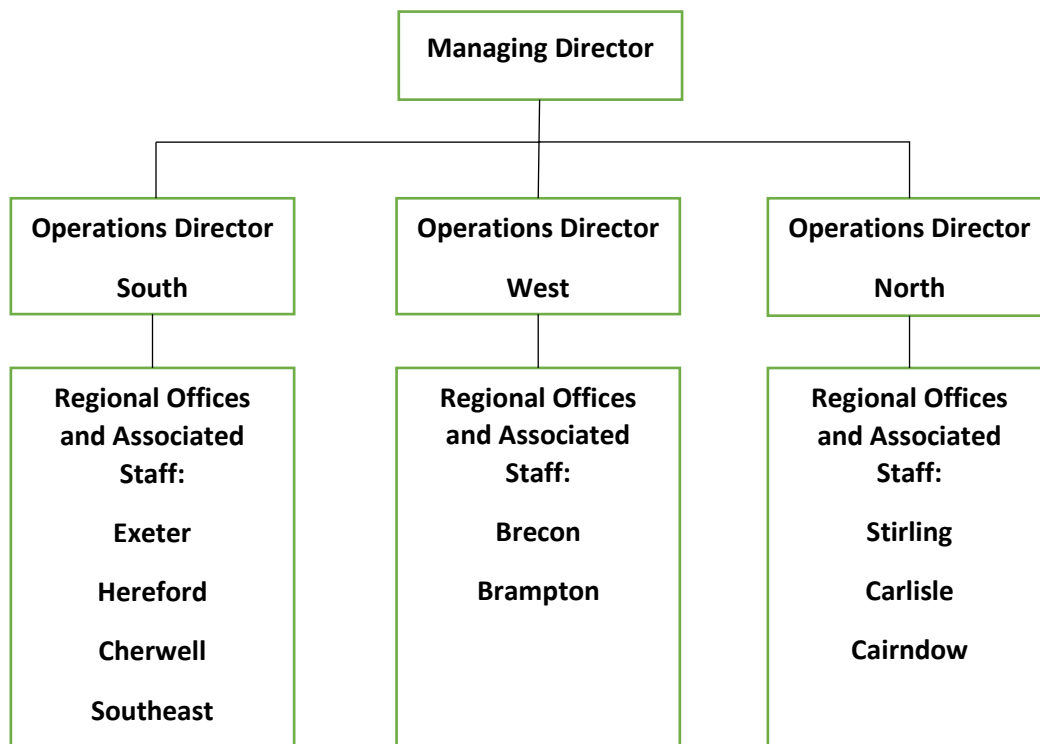
The Health and Safety Policy will be reviewed annually to monitor its effectiveness and to ensure that it reflects changing needs and circumstances and revised as necessary.

Signed (Managing Director): 

Date: 24 Jan. 23

## 2. Responsibilities for Health & Safety in Pryor & Rickett Silviculture

### 2.1 Staff Structure, Roles & Responsibilities



The Managing Director has overall responsibility for Health & Safety within Pryor & Rickett Silviculture, for ensuring compliance with the Health & Safety at Work Act 1974 and all that it encompasses, and for demonstrating and cultivating a positive safety culture across the business.

### **2.3 Directors**

Directors have regional and operational duties delegated from the Managing Director to ensure this policy and associated procedures, protocols, guidance, and management systems are fully understood, applied and resourced within their respective areas of responsibility. They should also provide leadership by example and proactively promote responsible attitudes towards health, safety & wellbeing.

### **2.4 Staff Responsibilities**

**Senior Forest Manager:** Responsible for the management of Forest Managers and Foresters covering operations within a specific geographical area, ensuring Health and Safety objectives are communicated and met:

- Maintaining legislation requirements;
- Reviewing and closing out non-compliances;
- Liaising with the Group Compliance Team on Health and Safety issues;
- Undertaking Health and Safety inspections;
- Instructing Forest Managers and Foresters on Health and Safety policy, procedures, and appropriate risk assessments;
- Ensuring company objectives and targets are met.

**Forest Manager and Forester:** Responsible for forestry operations, ensuring Health and Safety objectives are met:

- Maintaining legislation requirements;
- Reviewing and closing out non-compliances;
- Liaising with the Group Compliance Team on Health and Safety issues;
- Undertaking Health and Safety inspections;

- Instructing contractors and sub-contractors on our Health and Safety policy, procedures, and appropriate risk assessments.
- Ensuring company objectives and targets are met

**Office Manager/Administrators:** Responsible for administrative work as described in company procedures and job description:

- Ensure contract files hold all mandatory information prior to commencement;
- Ensuring that contract files are kept up to date in terms of current site monitoring and other requirements within FM Pro.

## 2.5 Expectations from Contractors

Responsible for Health and Safety issues on site, and responsible for ensuring company personnel and sub-contractors operate to the company Health and Safety policy and procedures. Specifics of roles and responsibilities are detailed within FISA Guidance on Managing Health and Safety in Forestry - 2019.

## 2.6 Health & Safety Committee

Health and Safety Committee (SHEC) Terms of Reference:

- Promote a positive Health, Safety, and Wellbeing culture, which is fair in terms of any blame, and which objectively seeks opportunity for improvement;
- Represent Pryor and Rickett Silviculture employees and contractors in raising Health, Safety, and Wellbeing issues;
- Ensure conformity and uniformity in the implementation of the Company Policy and Procedures;
- Support a programme of internal monitoring and reporting, providing quality feedback to employees on strengths and weaknesses in occupational health and safety performance;
- Assist the Director responsible for Health & Safety and the group Compliance Team in communicating important Health, Safety, and Wellbeing messages;
- Identify employee and manager training requirements and training opportunities;
- Provide support to employees representing Pryor and Rickett Silviculture at industry meetings;

- Identify learning points and make policy changes following a review of any accident or incident;
- Review the Company ISO Management System;
- Setting and monitoring occupational health and safety objectives.

## **3. Arrangements for Health & Safety (Policies & Procedures)**

### **3.1 Index of Policies & Procedures**

Pryor & Rickett Silviculture will conform to the policies and procedures as set out within the PRS ISO Management of Occupational Health and Safety Systems Manual (45001 manual). These policies and procedures include:

- PR\_P\_001\_Document Control
- PR\_P\_002\_Client Engagement
- PR\_P\_003\_Woodland Creation and Design
- PR\_P\_004\_Operations
- PR\_P\_005\_Harvesting
- PR\_P\_006\_Hazard\_Identification\_and\_Risk\_Ass
- PR\_P\_007\_Contractor Approval

In addition to these, the follow with apply:

### **3.2 Staff Competence Policy**

Tree work (in all its forms) is amongst the highest risk UK industry, and while we continue to work alongside the UK Forest Industry Safety Accord (FISA) to improve safety, we recognise that some risk is inherent. It is therefore critical that our staff are knowledgeable, skilled, and competent in their particular role. As part of the wider Euroforest group of companies, Pryor & Rickett Silviculture will invest in and support appropriate training as a priority.

## 4. Pryor & Rickett Silviculture Company Organisation Chart

Stirling	Carlisle	Admin	Brecon	Knighton	Hereford	Central	South West	South East	National	Finance
Alisa Forgie										
Sarah Farrimond										
Daniel Parsons	Holly Tullett	Matthew Roderick								
Daniel Mills	Michael Court	Sam Rowley			Michael Court					
James Bruce	Sam Roberts	Karen Fox	Jim Wright	Chris Rawlinson	Jack Thomas		Roland Stonex	Kate Harvey		
Kate Palmer	Keira Tedd	Andrea Wilson	Ryan Nortier	Ben Butler	Tom Blythe	Matt Walker	Norbert Kovacs	Ben Mattock		Andrea Wilson
Kendric Main	Sam Huddleston	Penny Clements	Arthur Wiggins	Steve Knight	Tom Whitchurch	Adam Sharman	Graham Preece	Colin Corkhill	George Taylor	Laura Ziurauskaite
Chris Hamill Operations Director (North)			Andrew Sowerby Operations Director (West)		Julian Burchby Operations Director (South)				Graham Taylor Development Director (part time)	Deborah Tuer Co. Sec / Management Accountant
Ian Barrington Managing Director										