

# **Cardiff Vale and Valleys Beekeeping Association**

## **Health and Safety Policy 2021**

### **General**

It is the Cardiff Vale and Valleys Beekeeping Association (CVAVBKA) policy to ensure the health, safety and welfare of its members and volunteers, and of other persons who could be affected by its undertaking. The association will undertake assessments of risks and instigate arrangements that, so far as reasonably practicable ensure:

- Places where members and volunteers work or meet are maintained in a safe condition
- Equipment and systems of work are safe and without risk to health
- Adequate welfare facilities are available
- Information, instruction, training and supervision is provided to ensure the health and safety of its members, volunteers, suppliers, visitors and that of other persons who may be affected by its activities.
- Risk assessments and risk management advice is provided by WBKA in line with the latest guidance from the Health and Safety Executive.
- Risk are appropriately transferred either to those who are able to control them eg suppliers at events or to avoid undue burden on the membership by insurance.
- Insurance cannot be purchased for penalties (fines etc) for failure to comply with legislation.

### **Responsibilities**

The committee of the association have the key role in maintaining the health, safety and welfare standards of their members, volunteers and will regard the health and safety of anyone who may be affected by its activities with equal importance to that of being the voice of beekeeping in Cardiff, Vale and Valleys. The committee will have overall responsibility for ensuring that people are identified, systems and processes put in place to enable the health and safety policy of the association to be implemented.

### **The Chairperson**

The chairperson will have an oversight role in ensuring that the health and safety responsibilities of the committee are on the agenda and are given sufficient time for discussion.

The chairperson will, with the committee identify systems and procedures which will enable the association and their members to work safely when on association business and comply with appropriate regulations.

The Chairperson will report at least annually on the health and safety preparedness of the association.

The Chairperson will ensure that this policy and any supporting documentation in light of changing legislation or any other identified need for change is made to the committee to update the policy.

The Chairperson will report on any concerns he or she may have with regard to current compliance with legislation of other health and safety guidance.

### **Risk assessments**

A risk assessment is simply a careful examination of what, within an activity such as an apiary visit could cause harm to people, so that you can weigh up whether you have taken enough precautions or should do more to prevent harm.

### **Meetings and Training Sessions**

A meeting, event or training session hosted by the association will have a responsible person for health and safety who will ensure that a risk assessment has been completed and that its findings are relevant and complete and that the recommendations are being implemented. A first aider who holds a current first aid certificate must be present for all events/meetings and apiary training sessions.

### **COVID-19**

Non-compliance with the current Covid-19 guidelines and PPE will invalidate insurance cover.

### **Consultation**

The association will regularly consult with the WBKA regarding safety matters during council meeting and will act on any initiatives or concerns raised.