

HEALTH & SAFETY POLICY STATEMENT

TENNIS WALES LTD

Tennis Wales Ltd is committed to maintaining a safe and healthy working environment for all its staff and visitors. Tennis Wales Ltd will comply with its legal duties for Health and Safety and maintain effective Health and Safety arrangements to identify risks and prevent injury and ill health, as far as is reasonably practicable, to colleagues, commercial partners, service users, volunteers, and other persons while on the Tennis Wales Ltd premises or conducting the business of the Tennis Wales Ltd and its subsidiaries.

Tennis Wales Ltd also recognises that health and safety is a business function that is as important as other management functions and must, therefore, continually be reviewed and adapt to changes in the business. The approach which Tennis Wales Ltd takes to health and safety is based on the identification and control of risks.

Tennis Wales Ltd and its Management Team will ensure that appropriate levels of resources are allocated to maintain health and safety within the organisation and to create a safe and healthy working environment. A positive culture of awareness and engagement with health and safety issues will be encouraged within Tennis Wales and all managers shall actively support and promote this Policy Statement.

Tennis Wales Ltd aims and objectives, in order to ensure that this Policy Statement is achieved, are as follows:

1. Planning, training and communications

- To provide the resources so that there are adequate arrangements put into place for the effective planning, development and review of this Policy Statement.
- To provide the resources so that appropriate systems are developed and maintained for the effective communication of health and safety matters throughout Tennis Wales Ltd.
- To provide the necessary information, instruction and training to employees and others, including temporary colleagues, to develop and enhance their competence with respect to health and safety.
- To develop procedures so that safe equipment and relevant training are provided for colleagues and others as required.
- To communicate emergency and evacuation procedures to all colleagues who will also be responsible for any visitors they have to the site.

2. Resource allocation and management

- The Tennis Wales Board will facilitate the necessary resources in the form of finance, equipment; personnel and time to be made available. The assistance of expert help will be sought where the necessary skills are not available within Tennis Wales Ltd.
- The Board will make available sufficient resources so that health and safety are given equal priority with all other business functions and will attach equal importance to achieving health and safety targets.
- The Board and appointed CEO will liaise and work with all necessary persons to ensure good health and safety practices are embedded and maintained within the organisation. They will

also ensure that adequate arrangements are also in place for ensuring the health and safety of guests and visitors.

- The Board and appointed CEO will make available sufficient resources so that health and safety are fully integrated into the management and decision-making processes within Tennis Wales Ltd.
- Health and safety management will be an integral part of Managers' functions and managers will monitor their performance along with their other duties.

3. Standards of practice

- Tennis Wales Ltd shall create an environment that is as healthy, safe and free from risk as far as possible for colleagues. In order to achieve this Tennis Wales Ltd will establish a series of operational policies as follows:
 - Accident and Near Miss Reporting Policy
 - Colleague Consultation
 - COSHH Policy (Control of Substances Hazardous to Health)
 - DSE Policy (Display Screen Equipment)
 - Driving for Work Policy
 - Electricity Policy
 - Emergency Procedures
 - First Aid Policy
 - H&S Training Policy
 - Lone Working Policy
 - Management Structure Policy
 - Manual Handling Policy
 - Risk Assessment Policy
- Tennis Wales Ltd believes in constantly improving health and safety standards and performance. It will, to this end, endeavour to ensure that all relevant statutes, Regulations and Codes of Practice are complied with. In order to achieve this Tennis Wales Ltd will engage the services of a qualified H&S Consultant who, in addition to an annual audit of the Companies activities, will update the operational policies listed above.
- The minimum standards that will be adopted by Tennis Wales Ltd are those required by law, although Tennis Wales will always seek to exceed these where practical.

4. Promoting shared responsibility

- Tennis Wales Ltd recognises that safety is the responsibility of everyone within the organisation and is not just a function of management. Managers will have specific duties and responsibilities to comply with the Tennis Wales Policy Statement.
- Colleagues should take reasonable care of themselves and others who could be affected by their activities and co-operate with management in achieving the standards required. Colleagues are encouraged to contribute to the overall safe environment by continued dialogue with their colleagues or via their immediate managers.

5. Reporting and monitoring

- Tennis Wales Ltd will establish a system to ensure that accidents and 'near-misses' are fully investigated and appropriate action taken to reduce the likelihood of their occurrence.

All colleagues, contractors and self-employed persons engaged by the Tennis Wales Ltd are to be educated and made aware (by the respective managers / supervisors) of this Policy Statement as appropriate (or when any substantial or significant changes are made).

This Policy Statement shall be prominently displayed at all times to ensure that it is available so that users and visitors can be made aware of it.

This Policy Statement and the Tennis Wales Health and Safety Policies are to be reviewed on an annual basis, taking into account any changes in legislation, good practice and Tennis Wales strategy.



Signed

Chief Executive Officer

Date 21/07/21