



HEALTH AND SAFETY POLICY

Impact Justified Ltd

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1. Policy Statement

Impact Justified Ltd is committed to ensuring the health, safety, and welfare of all persons affected by our work activities, including myself as sole director, clients, stakeholders, and members of the public.

I recognise that good health and safety management is integral to delivering high-quality consultancy services and maintaining the trust of clients across the public and private sectors.

As a consultancy specialising in social value, sustainability, and wellbeing impact assessment, I understand that the wellbeing of people is at the heart of what we do. This principle extends to my own working practices and to the welfare of vulnerable groups with whom I may work.

I will, so far as is reasonably practicable, ensure that:

- Safe systems of work are established and maintained
- Risks to health and safety are assessed and controlled
- Working environments, whether home-based or on client sites, are safe
- Appropriate safeguards are in place when working with vulnerable groups
- Health and safety arrangements are regularly reviewed and improved

2. Responsibilities

As the sole director of Impact Justified Ltd, I, John Edwards, have full responsibility for health and safety within the organisation. This includes:

- Implementing this policy and ensuring it is followed in all work activities
- Conducting and reviewing risk assessments
- Ensuring compliance with relevant health and safety legislation
- Maintaining appropriate training and competence
- Reporting incidents as required under RIDDOR
- Reviewing this policy annually or following any significant change or incident

Should associates or contractors be engaged, they will be required to comply with this policy and any relevant risk assessments. Their specific responsibilities will be communicated at the point of engagement.

3. Arrangements

3.1 Risk Assessment

Risk assessments will be conducted for all significant work activities, including home working, client site visits, lone working, business travel, and work involving vulnerable groups. Assessments will be reviewed annually or when circumstances change significantly.

Impact Justified Limited

Registered in England & Wales | Company No. 16831244 | VAT No. 507 8931 67
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3.2 Home Working

My primary place of work is my home office. To ensure a safe working environment, I will:

- Maintain an ergonomic workstation setup to prevent musculoskeletal issues
- Conduct a display screen equipment (DSE) self-assessment and act on findings
- Take regular breaks from screen work
- Ensure adequate lighting, ventilation, and temperature control
- Keep the workspace free from trip hazards and ensure electrical equipment is safe
- Maintain appropriate insurance cover for home working

3.3 Client Site Visits

My work involves visiting client sites across various sectors, including nuclear, defence, water, energy, transport, and healthcare. While I do not work within high-hazard operational areas, I recognise that access to such sites requires strict adherence to client safety protocols. When visiting client sites, I will:

- Complete all required site inductions and security vetting procedures
- Attend and follow site-specific safety briefings
- Wear any required personal protective equipment (PPE) as directed by the client
- Comply with all site rules, access restrictions, and emergency procedures
- Report any safety concerns to the client's site management immediately
- Never enter restricted or high-hazard areas without proper authorisation and escort

3.4 Lone Working

As a sole practitioner, lone working is an inherent part of my business. To manage the associated risks, I will:

- Assess the risks of lone working for each activity and location
- Inform a nominated contact of my whereabouts when visiting unfamiliar locations or undertaking site visits
- Establish check-in arrangements for longer site visits or travel
- Carry a charged mobile phone and ensure emergency contact details are accessible
- Avoid meetings in isolated or unfamiliar locations where risks cannot be adequately managed
- Trust my instincts and remove myself from any situation that feels unsafe

3.5 Working with Vulnerable Groups

My consultancy work may involve engagement with vulnerable groups, including during stakeholder consultations, wellbeing assessments, or community impact work. When working with vulnerable individuals, I will:

- Maintain appropriate professional boundaries at all times
- Conduct meetings in appropriate, safe environments
- Be aware of and responsive to signs of distress or safeguarding concerns
- Know and follow relevant safeguarding procedures and escalation routes
- Ensure informed consent is obtained for participation in consultations or research
- Maintain up-to-date DBS certification where required by clients

3.6 Business Travel

When travelling for business purposes, I will:

- Plan journeys to allow adequate time and rest breaks

- Avoid driving when tired or unwell
- Ensure any vehicle used is roadworthy, insured for business use, and legally compliant
- Use public transport where practical and safe
- Consider personal safety when travelling, particularly at night or to unfamiliar areas

3.7 Mental Health and Wellbeing

As an organisation focused on wellbeing impact, I recognise the importance of managing my own mental health and work-related stress. I will:

- Maintain a healthy work-life balance and set clear boundaries around working hours
- Take regular breaks and annual leave
- Monitor workload and manage commitments to avoid excessive stress
- Seek support from professional networks or external services if needed

3.8 Incident Reporting

Any accidents, incidents, near misses, or work-related ill health will be recorded and reviewed. Reportable incidents will be notified to the Health and Safety Executive (HSE) under RIDDOR where required. Records will be retained for a minimum of three years.

3.9 Emergency Procedures

I will maintain awareness of emergency procedures relevant to my work locations. When working from home, I will ensure smoke detectors are functional and escape routes are clear. When on client sites, I will familiarise myself with local fire evacuation procedures and assembly points.

4. Training and Competence

I will maintain appropriate training and competence in health and safety matters relevant to my work, including DSE awareness, lone working, and any sector-specific requirements for client site access. Training records will be maintained and reviewed annually.

5. Monitoring and Review

This policy and associated risk assessments will be reviewed annually, or sooner if there are significant changes to the business, legislation, or following any incident. The review will consider the effectiveness of current arrangements and identify any improvements required.

6. Communication

This policy will be made available to clients and other interested parties on request. Should associates or contractors be engaged, they will receive a copy of this policy and any relevant risk assessments.

Declaration

I confirm my commitment to this Health and Safety Policy and will ensure that it is implemented in all work activities.

Signed:

John Edwards

Date:

09/01/2026

John Edwards
Founder, Impact Justified Ltd