



# VICTORIA GROUP

## Safety Mission Statement 2024



# Forward

## Forward by the Managing Director

I am pleased to have this opportunity to thank you for your continued collective efforts for reducing risk and personal injury into 2024 which puts Victoria Group in a strong position as a leading performer in our industry sector, something we should all be proud of.

Thank you.

Liam Lynch MD Victoria Group

## Forward by the Director Responsible for Health and Safety

With an estimated 95% of the world's goods traded by sea, our Group of Ports are committed to working safer and cleaner to achieve the common aim, and by introducing the 'Working Safe to Return Safe' campaign this is our commitment to you so you can safely return home to your families each day, and is at the heart of every safety decision we make.

The Victoria Group has invested heavily in our sustainable infrastructure with key focus areas being the reduction in our reliance on fossil fuels and by installing solar panels and the purchase of newer plant and equipment this will also help reduce harmful emissions. We know electric alternatives aren't quite ready to meet our operational need but once it is we will have clean solar and stored energy to help toward achieving UK Government net zero targets, a natural evolution of these efforts.

Training and development has again been provided to enforce the 'top down, bottom up' approach to safety and I have personally witnessed the culture of safety improve in every Group Port, empowering everyone, regardless of your role and position to be responsible for your own and your teams safety.

Using this reviewed Safety Mission Statement we will continue to lead the way in developing further enhancements and improvements to our health and safety and environment management systems and T100 is at the heart of this and we will remain absolutely focussed on reducing injuries, working safer, healthier and more environmentally aware helping us to deliver on our ambitions for the future.

Thank you.

Steve Marshall Director of H&S Victoria Group

# **Health and Safety - Statement of Intent**

The objective of this policy is to attain and maintain high standards of health and safety performance throughout the Victoria Group (VG).

All persons conducting activities under the name of Victoria Group and its associated Ports will adhere to this Health & Safety Policy.

The Victoria Group will comply with the Health and Safety at Work etc. Act 1974 and Regulations subsequently laid under it and meet the standards required therein.

Hazards will be identified and the risk of injury, disease or dangerous occurrence will be minimised by the achievement and maintenance of high standards of health and safety. These standards will be achieved, so far as is reasonably practicable, by:

- **Demonstrating a visible management commitment to high standards of health and safety performance and the promotion of a positive health and safety culture throughout the Group;**
- **Providing and maintaining a safe working environment that is without risk to health, together with adequate facilities and arrangements for the welfare of employees;**
- **Providing and maintaining plant, equipment and systems of work that are safe and without risk to health;**
- **Providing and maintaining means of access to and egress from the workplace that are safe and without risk;**
- **Having in place adequate arrangements for the regular assessment of work activities in order to identify related hazards and to control associated risk;**
- **Having in place effective systems to protect employees and other persons affected by Company activities;**
- **Having in place adequate arrangements to ensure safety and the absence of risks to health in connection with the use, handling, storage and transport of articles and substances;**
- **Providing such information, instruction, training and supervision as is necessary to ensure the health and safety of employees of the Group; and**
- **Obtaining the co-operation of employees in enabling statutory obligations under health and safety legislation to be met.**

# **Victoria Group Environmental Statement of intent**

The objective of this policy is to attain and maintain high standards of environmental performance throughout the Victoria Group. (VG).

All persons conducting activities under the name of Victoria Group and its associated Ports will adhere to this Environmental Policy.

It is the Policy of the Company to:

- Understand and comply with all applicable environmental and energy legal requirements;
- Adopt best available practice and seek to continually improve environmental performance;
- Protect the environment, by preventing pollution and contamination and minimising disturbance;
- Respond to incidents or emergencies quickly to reduce our impact on the environment;
- Reduce our CO<sub>2</sub> emissions to meet Government targets and continue to work toward net zero 2050;
- Minimise the environmental impact by reducing, reusing and recycling waste;
- Promote efficient use of energy through monitoring and use of best technology practice;
- Raise employee awareness of the impact their activities have on the environment and encourage employee involvement in identifying areas for improvement;
- Maintain and review our Waste Management, Pollution Control and Major Accident Prevention Plans;
- Encourage environmental awareness with our Customers, Suppliers and Contractors; and
- Obtain the co-operation of employees in enabling environmental management legislation to be met.

# IOSH Competency Framework

The competency framework reflects best practice in occupational health and safety today and is designed to be an actionable set of standards to help employees and employers maximise performance and minimise risk.

**Employees** – Responsible for all of the aspects of Behavioural

They include working with stakeholders, being customer facing, ensuring good personal performance and professionalism, communication and working effectively with others. These competencies underpin the building of successful working relationships.

**Directors and Managers** – Responsible for Technical and Core

They include understanding legislation, policy, risk management, incident management and the effect of health, safety and welfare on people. This section also includes new technical competencies such as sustainability, ethical practice, human capital and community impact.



**Self-awareness - Professional integrity - Empathy - Coaching and mentoring - Problem-solving - Advocating for safety and inspiring people - Providing constructive feedback - Active listening - Communicating effectively - Collaboration - Self-motivation and discipline - Visible leadership - Functional management - Teamwork - Diversity and inclusion - Health and safety competence - External visitors, suppliers and contractors - Responsiveness to changes in the modern workplace**

## Victoria Group Core Values

**Integrity** – This provides the basis for trust and delivers the confidence to our team to work in a safe manner, managing risk, maintaining safety within their vicinity and delivering the highest standards to our customers.

**Personal Responsibility** – We are all accountable for our actions, decisions and behaviour which could affect the health and safety of our team – we expect to arrive to work and return home to our families every day without injury.

**Discipline and Respect** – We all have a role to play with differing levels of responsibility, we must not allow differences to prevent us from achieving a safety culture in the workplace and demonstrate discipline and respect for others to ensure safe working practices are met.

**Continually Striving for Excellence** – Through training, support, coaching and mentoring and empowerment we will retain our experienced and committed personnel who are dedicated to continuously improving and supporting a safe working environment for all.

**One Group / One Team** – Our personnel form part of our strength and we can accomplish more as a team than working autonomously. By sharing risk information and safe working practices we will achieve a higher positive result which will underpin our group values.



**These core values underpin our vision for safety within the Victoria Group**

## Group Safety Strategy Aims and Objectives

**Controlling Risk** – Managing risk is a continuous process and forms the foundation for our Health and Safety and Environmental Management systems. All hazards and their associated risks will be identified and reduced as low as reasonably practicable, using T100 as the standard software these will be recorded to provide an auditable trail, a safe working procedure will be produced and cascaded by use of a recorded toolbox talk.

**Developing the Safety Culture** – The Health and Safety Executive defines an organisation's safety culture as: “the product of individual and group values, attitudes, perceptions, competencies and patterns of behaviour that determine the commitment to, and the style and proficiency of, an organisation's health and safety management”. To enable this we will include everyone and cascade safety information to ensure our personnel are equipped with the information, guidance and responsibility to uphold safety, within their vicinity to drive up safety standards.

**Caring for Assets** – We are investing in upgrading assets across the group of ports, these assets are greener, using less fossil fuels and make our operations safer and more efficient by design. To maintain this we must have effective maintenance strategies which maintain the original state for which it was designed and as users we all have a responsibility to carry out routine servicing and record pre-use checks using T100 to allow our trained engineers to achieve this important function.

**Working Together** – Our busy sites are shared with contractors, customers, suppliers and tenants, by sharing the site we must share our safety culture to maintain the highest possible standards we set. Working in partnership with our unions and safety representatives will assist us in driving continual improvements in health and safety and environmental performance.

**Reducing our Impact** – By understanding the impact of our operations on the environment will help us achieve net zero 2050. We must reduce our reliance on natural resources by striving for greener alternatives reducing the impact we make on the environment.

**Leading for Safety** – Leadership, Management, Coaching and Mentoring play a vital role in understanding everyone's role in developing a safety culture. Using clear and concise guidance and advice will our expectations become realised and by adopting safe procedures will lead us on a positive journey to reducing and achieving zero harm.

**Protecting Health** – Effective CoSHH assessments and occupational health checks reinforces our commitment to the safety of our people, we must assess all aspects of our operations and provide adequate controls to prevent, manage and reduce these risks to our personnel.

**Preparing for Emergencies** – While we manage hazard and risk we must fully prepared for any eventuality. Emergency plans, systems and training allows us to manage and reduce the impact of an emergency, protecting our people, assets, environment and reputation should the unexpected occur.

## Group Safety Targets

### Target 1 – Ongoing to be met December 2024

**Training** – The Management Team responsible for Port Safety will undertake Health and Safety Training to meet a minimum of Level 3 Certificate IOSH Accredited Occupational Health and Safety.

All Supervisor level personnel will achieve a minimum of IOSH Managing Safely and undertake 5 year refresher courses, new employees will undertake IOSH Working Safely.

Port Manager / Operations Manager.

### Target 2

#### T100 – Integrate Port Marine Safety Code - Due Date December 2024

PMSC Incident Reports, Risk Assessments and Marine pre-use checks to be incorporated into T100.

Harbour Master / Pilots / Port Manager / Dock Head Manager / Supervisor.

### Target 3 Ongoing to be met December 2024

**Audit Non-Conformities** – All external and internal audits are to be assessed for non-conformities, they are to be recorded, prioritised and assigned to a Manager and given realistic time critical completion dates. These will be monitored along their journey to completion and recorded and reported by the Port Management team when complete.

Port Manager / Director – Due Date continuous.

## Group Personnel Management Target

### Target 1 – ACAS People Management Training to be met by December 2024

All Port Directors / Managers will attend ACAS 'HR for Beginners' as a minimum.

All Operations Managers will attend ACAS 'Management Training for Developing Managers'.

By completing either the digital or attendance event you will build the key skills needed to get your team performing at their best, realising their full potential, and adding maximum value to the Group, this will support your knowledge when H&S and HR are required to interact.

Your existing Human Resource skills will be brought up to date with current Employment Law.





## **Working Safe to Return Safe**

### **Developing our Health and Safety Culture**

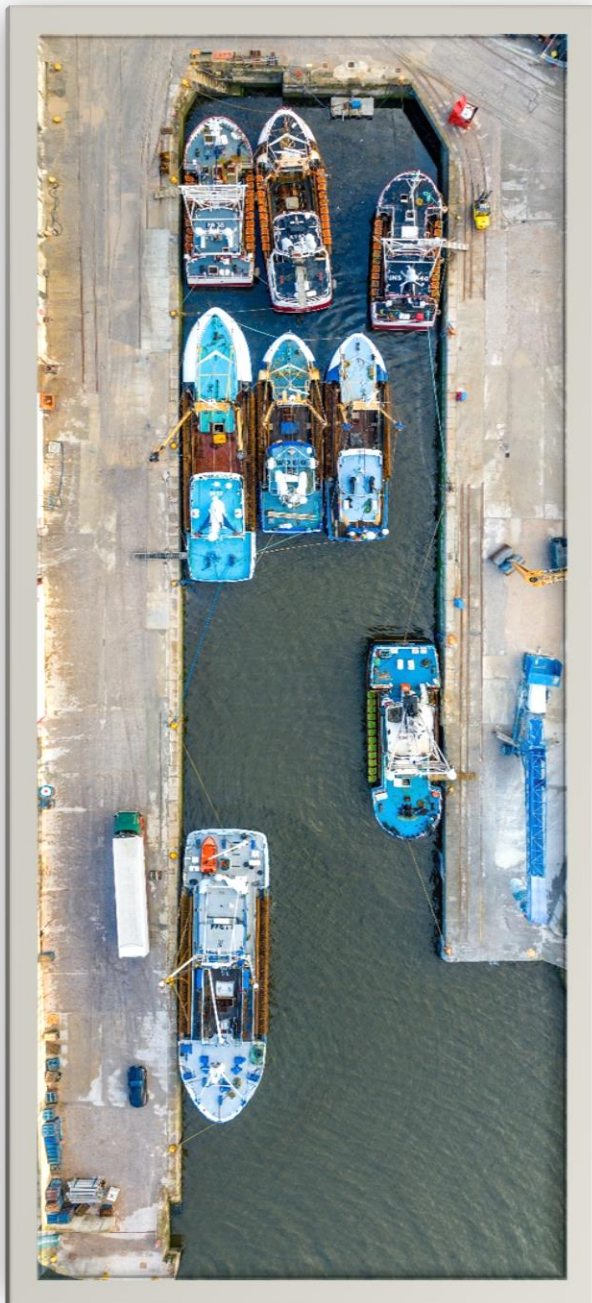
**Health and safety starts with the people operating at our sites, this is fundamental to how we operate across the Victoria Group, our core values sit at the heart of what we aim to achieve which promotes our Group Core Values.**

**We are launching Working safe to return Safe – Our commitment to keeping everyone safe so they can return home to their families and return to work for another day is at the heart of everything we plan and do and every safety decision we make.**

**Teamwork and team safety must be paramount in our thoughts for everything we undertake and is defined in the core values we delivered in 2023 and will take these forward into 2024 and beyond.**

**We all know accidents are preventable and we must continue to challenge thinking that assumes otherwise and this is the reason we have applied this fresh approach which understands that the only way is the safest way.**

**To further endorse this campaign I aim to introduce announced and unannounced internal audits where one of our Group trained management team will attend the Port, be allowed to remain unescorted to witness a variety of operations checking safe working. We will all benefit from another point of view and our Group Operations are similar across our sites.**



**This Safety Document will be reviewed annually.**

**Signed:** *Steve Marshall*      **April 2024**

**Group Director for Health and Safety**

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