

# OBJECTIVES AND TARGETS 2008/11



DEPARTMENT: Health, Safety and Environment

DATE: January 2009

MANAGER: MARTIN CROSS

Review Date: Quarterly updates – commencing 01.10.07

SIGNATURE:

**Red** – not completed  
**Amber** – currently falling behind  
**Green** – on target  
**Blue** - completed

AIM	OBJECTIVE	TARGET	By whom	By when
IMPROVE ENVIRONMENTAL MANAGEMENT	<b>1. Improve waste management at all levels across the Clancy Group</b>  <i>Ref: Environmental Policy Statement – Section 2</i>  <i>Business Plan – para 1.2</i>	a) Review Clancy Group waste disposal routes and identify target reduction – fixed at 50% diverted from landfill	SM	Annually – commencing 12/07
		c) Assess/ implement recommendations for the above	SM	Annually – commencing 04/08
		e) Monitor results of implementation	SM	Annually – commencing 07/08
		g) Monitor, review and implement legislative changes relevant to the business	SM	Quarterly – commencing 10/07
		i) Raise awareness of waste management issues at all levels in the organisation (as appropriate)	SM	Bi-Annually – commencing 09/07

AIM	OBJECTIVE	TARGET	By whom	By when	
IMPROVE ENVIRONMENTAL MANAGEMENT	<b>2. Improve energy efficiency within Clancy Group</b>  <i>Ref: Environmental Policy Statement – Section 2</i>  <i>Business Plan – para 1.2</i>	a) Consider remaining recommendations from the Carbon Trust audit and suitability for implementation	JC	06/08	
		c) Monitor Head Office energy consumption. Assess and implement energy saving initiatives	JC	Annually - commencing 12/07	
		e) Identify further energy saving opportunities	JC	Bi-annually – commencing 02/08	
		g) Assess and implement energy related projects	JC	Bi-annually – commencing 08/07	
IMPROVE HEALTH, SAFETY & ENVIRONMENTAL MANAGEMENT	<b>3. Raise awareness of HS&amp;E throughout the company</b>  <i>Ref: H&amp;S Policy Statement – Section 1</i>  <i>Business Plan – paras 1.2, 1.4 &amp; 4.1</i>	a) Monitor, review and provide advice to the business on relevant legislative changes	RH	Bi-annually – Commencing 08/07	
		b) Competency workshop to identify HS&E training and incorporate into the training matrix and ensure that it is planned/delivered <b>ON HOLD</b>	Senior HS&E team and Senior T&D team	Quarterly – Commencing 08/07	
		c) Audit compliance with training matrix to ensure mandatory HS&E training is being delivered <b>ON HOLD</b>	Senior HS&E team and Senior T&D team	Quarterly – Commencing 11/07	
		d) Ensure 100% ILM3 candidates are trained to minimum standard of IOSH Managing Safely	LOGIC	Commencing 03/08 04/08 06/08	

AIM	OBJECTIVE	TARGET	By whom	By when	
<b>IMPROVE HEALTH, SAFETY &amp; ENVIRONMENTAL MANAGEMENT</b>	<p><b>4. Raise awareness of HS&amp;E throughout the company</b></p> <p><i>Ref: H&amp;S Policy Statement – Section 1</i></p> <p><i>Business Plan – paras 1.2, 1.4 &amp; 4.1</i></p>	a) Ensure H&S team are trained to minimum standard of IEMA accredited environmental awareness <b>ON HOLD</b>	SM	Development commencing 01/08	
		b) Devise and deliver annual HS&E refresher and update to Senior Managers	RR	Annually – commencing 10/07	
		c) Ensure HS&E issues are discussed at all contract team meetings and have a separate agenda slot – consider ways of getting best from team members e.g., the “what did you do to improve HS&E matters this month?” question or similar	RH	04/08	
		d) Ensure effective HS&E communication (regional/ business function & company)	RH	Quarterly – commencing 04/08	
		e) Arrange and monitor programme of joint HS&E inspections (with Senior Managers/Directors)	JC	12 joint inspections per year commencing 07/07	
		g) Arrange relevant HS&E workshops for identified target groups (internal and/or external)	RR	Bi-annually	
		i) Provide advice/support/assistance to the business	ALL	As required	
		k) Carry out site inspections	ALL	As required	
		m) Undertake accident/incident investigations	ALL	As required	

AIM	OBJECTIVE	TARGET	By whom	By when	
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">IMPROVE HEALTH, SAFETY &amp; ENVIRONMENTAL MANAGEMENT</p>	<p><b>Raise awareness of HS&amp;E throughout the company</b></p> <p><i>Ref: H&amp;S Policy Statement – Section 1</i></p> <p><i>Business Plan – paras 1.2, 1.4 &amp; 4.1</i></p>	j) Implement structured series of toolbox talks	RR	Every 4 months – commencing 10/07	
		k) Assess effectiveness of toolbox talks through benchmarking questionnaires	RR	Every 4 months – commencing 12/07	
		l) Produce report on results of benchmarking questionnaires	RR	Every 4 months – commencing 12/07	
		m) Review underground service strikes – produce underlying cause analysis report for Senior Managers’ Objectives and Targets meeting.	RH	Bi-annually – commencing 12/07	
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">IMPROVE HEALTH AND SAFETY MANAGEMENT</p>	<p><b>5. Occupational health surveillance – ‘at risk’ persons to be assessed within two years</b></p> <p><i>Ref: H&amp;S Policy Statement – Section 1</i></p> <p><i>Business Plan – paras 1.2, &amp; 5.6</i></p>	b) Implement task related health assessments to enable/ support health surveillance	JC	11/07	
		d) Arrange programme of occupational health surveillance	JC	As required	
		f) Arrange referrals	JC	As required	
		h) Update/develop associated procedures/documentation	JC	As required	