

DRIVING SAFETY POLICY



Road Safety Statement

As a caring and responsible employer, the company is mindful of persons driving.

HSE Guidelines “Driving at Work” state that “health and safety law applies to on-the-road work activities as to all work activities and the risks should be effectively managed within a health and safety system.”

Additionally, as an employer, the company must discharge its duty of care for all employees under the Corporate Manslaughter and Corporate Homicide Act 2007.

Therefore, the company must assess the risks involved in their employees’ use of the road for work and put in place all ‘reasonably practical’ measures to manage those risks. Such measures will more than pay for themselves by reducing pain and suffering and the company’s accident costs.

Inappropriate Speed

One of the most significant risks is employees driving or riding at inappropriate speeds on work related journeys. This includes both exceeding the speed limit and driving within the limit but still too fast for the conditions (i.e. twisting rural roads, poor weather, poor visibility or high pedestrian activity).

At higher speeds there is less time to identify and react to what is happening, it takes longer to stop and impacts are more severe, causing more serious injuries to vehicle occupants and others. Higher speeds also magnify other driver errors, such as close-following or driving when tired or distracted, thus multiplying the chances of causing a crash.

Drivers who ‘speed’ crash more often than those who don’t. Drivers on company business often exceed speed limits, in order to get to appointments on time, are less likely to view speeding as risky and more likely to think that being on time is more important. Those who drive high annual mileages for work are up to 50% more likely to crash than private motorists.

Driving Safety Policy

This policy should be read in conjunction with the Drivers Rules section of the Employee Handbook, copy available upon request.

As part of our overall health and safety policy, the company is committed to reducing the risks which employees face and create when driving or riding for work. We ask all employees to play their part, whether they use a company vehicle, their own private vehicle or a hire vehicle.

Employees driving on company business must never drive faster than conditions safely allow and must obey posted speed limits at all times. Exceeding the speed limit is against the law and persistent failure to comply with the law will be regarded as a serious matter and speeding whilst driving on company business will be regarded as a serious disciplinary matter.

Company vehicle drivers who persistently exceed the speed limit and employees who gain penalty points on their licence may be required to take further driver training. Company vehicles will be withdrawn from employees who are disqualified from driving.

We will co-operate with police enquiries resulting from an alleged speeding offence or incident and supply details of the employee (or the driver, if different) to whom the vehicle is allocated.

Directors and Senior Managers must:-

- Lead by example, both in the way they drive themselves and by not tolerating poor driving practice amongst colleagues
- Ensure performance related methods of pay do not create pressures which lead staff to use speed inappropriately

DRIVING SAFETY POLICY



Line Managers must ensure:-

- They also lead by example
- Employees understand their responsibilities to drive at safe speeds and obey speed limits
- Employees receive driving assessments and appropriate training
- Employees plan and undertake journeys at safe speeds and obey speed limits
- Work targets and systems of work do not create pressures which lead staff to use speed inappropriately
- Work related road safety is included in team meetings and staff appraisals and periodic checks are conducted to ensure that the Driving Safety Policy is being followed
- They follow the monitoring, reporting and investigation procedures to help learn lessons which could help improve the company's road safety performance
- They challenge unsafe attitudes and behaviours, encourage staff to drive safely and lead by personal example in the way themselves drive

All employees who drive for work must:-

- Never drive faster than conditions safely allow and obey posted speed limits at all times
- Ensure they know what the maximum speed limit is for the vehicle they are driving
- Plan journeys in order that they can be completed at safe speeds and without exceeding speed limits
- Report road safety problems, including crashes, incidents, fixed penalty notices, summons and convictions for any offence (including speeding) to their Line Manager
- Present their licence and any other documentation required for inspection on request (normally annually)
- Co-operate with monitoring, reporting and investigation procedures

We will take the following steps to put this policy into practice and make sure that it is achieving its aims:-

- The policy will be a priority for the company
- Antony Rees, Group Managing Director, will be responsible for the day-to-day operation of the policy
- The policy will be communicated to all employees
- The policy will be reviewed regularly, particularly in light of changes in legislation
- The company will draw up an action plan detailing how this policy will be implemented in practice

Consequences of Failure to Adhere to this Policy

Any failure to adhere to this policy will be regarded seriously and repeated breaches may result in disciplinary sanctions and even dismissal. This policy has been endorsed by Antony Rees, Group Managing Director, and has the full support of the board. Overall responsibility for the effectiveness of the policy lies with Antony Rees, Group Managing Director.

A. P. Rees
Group Managing Director

Reviewed: 31st January 2019

Next Review: 31st January 2020