



## Briefing Note:

### The Vice-Chancellor's Awards for Health and Safety 2017

#### Introduction

The Vice-Chancellor's Awards for Health and Safety 2017 reward and celebrate the exceptional inspiration, commitment and practice of staff and students at the University of Leeds. After their 2016 sabbatical, the awards are back in 2017 – bigger and brighter than ever, and ready to recognise people who have shown real dedication to health and safety.

#### Changes

- **Timescale – this year the awards have a slightly different timescale:**
  - The awards will be launched on Thursday 6<sup>th</sup> July.
  - The nomination period will close on **Tuesday 17<sup>th</sup> October**.
  - The prize-giving ceremony will occur on Thursday 30<sup>th</sup> November 2017.
- **Awards** – these will be much more responsive and flexible to each year's applicants.
- **Criteria** – the criteria are also much more flexible this year (see below). Award winners will be selected on the basis of the applications' own merits, around three broad health and safety criteria, or one wellbeing criterion by the judging panels. There is no time limit on any actions and/or results described.

#### Awards

- **The Vice-Chancellor's Award for Health and Safety 2017**
  - Chosen by the VC as being the most inspiring entry of 2017. Receives personal recognition by the Vice-Chancellor and £250 gift voucher.
- **Wellbeing Safety and Health 'Special Recognition' awards**
  - Selected each year to recognise applications based on their own particular merits. Criteria are: providing inspiration, showing commitment to health and safety and/or 'going the extra mile' (i.e. doing something above and beyond what would normally be expected of them in their role) for health and safety. The awards may reward (but are not restricted to): leadership e.g. demonstrating some/all of the University's leadership excellence behaviours (see [www.leadershipbehaviours.leeds.ac.uk](http://www.leadershipbehaviours.leeds.ac.uk)); partnership or teamwork (e.g. supporting the vision of 'managing risk together'); beacons of good practice (excellence in health and safety) and unsung heroes for health and safety. Receives recognition, a trophy and letter of citation.

Author:	HSS	Doc Ref	OCOM4.3. 1	Version:	1	Approved:	PV	Issue Date:	July 2017
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- **The University Wellbeing Achievement Award**

- As suggested by staff during Healthy Week, this is a new award for teams or individuals who have made the greatest impact on wellbeing in their area. Wellbeing constitutes the physical, emotional, mental, occupational, spiritual, intellectual and social aspects of life. Examples could include actions carried out by an individual or team around any aspect of wellbeing in the workplace or could be related to this year's Healthy Week – did your team collect walking steps during the week, meditate together, eat a healthy breakfast together? Receives recognition, a trophy and letter of citation.

Next steps

Go to <http://wsh.leeds.ac.uk/vcawards> to find the application form

**Terms and conditions**

1. Only current staff and students of the University of Leeds can be nominated for an award.
2. The completed application form must be no longer than three pages. If you choose to send supporting evidence this should be no longer than two sides of A4.
3. Applications which have previously been entered into the awards scheme cannot be re-submitted, unless substantial changes have been made.
4. Forms arriving after the deadline will not be judged. We can't accept responsibility for lost, damaged, incomplete or late entries.
5. The University of Leeds has the right to freely use and publicise case studies about the people and work described.
6. There is no cash alternative to the prizes; where a team wins a prize you must share it.
7. Judging process: applications which effectively meet the criteria will be judged by a panel of senior managers and trade union representatives. The judges make their decision based on this form and supporting evidence. Chairs reserve the right to final ratification of decisions. If no suitable entries are received, the award may not be given. No correspondence will be entered into.
8. By entering this awards scheme, you agree to these terms and conditions.

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