
REVISED HEALTH AND SAFETY POLICY

Committee: Resources and Finance Committee

Date: 21st September 2017

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[S114]

1.0 **ISSUE**

1.1 To consult on the Council's revised Health and Safety Policy.

2.0 **RECOMMENDATION**

That the Resources and Finance Committee formally approves this draft policy for implementation within the Council.

3.0 **BACKGROUND/OPTIONS**

The 'Health and Safety at Work Act 1974' sets out the broad principles for managing health and safety legislation in the workplace. The Act places a general duty on the Council to "ensure so far as is reasonably practicable, the health, safety and welfare at work of their employees". The Act also places a duty on the Council to "conduct their undertakings in such a way as to ensure, so far as is reasonably practicable, that persons not in their employment who may be affected thereby are not exposed to risks to their health or safety".

To ensure that the Council meets its obligations the revised Health and Safety Policy, attached, sets out how the Council will manage its health and safety arrangements in the workplace to eliminate or control health and safety risks.

The main revisions to the policy include condensing the document down into a more concise document, while providing clear responsibilities and arrangements for managing health and safety.

4.0 **ARGUMENTS/CONCLUSIONS**

This draft policy is split into three sections:

- Health and Safety Policy Statement
- Organisation of People and Responsibilities
- Arrangements and Documentation of Policy and Practice

Health and Safety Policy Statement – this is a one page document signed by the Chief Executive which sets out the Council's commitment towards health and safety. It is displayed on staff notice boards so that staff and others can see our commitment.

Organisation of People and Responsibilities – this sets out the responsibilities for the following:

- Management
- Individuals
- Health and Safety Working Group Members
- Staff Safety Representatives

Arrangements and Documentation of Policy and Practice – this details the arrangements and documentations which is structured on three levels:

- Level 1 - Corporate
- Level 2 – Service
- Level 3 - Local

Within this section it also details on consultation of health and safety matters and policy, including monitoring and reviewing health and safety performance.

This Policy also includes a list of the supporting Council Health and Safety Codes of Practice, which are published on the Intranet.

The Policy will be subject to periodical revision and/or amendments.

5.0 FINANCIAL IMPLICATIONS / EQUALITY IMPACT ASSESSMENT

5.1 There are no financial implications linked to this report at this time.

5.2 Equality Impact Assessment (INRA) not required.

6.0 APPENDICES

6.1 Appendix 1 – draft Health and Safety Policy

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
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