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**HEALTH & SAFETY POLICY UPDATE**

Committee: Regulatory & Support Services Committee

Date: 27<sup>th</sup> June 2016

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[R36]

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1.0 **ISSUE**

1.1 To consider the revised Health & Safety Policies attached as Appendices 1 to 5.

2.0 **RECOMMENDATION**

2.1 Members are requested to approve the Health & Safety Policies set out in Appendices 1-5.

3.0 **BACKGROUND/OPTIONS**

3.1 Health and Safety Policies set out the Council requirements to comply with various statutory legislation; this includes the responsibilities at varying levels of management. The Council has an ongoing programme to review and update policies to ensure they are suitable and sufficient for Council use and meet as a minimum the applicable legislation requirements.

The following policies have been through a consultation process and have been presented to the Health and Safety Work Group and the Corporate Management Team and now require Committee approval for adoption by the Council.

These are:

- Accident/near Reporting Policy
- Driving at Work Policy
- Fire Safety Policy
- Health Surveillance Policy
- Legionella Management Policy
- Violence and Aggression Policy

4.0 **ARGUMENTS/CONCLUSIONS**

4.1 The updates will ensure that the Council's Health & Safety Policies are effective, fit for purpose and support service delivery to meet current legislation and future needs.

4.2 The policies will be reviewed and updated as legislation changes as part of the Council's ongoing review of policies.

5.0 **FINANCIAL IMPLICATIONS**

5.1 There are no financial implications arising from this report.

## 6.0 APPENDICES

- Appendix 1 Accident/near Reporting Policy
- Appendix 2 Driving at Work Policy
- Appendix 3 Fire Safety Policy
- Appendix 4 Health Surveillance Policy
- Appendix 5 Legionella Management Policy
- Appendix 6 Violence & Aggression at Work Policy

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<b><u>Background Documents</u></b>	<b><u>Location</u></b>	<b><u>Contact Officer</u></b>
None	Room 021 The Grange Ely	Spencer Clark, Open Spaces & Facilities Manager (01353) 616364 e-mail: <a href="mailto:Spencer.clark@eastcambs.gov.uk">Spencer.clark@eastcambs.gov.uk</a>