

## **HOMES & COMMUNITIES COMMITTEE**

**7 JUNE 2021**

### **REVIEW OF THE CORPORATE HEALTH AND SAFETY POLICY**

#### **1.0 Purpose of Report**

1.1 For Members to consider the changes to the Corporate Health and Safety Policy and to confirm the amendments prior to the report being presented to the Policy and Finance Committee.

#### **2.0 Background Information**

2.1 All employers with five or more employees are required, by law, to produce and maintain a written Health & Safety Policy.

2.2 In pursuance of the above requirement the current policy has been reviewed and updated to reflect recent organisational changes including the in-house provision of Housing Services.

2.3 Significant changes within this revision include:

- a) Changes to job titles/positions (Section B)
- b) A revised senior management structure chart (Section B)
- c) A number of modifications within the specific arrangements section (Section C). These amendments are mainly as a direct result of the housing function returning to the council. Specific alterations include:
  - Asbestos management – Expanded to identify specific responsibilities
  - Electricity – Expanded to identify specific responsibilities
  - Fire Safety– Expanded to identify specific responsibilities
  - Gas safety – New section identifying requirements and responsibilities of those responsible for managing gas systems.
  - Use of latex gloves – Removed.

2.4 A copy of the revised policy is appended to this report with all amendments highlighted in yellow.

2.5 It should be noted that the Health and Safety Policy is the framework for the Councils Health and Safety response and that there are many other supporting documents such as risk assessments, safe systems of work and operational procedure

2.5 The report has been presented to the Council's Joint Consultative committee to seek the views of the Trade Unions. Any comments made have been incorporated into the report as appropriate.

### **3.0 Proposals**

- 3.1 The Corporate Health and safety policy will need to be agreed by the Policy and Finance Committee.
- 3.2 A brief employee summary will be produced and shared with all staff once the policy has been approved.

### **4.0 Financial Implications (FIN21-22/481)**

- 4.1 There are no financial implications arising from this report.

### **5.0 Digital Implications**

- 5.1 There are no digital implications arising from this report

### **6.0 Equalities Implications**

- 6.1 There are no equalities implications arising from this report.

### **7.0 RECOMMENDATION(S)**

It is recommended that;

- (a) Members consider the reviewed health and safety policy and make and suggest any amendments for deliberation by the Policy and Finance Committee

### **Background Papers**

None

For further information, please contact Richard Bates on Ext 5593 or Alan Batty on 5467

Matthew Finch  
Director – Communities and Environment