

POLICY & FINANCE COMMITTEE
24 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 & Safety Policy and to confirm adoption of the new revised policy.

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 The revised policy is available as a background paper but was considered in full by the Homes & Communities Committee at their meeting held on 7 June 2021. They recommended adoption of the revised policy.
- 2.5 It should be noted that the Health & Safety Policy is the framework for the Councils Health & 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. The comments made have been noted and incorporated into the report, or if more appropriate, into the supporting documents of the policy.

3.0 Proposals

- 3.1 The Corporate Health & Safety Policy is agreed by the Policy & 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

That the revised Health & Safety Policy be adopted.

Reason for Recommendation

To ensure the Council's Health & Safety Policy remains updated and reflects recent organisational changes.

Background Papers

Revised Health & Safety Policy
Health & Safety at Work Act 1974

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

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