

CORPORATE SAFETY COMMITTEE - 10TH JULY 2003

SUBJECT: HEALTH AT WORK - THE CORPORATE STANDARD

REPORT BY: DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

1.1 The purpose of this report is to inform Members, Management and Trade Union Safety Representatives of Caerphilly County Borough Councils achievement in gaining a silver award for workplace health promotion.

2. SUMMARY

2.1 Health at Work: The Corporate Standard is the quality mark for health promotion in Wales.

2.2 Administered by the Welsh Assembly Government, it is presented in bronze, silver and gold categories to public and private sector organisations, which implement policies and practices designed to promote the health of their employees.

2.3 Like other workplace initiatives, it is a progressive programme and organisations are reassessed every three years.

2.4 Work to achieve the standard is consistent with the Business Excellence Model, which is being used to drive quality and organisation development in many organisations including Caerphilly.

2.5 Caerphilly County Borough Council has been involved in many health promotion initiatives, some of which are detailed below:-

- No Smoking Day activities - quitters packs, displays, briefing sessions, etc.
- Stress Policy - help-line, counselling, trauma and incident briefing courses, resources available for employees to borrow, etc.
- Display Screen Equipment Policy - training for users, workstation and ergonomic assessments, payment for eye tests, contributions towards spectacles, etc.
- AIDS/HIV Policy.
- Sun Awareness information provided to employees.
- Draft Substance Misuse Policy and Guidelines - guidelines and policy for schools also. Awareness training will be undertaken when the policy is issued.
- Healthy Eating Initiatives - catering.
- Violence at Work Policy, booklet and register.
- Leisure facilities advertised internally.
- Time off for medical screening granted.

- First Aiders and appointed persons training.
- Lifting and manual handling training for employees who need to lift as part of their jobs. General information given as part of induction.
- CPR Training has been provided.
- An Occupational Health Service is provided.
- Access to shower facilities for employees who wish to exercise available at some sites.
- Availability of vending machines for health related products.
- Noise reduction in offices.
- The Council has taken part in National Campaigns - National Breakfast Week, National Mental Health Week, etc.
- Sexual and Racial Harassment policy.
- Disability Discrimination Act 1995 - recruitment and retention issues dealt with under Disability Policy.
- Guidelines for Managers for have been produced on the control of infectious diseases.
- Guidance for employees on dealing with sharps and needle stick injuries.
- Guidelines for Immunisation.
- Information on certain diseases, such as scabies, has been provided to staff.
- Policy on the Provision of Personal Protective Equipment.
- Sickness and Absence Policy.
- Employment of an Occupational Health Nurse.

2.6 During March three National Assembly Assessors spent two days interviewing Management, discussing Policies and Procedures together with visits to work - sites and speaking to employees about the initiatives the Council has undertaken.

2.7 On Thursday, 26th June Leader of Council, Councillor Lindsay Whittle received on behalf of the Council the Silver Award from Jane Hutt, A.M. Minister of Health and Social Services at the Corporate Standard: Health at Work Award Ceremony.

3. Members are asked to note the contents of this report.

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