



CORPORATE HEALTH AND SAFETY COMMITTEE - 12TH JANUARY 2005

SUBJECT: CORPORATE HEALTH AND SAFETY UNIT - UPDATE

REPORT BY: DIRECTOR OF THE ENVIRONMENT

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to inform Members, Management and Trade Union Safety Representatives of the current activities of the Corporate Health and Safety Unit.

2. SUMMARY

- 2.1 The Corporate Health and Safety Unit is currently working on the strategic approach and direction of the Authority in terms of managing Health and Safety. The aim is to ensure full legal compliance and a consistent, coherent approach to health and safety management across the Authority.
- 2.2 One of the first tasks facing the Corporate Health and Safety Unit was to prepare a Revitalising Health and Safety Strategy for the Authority. The strategy is currently in draft and out for consultation. The views of members and managers are welcomed and should be forwarded to the Corporate Health and Safety Unit.
- 2.3 The Unit has identified gaps in policies and as a result have been writing and revising all corporate health and safety policies. Draft policies have been prepared on Latex, Display Screen Equipment, Fire, Young Persons, Lone Working and Contractors. Draft policies have been sent out for initial consultation and will be fully discussed at the next Corporate Health and Safety Committee meeting.
- 2.4 The Corporate Health and Safety Unit appreciate their role includes auditing compliance with both the law and corporate policies. As a result they have developed a corporate auditing procedure and draft audit documents. The unit will commence auditing at the end of January 2005 with initial audits to include workplace transport, building management, asbestos, fire and contractors.
- 2.5 The Unit continues to work closely with Directorate Health and Safety Officers to progress specific areas of concern e.g. Glazing, Asbestos and Fire Safety. In addition a Health and Safety Professionals Group had now been established allowing all Health and Safety Officers to meet on a monthly basis to discuss any outstanding issues and to share best practice.

3. RECOMMENDATION

- 3.1 That the contents of the report be noted

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