

## **CORPORATE HEALTH AND SAFETY COMMITTEE – 12TH APRIL 2006**

**SUBJECT: CORPORATE HEALTH AND SAFETY TRAINING**

**REPORT BY: DIRECTOR OF THE ENVIRONMENT**

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### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to inform Members, Management and Trade Union Safety Representatives of the position with regards to the provision of corporate health and safety training as requested during the Corporate Health and Safety Meeting held on 13<sup>th</sup> January 2006.

### **2. SUMMARY**

- 2.1 Following audits that were carried out by the Corporate Health and Safety Unit during 2005 it was identified that there was a requirement for specific training amongst building managers. During the audits that were undertaken it became apparent that deficiencies existed in the arrangement to ensure the effective management of building safety issues across the Authority.
- 2.2 Failure to have in place effective policies and arrangements to manage and control health and safety risks could put the Authority at risk of both criminal and civil litigation.
- 2.3 Following discussions as both the Health and Safety Professionals Group and the Corporate Health and Safety Group it was decided that the training should be provided to Building Managers on a corporate level.
- 2.4 It was agreed that this training would outline the role and responsibilities of the Building Manager and address concerns regarding the management of building related risks. The training will provide advice and practical guidance to managers to ensure that they can effectively manage the risks within their control. The training will cover in various depths the following topics:-
- Fire Safety
  - Asbestos Management
  - Legionella Management
  - Glazing Safety
  - Statutory Testing
  - Planned Preventative Maintenance (PPM)
- 2.5 This training will also coincide with the issuing of a Building Managers Handbook as recommended by the Health and Safety Executive.
- 2.6 Following further discussions at both the Health and Safety Professionals Group and the Corporate Health and Safety Group, a report was submitted to the Corporate Management Team on 6<sup>th</sup> October 2005 regarding the appointment of a Corporate Health and Safety Trainer.

- 2.7 Following the agreement of the report adverts have been submitted, interviews held and an offer has been made to an individual for the fixed term post. Currently we are still awaiting medical clearance and confirmation of a start date.
- 2.8 In addition to providing training for Building Managers on the key premises related issues, it is envisaged that the trainer will also provide additional health and safety courses as identified across the Authority. Training needs have been identified in the areas of risk assessment and accident investigation.

### **3. RECOMMENDATION**

- 3.1 That the contents of the report be noted.

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