



CORPORATE HEALTH AND SAFETY COMMITTEE – 12TH APRIL 2006

SUBJECT: MANAGEMENT POLICY BRIEFINGS

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 position with regards to the provision of Health and Safety Policy Briefings for Managers.

2. SUMMARY

- 2.1 Following requests from management at the Corporate Health and Safety Group meeting the Corporate Health and Safety Unit has planned a programme of Health and Safety Briefings to cover the new policies that have recently been adopted.
- 2.2 The briefing sessions are intended to provide managers with an overview of the policy's requirements and provide details of the specific responsibilities that are placed onto managers within the policy.
- 2.3 Following discussions as both the Health and Safety Professionals Group and the Corporate Health and Safety Group it was decided that the first Management Health and Safety Policy Briefings should cover the following policies:
- Lone Working Management
 - Display Screen Equipment
 - Contractor Selection, Monitoring and Management.
- 2.4 The Briefing Sessions are scheduled to last approximately, 2 hours with a 30 minutes question and answer session at the end.
- 2.5 Directorate Health and Safety Officers have provided numbers of delegates to the Corporate Health and Safety Unit, which has initially scheduled a total of 8 briefing session to occur during April and May. Further sessions will be scheduled depended on requirements.
- 2.6 Further briefing sessions will be scheduled when new Health and Safety Policies are adopted.

3. RECOMMENDATION

- 3.1 That the contents of the report be noted.

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