

**CORPORATE HEALTH AND SAFETY COMMITTEE –
18TH APRIL 2007**

SUBJECT: CORPORATE HEALTH AND SAFETY TRAINING

REPORT BY: DIRECTOR OF THE ENVIRONMENT

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Members, Management and Trade Union Safety Representatives on the provision of Corporate Health and Safety Training.

2. SUMMARY

- 2.1 CMT agreed the appointment of a Corporate Health and Safety Trainer on a 1 year fixed term contract in March in 2006. The existing Health and Safety Trainer took up post in October 2006. The principal function of the trainer was to deliver Building Managers Training for all those who own or control a premise occupied by CCBC employees.
- 2.2 The training covers premises related health and safety issues and set out for Building Managers their responsibilities regarding issues such as Asbestos, Legionella, Fire Safety, Electrical Testing, Lifts, Glazing etc.
- 2.3 The training is supported by a Building Managers file, which provides premises managers with copies of Corporate Policies, Corporate guidance and HSE guidance. The file also allows Managers to store copies of their statutory tests reports and logbooks meaning all health and safety information can be kept in one place and more effectively managed.
- 2.4 A training away day involving Health and Safety Officers and Management Representatives took place in January to discuss the ongoing corporate health and safety training need and to make recommendations as to how this should be progressed.
- 2.5 The away day identified the need for Health and Safety Training for Senior Managers and Middle Managers in addition to training for Building Managers. It was also identified that there was a need for corporate training on certain issues such as risk assessment, asbestos awareness, and Accident Investigation. The away day did not cover front-line operational training needs although it was recognised there is a significant need which needs to be progressed within Directorates.
- 2.6 A report is planned for CMT asks for funding to build on progress to date and which will allow the delivery of training identified.
- 2.7 It is recognised that provision of health and safety training is essential both to meet our legal obligations and to progress the Council's objective of becoming an exemplar of health and safety performance.

3. RECOMMENDATION

3.1 That the contents of the report be noted.

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Councillor David Poole, Cabinet Member