

CORPORATE HEALTH AND SAFETY COMMITTEE – 18TH JUNE 2008

**SUBJECT: DRAFT HEALTH AND SAFETY POLICY FOR THE SELECTION,
MONITORING AND MANAGEMENT OF CONTRACTORS**

REPORT BY: DIRECTOR OF CORPORATE SERVICES

1. PURPOSE OF REPORT

1.1 The purpose of this report is to inform Members, Management and Trade Union Safety Representatives of the proposed updated Health and Safety Policy for the Selection, Monitoring and Management of Contractors.

2. SUMMARY

2.1 The Authority currently has in place a Contractor Selection, Management and Monitoring Policy dating back to December 2005.

2.2 This policy is required to ensure that the Authority meets its legal requirements as specified in the following legislation:

- The Health and Safety at Work etc Act, 1974
- The Management of Health and Safety at Work Regulations 1999
- The Construction (Design and Management) Regulations 2007 (CDM)

2.3 The existing policy has been updated to take into account the revised CDM Regulations and also to incorporate the comments received from the Health and Safety Executive following the Prohibition Notice issued at Cefn Fforest Leisure Centre.

2.4 The policy sets out the Authority's commitment to selecting, monitoring and managing Contractors and also sets out responsibilities in terms of selecting, monitoring and managing contractors and ensuring legal compliance. The practicalities and process for selecting, monitoring and managing contractors is contained in revised Contractor Management guidance, which is currently subject to consultation.

2.5 This policy has been subject to consultation with the following groups:

- Health and Safety Professionals Group
- Corporate Health and Safety Group
- Management consultation via Directorate Health and Safety Officers
- Direct Union consultation

2.6 Progress of this policy to CMT and Cabinet for final approval is subject to approval from this group.

2.7 Following the policy being agreed, the Corporate Health and Safety Unit will provide health and safety policy briefings for managers on this policy together with the associated guidance.

3. RECOMMENDATION

- 3.1 That the contents of the report be noted and the policy agreed (subject to agreement by HR Strategy Group), or agreed subject to amendments to allow the Policy to be submitted to CMT and Cabinet.

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Consultees: Nigel Barnett, Director of Corporate Services
Gareth Hardacre, Head of People Management and Development
Councillor Allan Pritchard, Cabinet Member for Human Resources and Constitutional Affairs
Health and Safety Professionals Group
Corporate Health and Safety Group

Appendices:
Appendix 1 Draft health and safety policy for the selection, monitoring and management of contractors