

CORPORATE HEALTH AND SAFETY COMMITTEE – 12TH AUGUST 2009

**SUBJECT: DRAFT REVISED AND UPDATED CORPORATE HEALTH AND SAFETY
POLICY**

REPORT BY: CORPORATE HEALTH AND SAFETY UNIT

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to inform Members, Management and Trade Union Safety Representatives of the revised and updated corporate health and safety policy.

2. SUMMARY

- 2.1 The Authority currently has in place a corporate health and safety policy that was last updated in February 2006.
- 2.2 The policy (attached as Appendix 1) sets out the Authority's commitment to managing health and safety risks. It details individual responsibilities and sets out corporate arrangements in the absence of topic specific policies. The requirement to have an up to date corporate health and safety policy is set out in the Health and Safety at Work etc Act 1974.
- 2.3 This policy and management arrangements have 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
 - HR Strategy Group
- 2.4 The policy has been subject to a number of changes. The main amendments relate to:
- Updating the policy to reflect the current organisational structure and reporting lines of corporate and directorate health and safety teams
 - Specific health and safety responsibilities added for the Head of Workforce and Organisational Development and the Building Consultancy Manager
 - Extra detail included around corporate health and safety policies, corporate management arrangements and guidance
 - Inclusion of specific responsibilities for Elected Members based on recently issued IOSH guidance
 - Extra section added on monitoring and auditing
 - Policy referenced and hyperlinked to terms of reference for corporate health and safety group and corporate health and safety committee.
- 2.5 Subject to the approval of Corporate Health and Safety Committee the policy will be adopted and implemented.

3. RECOMMENDATION

- 3.1 That the contents of the report be noted and the policy be agreed or agreed subject to amendments so that the documents can be communicated to managers and employees.

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Gareth Hardacre, Head of People Management and Development

Councillor Allan Pritchard, Cabinet Member for Human Resources and Constitutional Affairs

Appendices:

Appendix 1 Draft Corporate Health and Safety Policy