



CORPORATE HEALTH AND SAFETY COMMITTEE – 24TH JUNE 2019

SUBJECT: HEALTH AND SAFETY POLICIES – REVIEW TIMETABLE

REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide Health and Safety Committee Members with the timetable for review of current Health and Safety policies.

2. SUMMARY

- 2.1 In addition to the Corporate Health and Safety Policy the Authority has in place a number of policies setting out the Authority's approach to managing key health and safety risks. Most policies are currently overdue for review and a programme of policy review has recently commenced.

3. RECOMMENDATIONS

- 3.1 That the contents of the report be noted.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 For Committee to be updated with regard to the timescale for review of Health and Safety policies.

5. THE REPORT

- 5.1 The following table sets out the proposed revised policies to be considered by Health and Safety Committee for 2019/20:

November 2019	Corporate Health and Safety Policy Accident/Incident Reporting and Investigation Policy and Corporate Management Arrangements * Electrical Safety Policy and Corporate Management Arrangements Corporate Asbestos Management Plan Domestic Asbestos Management Plan Legionella Control Policy – new policy Lone Working Policy and Corporate Management Arrangements.
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February 2020	First Aid at Work Policy and Corporate Management Arrangements Manual Handling Policy and Corporate Management Arrangements Fire Safety Policy and Corporate Management Arrangements Risk Assessment Policy and Corporate Management Arrangements Violence at Work Policy and Corporate Management Arrangements Display Screen Equipment Policy and Corporate Management Arrangements
June 2020	Control of Hand Arm Vibration Exposure Policy and Corporate Management Arrangements Noise at Work Policy and Corporate Management Arrangements Employee Well-Being Management Policy and Corporate Management Arrangements *

* Indicates that a significant re-write is expected

- 5.1.1 The programme may be subject to change depending on issues that may become topical, any new HSE/Fire Service guidance and workload.
- 5.1.2 Where policies are subject to minor changes then one report summarising the changes will be brought to committee covering a number of policies.

5.2 **Conclusion**

The programme for policy review will allow Committee members to

6. **ASSUMPTIONS**

- 6.1 No assumptions have been made regarding the information contained in this report.

7. **LINKS TO RELEVANT COUNCIL POLICIES**

- 7.1 This report links to the Corporate Health and Safety Policy and all other CCBC Health and Safety Policies listed above.

7.2 **Corporate Plan 2018-2023**

The report content contributes towards or impacts the Corporate Well-being Objectives:

Objective 1 - Improve education opportunities for all. Through affording Health and Safety training opportunities both for our employees and for others across the borough which will support with developing skills and improving employability.

Objective 2 - Enabling employment. Through ensuring that CCBC employees and others affected by our work activities are kept safe and healthy whilst at work and able to remain in employment.

Objective 5 - Creating a County Borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015. Through ensuring that the health risks associated with work are assessed, controlled and managed in accordance with the relevant health and safety policy and that health and safety training provided in schools ensures that Managers and employees are aware of the Health and Safety policies and practises that support good health and well-being.

Objective 6 - Support citizens to remain independent and improve their well-being. Through ensuring that our health and safety policies and practises promote good health and well-being.

8. WELL-BEING OF FUTURE GENERATIONS

8.1 This report contributes to the Well-being Goals as set out in the Well-being of Future Generations (Wales) Act:-

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales

It is also consistent with the five ways of working as defined within the sustainable development principle in the Act in that we will seek to consider the long-term impact of Health and Safety policies, practices and training, we will seek to prevent any ongoing issues and ensure that Health and Safety training and subsequent practise is integrated into good management. We will also ensure there is effective collaboration and involvement as required in order to meet our legal Health and Safety objectives in line with the act. This will assist in safeguarding the health and safety of our employees, residents, service users and visitors and ensure that the Council as a public body and social landlord meets its regulatory duties and corporate objectives.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implications.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications.

12. CONSULTATIONS

12.1 All comments from consultees have been included in the report.

13. STATUTORY POWER

13.1 The Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Regulations 1999.

Author: Emma Townsend, Health and Safety Manager, townsej@caerphilly.gov.uk
Consultees: Richard Edmunds, Corporate Director for Education and Corporate Services,
edmure@caerphilly.gov.uk
Lynne Donovan, Head of People Services, donovl@caerphilly.gov.uk
Cllr Gordon, Cabinet Member for Corporate Services, gordocj@caerphilly.gov.uk
Richard Phillips, Team Manager, Asbestos and Fire, phillr2@caerphilly.gov.uk