



## CABINET – 14<sup>TH</sup> JUNE 2023

**SUBJECT: VIOLENCE AT WORK POLICY**

**REPORT BY: CORPORATE DIRECTOR EDUCATION AND CORPORATE SERVICES**

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### 1. PURPOSE OF REPORT

1.1 The purpose of the report is to seek Cabinet agreement in relation to the updated Violence at Work Policy.

### 2. SUMMARY

2.1 The Council has in place a number of policies setting its approach to managing key health and safety risks. The Violence at Work Policy has been reviewed as part of the rolling programme of Health & Safety policy reviews.

2.2 This policy was considered by Health and Safety Committee and all feedback is included in the final draft.

### 3. RECOMMENDATIONS

3.1 Cabinet are asked to approve the Violence at Work Policy attached at Appendix 1

### 4. REASONS FOR THE RECOMMENDATIONS

4.1 The recommendation is made to ensure that the Council has a fit for purpose policy in place to effectively manage the risk associated with work related violence and to assist the Authority in meeting its statutory responsibilities under Health and Safety law.

### 5. THE REPORT

5.1.1 Managing work related violence and ensuring that arrangements consider and minimise the risks to employees is a key priority.

5.1.2 The Policy details the roles and responsibilities at all levels for managing work

related violence and places responsibilities to ensure that risks are assessed and controlled. The policy also includes details actions to be taken following a violent incident.

- 5.1.3 The Violence at Work Policy (Appendix 1) has been subject to minor wording changes only. The policy and corporate management arrangements have been amalgamated into one document for ease of use.
- 5.1.4 The Employee Protection Register Procedure has been subject to minor wording changes only. The Employee Protection Register Procedure was previously a standalone document. However, this has now been included as an appendix to the policy.
- 5.1.5 The policy has also been subject to Trade Union consultation (GMB, Unison, Unite) and minor amendments suggested as part of the consultation process have been included in the final draft.
- 5.1.6 Compliance with the policy will enable the Council to meet its obligations under the Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Regulations 1999.

## 5.2 **Conclusion**

The Council recognises that our workforce may occasionally face work related violence and acknowledges that this is unacceptable. This draft policy sets out a clear commitment to managing the risk and details responsibilities and arrangement to protect our employees and others and to comply with legal requirements.

## 6. **ASSUMPTIONS**

- 6.1 No assumptions have been made in this report.

## 7. **SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 The policy relates to the health and safety of Caerphilly County Borough Staff only, therefore an Integrated Impact Assessment is not required.

## 8. **FINANCIAL IMPLICATIONS**

- 8.1 There are no financial implications.

## 9. **PERSONNEL IMPLICATIONS**

- 9.1 There are no personnel implications.

## 10. **CONSULTATIONS**

- 10.1 All consultation responses have been taken into consideration when drafting the policy.

## **11. STATUTORY POWER**

### 11.1 Local Government Act 1972

Author: Lynne Donovan, Head of People Services

Consultees: Christina Harray, Chief Executive  
David Street, Deputy Chief Executive  
Richard Edmonds, Corporate Director Education and Corporate Services  
Mark S. Williams, Corporate Director Economy and Environment  
Cllr Nigel George, Cabinet Member for Corporate Services, Property and Highways  
Emma Townsend, Health and Safety Manager  
Trade Unions – GMB, UNISON, Unite  
Corporate Health and Safety Committee

Appendices:

Appendix 1 Violence at Work Policy (draft)