

Report of the Executive Director

REVISION OF THE HEALTH AND SAFETY POLICY1. Purpose of report

To review the Council's Health and Safety Policy, which comprises of the 'Statement of Intent', 'Organisation' and 'Arrangements'.

2. Detail

The Health and Safety Policy Statement specifies the binding commitment of the Council in that health and safety will rank as a prominent and permanent feature of all activities conducted. The statement is signed by the Chief Executive so that employees will recognise it as an authoritative document and will note the ongoing commitment.

The "Organisation" section specifies responsibilities for implementing the Policy, starting with the Chief Executive and cascading down through every level of management, health and safety officer, safety representatives, medical advisor and employees. The "Arrangements" section states the objectives to be achieved on a range of topics. The Policy states that it will be reviewed every two years to ascertain if it is fit for purpose. In addition, it will be revised to encompass any technological changes, managerial restructuring, alterations to premises and sites, and the introduction of new or modified processes.

The revised policy was submitted to the Safety Committee on 20 April 2021 and approved. The Health and Safety at Work Act 1974 states under section 2(3) that "it shall be the duty of every employer to prepare (and as often as may be appropriate to revise) a written statement of a general policy with respect to the health and safety at work of employees. The policy should identify the hierarchy of the organisation and arrangements for carrying out the policy, and the need to bring the statement to the notice of all employees". Through reviewing the Health and Safety Policy the Council is demonstrating its continual commitment to ensuring the health, safety and welfare of its employees. The Policy Statement is shown in appendix 1 and the revised Policy in appendix 2.

3. Equality Impact Assessment

As this is a change to policy an equality impact assessment is included in appendix 3 of this report.

Recommendation

The Committee is asked to RESOLVE that the revised Health and Safety policy be approved.

Background papers

Nil