

REPORT OF SERVICE DIRECTOR – HR AND CUSTOMER SERVICE

REVISED CORPORATE HEALTH AND SAFETY POLICY STATEMENT

Purpose of the Report

1. The purpose of the report is to seek the agreement of Personnel Committee to the revised Corporate Health and Safety Policy, which is attached as Appendix A1-A3.

Background

2. The County Council either directly provides, or contracts or commissions the provision of, a complex range of services across Nottinghamshire to a range of different communities, including very vulnerable people. The effective management of risk in relation to service users, their families and the wider public, our employees and our contractors and suppliers is critical.
3. The County Council has in place a Health and Safety Strategic Management Framework and supporting Health and Safety Policy Statement, advice and guidance to ensure that risks are effectively prioritised and managed on a corporate and day to day basis and that there is clear accountability and responsibility for this across the whole organisation.
4. The Council's Strategic Health and Safety Management Framework has been independently assessed and accredited against the OHSAS 18001:2007*.

Information and Advice

5. The Health and Safety Policy Review was commenced in August 2012 with a view to producing clearer and more streamlined documentation that followed good practice identified in the Corporate Policy Framework document.
6. The key driver for change was the need to align the existing Health and Safety Policy Statement and supporting management system, Section A of the Corporate Health and Safety Manual, to the requirements of OHSAS 18001:2007*. This had been done in part during initial Corporate OHSAS registration but required review and the inclusion of key management actions to aid continued compliance.
7. Another driver for change was the need to make it easier for managers to access Health and Safety guidance and documentation and to simplify the guidance and

make it easier to apply

**British Standard*

in practice. This is increasingly important as the level of face to face health and safety

support is reduced and managers are increasingly required to self serve in terms of advice and guidance. The new policy structure allows for sign-posting to other supporting documentation within the management system and removes the need to have separate policy documents for each section of the Corporate Safety Manual which further streamlines the process and documentation.

8. The revised Health and Safety Policy is now shorter, clearer and consists of three sections :

A1: Statement of corporate commitment

A2: Definition of roles and responsibilities

A3: Health and safety management system arrangements.

9. The former Corporate Health and Safety Policy has therefore been reviewed, revised and aligned to the requirements of the OHSAS 18001:2007* and the County Council policy framework.

10. The revised Health and Safety Policy has been agreed by Compliance Board on the 22nd April 2013. The draft document was also the subject of consultation with trades union colleagues via the Central Health Safety and Welfare Panel on 4th April 2013 and Central Joint Consultative and Negotiation panel on the 27th June 2013 and comments made by recognised trade unions have been incorporated in the final document. The revised documentation was considered by Corporate Leadership Team as part of the Annual Health and Safety Review in October 2013.

Other Options Considered

11. To continue with the existing format and approach but this would be out of alignment with the health and safety management system and is more difficult for managers to access and apply.

Reason for Recommendation

12. To provide a revised policy aligned to the health and safety management system, presented in a more simpler, easier to read streamlined format which will encourage application by managers in undertaking their day to day activities.

Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are

described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Human Resources Implications

14. The human resources implications in relation to management of risk and role of the trades unions in developing the revised policy are set out in the report.

RECOMMENDATION

1. It is recommended that Personnel Committee agree the attached revised Health and Safety Policy.

Marjorie Toward
Service Director - HR and Customer Service

For any enquiries about this report please contact:

John Nilan, Acting Team Manager Health and Safety on email
john.nilan@nottsc.gov.uk or 01623 434560

Constitutional Comments (KK 07/10/13)

15. The proposal in this report is within the remit of the Personnel Committee.

Financial Comments (SEM 08/10/13)

16. There are no specific financial implications arising directly from this report.

Background Papers and Published Documents

None

Electoral Division(s) and Member(s) Affected

All