

HEALTH AND SAFETY POLICY AND ARRANGEMENTS

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Recommendation:	Members of the Joint Consultative and Safety Panel are asked to approve a revised draft of the Council's Health & Safety Policy and Arrangements document, for recommendation to the Executive.
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Resource Implications: None arising directly from this report.

LA 21 Implications: None arising directly from this report

Crime & Disorder Act Implications: None arising directly from this report

Key Decision Status

- **Financial:** N/A

- **Ward:** N/A

Other Ward Implications: None

1. INTRODUCTION

1.1 As part of the Action Plan following the H.S.E. inspection in June 2002 the Council's Health and Safety Policy document was revised and expanded, to describe in more detail the management arrangements and responsibilities for in-house health and safety. Following the recent organisational restructure, and as part of the process of continuous improvement in the management of health and safety, further revisions are proposed. The revisions are partly to ensure the use of terminology appropriate to the new structure, and partly to improve performance.

2. APPOINTMENT OF SENIOR MANAGEMENT "CHAMPION"

2.1 In their guidance on "Directors' Responsibilities for Health and Safety", the HSE recommends that boards appoint one of their number to be the "Health and Safety Director". This is in order to help ensure that health and safety has appropriate "top-down" drive. At the same time, the guidance states clearly that "It is important that the role of the Health and Safety Director should not detract either from the responsibilities of other directors

for specific areas of health and safety risk management or from the health and safety responsibilities of the board as a whole.”

- 2.2 In order to follow the HSE guidance in this area, Copeland’s Corporate Director (Quality of Life), Terry Chilcott, is taking on the role of senior management “champion” for health and safety.

3. RECONVENING OF RISK MANAGEMENT GROUP

- 3.1.1 In the light of the new organisational structure, and to add weight to the corporate importance of health and safety, the Risk Management Group’s core membership will be the Corporate Team. This will preserve the principle of representation from all areas of the Council’s activities, and emphasise senior management commitment to health and safety.

4. SAFETY REPRESENTATIVES

- 4.1.1 Having strengthened the “top-down” drive in relation to health and safety, there is also a need to improve the “bottom-up” push. Efforts are therefore underway to ensure the recruitment of employee Safety Representatives from all areas of the business. Their role is described in the revised Policy document attached to this report. The intention is that as a group they will meet regularly with the Corporate Director (Quality of Life) and the Health & Safety Officer to discuss and review performance and issues of mutual concern.

5. RECOMMENDATION

- 5.1.1 The Panel is requested to approve the draft revised Policy and Arrangements document, attached as Appendix 1 (with alterations from the current document shown by striking through and underlining), so that it can be progressed for formal adoption by the Council. Other supporting documents will be revised in due course and brought to the next meeting of the Panel.

List of Appendices

Appendix 1 – Draft Health & Safety Policy and Arrangements.