

Report of: Executive Member for Finance, Performance & Community Safety

Meeting of:	Date	Ward(s)
Executive	19 January 2017	All

Delete as appropriate		Non-exempt
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SUBJECT: Revised Corporate Health and Safety Policy 2016 - 17

1. Synopsis

- 1.1 This report seeks approval of Corporate Health and Safety Policy for 2016-17. The proposed corporate policy is based on the 2015-16 policy, with a number of amendments which are described below in 3.6.

2. Recommendations

- 2.1 That the Council's **Corporate Health and Safety Policy** at appendix 1 be authorised

3. Background

- 3.1 British Standard (BS) Occupational Health Safety Assessment Series (OHSAS) 18001:2007 requires that top management define and authorise the organisation's health and safety policy and ensure that, it:

- is appropriate to the nature and scale of the organisations health and safety risks;
- includes a commitment to prevention of injury and ill health and continual improvement in health and safety management and performance;
- includes a commitment to at least comply with applicable legal requirements and with other requirements to which the organisation subscribes that relate to its health and safety hazards;
- provides the framework for setting and reviewing health and safety objectives;
- is documented, implemented and maintained;
- is communicated to all persons working under the control of the organisation with the intent that they are made aware of their individual health and safety obligations;

- is available to interested parties; and
 - is reviewed periodically to ensure that it remains relevant and appropriate to the organisation
- 3.2 The scope of the policy (statement, organisational responsibilities and arrangements) in relation to health and safety within the Council will cover:
- the Council's role as a major employer and the commitment of the senior management team as duty-holders to secure the health and safety of employees and contractors, and those affected by the way the Council delivers services to residents, service users, pupils, and visitors;
 - the Council's role as a major purchaser of services from other organisations and as such our role to influence and monitor health and safety standards within those contracted supplier organisations; and
 - the Council's role as a landlord where the council is the owner of housing, apartments, land and real estate which is rented or leased to individuals or business and the duty to keep its property portfolio safe and free from health hazards
- 3.3 As a local authority the Council has a diverse portfolio of services including housing and accommodation, leisure and culture, health and social care, public health, development and planning, highways, waste management and recycling, amenity management, schools and children centres, support to families, public health, consumer advice and protection.
- 3.4 The policy accords the same duty of care to both employees and non-employees covering residents, service users, pupils, and visitors to safeguard the health, safety and welfare of all.
- 3.5 Therefore the policy will ensure so far as is reasonably practicable, that adequate provision is made for non-employees, whether young people, people in receipt of care, or other members of the public when visiting or occupying council-owned premises or using council equipment, or when the Council undertakes activities in the community.
- 3.6 Changes from the previous Corporate Health & Safety Policy 2013-14 are:
- Section 2.2: **Health and Safety Culture** (page 2) – Inclusion of a statement on the improvement of the health and safety culture
 - Section 2.2 - Replacement of three separate statements for Chief Executive, Leader of the council and Lead Director for Safety to one common statement.
 - Inclusion of the role of the Schools Improvement committee (page 18)

4. Implications

4.1 Financial implications:

All of the future actions identified in the revised corporate health and safety policy can be contained within the existing health and safety budget so long as funding remains on-a-par with the 2016-17 budget commitments.

4.2 Legal Implications:

The Council has a duty to prepare (and, if necessary, revise) a written statement of its general policy with respect to the health and welfare at work of its employees and the organisation and arrangements for carrying out that policy. In addition, the Council must bring such information to the notice of all its employees (Health and Safety at Work, etc. Act 1974 s 2(3)). Such information should be placed on easily accessible notice boards. In addition, information relating to health, safety and welfare must be given to employees by means of posters and leaflets approved and published by the Health and Safety Executive.

4.3 **Environmental Implications:**

There are no environmental issues arising

5. Conclusion and reasons for recommendations

5.1 By reviewing and amending the policy, and bringing it to the notice of its employees, the Council can demonstrate its compliance with section 2(3) of the Act.

Section 2(3) of the Health and Safety at Work etc. Act 1974 states:

“Expect in such cases as may be prescribed, it shall be the duty of every employer to prepare and as often as may be appropriate revise a written statement of his general policy with respect to the health and safety at work of his employees and the organisational arrangements for the time being in force for carrying out that policy, and to bring it to the statement and any revision of it to the notice of his employees.”

Appendices

Appendix 1: Corporate Health and Safety Policy 2016-17

Background papers: None

Final report clearance:

Signed by:



10 January 2017

Executive Member for Finance, Performance and Community Safety Date

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