

**AGENDA ITEM: 4.6**

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Meeting	Corporate Health and Safety Joint Negotiation and Consultation Committee
Date	15 March 2012
<b>Subject</b>	<b>Corporate Governance Directorate – Health Safety and Welfare Annual Report</b>
Report of	Director of Corporate Governance
Summary	This report presents the Corporate Governance Directorate Health Safety and Welfare Annual Report for the year 1 January - 31 December 2011

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Officer Contributors	Paul Lawrence, Head of Insurance
Status (public or exempt)	Not applicable
Wards Affected	Not applicable
Key Decision	No
Reason for urgency / exemption from call-in	Not applicable
Function of	Council
Enclosures	Appendix A – Health, Safety and Welfare Annual Report – Corporate Governance
Contact for Further Information:	Secretary to the Employer's Side, Mike Koumi – 020 8359 7960

## **1. RECOMMENDATIONS**

- 1.1 That the contents of the report attached at Appendix A be noted.

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 None

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 All initiatives contained within this report contribute to the Corporate Governance Directorates Business Plan. This report seeks not only to ensure the provision of robust health and safety management systems and compliance with statutory duties but drive business improvement which will in turn contribute to the corporate priority of 'better services with less money'
- 3.2 The Corporate Priority, 'Sharing opportunities and sharing responsibilities', includes the strategic objective to 'improve health outcomes for all'. This report aims to help meet these goals by setting standards to demonstrate how the Corporate Governance Directorate is working to comply with its duties under The Health and Safety at Work Act of 1974. This Act seeks to ensure not only the protection of all who may be affected by Council activity but also the participation of all stakeholders in that aim.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 Good management and leadership are vital in ensuring effective service delivery and high levels of health and safety in the Council, and this report is part of the Council's commitment to ensuring that Directorates manage health and safety issues effectively. Failure to comply with statutory obligations could lead to prosecution, and work practices that result in ill health could result in civil action against the council, financial loss and negative public relations.

## **5. EQUALITIES AND DIVERSITY ISSUES**

- 5.1 The actions undertaken and those further actions planned which are set out in this report represent the Corporate Governance Directorate's intention to comply with the Council's Health, Safety and Welfare Policy. This policy aims to ensure the protection of employees and anyone else who may come into contact with our activities and services. This includes people at special risk for example people with disabilities, pregnant women and vulnerable service users. The Policy also seeks to enhance Barnet's reputation as a good place to work and live, and aims to protect employees and service users taking regard of age, disability, ethnicity, faith/belief, gender, and sexual orientation.
- 5.2 The Policy supports the Council in meeting its statutory equality duties and compliance with the range of employment (equality) regulations.

## **6. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for Money, Staffing, IT, Property, Sustainability)**

- 6.1 Any costs arising from implementing health and safety procedures and managing health and safety will need to be met from existing Corporate Governance budgets. There are no direct staffing implications arising from the report, but there is a need to ensure that health and safety issues are brought to the attention of and addressed by all staff.

## **7. LEGAL ISSUES**

- 7.1 None in the context of this report.

## **8. CONSTITUTIONAL POWERS (Relevant section from the Constitution, Key/Non-Key Decision)**

- 8.1 The Council has established consultative bodies for the purpose of consultation with the trade unions on health and safety under the Safety Representatives and Safety Committees Regulations 1977 and the Health and Safety (Consultation with Employees) Regulations Section 1996.
- 8.2 Constitution – Council Procedure Rules – Section 3 – Panels & Consultative Bodies – Appendix 2 – Constitution of the Corporate Health & Safety Joint Negotiation and Consultation Committee.

## **9. BACKGROUND INFORMATION**

- 9.1 This annual report outlines the health and safety activities for the Corporate Governance Directorate for the year ending 31 December 2011, in accordance with the standard set out in the Policy for Health, Safety and Welfare, Part C–Arrangements Section 7 – Directorate Annual Reports.
- 9.2 The annual report contains a number of initiatives and responses from individual teams within the Directorate. However, most of our staff are exclusively based at NLBP and primarily carry out desk bound duties.

## **10. LIST OF BACKGROUND PAPERS**

- 10.1 None

<b>Cleared by Finance (Officer's initials)</b>	<b>MC/JH</b>
<b>Cleared by Legal (Officer's initials)</b>	<b>SC</b>