

AGENDA ITEM: 4.7

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Meeting	Corporate Health and Safety Joint Negotiation and Consultation Committee
Date	15 March 2012
Subject	Corporate Health, Safety and Welfare Policy – Management of Health and Safety
Report of Summary	Deputy Chief Executive This report summarises the revised arrangement for the Management of Health and Safety

Officer Contributors	Mike Koumi, Head of Safety, Health and Wellbeing
Status (public or exempt)	Not applicable
Wards affected	Not applicable
Enclosures	Appendix A –Management of Health and Safety Arrangement
For decision by	Corporate Health and Safety Joint Negotiation and Consultation Committee
Function of	Not applicable
Reason for urgency / exemption from call-in (if appropriate)	Not applicable

Contact for further information: Secretary to the Employers' Side, Mike Koumi, Head of Safety, Health and Wellbeing – Tel: 020 8359 7960

1. RECOMMENDATIONS

- 1.1 That the revised arrangement for the Management of Health and Safety be approved**
- 1.2 That the Secretary to the Employers' Side be instructed to publicise the revised arrangement in accordance with paragraph 9.5**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Corporate Joint Negotiation and Consultation (Health, Safety and Welfare) Committee held on 11 March 2008, item 4.4

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 All initiatives contained within this report contribute to the Deputy Chief Executive Services 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 Council intends to comply with its statutory duties under the Health and Safety at Work etc. Act 1974 and The Management of Health and Safety at Work Regulations 1999.

4. RISK MANAGEMENT ISSUES

- 4.1 This Arrangement details how the Council proposes to comply with its general duty of care to employees and others as required by the Health and Safety at Work etc. Act 1974. Failure to comply with statutory obligations could lead to prosecution. Any work practices that result in injuries or ill health could result in civil action against the Council, financial loss and negative public relations. Good management and leadership are vital in ensuring effective service delivery and high levels of health and safety in the Council, and this revised arrangement has been designed to help the Council to manage health and safety more effectively.

5. EQUALITIES AND DIVERSITY ISSUES

- 5.1 The Council's Health, Safety and Welfare 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 will help 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 Services will need to incorporate within existing budgets any additional risk assessments, training or equipment costs which may be required to comply with this Arrangement.
- 6.2 There are no direct staffing, IT or property implications arising from this report, however there may be changes made as a result of services ensuring compliance with this arrangement.

7. LEGAL ISSUES

- 7.1 None other than those contained in the body of this report.

8. CONSTITUTIONAL POWERS

- 8.1 Constitution – Council Procedure Rules – Section 3 – Panels & Consultative Bodies – Appendix 2 – Constitution of the Corporate Health & Safety Joint Negotiation and Consultation Committee.
- 8.2 The Council has established consultative bodies for the purpose of consultation with the trade unions and has determined their Constitutions and Terms of Reference.

9 BACKGROUND INFORMATION

- 9.1 The Health and Safety at Work etc. Act 1974 requires the Council to produce and keep up to date a policy document on health, safety and welfare.
- 9.2 The Corporate Health and Safety Policy consists of three parts:
- A general statement.
 - The organisation, which sets out responsibilities
 - Arrangements, which are the procedures to bring the policy into effect.
- 9.3 This revised Arrangement is particularly significant to the management of all activities across the council. Good management and leadership are vital in ensuring effective service delivery and high levels of health and safety, therefore this is a key document, which will influence all the activities of the council, and has strong links to all the other health and safety arrangements.
- 9.4 The changes to Managing Health and Safety are as follows:
- Simpler definitions, using plainer language and incorporating the latest best practice on risk management,
 - Sample Risk Assessment Templates
 - Improved guidance on groups who are at specific risk, namely;
 - children and young persons
 - new and expectant mothers

- vulnerable service users

9.5 This Arrangement will be incorporated into the Corporate Health and Safety Policy. Services must establish procedures to comply with this arrangement. The new arrangement will be communicated to services by their Safety Leadership Officers and by publication on the Council's intranet.

10 LIST OF BACKGROUND PAPERS

10.1 The Health and Safety at Work etc. Act 1974.

10.2 The Management of Health and Safety at Work Regulations 1999

10.3 Anyone wishing to inspect the background papers listed above should telephone Mike Koumi on 020 8359 7960

Legal: PBP
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