



General Functions Committee

28 June 2017

Title	Corporate Health and Safety Policy
Report of	Head of Safety, Health and Wellbeing
Wards	None
Status	Public
Urgent	No
Key	No
Enclosures	Appendix 1 – Corporate Health and Safety Policy – Part C Section 31; Prevention and Control of Legionella
Officer Contact Details	Mike Koumi michael.koumi@barnet.gov.uk 020 8359 7960

Summary

This report summarises amendments to Part C of the Corporate Health and Safety Policy and the arrangements for the management of the risk of legionella. The amendments take into account changes to the Health and Safety Executive's guidance on Legionella control (L8), changes to the council's senior management structure and modes of service delivery.

Recommendation

That the revisions to Part C Section 31; Prevention and Control of Legionella be approved and that the Head of Shaw be instructed to publicise the revised arrangement in accordance with paragraph 1.6

1. WHY THIS REPORT IS NEEDED

- 1.1 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.
- 1.2 The Corporate Health Safety and Welfare 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.
- 1.3 This revision has been undertaken in order to clarify responsibilities and introduce clearer more comprehensive guidance on the management of water systems and control of legionella.
- 1.4 The key elements of the arrangement are:
- Details of staff with designated responsibilities
 - Information on required written schemes for the control of legionella
 - Guidance on the management of water systems
 - Information on the production of water system safety programmes
 - Advice on safety procedures for maintenance and testing
 - Actions to be taken in the event of a suspected or confirmed case of Legionnaires Disease.
- 1.5 This Arrangement will be incorporated into the Corporate Health and Safety Policy. Delivery Unit management must establish procedures to implement this arrangement throughout their service.
- 1.6 The new arrangement will be communicated to Delivery Units by their Safety Champions and will be published on the Council's intranet.

2. REASONS FOR RECOMMENDATION

- 2.1 The Health and Safety at Work etc. Act 1974 requires the council to produce and keep up to date a policy document on health and safety

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 N/A

4. POST DECISION IMPLEMENTATION

- 4.1 The policy will be implemented by Directors through their H&S Champions, who will ensure an implementation plan is developed at their service H&S groups. Professional support will be provided by the CSG Safety Health and Wellbeing team

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The [Corporate Plan](#) includes the strategic objective to “improve the satisfaction of residents and businesses with the London Borough of Barnet as a place to live, work and study”. This report aims to contribute to that objective by setting standards, through the way it manages health and safety, to ensure the council remains exemplars in the community, continues to be a good employer and protects persons who may come into contact with its

activities.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 There are no additional financial implications as a result of the proposed decision. Health and safety management is part of business as usual and is managed within existing budgets.

5.3 Social Value

- 5.3.1 N/A

5.4 Legal and Constitutional References

- 5.4.1 The council has various legal duties held under the [Health and Safety at Work, etc. Act 1974](#) and regulations made under it. Failure to comply with those duties may lead to prosecution for breach of statutory duty for the council as well as individual Members and officers. Negligence in relation to health and safety matters can also result in costly personal injury claims in the civil courts.
- 5.4.2 The General Functions Committee's Terms of Reference are outlined in [Section 15a of the Constitution, Appendix A to Responsibility for Functions](#), which states that the Committee is responsible for health and safety matters.

5.5 Risk Management

- 5.5.1 Failure to effectively manage health and safety risk increases the likelihood of injury and ill health to staff and others during council activities. Significant failure may lead to a catastrophic event that causes multiple injuries or fatalities to staff and the public. Failure to comply with statutory obligations increases the risk of prosecution. Any work practices that result in ill health or injury could result in legal action against the council, financial loss and negative publicity leading to reputational damage.

5.6 Equalities and Diversity

- 5.6.1 The council's Corporate Health and Safety 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 particular risk, for example people with disabilities, pregnant women and vulnerable service users. The policy helps 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.
- 5.6.2 The policy also supports the council in meeting its statutory public sector equality duties and compliance with the range of employment (equality) regulations.

5.7 Consultation and Engagement

5.7.1 The report will be presented and discussed at the Local Joint Consultation Committees (JCC's).

5.8 **Insight**

5.8.1 N/A

6 **BACKGROUND PAPERS**

6.1 [Health and Safety at Work etc. Act 1974](http://www.legislation.gov.uk/ukpga/1974/37)
<http://www.legislation.gov.uk/ukpga/1974/37>

6.2 [L8 - Legionnaires' disease. The control of legionella bacteria in water systems](http://www.hse.gov.uk/pubns/books/l8.htm)
<http://www.hse.gov.uk/pubns/books/l8.htm>