



People, Performance and Development Committee
29 January 2016

Reviewed and Enhanced Health & Safety Policy

Purpose of the report: Health & Safety Audit Recommendation

To provide the People, Performance and Development Committee (PPDC) with the recommended changes to the Health, Welfare and Safety Policy Statement in line with audit recommendations made by the Royal Society for the Prevention of Accidents (RoSPA) in 2015.

Recommendations:

1. It is recommended that the People, Performance and Development Committee agree to the changes to the Health, Welfare and Safety Policy Statement which set out responsibilities for staff at all levels of the organisation.

Introduction:

1. Surrey County Council's (SCC) health and safety management system was audited by Royal Society for the Prevention of Accidents (RoSPA) in September 2014. As a result of the audit, it was recommended that the Health and Safety Policy Statement be reviewed and enhanced to clarify and better reflect the commitment of staff at all levels in the organisation.

Changes to Corporate Policy Statement

2. The policy has been updated to reflect the commitment at all levels in the organisation. The revised Health, Welfare and Safety Policy Statement with changes identified is attached as **Annex 1**. The changes to the policy are minimal and provide further clarity as to the nature of the Council's commitment to health and safety and the responsibilities for elected members and staff at different levels of the organisation. These include:
 - Clarifying the strategic ownership and reporting of health and safety issues;

- clarifying the responsibilities of all staff at different levels of the organisation, including the role of policy makers, planners and implementers in line with guidance;
- introducing clear accountabilities for staff who support health and safety implementation and development at a local level; and
- reflecting our corporate focus on well-being within this key policy.

Conclusions:

3. The policy will reflect the commitment of staff at levels in the organisation and to ensure that health and safety is reported in our annual report.

Financial and value for money implications

4. It is vital that we have clear responsibilities for health and safety policy, planning and implementation to prevent financial loss due to accident or lack of care.

Equalities and Diversity Implications

5. There are no specific equality implications arising from this policy. Health and safety guidance and support is provided to all staff as part of their induction and on-going training.

Risk Management Implications

6. The revisions to the policy provide clarity in the responsibilities of staff which are essential to ensure there is appropriate management of risks.

Next steps:

7. The following actions will be taken following agreement of the policy:
 - The safety manual will be updated;
 - training updated to reflect responsibilities;
 - posters will be prepared for display in officer that will confirm our commitment to health and safety.

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