



**COMMITTEE TITLE: Finance, Assets, Investment and Recovery**

**DATE: 13<sup>th</sup> September 2023**

<b>REPORT TITLE:</b>	OneTeam Health and Safety Policy
<b>REPORT OF:</b>	Phoebe Barnes, Director Assets & Investments

**REPORT SUMMARY**

The purpose of the Health, Safety and Wellbeing Policy (HSWP) is to fulfil the legal requirement to set out how the Council will manage its responsibilities in law and how this applies to all employees and Council partners. The HSWP sets out the approach the authority takes to the successful management of health and safety.

Through the Council's strategic partnership with Rochford District Council, officers have developed a joint policy for both organisations This is developed as a leading statutory document that is pivotal to the Health & Safety and Wellbeing plan.

The HSWP is supported by a Health, Safety and Wellbeing Strategy that provides more details on the specific goals of the organisation, along with how these will be achieved. Due to the complexity of health and safety there is also a diverse range of topic specific Policies, Standards, Procedures and Risk Assessments that detail what is required to ensure management and compliance across the organisation.

**RECOMMENDATIONS**

For members to endorse the draft OneTeam Health & Safety and Wellbeing Policy attached in Appendix A.

**SUPPORT ING INFORMATION**

**1.0 REASONS FOR RECOMMENDATIONS**

By endorsing this statutory policy the Council is committed to ensuring there is always a positive and proactive culture towards Health, Safety, and the Wellbeing of its organisation.

By committing to Health, Safety, and Wellbeing, the Council will also be contributing to the National Health and Safety initiative; the Health and Safety Executive's (HSE's) new ten-year strategy: Protecting People and Places.

It recognises that the successful management of health and safety makes a positive contribution towards the achievement of the corporate strategy. It supports effective development of management systems, commitment to continuous improvement, and service delivery to the community and our residents, in addition to meeting our statutory responsibilities as an employer.

The Council is committed to ensuring the health, safety and welfare of all staff, or others affected by its activities, so far as is reasonably practical. Staff are our most valued resource, and their health, safety, welfare, and overall wellbeing is of paramount importance and essential to the planning and delivering of quality services to our residents, visitors, and others. We are committed to preventing ill health and injuries, including those related to psychosocial risk and promoting people's well-being at work

## **2.0 OTHER OPTIONS CONSIDERED**

The Council by statute must have a Health & Safety Policy. Both organisations (Brentwood and Rochford Council) currently have separate policies. This policy looks to combine the two policies into one otherwise the separate policies are to remain.

## **3.0 BACKGROUND INFORMATION**

Local Authorities are a key part of the health and safety system in Great Britain. They have a statutory duty under Section 18 (4) of The Health and Safety at Work Act 1974 (HSWA) to 'make adequate provision' for health and safety enforcement in their area, as set out in the 'National LA Enforcement Code' (the Code).

The Leader of the Council with all the Councillors, have the ultimate responsibility for health and safety. They are supported by the Chief Executive, Strategic Directors and Directors who make up the Corporate Leadership Team (CLT). CLT have the responsibility for the work of the entire paid staff of the Council, providing strategic direction and day to day leadership.

The revised Health Safety and Wellbeing Policy as attached in Appendix 1 sets out the organisational arrangements for implementing the policy.

## **4.0 FINANCIAL IMPLICATIONS**

**Name & Title: Tim Willis, Director – Resources & Section 151 Officer**  
**Tel & Email: 01277 312500 / [tim.willis@brentwood.rochford.gov.uk](mailto:tim.willis@brentwood.rochford.gov.uk)**

There are no direct financial implications arising from the revised policy. The Council's Medium Term Financial Strategy will capture any financial resource required to support the Council in its statutory duty.

## **5.0 LEGAL IMPLICATIONS**

**Name & Title: Claire Mayhew, Director – People & Governance & Monitoring Officer**

**Tel & Email 01277 312500 / [claire.mayhew@brentwood.rochford.gov.uk](mailto:claire.mayhew@brentwood.rochford.gov.uk)**

Health and Safety enforcement is a responsibility of both the council and Health and Safety Executive (HSE), depending on the main work activity. The council has a statutory duty to enforce the Health and Safety at Work Act 1974 (HSWA) and associated legislation

## **6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS**

There is commitment at all levels within the council to apply health and safety legislation to create a safe and healthy environment.

## **7.0 RELEVANT RISKS**

Relevant risk assessments are undertaken to support the Health & Safety and Wellbeing strategy and Action Plan to ensure the Council complies with its statutory duty.

## **8.0 ENGAGEMENT/CONSULTATION**

Staff internally have been engaged on the draft policy.

## **9.0 EQUALITY & HEALTH IMPLICATIONS**

**Name & Title: Kim Anderson, Corporate Manager - Communities, Leisure and Health**

**Tel & Email 01277 312500 [kim.anderson@brentwood.gov.uk](mailto:kim.anderson@brentwood.gov.uk)**

The Council is committed to ensuring we fulfil our obligations under all Health and Safety legislation, work to support not only the physical, but the mental health and wellbeing of individuals, and ensure Health and Safety becomes part of the culture of continuing performance.

## **10.0 ECONOMIC IMPLICATIONS**

**Name & Title: Phil Drane, Director - Place**

**Tel & Email 01277 312500 / [phil.drane@brentwood.rochford.gov.uk](mailto:phil.drane@brentwood.rochford.gov.uk)**

No direct economic implications.

### **REPORT AUTHOR:**

**Name: Phoebe Barnes**

**Title: Director Assets and Investments**

**Phone: 01277 312 981**

**Email: [phoebe.barnes@brentwood.rochford.gov.uk](mailto:phoebe.barnes@brentwood.rochford.gov.uk)**

**APPENDICES**

**Appendix A: Draft Health & Safety and Wellbeing Policy**

**BACKGROUND PAPERS**

**None**

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
N/A	