



To: Joint Consultative Board: Non-Teaching

On: 3 September 2015

Report by: David Marshall, Head of HR and Organisational Development

Heading: Developments in Health and Safety

1. Summary

This report outlines the developments which have taken place since the last meeting of the Joint Consultative Board: Non-Teaching.

2. Recommendations

- 2.1 This report is for information only and to note that this is a retrospective record of health, safety and well being activities undertaken by the Finance and Corporate Service, health and safety section and other council services.
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3. Background

This section of the report details the activities undertaken since the last JCB.

3.1 Policies and Guidance

The following policies and guidance are being revised:

- 1st Aid arrangements

The following are being revised:-

- Control of contractors
- Statutory inspections
- CDM 2015
- Manual handling operations
- Tobacco Policy

3.2. Training during the period comprised of the following courses:

6 Fire Wardens

5 Ladder Awareness & Inspection

1 Violence and aggression

1 IOSH Working Safely

1 IOSH Supervising Safely

1 Risk Assessment

1 Lone Working 4 and:

A number of tool box talks delivered during this period with the total number of training places taken up during this period was 124.

3.3 The health and safety section continue to assist services to retain accreditation to BS OHSAS 18001:2007. The next audit visit schedule is planned for 21-23 September 2015, with

- Community Resources;
- Development and Housing Services;
- Children's Services; and
- Finance and Resources, in scope for this visit.

3.4 As part of the Healthy Working Lives Gold award programme, information and participative campaigns continue to be delivered across the council; an example of this was the FIT IN 15 posters that were sent out to various establishments and depots, as well as being displayed in Renfrewshire House. Furthermore an interim review is currently ongoing which will lead to the retention of the award by October 2015.

Implications of the Report

1. **Financial** - Continuing to improve health and safety performance will reduce accidents/occupational ill health and the costs associated with this.

2. **HR & Organisational Development** - This report supports the Councils commitment to the health, safety and well being of Renfrewshire Council employees.

3. **Community Planning –**
Community Care, Health & Well-being - We will improve the physical and emotional wellbeing of staff across services through the Healthy Working Lives programme.
Empowering our Communities - We will promote learning and encourage employees to fulfil their individual potential, and ensure that the council delivers high-quality services in the most effective and efficient way to meet the needs of local people.
Greener - The E-management system will reduce the amount of paper used for risk assessment and accident forms.
Safer and Stronger - Facilitating the health, safety and wellbeing of our employees by ensuring that appropriate policies and procedures are developed and adhered to, and that all legal requirements for health and safety are fulfilled.

4. **Legal** - This report will ensure the Council's continued compliance with current health and safety legislation.

5. **Property/Assets** - None

6. **Information Technology** - The E-management systems require to be facilitated through the Council's email server system.

7. **Equality & Human Rights** - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website. (Report author will arrange this).

8. **Health & Safety** - This document supports and demonstrates the council's commitment to ensuring effective health, safety and well being management.
9. **Procurement** – low impact as still at post tender negotiations.
10. **Risk** – low impact as legal and statutory requirements, including health surveillance, are being maintained.
11. **Privacy Impact** – not applicable to this report.

List of Background Papers

- (a) None

Author: Graham Campbell
0141 618 7283
graham.campbell@renfrewshire.gcsx.gov.uk