
To: Joint Consultative Board: Non-Teaching

On: 29 October 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 Resources, health and safety section and other council services.
-

3. Background

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

3.1 Policies and Guidance

The following are being revised:-

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

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

- 4 General Health and Safety
- 2 Violence and Aggression
- 1 Fire Wardens
- 1 Ladder Awareness & Inspection
- 1 Risk Assessment :and:

A number of tool box talks delivered during this period with the total number of training places taken up during this period was 62.

3.3 The health and safety section continue to assist services to retain accreditation to BS OHSAS 18001:2007. The audit took place on 21-23 September 2015, within;

- Community Resources;
- Development and Housing Services;
- Children's Services; and
- Finance and Resources.

It was a very positive audit with no, non conformities identified. The next audit is scheduled for March 2015.

3.4 As part of the Healthy Working Lives Gold award programme, information and participative campaigns continue to be delivered across the council; the cycle to work scheme was promoted as well as information on breast cancer.

3.5 Renfrewshire Council is among the winners in the RoSPA Occupational Health and Safety Awards 2015. The Council has received a silver award in the prestigious annual scheme run by the Royal Society for the Prevention of Accidents

3.6 The health and safety section continue to work with IT, currently enhancing and developing our electronic applications.

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: Steven Fanning
0141 618 7284
steven.fanning@renfrewshire.gcsx.gov.uk