



<b>REPORT TO:</b>	Policy Development Panel
<b>DATE:</b>	6 <sup>th</sup> February 2024
<b>SUBJECT:</b>	Health and Safety Policy – General Statement of Intent and Arrangements
<b>PURPOSE:</b>	That members consider the Health and Safety Policy, following a recent review, and make recommendation to Cabinet for approval.
<b>KEY DECISION:</b>	<i>N/A</i>
<b>PORTFOLIO HOLDER:</b>	Councillor Jim Astill – Portfolio Holder for Corporate, Governance and Communications
<b>REPORT OF:</b>	Christian Allen; Assistant Director Regulatory
<b>REPORT AUTHOR:</b>	Christian Allen; Assistant Director Regulatory
<b>WARD(S) AFFECTED:</b>	All
<b>EXEMPT REPORT?</b>	<i>No</i>

## **SUMMARY**

South Holland District Council (SHDC) is committed to the health, safety and welfare of employees and others who may be affected by Council activities. The Council are obliged to make provisions for health, safety and welfare according to the Health & Safety at Work etc. Act 1974 and subsequent regulations made under the Act.

The Council recognises that employees are a vital asset and is committed to the prevention of injury and ill health to all employees, and also to the health, safety and welfare of non-employees, who may be affected by the Council's work activities.

Amongst the explicit duties imposed on the Council as an employer, is the requirement to provide a written health and safety policy and to review the Policy from time to time to ensure that it remains compliant and fit for purpose.

Members of the Policy Development Panel are invited to consider the Health and Safety Policy, following the most recent review undertaken in quarter 3 of 2023/24, and recommend it to Cabinet for approval.

## **RECOMMENDATIONS**

That Policy Development Panel considers the Health and Safety Policy and recommends it to Cabinet for approval.

## **REASONS FOR RECOMMENDATIONS**

To ensure that Members are aware of the duties imposed on the Council by the Health & Safety at Work etc. Act 1974 and the requirement to maintain a Health and Safety Policy that is up to date, relevant and fit for purpose.

That Members are informed of their responsibilities, and those of Officers, as set out within the Health and Safety Policy.

## **OTHER OPTIONS CONSIDERED**

None. The Council has a legal obligation to provide a Health and Safety Policy.

## **1. REPORT**

- 1.1 The Health and Safety Policy for South Holland District Council sets out the policy framework and means by which the Council seeks to meet the health, safety and welfare obligations that it has to its workforce, contractors and those affected by the undertakings of the Council.
- 1.2 Good practice dictates that Health and Safety Policy is reviewed every three years and hence the recent review was identified in the SHDC Policy Register tabled at Policy Development Panel on 12<sup>th</sup> December 2023.
- 1.3 The policy review has been completed by the Health and Safety Manager at PSPS Ltd in collaboration with the Assistant Director Regulatory and thereafter followed consultation with the South Holland Health and Safety Working Group. The output from these deliberations is the Health and Safety Policy attached at appendix A to this report.
- 1.4 Whilst recognising the leadership of the Council has changed, there have been no other adjustments made to the Policy.
- 1.5 Members may wish to be aware that the Health and Safety Policy for South Holland District Council has now been aligned with the Health and Safety Policies for Boston Borough Council and East Lindsey District Council. Whilst each Council is required to have their own Health and Safety Policy, the content and appearance of the documents are the same and review dates are now aligned across the Partnership.

## **2. CONCLUSION**

- 2.1 Members of the Policy Development Panel are invited to consider the Health and Safety Policy, following the most recent review, and recommend it to Cabinet for approval.

## **EXPECTED BENEFITS TO THE PARTNERSHIP**

## **IMPLICATIONS**

### **SOUTH AND EAST LINCOLNSHIRE COUNCILS PARTNERSHIP**

Whilst each sovereign Council is obliged to have their own Health and Safety Policy to comply with legal requirements, Health and Safety Policies for all three Councils have been aligned, in terms of their content and format, at this review

### **CORPORATE PRIORITIES**

None

### **STAFFING**

None

### **WORKFORCE CAPACITY IMPLICATIONS**

None

### **CONSTITUTIONAL AND LEGAL IMPLICATIONS**

Approval of the Policy is an Executive function of the Council. The Head of Paid Service and Leader of the Council are signatories to the Health and Safety Policy. PSPS Ltd Health and Safety Manager has provided the technical advice and input to the policy.

### **DATA PROTECTION**

None

### **FINANCIAL**

None

### **RISK MANAGEMENT**

Failure to have a fit for purpose health and safety policy in place represents a legal, financial and reputational risk for the Council. As a public body the Council should be leading the way in terms of health and safety conformance.

### **STAKEHOLDER / CONSULTATION / TIMESCALES**

Consultation has taken place with the Portfolio Holder for Corporate, Governance and Communications, the Leader of the Council, Head of Paid Service, Assistant Director – Governance and Monitoring Officer and Deputy Chief Executive (Corporate Development) & Section 151.

### **REPUTATION**

The Council could face reputational harm were it not to have in place a fit for purpose Health and Safety Policy that meets the legal minimum standards and may face sanctions imposed by the Health and Safety Executive.

#### **CONTRACTS**

None

#### **CRIME AND DISORDER**

None

#### **EQUALITY AND DIVERSITY/ HUMAN RIGHTS/ SAFEGUARDING**

None

#### **HEALTH AND WELL BEING**

The Council recognises that employees are a vital asset and is committed to the prevention of injury and ill health to all employees, and also to the health, safety and welfare of non-employees, who may be affected by the Council's work activities.

#### **CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS**

None

#### **LINKS TO 12 MISSIONS IN THE LEVELLING UP WHITE PAPER**

None

#### **ACRONYMS**

None

#### **APPENDICES**

Appendices are listed below and attached to the back of the report: -

*APPENDIX A*

Health and Safety Policy – General Statement of Intent and Arrangements; December 2023 (Issue V3.0 – 11/12/2023)

#### **BACKGROUND PAPERS**

*No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production of this report.*

#### **CHRONOLOGICAL HISTORY OF THIS REPORT**

*A report on this item has not been previously considered by a Council body.*

#### **REPORT APPROVAL**

Report author:	Christian Allen, Assistant Director Regulatory
Signed off by:	John Leach, Deputy Chief Executive - Communities
Approved for publication:	Councillor Jim Astill – Portfolio Holder for Corporate, Governance and Communications