

EAST AYRSHIRE COUNCIL

CABINET – 2 DECEMBER 2009

DEPARTMENTAL HEALTH AND SAFETY ACTION PLANS 2009/2010 – PROGRESS REPORT

Report by Depute Chief Executive/Executive Director of Corporate Support

1. PURPOSE

- 1.1 The purpose of this report is to present to Cabinet the Departmental Health and Safety Action Plans for 2009-2010 and progress against these in response to the provisions of the Corporate Health and Safety Action Plan 2009/10.

2. BACKGROUND INFORMATION

- 2.1 The Corporate Health and Safety Action Plan was approved by Cabinet at its meeting on 17 June 2009. In order to implement that Plan, each Executive Director was required to develop a Departmental Health and Safety Action Plan. The five key objectives contained in the Corporate Health and Safety Action Plan for 2009/2010 were:

1. Encouraging a positive safety culture involving all employees.
2. Reducing incidents and ill-health at work.
3. Undertaking consistent and proportionate audits and inspections.
4. Ensuring trained and competent employees.
5. Addressing key risk areas.

- 2.2 The Departmental Health and Safety Action Plans build on the progress of the previous year and aim to further integrate the management of health and safety into daily business practice while responding to and meeting the requirements of the Corporate Plan.

3. 2009/2010 ACTION PLANS

- 3.1 Action Plans are attached to this report in respect of the Departments of Corporate Support, Educational & Social Services, Neighbourhood Services and Chief Executive's Office, Finance and Asset Management.
- 3.2 The 2009/10 Action Plans reflect both the Council's and Departmental priorities. Progress is monitored by the Departmental Management Teams, Departmental JCCs and the Corporate Health and Safety Group.

4. IMPLEMENTATION OF THE HEALTH AND SAFETY IMPROVEMENT PLAN

- 4.1 The following specific actions arising from the Review of Health and Safety which is being considered separately by Cabinet are relevant to this report and will be implemented in addition to the actions detailed in the attached Action Plans. These specific actions may be augmented as the Improvement Plan is implemented.

- 4.1.1 Department of Corporate Support – Entire Health and Safety Improvement Plan.

- 4.1.2 Department of Neighbourhood Services – Training Matrix, Control of Contractors, Working at Heights, Occupational Stress, Transport, Point of Work Risk Assessments and Standard Operating Procedures.
- 4.1.3 Department of Educational and Social Services – Occupational Stress, Working at Heights and Control of Contractors.
- 4.1.4 Chief Executive's Office, Finance and Asset Management – Training Matrix, Control of Contractors, Occupational Stress, Point of Work Risk Assessments and Standard Operating Procedures.

5. LEGAL/POLICY IMPLICATIONS

- 5.1 The Health and Safety at Work Etc Act 1974 places specific responsibilities on the Council in terms of its duty of care for the health and safety of its employees and others who may be affected by its activities. The Council is recognised as taking its health and safety responsibilities seriously and the continuation of an action planning process will support that key objective.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no direct financial implications arising from this report. Any resources required to implement any of the identified actions will be met from existing departmental resources.

7. COMMUNITY PLAN

- 7.1 The 2009/2010 Action Plan assists the Council in meeting the objectives of the Community Plan.

8. RISK MANAGEMENT IMPLICATIONS

- 8.1 By following the Action Plans, Departments will promote safety for employees and service users and reduce the risk of accidents, incidents or near misses.

9. RECOMMENDATIONS

- 9.1 Cabinet is asked to consider and note the progress against the Departmental Health and Safety Action Plans for 2009-2010.

Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support
25 November 2009

BACKGROUND PAPERS

- 1. Corporate Health and Safety Action Plan 2009-2010 – Report to Cabinet 17 June 2009.

Any person who wishes any further information on this report should contact Martin Rose, Head of Human Resources, tel: 01563 576092