

EAST AYRSHIRE COUNCIL

PERSONNEL AND PROPERTY SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE – 2 APRIL 2001

HEALTH AND SAFETY PLAN

Report by Depute Chief Executive/Director of Corporate Resources

1. PURPOSE OF REPORT

- 1.1 To recommend a prioritised Health and Safety Action Plan.

2. BACKGROUND INFORMATION

- 2.1 The Sub-Committee received a Health and Safety update report at its previous meeting on 13 February 2001. The Depute Chief Executive was asked to report back with any policy requirements arising from the Health and Safety Manager's review of existing arrangements.
- 2.2 The Health and Safety Manager submitted a detailed report on his review of the Council's Health and Safety Management System to the Chief Executive's Senior Management Team. The report included detailed recommendations for the development of strategic Health and Safety Plans at corporate and departmental level. The Health and Safety Manager has identified many strengths in existing arrangements and the main improvement opportunities relate to setting of targets for a reduction in Lost Time Accidents, developing communication strategies and monitoring and regular review of performance against recognised standards.
- 2.3 This detailed review has been timely in that it coincides with the Government's commitment within its "Revitalising Health and Safety" strategy. The key aims of this document are:
- to inject new impetus into the health and safety agenda;
 - to identify new approaches to reduce further rates of accidents and ill health caused by work, especially approaches relevant to small firms;
 - to ensure that our approach to health and safety regulation remains relevant for the changing world of work over the next 25 years; and
 - to gain maximum benefit from links between occupational health and safety and other Government programmes.

3. HEALTH AND SAFETY COUNCIL ACTION PLAN

- 3.1 The Executive Summary section of the Health and Safety Manager's report, which includes the detailed action plan, is attached for members' information. A full copy of the report is available for members on request from the Health and Safety Manager.
- 3.2 The following issues are brought to members' attention for consideration and approval:

1. Developing and promoting of annual corporate and departmental health and safety plans.
2. Setting performance targets against planned objectives (eg 10% reduction in lost time accidents by end 2002).
3. Improving frontline communications aimed at promoting health and safety awareness to all employees.
4. Prioritising Audit and Workplace Inspection schedules.
5. Reviewing and updating policy positions (eg Hand Arm Vibration; Stress; Driver Safety; Lone Working; Working at Heights).
6. Promoting health and safety training as a key objective within the Council's training and development plan.
7. Establishing an annual Occupational Health Strategy.

4. TRADE UNIONS

- 4.1 The trade unions were consulted by the Health and Safety Manager in the preparation of his report. They will be further consulted on the detail of the recommended Action Plan after the Sub-Committee's consideration.

5. FINANCIAL IMPLICATIONS

- 5.1 The management of health and safety in the workplace is met from within existing budgets. The proposals within the plan further organise existing commitment and responsibilities.

6. POLICY IMPLICATIONS

- 6.1 The recommended Action Plan will complement the Council's Personnel policies.

7. RECOMMENDATIONS

- 7.1 The Sub-Committee is asked to:

- a) approve the Health and Safety Action Plan attached to this report and summarised in paragraph 3 above;
- b) ask the Chief Executive to inform each Director to submit their departmental action plan in support of the corporate plan to the appropriate service committee; and
- c) ask the Health and Safety Manager to provide regular update reports on the Council's response to the Action Plan to the Sub-Committee.

BACKGROUND PAPERS

1. Report by Depute Chief Executive/Director of Corporate Resources to Personnel and Property Sub-Committee of the Policy and Resources Committee on 13 February 2001.
2. Health and Safety Review 2000 report prepared by Health and Safety Manager.

Anyone wishing further information should contact Graham Haugh, Head of Personnel, telephone 01563 576092.

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AGENDA