

# Policy and Resources Committee



Date of meeting 14 March 2022

<b>Title</b>	Spelthorne's Health and Safety Policy (2022-2024)
<b>Purpose of the report</b>	To make a recommendation to Policy and Resources Committee/Council
<b>Report Author</b>	Tracey Willmott-French, Senior Environmental Health Manager
<b>Ward(s) Affected</b>	All Wards
<b>Exempt</b>	No
<b>Exemption Reason</b>	NA
<b>Corporate Priority</b>	This item is not in the current list of Corporate Priorities but still requires a committee decision.
<b>Recommendations</b>	<b>Committee is asked to:</b> <ul style="list-style-type: none"><li>• To adopt the corporate Health and Safety Policy</li><li>• To authorise the Chief Executive to agree minor variations to the adopted health and safety policy</li></ul>
<b>Reason for Recommendation</b>	Members are asked to adopt and commit to the Council's Health and Safety Policy to safeguard the health, safety, and welfare of staff, its members, and the public.

## 1. Summary of the report

1.1 This report seeks the formal adoption of the Council's Health and Safety Policy (2022-2024).

## 2. Key issues

2.1 The Health and Safety at Work Act 1974 places a legal duty on all organisations to assess and control the risks to the health, safety, and welfare of employees and the public that arise from the activities associated with the organisation.

2.2 Where the organisation has five or more employees the organisation must write down within a policy how health and safety will be managed within the organisation.

2.3 Spelthorne Borough Council has assessed the risks to the health, safety, and welfare of its employees, members and the public that may arise from its activities. It has put in place arrangements for implementing health and safety control measures.

2.4 The Council has set down how it will manage and control any such risks in its health and safety policy, attached at **Appendix 1**.

- 2.5 The health and safety policy has been circulated and signed off by Management Team and Group Heads. Responsibility for health and safety also extends to Members, it is therefore appropriate that they should formally adopt the policy recommended to them by Officers.
- 3. Options analysis and proposal**
- 3.1 **Option one** (*the recommended option*) - Members adopt the Council's Health and Safety Policy (2022-2024) which is attached at **Appendix 1**.
- 3.2.1 As a public and member lead organisation, members are signing up to the Council's commitment to safeguard the health, safety, and welfare of staff, members, and the public.
- 3.2.2 Further, to agree that the Chief Executive approves any minor variations required to be made to the adopted health and safety policy without its referral back to Committee.
- 3.2 **Option two** – Members ask for amendments to the policy.
- 3.3 **Option three** – Members do not adopt the policy.
- 4. Financial implications**
- 4.1 There are no financial implications outside the existing budget.
- 5. Other considerations**
- 6. Equality and Diversity**
- 6.1 The implementation of controls to protect health, safety, and welfare by their nature considers people's specific needs and diversities.
- 7. Sustainability/Climate Change Implications**
- 7.1 Implementation of the policy has no relevancy for sustainability or climate change issues.
- 8. Timetable for implementation**
- 8.1 Immediate - Spelthorne's health and safety policy has already been consulted internally across the organisation.
- 9. Contact**
- 9.1 Tracey Willmott-French, Senior Environmental Health Manager (01784 446271); [t.willmott-french@spelthorne.gov.uk](mailto:t.willmott-french@spelthorne.gov.uk)

**Background papers:** There are none

**Appendices:**

Appendix 1 – Spelthorne's Health and Safety Policy (March 2022-2024)