

WELWYN HATFIELD BOROUGH COUNCIL  
ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE –4 APRIL 2016  
REPORT OF THE DIRECTOR (GOVERNANCE)

**HEALTH AND SAFETY SERVICE PLAN**

**1 Executive Summary**

- 1.1 This report seeks member approval of the latest version of the Health and Safety Service Plan (appendix A). As an enforcing authority for the Health and Safety at Work etc Act 1974 it is necessary to produce a service plan which is agreed with Members. This service plan deals with the council's role as a health and safety regulator, not as an employer.

**2 Recommendation(s)**

- 2.1 For the committee to consider and approve the service plan and recommend to Cabinet that it is sent to Full Council to be adopted.

**3 Explanation**

- 3.1 Health and safety in the workplace is a topic that affects us all. Our perspective may differ as an employer, employee or member of the public. Importantly good health and safety management protects lives and prevents workplace injury and disease. The service produces a periodic health and safety service plan which sets out commitments with regard to inspections, investigations, permissioning (e.g. work to remove asbestos), education and formal enforcement via legal notices and prosecutions. The document also outlines the means available to provide the service and the performance monitoring that will be undertaken. The service plan has taken into account the new national themes for health and safety which are<sup>1</sup>:

- Acting together
- Tackling ill health
- Managing risk well
- Supporting small employers
- Keeping pace with change
- Sharing our successes

- 3.2 The service plan enables prioritisation and targeting of the Council's health and safety enforcement resources to meet national targets and local needs. The health and safety service plan (appendix A) and Intervention Timetable (Appendix B) provides details of the proposed outcomes for the years 2016 to 2018. The extension over a 2 year period provides greater some flexibility in the delivery of our interventions, especially in the event of a fatal/serious workplace accident investigation.

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<sup>1</sup> As set out in Helping Great Britain Work Well: A new health and safety system strategy 2016  
<http://www.hse.gov.uk/strategy/> accessed 07/03/2016

#### **4 Legal Implication(s)**

5 The service is required to produce and make available a health and safety service plan that is agreed by elected members and makes clear the arrangements for contributing to current Health and Safety Executive (HSE) priorities. This is a requirement specified within the mandatory guidance issued by the HSE under section 18 of the Health & Safety at Work etc Act 1974

#### **6 Financial Implication(s)**

6.1 None directly arising from this report.

#### **7 Risk Management Implications**

7.1 There is a requirement for the Council to provide a service plan in accordance with HSE's section 18 guidance. Failure to provide the service plan and/or comply with the section 18 standard leads to the risk of public naming and shaming, damage to reputation, harm to local business and risks to employees and the public using premises in Welwyn Hatfield. Our work with businesses supports the local economy and helps with economic growth.

#### **8 Security & Terrorism Implication(s)**

8.1 None directly arising from this report

#### **9 Procurement Implication(s)**

9.1 None directly arising from this report; however experience shows the value of having specialist legal services and expertise for example from the national health and safety laboratory to assist with complex workplace investigations and procurement of these services will be dealt with on an as needed basis.

#### **10 Climate Change Implication(s)**

10.1 None directly arising from this report, although changing climate could create different workplace risks.

#### **11 Link to Corporate Priorities**

11.1 The subject of this report is linked to the Council's Corporate Priorities maintain a safe and healthy community, protect and enhance the environment, build a strong local economy, engage with our communities and provide value for money and specifically to the requirements of the Health and Safety at Work etc Act, relevant statutory provisions and national guidance.

#### **12 Equality and Diversity**

13 I can confirm that an equality impact screening assessment has been carried out in connection with the health and safety enforcement work of the council.

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