

## **HAMBLETON DISTRICT COUNCIL**

**Report To:** Scrutiny Committee  
28 July 2016

**From:** Chairman of Scrutiny Committee

**Subject:** **POLICY REVIEW – HEALTH AND SAFETY MANAGEMENT**

All Wards

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### **1.0 SUMMARY:**

1.1 The purpose of this report is to approve the project plan for the Policy Review on Health and Safety Management.

### **2.0 BACKGROUND:**

2.1 At its meeting on 9 June 2016 the Committee agreed to undertake a review on Health and Safety Management within the Council.

### **3.0 INFORMATION AND ISSUES:**

3.1 The Committee is now asked to provide details of the information it wishes to receive and issues it wishes to consider at the initial stages of this review and how it would like the review conducted.

3.2 A draft project plan is attached at Annex A.

### **4.0 RECOMMENDATION:**

4.1 It is recommended that the Committee approves the project plan and determines information that it would like officers to report upon to the next meeting of the Committee.

COUNCILLOR STEPHEN DICKINS

**Background papers:** Scrutiny Committee Minutes, 9 June 2016

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## SCRUTINY COMMITTEE

### POLICY REVIEW – HEALTH AND SAFETY MANAGEMENT

#### TERMS OF REFERENCE:

To consider whether the existing plans, policies and working arrangements for Health and Safety Management within the Council are effective and to ensure that the Council's Health and Safety meets or exceed the legal requirements

#### SCOPE

- To review the existing arrangements for Health and Safety Management, including the secondment arrangement with NYCC
- To review the Corporate Health and Safety Plan for 2016-2017
- To review the Health and Safety Policy 2016
- To consider performance on the key improvement priorities for 2016-2017
- To consider how the Corporate Policy and Plan is being implemented in the key risk areas for Health and Safety in the Council

#### OBJECTIVES

- To investigate whether the existing arrangements for Health and Safety Management are effective and fit for purpose
- To ascertain whether any significant Health and Safety issues remain unresolved and to consider a way forward to resolving these issues
- To review the Corporate Health and Safety Policy and Health and Safety Plan for 2016-17 taking into consideration any outstanding issues that remain unresolved
- To review existing arrangements for Health and Safety Management and consider whether these are effective

#### WITNESSES

- Chief Executive, Dr Justin Ives
- Executive Director, Mick Jewitt
- Dominic Passman, Health and Safety Risk Manager
- Head of Service – Environment, Paul Staines
- Head of Service – Leisure and Communities, Steve Lister

#### DOCUMENTS/EVIDENCE

- Health and Safety Policy 2016
- Health and Safety Plan for 2016/17
- Progress reports on the implementation of the Health and Safety Plans
- WASS Health and Safety Plan 2016/17
- Leisure and Communities Health and Safety Plan 2016/17

#### OTHER METHODS/CONSULTATION/RESEARCH

Task and Finish Groups.

#### OFFICER SUPPORT

Louise Hancock, Democratic Services Officer  
Gary Nelson, Head of Service – Legal and Information (Monitoring Officer)

#### TIMESCALE

Commencing September 2016  
Projected completion January 2017  
Report to Cabinet February 2017