

# HAVANT BOROUGH COUNCIL

Full Council

26<sup>th</sup> July 2023

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## Health and Safety Policy Statement 2023/24

FOR DECISION

Portfolio Holder: Cllr Neil Bowdell

Key Decision: No

Report number: HBC/027/2023

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### 1. Purpose

1.1 The paper is submitted to the Full Council Meeting for approval of the Council's Health and Safety Policy Statement, for 2023/2024 (Appendix A).

### 2. Recommendation

2.1 Members are asked to:

- a. Approve the Health and Safety Policy Statement for 2023/24.

### 3. Executive Summary

3.1 The legal requirements to write a Health and Safety Policy are included in the Health and Safety at Work etc. Act 1974, and The Management of Health and Safety at Work Regulations 1999.

3.2 This policy statement makes clear the Authority's intent regarding Health and Safety, and outlines arrangements, roles and responsibilities required to discharge responsibilities in this area.

3.2 The Authority has a policy in place, but this needed to be reviewed to ensure currency, and to account for management changes within the organisation since the ending of the Joint Management Agreement with East Hampshire District Council.

3.3 Full Council are asked to approve the updated policy, to support continued compliance with statute and associated regulations.

### 4. Additional Budgetary Implications

4.1 There are no budgetary implications arising from these recommendations.

## **5. Background and relationship to Corporate Strategy and supporting strategies and policies**

- 5.1 The legal requirements to write a Health and Safety Policy are included in the Health and Safety at Work etc. Act 1974, and The Management of Health and Safety at Work Regulations 1999.
- 5.2 This policy makes clear the Authority's intent regarding Health and Safety, and outlines arrangements, roles and responsibilities required to discharge responsibilities in this area.
- 5.3 The Authority currently has a policy in place, but this needs revision primarily to recognise changes since the ending of the Joint Management Agreement with East Hampshire District Council.
- 5.4 In addition, it was determined that the Authority should streamline arrangements, and merge the two tiers of governance (a Committee and a Champions Meeting). This is to recognise both a necessity to focus on agility, as per our values, but also to support our continued drive to empower and engage staff. The new arrangement is summarised in Appendix A of the Policy Statement.

## **6. Options considered**

- 6.1 Do nothing was not an option. There was no evidence to drive radical changes. As a consequence, subject to best practice advice from both internal and external sources, a simple streamlining exercise, recognising current management structures, was applied.

## **7. Resource implications**

### **7.1 Financial implications**

None to report.

#### **Section 151 Officer comments**

Whilst there is no direct financial implication from approving this policy, failure to have an up to date, legal and appropriate health and safety policy could result in additional costs via regulator fines, insurance claims and/or compensation.

The main report also notes that we commit to being appropriately insured. Whilst the policy itself isn't the only reason to be insured, that does come with a significant cost, one which is increasing above inflation levels this year. This should not prevent this policy from being approved, but it should be noted that there is a cost associated with health and safety and one that cannot be avoided.

This report and the new policy have my approval.

## **7.2 Human resources implications**

No material impacts arising. The Health and Safety of staff, contractors and visitors to Havant Borough Council sites, or in the discharge of duties for the Authority remains of critical importance.

## **7.3 Information governance implications**

No material impacts arising.

## **7.4 Climate and environment implications**

No material impacts arising.

## **7.5 Other resources implications**

None to note.

## **8. Legal implications**

- 8.1 This policy is a legal requirement. Approval of the updated policy, and then all actions to disseminate and assure delivery of the provisions, are vital.

### **Monitoring Officer comments**

The Health and Safety at Work, etc. Act 1974 requires that the Borough Council has an up-to-date policy for health and safety that defines how the Council organises key responsibilities and arrangements, to ensure the health, safety and welfare of all Council employees and those who may be affected by the activities of the Council.

## **9. Risks and mitigations**

- 9.1 No risks arising from approval of the policy. Failure to approve a policy and deliver its provisions would represent a significant risk, both in compliance to law, and to the health and safety of staff, contractors and visitors.

## **10. Consultation**

- 10.1 This policy has been subject to consideration and review by the Health and Safety Champions, Unison, the Executive Leadership Team and Cabinet members.

## **11. Communications**

11.1 The updated Health & Safety Policy Statement will be shared with all staff so that the message re Health & Safety and its importance can be reinforced to staff alongside individual responsibilities. This will be supported by relevant training and other interventions.

## **12. Appendices**

Appendix A: Health and Safety Policy Statement 2023/2024

## **13. Background papers**

None

### **Agreed and signed off by:**

**Portfolio Holder:** Neill Bowdell, 8 July 2023

**Executive Head:** Matt Goodwin, 17 July 2023

**Monitoring Officer:** Jo McIntosh, 17 July 2023

**Section 151 Officer:** Steven Pink, 17 July 2023

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