

SERVICE DESCRIPTION FORM

Department: Corporate Services
Service: Health and Safety
Income: None
Description: <p>Provide Health and Safety advice, policies and systems in order to ensure a healthy and safe environment for employees, service users, members of the public. Support given for health and safety responsibility at all levels, including accident investigation, statistical monitoring and interventions (e.g violence and aggression), preventative work, audits and inspections. Act as key liaison with Health and Safety Executive for inspections, investigations and required improvements.</p> <p>Undertake health and safety assessment of work placement providers (Education and Community Services), foster carers and prospective adopters.</p> <p>The service tends to support more complex operational safety issues, serious incidents, and issues with a corporate or wider impact. They are often called upon to provide advice as to whether it is safe to continue to operate a service or where there is already some degree of dispute or challenge.</p> <p>STATUTORY REQUIREMENTS: the Health and Safety at Work (HASW) Act 1974 and in the Management of Health and Safety Regulations 1999, supplemented by Regulations, Codes of Practice and Guidance that relate to particular industries, activities or hazards.</p> <p>In summary, the legal responsibilities of employers are that they must:</p> <ul style="list-style-type: none">• Provide a written health and safety statement;• Assess the risks to employees, customers, partners and others who may be affected by their activities• Arrange for effective planning, organisation, control, monitoring and review of preventive and protective measures;• Ensure they have access to competent health and safety advice• Consult employees about risks at work and current preventive and protective measures. <p>The HASW Act requires the provision of information, training and supervision in relation to health and safety and that there is a safe working environment, with proper maintenance and safe systems of work in place.</p> <p>The Management of Health and Safety Regulations require that employers appoint a “competent person” to help them meet the requirements of health and safety law. In addition larger organisations need to have formal procedures for auditing and reporting health and safety performance as the basis of self-regulation and compliance with sections 2 –6 of the HASW Act.</p> <p>H&S regulations tend to be goal setting in nature without specified methods and often refer to what is “reasonably practical”, therefore, there is considerable discretion in how employers can meet their duties. However, there are also penalties for the organisation and individuals should things go wrong, including the possibility of heavy financial penalties and custodial sentencing.</p>

Outcomes / impacts:

The service establishes and maintains the council's safety policy and safety management system with a view to complying with legislation and ensuring risks are effectively managed to provide a safe and healthy environment and to minimise the number of accidents and incidents affecting employees and service users.

Advice and support is provided on the deployment and implementation of the above and assistance given with more complex cases and incident/accident investigations.

The service has a key role in assessing safety issues which allow school work placements, fostering and adoption to proceed and this must often be done to tight timescales