

APPENDIX 1



HEALTH & SAFETY POLICY STATEMENT

Cumbria County Council has a duty to provide for the health, safety and wellbeing of all its employees and any other person who may be affected by its activities.

We aim to promote a positive health and safety culture where everybody is expected to play a part. We are committed to continuous improvement in health and safety performance and recognise that for health and safety management to be successful all parties must be actively engaged.

To promote better health at work we will focus on:

- work/life balance (including sleep/tiredness)
- mental health/wellbeing (including stress)
- healthy lifestyle (including physical activity, healthy eating, musculoskeletal issues)

To promote a positive safety culture we will focus on:

- working practices and rules for effectively controlling hazards
- a positive attitude towards risk management and compliance with the control processes
- the capacity to learn from accidents, near misses and safety performance indicators and bring about continual improvement.

We will ensure, so far as is reasonably practicable, that we provide safe premises and working environments, safe equipment and substances, and safe systems of work. We will provide information, instruction, training and supervision to ensure excellent levels of health and safety are achieved and maintained.

To achieve our aims

To achieve our aims we provide a range of information and advice, training and tools to support everybody to be aware of and improve their health and safety, and to assess and effectively manage risks. These include:

- health and safety related training – including the development of a suite of e-learning modules;
- refreshed information site on In-Touch
- the Employee Wellbeing Service;
- suitable risk assessments to ensure that health and safety arrangements are adequate
- health and safety support to schools:

Roles and Responsibilities

All staff are expected to adopt excellent health and safety standards, to comply with policies and procedures and engage in the reporting and management of health and safety issues.

The Council shall establish a Corporate Health and Safety Group (with senior leadership and union representation); to lead and engage staff at all levels.

Corporate Directors are responsible for maintaining high standards of health, safety and welfare within their own Directorates consistent with this safety policy statement and with the Corporate Health & Safety Procedures Manual.

Each Directorate will prepare an Action Plan for health and safety improvement which will be regularly reviewed and where necessary will prepare further written documentation to describe the organisation and arrangements for health and safety to address specific risk areas within the Directorate.

The Safety Practitioners Group, chaired by the Senior Health, Safety & Wellbeing Manager, is a forum for sharing health and safety experience across the Council and for developing corporate health and safety procedures.

Corporate health and safety procedures will be reviewed, updated and approved at the Corporate Health and Safety Group.

Managers and supervisors throughout the council have responsibility not only for their own health and safety but also for that of employees under their control.

Legal compliance in all areas is deemed to be the minimum standard to be attained. Failure to adopt adequate procedures will be taken seriously. Where required, appropriate disciplinary procedures will be implemented.

Monitoring and Performance Management

In order to ensure we are achieving adequate health and safety standards, arrangements will be put in place to monitor performance. These will include audit arrangements and monitoring of accident and work related ill health data. The Council will also produce quarterly dashboard reports summarising key health and safety data for dissemination to DMTs and CMT.

Wherever possible we will benchmark our performance against available data and seek to achieve continual improvement in performance.

Health and safety performance will be published in an Annual Health, Safety and Wellbeing Report with interim updates provided on a quarterly basis (as required).

This policy statement will be reviewed on an annual basis to ensure it remains up to date.

A chart showing how health and safety arrangements are structured in the Council is provided at the end of this statement.

The statement represents a summary of the corporate health and safety organisation and arrangements within the Authority. The detailed organisation and arrangements can be found in the Corporate Health & Safety Procedures Manual which is published on the Council's Intranet site. This statement and the Procedures Manual will be made freely available to all interested parties.

Leader of the Council
Councillor Stewart Young

Signature

Date: [19 October 2017]

Portfolio Holder for Customers, Transformation and Fire & Rescue

Councillor Janet Willis

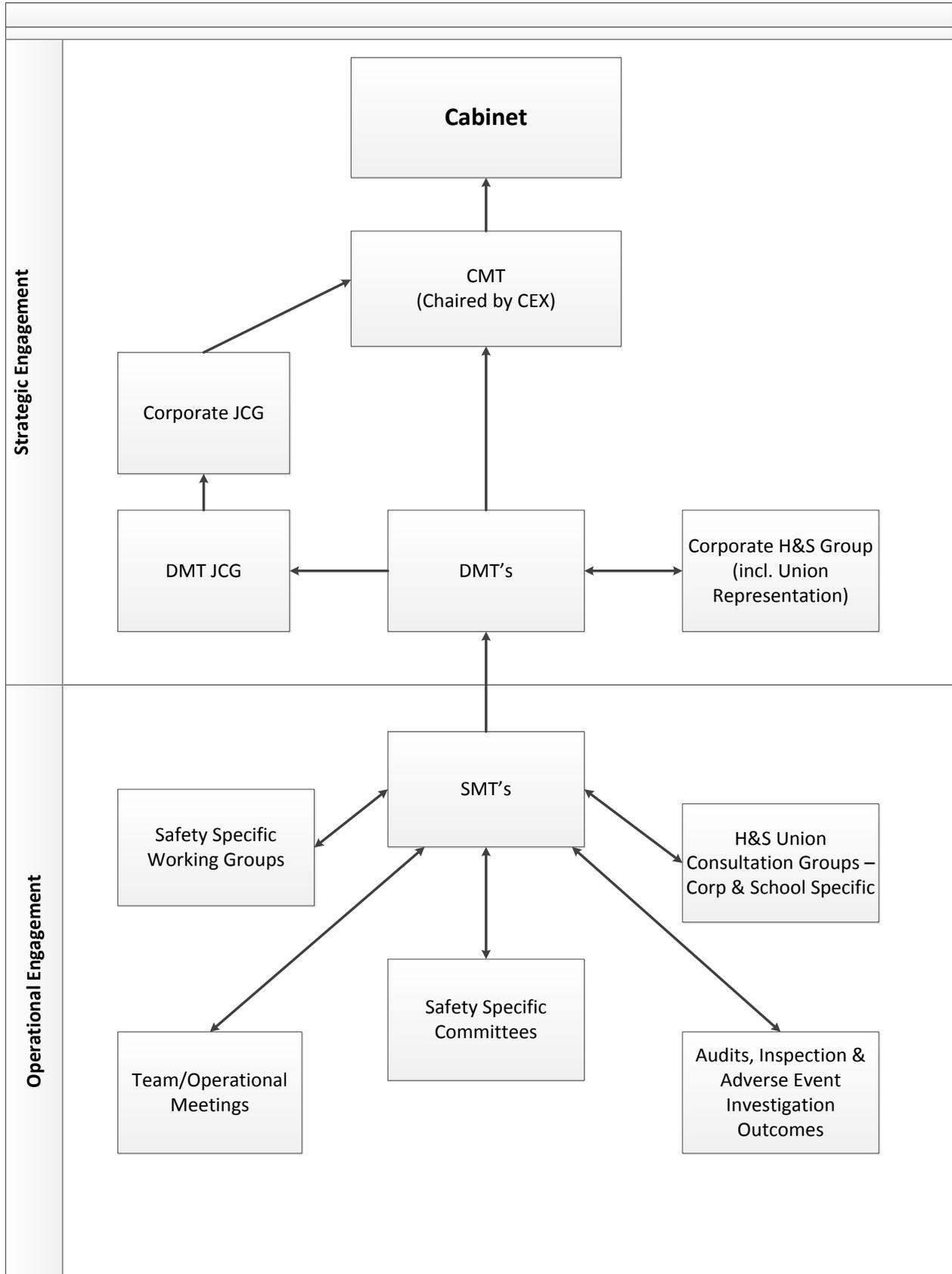
Signature

Date: [19 October 2017]

Chief Executive: Katherine Fairclough

Signature

Date: [19 October 2017]



Reference:

1. **Safety Specific Committees** – Commonly known as Directorate Health and Safety Committees. These are chaired by an Assistant Director and attended by the Directorate's Lead Health and Safety Advisor. They usually meet on a quarterly basis with recognised trade union representation.
2. **Team/Operational Meeting** - Health and Safety should be a standing item on team meeting agendas. To promote and ensure discussion of safety related topics and issues.
3. **Safety Specific Working Groups** – These are groups set up at an operational level primarily to look at a particular safety issue or project e.g. stress management , work equipment, work hazards
4. **H&S Union Consultation Group** – Specific consultation forums led by AD/ H&S to promote discussion on corporate/ school safety issues with recognised trade unions.
5. **Corporate H&S Group** (incl. Union Representation) this group is the Senior Level health and safety forum. Attendees will represent each Directorate and must be nominated by the Corporate Director and empowered to act on their behalf.