

H&S POLICY Statement

Nottinghamshire County Council is committed to provide a safe and healthy place of work for all employees and to ensure that the work and operations carried out do not adversely affect other people's safety and wellbeing.

The County Council will take all reasonable steps to ensure that it complies with the law on health, safety and welfare and any relevant Regulations, Approved Codes of Practice and Guidance. The County Council is further committed to continuous improvement in its health and safety performance and will set targets for improvement, which are reviewed annually. The County Council will implement a strategy setting out the action it intends to take to achieve these targets.

The County Council will also take all reasonable steps to ensure that:

- Information, instruction, training, supervision, equipment and facilities necessary to achieve safe working are provided.
- Its work, in all its forms, is done in a way that minimises the risk to people who are not employees.
- There is adequate consultation with employee elected and Trade Union appointed Safety Representatives on health, safety and welfare at work to ensure continuing improvement.
- Sufficient resources are provided to meet the commitments in this policy.
- This Policy is brought to the attention of all employees and reviewed from time to time.
- There are sufficient numbers of competent persons for providing health and safety advice and assistance.

For their part, it is the duty of all employees to take reasonable care for the health and safety of themselves, their fellow employees and all other persons who may be affected by their actions at work, and to co-operate with management to enable them to meet their responsibilities and to report health & safety problems and work-related injuries and ill-health

The effectiveness of this policy will be reviewed at regular intervals.



Mick Burrows
Chief Executive

Date: 1st March 2009

RESPONSIBILITIES

Elected Members are responsible for:

- Ensuring that the declared statement of safety policy is achieved.
- Ensuring that sufficient time and resources are made available for the management of health and safety so far as is reasonable.

The **Chief Executive** as the most senior officer has overall responsibility for:

- Ensuring that this health and safety policy is implemented within the County Council.
- Ensuring that Corporate Directors discharge their responsibilities effectively.
- Ensuring that there is an effective system for managing health and safety in line with the Management of Health and Safety at Work Regulations.
- Ensuring that there is a comprehensive Health and Safety Advisory service including arrangements for Occupational Health Advice.
- Ensuring that Corporate Directors regularly consider health and safety performance and issues affecting the County Council.
- Ensuring that decisions taken by Corporate Directors reflect the County Council's safety policy.

Corporate Directors are responsible for:

- Providing leadership and ensuring that all decisions reflect the safety intentions expressed in the health and safety policy.
- Managing health and safety within their Departments based on the Council's health and safety policy.
- Devising, implementing and monitoring Departmental Safety Policies and procedures for the work and premises they control.
- Setting and reviewing annually departmental targets and action plans to effect continuous improvement in health and safety performance in line with the County Council's overall targets and strategy.
- Ensuring they have access to competent persons for health and safety advice and assistance.
- Engaging the active participation of employees in improving health and safety.

All Employees have a duty to:

- Work safely and not put others at risk.
- Co-operate with the County Council in the implementation of this and Departmental Health and Safety policies.
- Report any inadequacies in the arrangements for managing health and safety of which they are aware.

HEALTH AND SAFETY DIRECTOR

The role of the Health and Safety Director will be to ensure that the Corporate Leadership Team:-

- provides health and safety leadership
- ensures decisions reflect health and safety intentions as articulated in this policy;
- is kept informed of, and alert to, relevant health and safety risk management issues; and
- recognises its role in engaging the active participation of employees in improving health and safety.

This role is intended to facilitate and promote health and safety at Corporate Director's level. It's function does not alter or diminish the legal responsibilities held by the Chief Executive and Chief Officers.

ARRANGEMENTS

The arrangements for implementing this policy are detailed in the Safety Manual, Departmental Safety Policies, procedures and guidance. The Safety Manual is an extension and integral part of this health and safety policy. Copies of the Safety Manual are available throughout the Authority and on the intranet.

