



**EXECUTIVE DECISION RECORD
Cabinet Member**

REF No: 142/24

A1 Service Area	Community, Open Spaces and Facilities Management
A2 Title	Corporate Health and Safety Policy
A3 Decision Taken By	Cabinet Member/ Leader/ Deputy Leader <i>(please delete as appropriate)</i>
A4 Chief Officer	Please print name: Andy O'Brien Please sign name: (Approval via email 22/04/2024)
A5 Leader / Deputy Leader	Please print name: Cllr M. Fitzpatrick Please sign name: (Approval via email 05/04/2024)
A6 Date of Decision	24 th April 2024

Confidential or Exempt Information

A7 Does this decision contain Confidential Information?	No
A7.1 Does this Decision contain Exempt Information as described in Schedule 12A of the Local Government Act 1972?	No
A7.2 If yes, please state relevant paragraph from Schedule 12A LGA 1972.	N/A

Conflict of Interest

Are there any conflicts of interest to declare? No

(If "Yes" please contact the Chief Executive before making the Decision. A note of dispensation should be attached).



Scrutiny/Audit

A8 Which Committee should this decision be submitted to? *(Please tick as appropriate)*

Scrutiny (Value for Money Council) Committee

Scrutiny (Regeneration Development and Market Hall) Committee

Scrutiny (Health and Wellbeing) Committee ✓

Scrutiny (Climate Change and Environment) Committee

Audit Committee

B1 What is the Decision?	To approve the reviewed Corporate Health and Safety Policy
B2 What are the reasons for the Decision?	Policy must be reviewed annually.
B2 Alternative options considered and rejected?	N/A
B3 What are the contributions to Corporate Priorities?	East Staffordshire Borough Council is committed to providing and maintaining a healthy and safe place of work for all its employees, as well as taking all reasonable steps to ensure that the public and the environment (which may be affected by the work of the Council) are exposed to the lowest practicable level of risk.
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

Financial Implications

B5 What are the financial implications?	There are no direct financial issues arising from this decision.
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Revenue	2023/24	2024/25	2025/26

Capital	2023/24	2024/25	2025/26

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: James Hopwood Please sign name: (Approval via email 20/03/2024)
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Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes	
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A	
B6.2 Has it got the appropriate approvals under those provisions?	N/A	
B7 Is the Decision wholly in accordance with the Council's budget?	Yes	
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A	
B7.2 Has it got the appropriate approvals under those provisions?	N/A	

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits): The Corporate Health and Safety Policy does not have an effect on equalities but does bring positive health benefits.
B8.2 Negative (Threats): None
B8.3 The subject of this decision is a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.
B8.4 The equality impact assessment identified the following actions to be carried out: N/A

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none"> • Improved health and safety of employees, elected members, contractors and members of the public. • Reduction in time lost through accidents and ill health. • Organisational: to making adequate resources available for health and safety. • Setting of health and safety objectives.

B9 What are the Risk Assessment implications:

- Developing suitable procedures and safe systems.
- Delegation of specific responsibilities to others.
- Monitoring the effectiveness of others in carrying out their responsibilities.
- Monitoring health and safety standards within the workplace and feeding concerns up through the organisation.
- Compliance with health and safety legislation, HSE approved codes of practice, guidance and industry best practice.

B9.2 Negative (Threats): None

B9.3 The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

Legal Considerations

B10 What are the Legal Considerations: The policy fulfils the requirement of legislation.

B10.1 There are no significant legal issues arising from this decision. However the Council, as an employer, is required to have a written health and safety policy. The authority also has a duty to ensure that the policy is, where necessary, updated and that it complies with its health and safety duties.

This section has been approved by the following member of the Legal Team

Please print name: John Teasdale

Please sign name: (Approval via email 21/03/2024)

Environmental Impacts

B11 What are the Environmental Impacts:

Consider impacts related to the Climate Change & Nature Strategy aims:

- Reducing greenhouse gas emissions (climate change mitigation)
- Preparing for future climate change (adaptation)
- Protecting and enhancing nature
- Using resources wisely and minimising waste and pollution

B11.1 The impacts are **not significant** and are set out below without enhanced consideration by the Council's Climate Change and Adaptation Officers.

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- Preparing for future climate change (adaptation)
- Protecting and enhancing nature
- Using resources wisely and minimising waste and pollution

B11.2 Positive Impacts (Opportunities/Benefits):

B11.3 Negative (Threats):

Health & Safety Implications

B12 What are the Health & Safety implications:

B12.1 N/A

B12.2 N/A

B12.3 N/A

B12.3.1 Positive (Benefits): The policy provides a statement of intent for the management of Health and Safety with in the Council.

B12.3.2 Negative (Threats): None

Key Decision

B13 Is this a Key Decision? No

Note: A Key Executive Decision is one where:

1. **REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000**
2. **CAPITAL – Any capital project with a value in excess of £150,000**
3. **A decision which significantly affects communities living or working in an area comprising two or more wards.**

<p>B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?</p>	<p>N/A</p>
<p>B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?</p>	<p>N/A</p>

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to:
democratic.services@eaststaffsbc.gov.uk