

Cheltenham Borough Council
Cabinet– 29th May 2012
Health & Safety Delivery Plan

Accountable member	Councillor Peter Jeffries, Cabinet Deputy Housing and Community Safety
Accountable officer	Sarah Clark, Public & Environmental Health Team Leader
Accountable scrutiny committee	Overview and Scrutiny
Ward(s) affected	All
Key Decision	No
Executive summary	<p>The Health & Safety at Work etc Act 1974 requires the Council to produce a Health & Safety Service Delivery Plan.</p> <p>The Health & Safety Service Delivery Plan is the Council's expression of commitment to the delivery of an improving cost effective and efficient regulatory service.</p> <p>This service plan is an annual plan detailing how Cheltenham is going to undertake its statutory health & safety regulatory functions. It is a detailed operational plan falling within the Public Protection service delivery of the Wellbeing and Culture Division.</p>
Recommendations	I therefore recommend that Cabinet approve the attached service plan for 2012-2013.

Financial implications	<p>There are no financial implications arising from this report. The Plan will be delivered within existing budgetary resources.</p> <p>Contact officer: Sarah Didcote sarah.didcote@cheltenham.gov.uk, 01242 262125</p>
Legal implications	<p>It is a statutory requirement to produce this plan on an annual basis.</p> <p>Contact officer: Sarah Farooqi sarah.farooqi@tewkesbury.gov.uk, 01684 272693</p>
HR implications (including learning and organisational development)	<p>There are no HR implications arising from this report.</p> <p>Contact officer: Donna Sheffield donna.sheffield@cheltenham.gov.uk, 01242 774972</p>

Key risks	Reactive regulatory services will given their inherent nature always contain the potential for an element of risk. An unplanned event (e.g. a serious injury or fatality) will require the diversion of resources away from scheduled plans. However, this is and will remain the essence of the service we deliver and will be tolerated and monitored throughout the plan with priority given to the appropriate control of high risk issues.
Corporate and community plan Implications	<p>The Health & Safety Service Plan supports the council's community objectives:</p> <ul style="list-style-type: none"> • Enhancing and protecting our environment; • Strengthening our economy; and • Strengthening our communities. <p>Our health and safety service contributes to all of these in the overall improvement in the wellbeing of those who live, visit and work in Cheltenham.</p>
Environmental and climate change implications	None

1. Background

- 1.1 Section 18 of the Health and Safety at Work etc Act 1974 (HSWA) puts a duty on Local Authorities (LAs) to make adequate arrangements for enforcement.
- 1.2 The Section 18 Standard sets out the broader requirements for Enforcing Authorities (EAs) when complying with this duty.
- 1.3 Full compliance with this standard is mandatory for all EAs from 31 March 2011. This was achieved here in Cheltenham by the successful introduction of flexible warranting as part of a County wide project.
- 1.4 Service plans are seen to be an important part of the process to ensure national priorities and standards are addressed and delivered locally. Service plans also:
 - ⦿ focus debate on key delivery issues;
 - ⦿ provide an essential link with financial planning;
 - ⦿ set objectives for the future, and identify major issues that cross service boundaries; and
 - ⦿ provide a means of managing performance and making performance comparisons.
- 1.5 The plan is required to be submitted to Members for approval.

2. Reasons for recommendations

- 2.1 It is a statutory requirement for Local Authorities to make adequate arrangements for enforcement under the Health and Safety At Work Act 1974.

3. Alternative options considered

- 3.1 No alternative options are available due to the statutory nature of this service.

4. Consultation and feedback

- 4.1 County and regional initiatives and priorities are discussed with HSE and other LAs in the South West region
- 4.2 A copy of the plan is available on the Council website

5. Performance management –monitoring and review

- 5.1 Performance against the Health and Safety Service Plan takes place on a monthly basis with the production of an annual statutory data return.

Report author	Contact officer: Sarah Clark , Public & Environmental Health Team Leader sarah.clark@cheltenham.gov.uk, 01242 77 5002
Appendices	None
Background information	Health & Safety Service Delivery Plan 2012-13

