

COMMITTEE	LICENSING
DATE	9th of October 2008
TITLE OF THE REPORT	HEALTH AND SAFETY SERVICE INTERVENTION PLAN 2008/09
RECOMMENDATION	TO APPROVE THE HEALTH AND SAFETY SERVICE INTERVENTION PLAN FOR 2008/09.
AUTHOR	HEAD OF ADMINISTRATION AND PUBLIC PROTECTION
PORTFOLIO LEADER	CLLR J R JONES

1. BACKGROUND

- 1.1 Within the Public Protection Unit there is a section that deals with health and safety at work enforcement. The work of this section is to enforce health and safety legislation in other work places outside the Council e.g. shops, caravan sites, hotels etc.
- 1.2 The section undertakes the same work as the Health and Safety Executive (HSE) and detailed guidelines are available that identify whether the Health and Safety Executive or the Council is the relevant enforcement authority for different work places. The Council's powers are the same as those of the Health and Safety Executive to serve improvement notices, to prosecute etc.
- 1.3 It should be noted that this work, namely, the enforcement of health and safety legislation, is completely separate from the work involving care of the health, safety and wellbeing of Council employees. That function has been allocated to a section within the Human Resources Service as it involves the responsibilities of the Council as an employer and not as an enforcement authority.
- 1.4 In accordance with section 18 (4) of the Health and Safety at Work Act etc 1974 and guidelines of the Health and Safety Executive every Local Authority has a duty to put adequate procedures in place within its area for enforcing the relevant statutory provisions in the field of health and safety enforcement.
- 1.5 One of these procedures is that a local authority must put in place an annual service plan that has been approved by elected members and which clearly identifies how the local authority contributes to the Health and Safety Executives's priorities.
- 1.6 As a result of these statutory requirements, Gwynedd Council is required to have an approved health and safety service plan approved annually by elected members.
- 1.7 As health and safety enforcement is one of the matters that cannot be a function of the Board, the Council decided, when amending the Constitution in the meeting held on

July 27th, 2006, to delegate the work of approving the plan to the Licensing Committee.

2. THE PLAN

- 2.1 The Health and Safety Service Intervention Plan for 2008/09 is submitted as an appendix to this report.
- 2.2 The Plan demonstrates how the section contributes to the Council and the Health and Safety Executive's priorities and sets its own aims and objectives. It sets out the section's work priorities for the year, be they inspections or campaigns. It also analyses the resources available and the work that needs to be accomplished in support of the plan. In its entirety, it sets a framework within which the section and the manager can work during the year.
- 2.3 The section's priorities transfer to the Service's improvement plan with key indicators for different activities. By incorporating the Health and Safety Service Intervention Plan into the Council's performance management system in this way, the Head of Service, Strategic Director and Portfolio Leader can monitor the progress against the priorities on a quarterly basis, and report to the Resources and Corporate Scrutiny Committee as appropriate.

3. RECOMMENDATION

Members of the committee are requested to approve the Health and Safety Service Plan for 2008/09.