

Please leave blank for completion by DS officers

### EXECUTIVE DECISION RECORD

<b>A1 Service Area</b>	Community, Open Spaces and Facilities Management
<b>A2 Title</b>	Corporate Health and Safety policy
<b>A3 Decision Taken By</b>	Leader/ Chief
<b>A4 Chief Officer</b>	Please print name: Andy O'Brien  Please sign name: 
<b>A5 Leader / Deputy Leader</b>	Please print name: Cllr R Grovenor  Please sign name: 
<b>A6 Date of Decision</b>	7 <sup>th</sup> January 2019

### Confidentiality

<b>A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?</b>	No
<b>A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.</b>	N/A

### Scrutiny

<b>A8 Which Scrutiny Committee should this decision be submitted to?</b>	(Please tick as appropriate) ✓
Scrutiny (Audit & Value for Money Council Services) Committee	<input type="checkbox"/>
Scrutiny (Economic Growth, Communities and Health) Committee	<input type="checkbox"/> ✓


<b>B1</b> What is the Decision?	To approve the updated Corporate Health and Safety Policy
<b>B2</b> What are the reasons for the Decision?	Policy must be reviewed annual.
<b>B3</b> 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.
<b>B4</b> What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

### Financial Implications

<b>B5</b> What are the financial implications?	There are no financial issues arising from this decision.
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<b>Revenue</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>

<b>Capital</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: ANYA MURRAY Please 
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### Policy Framework

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

## Equalities Implications

<b>B8</b> What are the Equalities implications:
<b>B8.1</b> Positive (Opportunities/Benefits): The Corporate Health and Safety Policy does not have an effect on equalities but does bring positive health benefits.
<b>B8.2</b> Negative (Threats): None
<b>B8.3</b> 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.
<b>B8.4</b> The equality impact assessment identified the following actions to be carried out: NA

## Risk Assessment

<b>B9</b> What are the Risk Assessment implications: <ul style="list-style-type: none"><li>• Improved health and safety of employees, elected members, contractors and members of the public.</li><li>• Reduction in time lost through accidents and ill health.</li><li>• Organisational: to making adequate resources available for health and safety.</li><li>• Setting of health and safety objectives.</li><li>• Developing suitable procedures and safe systems.</li><li>• Delegation of specific responsibilities to others.</li><li>• Monitoring the effectiveness of others in carrying out their responsibilities.</li><li>• Monitoring health and safety standards within the workplace and feeding concerns up through the organisation.</li><li>• Compliance with health and safety legislation, HSE approved codes of practice, guidance and industry best practice.</li></ul>
<b>B9.1</b> Positive (Opportunities/Benefits): Reduction in time lost through accidents and ill health.
<b>B9.2</b> Negative (Threats): None.
<b>B9.3</b> 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

<b>B10</b> What are the Legal Considerations: The policy fulfils a requirement of legislation.
<b>B10.1</b> There are no significant legal issues arising from this decision.

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

Please print name:

ANGELA WAKO-ED

Please sign name:



### Sustainability Implications

<b>B11</b> What are the Sustainability implications: NA
<b>B11.1</b> The proposal [would/would not] result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures). The positive/negative impacts are set out below (please refer to guidance notes).
<b>B11.2</b> Positive (Opportunities/Benefits): NA
<b>B11.3</b> Negative (Threats): NA

### Health & Safety Implications

<b>B12</b> What are the Health & Safety implications: Implementing this policy helps to meet the requirement under legislation.
<b>B12.1</b> NA
<b>B12.2</b> NA
<b>B12.3</b> NA
<b>B12.3.1</b> Positive (Benefits): The policy provides a statement of intent for the management of Health and Safety with in the Council.
<b>B12.3.2</b> Negative (Threats): None

## Key Decision

<b>B13</b> Is this a Key Decision?	No
<b>Note: A Key Executive Decision is one where:</b> <ol style="list-style-type: none"> <li>1. <b>REVENUE</b> – Any contract or proposal with an annual payment or saving of more than £100,000</li> <li>2. <b>CAPITAL</b> – Any capital project with a value in excess of £150,000</li> <li>3. <b>A decision which significantly affects communities living or working in an area comprising two or more wards.</b></li> </ol>	
<b>B13.1</b> 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?	NA
<b>B13.2</b> 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?	NA

**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 [andrea.davies@eaststaffsbc.gov.uk](mailto:andrea.davies@eaststaffsbc.gov.uk)