



To: Executive Councillor for Environmental and Waste Services: Councillor Jean Swanson
Report by: Head of Refuse and Environment
Relevant scrutiny committee: Environment Scrutiny Committee 13/3/2012
Wards affected: All Wards

HEALTH AND SAFETY ENFORCEMENT WORK PLAN 2012/2013 Not a Key Decision

1. Executive summary

- 1.1** The attached Health and Safety Work Plan incorporates the advice and guidance given to Local Authorities in the Health and Safety at Work Act, 1974 and the Health & Safety Executive's (HSE) Strategic Plan. It is more comprehensive and detailed in respect to health and safety enforcement than that contained in the general Refuse and Environment Operational plan.
- 1.2** The document will provide some reference point to which managers can measure work performance and outputs while recognising the need for continually reviewing the work programme throughout the year.
- 1.3** The aim of the Work Plan is to:
- Provide information about the health and safety enforcement service;
 - Identify the means by which the service will be provided;
 - Identify the means by which the service will meet any relevant performance targets or performance standards;
 - Enable performance to be reviewed by examining any variances from the Work Plan;
 - Demonstrate a balanced enforcement approach.
- 1.4** The Health and Safety Executive encourages authorities to utilise this framework alongside their service planning guidelines to plan and deliver their health and safety law enforcement

2. Recommendations

- 2.1** The Executive Councillor is recommended:

To approve the attached Health and Safety Service Plan 2012/2013

3. Background

- 3.1 **The Refuse and Environment Service is responsible for enforcing health and safety legislation for specific types of business activity e.g. offices, shops and restaurants, within the City of Cambridge. The Refuse and Environment Service has for many years produced its own operational plan that includes reference to health and safety enforcement work.**
- 3.2 **In September 2001, the Health and Safety Commission, in its guidance to local authorities under Section 18 of the Health and Safety at Work etc. Act 1974 (HASWA), introduced a requirement that each Local Authority should produce a dedicated Health and Safety Work Plan and that the Plan is reported for approval to the appropriate member forum.**

4. Implications

- 4.1 **Financial Implications** – there are no additional costs associated in producing this Service Plan
- 4.2 **Staffing Implications** – none except in the production of the Food Enforcement Work Plan
- 4.3 **Equal Opportunities Implications** – food safety is designed to protect all members of the community
- 4.4 **Environmental Implications** – Not applicable; food safety is designed to protect all members of the community
- 4.5 **Consultation** – Not applicable
- 4.6 **Community Safety** – Not applicable

5. Background papers

These background papers were used in the preparation of this report:

**HSC Guidance note to local authorities under Section 18, HASWA
Health and Safety Enforcement Policy
HELA Guidance on Inspection LAC 67/2 (rev 1) issued February 2010**

6. Appendices

Appendix 1: The Statutory Work Plan for Health and Safety Law Enforcement 2010/11

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Author's Name: Frank Harrison
Author's Phone Number: 01223 - 457902
Author's Email: frank.harrison@cambridge.gov.uk