

TITLE: HEALTH & SAFETY POLICY 2025

Committee: Finance & Assets Committee

Date: 25 September 2025

Author: Open Spaces & Facilities Manager

Report number: AA64

Contact officer: Spencer Clark, Open Spaces & Facilities Manager
Spencer.clark@eastcambs.gov.uk, 01353 665555, The Grange, Ely

1.0 Issue

- 1.1. To consider the Council's Health and Safety Policy 2025.

2.0 Recommendations

- 2.1. Members are requested to approve the Health and Safety Policy 2025 as set out in Appendix 1.

3.0 Background/Options

- 3.1. The 'Health and Safety at Work Act 1974' sets out the broad principles for managing health and safety legislation in the workplace. The Act places a general duty on the Council to "ensure so far as is reasonably practicable, the health, safety and welfare at work of their employees". The Act also places a duty on the Council to "conduct their undertakings in such a way as to ensure, so far as is reasonably practicable, that persons not in their employment who may be affected thereby are not exposed to risks to their health and safety"
- 3.2. To ensure that the Council meets its obligations the updated Health and Safety Policy at Appendix 1, sets out how the Council will manage its health and safety arrangements in the workplace.
- 3.3. This includes the elimination and/or control of health and safety risks, and provision of clear responsibilities and arrangements for managing health and safety.

4.0 Arguments/Conclusions

- 4.1. The draft policy is split into three sections:
- Health and Safety Policy Statement
 - Organisation of People and Responsibilities
 - Arrangements and Documentation of Policy and Practice

Health and Safety Policy Statement – this is a one page document signed by the Chief Executive which sets out the Council's commitment towards health and safety. It is displayed on staff notice boards so that staff and others can see our commitment.

Organisation of People and Responsibilities – this sets out the responsibilities for the following:

- Management
- Individuals
- Health and Safety Working Group Members
- Staff Safety Representatives

Arrangements and Documentation of Policy and Practice – this details the arrangements and documentation which is structured on three levels:

- Level 1 – Corporate
- Level 2 – Service
- Level 3 Local

4.2. Within this section it also details the consultation of health and safety matters and policy, including monitoring and reviewing health and safety performance.

4.3. The Policy will also be subject to periodical revision and/or amendments.

5.0 Additional Implications Assessment

5.1

Financial Implications No	Legal Implications The draft policy reflects the relevant legislation	Human Resources (HR) Implications No
Equality Impact Assessment (EIA) n/a	Carbon Impact Assessment (CIA) n/a	Data Protection Impact Assessment (DPIA) n/a

6.0 Appendices

Appendix 1 – Health & Safety Policy 2025

7.0 Background documents

Health & Safety Policy 2023- Finance & Assets Committee- 3 July 2023- Agenda Item 9.