

HEALTH AND SAFETY STATEMENT OF INTENT

London Borough of Enfield is committed to ensuring the health and safety of our employees, our residents, and others who may be affected by our work activities. This policy reflects our intent to demonstrate an ongoing and determined promise to continuous improvement of health and safety at work. London Borough of Enfield will ensure health and safety remains paramount to the services we provide.

London Borough of Enfield will comply with health and safety legislations in all our work and behaviours. All employees, contractors and stakeholders will be protected from risks of occupational injury or ill health. London Borough of Enfield will provide all these groups with adequate resources to ensure they are aware of this policy and to be committed to its effective implementation.

We strive to be the lead council by promoting best practice and exceeding the guidance of the Health and Safety Executive and other regulatory bodies where reasonably practicable.

Our ambitions will be achieved through the following drivers:

1. Establishing a robust management system for Health & Safety

- **Management system-** London Borough of Enfield will implement the HSG65 'Managing for Health and Safety' Management System of continued improvement to health and safety performance to ensure compliance with health and safety legislations.
- **Communication and consultation-** London Borough of Enfield will establish active and open dialogue between all employees, residents, contractors and stakeholders. Health and safety will be integrated into our communications, wherever appropriate.
- **Roles and responsibilities-** London Borough of Enfield will define health and safety as necessary within job descriptions. The Corporate Management Board and Health and Safety Committee members will ensure that:
 - Adequate resources are provided for health and safety
 - Health and safety is adequately assessed, controlled and monitored
 - Employees are actively involved on matters that affect health and safety

2. Ensuring the competence of our workforce

- **Training-** All employees and stakeholders will have the competence to undertake their work with minimum risks to health and safety. They will be adequately instructed and trained on the health and safety issues that affect them and the safe working practices that should be followed.
- **Behaviour and culture-** Senior Management will demonstrate leadership in health and safety. They will ensure systems are in place and people within their services are empowered to freely raise health and safety concerns with management. London Borough of Enfield will take a pragmatic, common sense

approach to health and safety, which would be evident in our behaviours and positive culture.

- **Risk management-** London Borough of Enfield will assess the risk associated with health and safety hazards arising from our work activities and our employees will be informed of the health and safety hazards and risks that affect their work. Practical and appropriate actions will be taken to prevent, reduce or control risks to an acceptable level and reduce the potential for incidents and accidents. Our contractors and stakeholders will also be required to identify health and safety risks that impact on our operations.

3. Maintaining Compliance

- **Accident and near miss incident management-** Employees, residents, contractors and stakeholders will be encouraged to report accidents and near miss incidents arising out of our work activities. London Borough of Enfield will investigate all reports, learn from these events, take corrective actions to prevent reoccurrence and drive improvements in our health and safety management, making sure that the council is committed to organisation learning.
- **Measuring performance-** London Borough of Enfield will actively and openly review and report on our health and safety performance against the health and safety management plan and corporate KPI's.
- **Contractor improvement-** London Borough of Enfield will engage and collaborate with our contractors and stakeholders to ensure their:
 - Health and safety capability and competence fulfil our health and safety expectations
 - Health and safety performance is monitored and reviewed
 - Work activities have minimal health and safety impacts on our workforce and customers.

4. Striving for Excellence

London Borough of Enfield will be recognised for excellence in the way it manages health and safety. Both internally and externally it will constantly encourage, develop, review and share best practice by:

- **Ensuring employee's safety-** Through all our work activities and those of our contractors and stakeholders we will ensure the health and safety of our employees remains of prime importance.
- **Influencing stakeholders-** To drive improvements within our services, London Borough of Enfield will engage, work with joint partners and clients who are willing to meet and achieve our health and safety expectations.
- **Assessing work related health-** Managers to be proactive in management of sick absence. Ensure that the Occupational Health Service (OHS) is used appropriately. The OHS is a very strong management tool; supporting the council and assisting managers to achieve the highest level of capability from their staff, both by providing services to directly support staff and providing managers with information allowing them to manage staff attendance, work capabilities and medical safety issues. Health surveillance will be conducted as deemed appropriate.

5. Promoting Health and Wellbeing at Work

- **Work-life balance-** Support employees in achieving a work-life balance that benefits them and Enfield Council.
- **Activities-** Encourage employees to participate in activities that improve their health and wellbeing
- **Healthier Lifestyles-** Making a positive impact on general health of the workforce. The Corporate Management Board will ensure that:
 - We encourage employees to walk or cycle to work
 - Provide healthy eating options
 - Provide discounts for staff at local leisure centres
 - Provide support to employees who want to quit smoking

The Health and Safety Policy will be reviewed in the light of experience and on a regular basis. That is, at least every year, or more frequently should there be a significant incident or any major changes to legislation, operations or personnel.

The Chief Executive has overall responsibility for health, safety and welfare. Day to day management of health, safety and welfare is the responsibility of management and supervisory personnel.

Employees share a responsibility to co-operate with management, and in accordance with the Health and Safety at Work etc. Act 1974, to ensure their own safety and the safety of those affected by their activities. This includes not intentionally or recklessly interfering with or misusing anything provided for their health or safety.



Chief Executive
Ian Davis

Date

7/6/18

