

7. REVIEW OF OCCUPATIONAL SAFETY AND HEALTH POLICY (2025)

1. Purpose

The Authority's Occupational Safety and Health Policy, a document required by law, is reviewed annually so that changed circumstances are taken into account and improvements made wherever possible. Members are asked to approve the new Occupational Safety and Health Policy for 2025

2. Context

2.1 The Authority's Occupational Safety and Health Policy, is reviewed annually to ensure it is up-to-date with both the Authority organisation and arrangements to deliver occupational safety and health with current legislation.

2.2 The Health and Safety Committee has been renamed the Health, Safety and Wellbeing (HSW) Committee to reflect Wellbeing is a standing agenda item. The Wellbeing item covers quarterly sickness absence of employees, wellbeing initiatives, and actions relating to the Investors in People Health and Wellbeing Award.

2.3 The policy is also amended to reflect changes to the incident reporting arrangements. Incidents must be recorded on the revised electronic form (OSH-AIR1) and emailed to a newly designated address OSH@peakdistrict.gov.uk. All submitted incidents are reviewed on a monthly basis, and where appropriate, highlighted for learning at the quarterly HSW Committee.

2.4 Progress against objectives for 2024-25 progressing satisfactorily. There will be a full update with the annual report in April.

2.5 There have been no OSH matters raised by UNISON, Staff Committee or the Safety representatives.

3. Proposals

3.1 The new Occupational Safety and Health Policy (2025) should be ratified as Authority policy for adoption from 24 January 2025.

4. Recommendations

1. That the revised Occupational Safety and Health Policy (2025) be approved as Authority policy from 24 January 2025.

5. Corporate Implications

a. Legal

Pursuant to the Health and Safety at Work etc Act 1974 and the subordinate legislation thereunder, the Authority has a statutory duty to put adequate arrangements in place to control occupational health and safety risks. This includes a written health and safety policy, suitable and sufficient risk assessments, effective planning, organisation, control, monitoring and review of the preventative and protective measures arising from any risk assessment, effective training programmes, and staff engagement. A process of continuous performance monitoring should be undertaken to ensure legal compliance and allow necessary improvements to be made to avoid criminal/civil penalties, insurance losses and/or reputational damage.

b. Financial

There are no additional financial implications, the funds are already allocated.

c. National Park Management Plan and Authority Plan

This report demonstrates how we contribute to the Authority Plan Objective C – to have highly engaged, healthy and inclusive staff and volunteers.

d. Risk Management

No issues

e. Net Zero

No issues

6. Background papers (not previously published)

None

7. Appendices

Appendix 1 Final draft Occupational Safety and Health Policy (2025)

Appendix 2 Health Safety and Wellbeing Objectives 2024-25

Report Author, Job Title and Publication Date

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Responsible Officer, Job Title

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