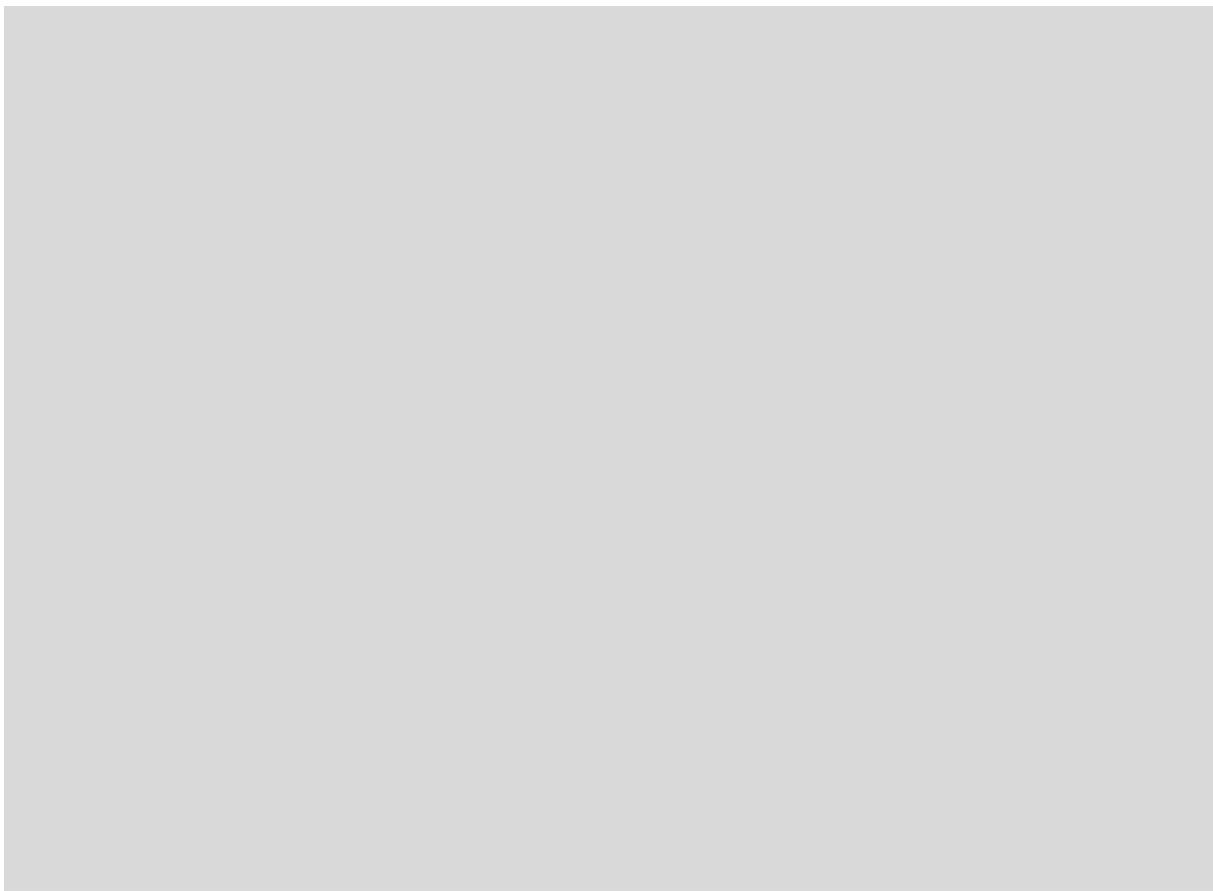


# Health Safety and Wellbeing Statement of Intent and Policy Objectives



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Author: Karl Lowthian	Date: Sept 2019	Version: 6.0
As part of our system review, this document is valid until Sept 2021		

## Introduction

This Health, Safety and Wellbeing Policy has been produced in accordance with the requirements of Section 2 (3) of the Health and Safety at Work etc. Act 1974. The Health and Safety policy consist of three parts:

- Part 1;** The Statement of Intent and policy objectives;
- Part 2;** Contains the roles and responsibilities in relation to health, safety and wellbeing and organisational structure how responsibilities are assigned for achieving the objectives set out in part one;
- Part 3;** Outlines the written arrangements for how the policy will be implemented with practical arrangements for key risks.

## HEALTH SAFETY AND WELLBEING POLICY

Health, safety and wellbeing is paramount in all that we do at North Tyneside Council and individuals (and their families) have a right to expect they will work in a safe and healthy workplace. Whilst health and safety of the physical environment remains paramount there is a growing recognition of the importance of the health and wellbeing of the workforce, the benefits of good health and wellbeing in the workplace extend far beyond avoiding or reducing the costs of absence or poor performance.

This policy sets out North Tyneside Council's commitment to promoting, protecting and improving the health, safety and wellbeing of its employees. Cabinet and the senior leadership team recognise that council employees are the organisation's prime resource and they are key to the effective performance of the organisation.

The council also recognises that there is a direct link between health, safety and wellbeing management and the performance and motivation of our workforce in the provision of outstanding services.

### Aims and Objectives

1. To **provide leadership and coordination** at all levels of the organisation in order to support good health, safety and wellbeing at work.
2. To **identify the health and wellbeing needs** of the workforce.
3. To develop and review policies to **ensure compliance**, programmes and services that meet the needs of the workforce annually and produce an action plan.
4. To **engage in training** with the workforce and support individuals, to take clear ownership and responsibility for optimising their own health and wellbeing.
5. Through **monitoring and review of intelligence** that procedures, processes and plans are fit for purpose for the workforce.
6. Provide suitable and sufficient means for **communication** of health safety and wellbeing arrangements.

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**The intended outcomes of the policy are;**

- Reduced workplace accidents
- Improved working environments
- Reduced sickness absence
- Improved health and wellbeing
- Improved recruitment and retention rates
- Improved staff moral and motivation
- Improved resilience in the workforce
- Improved work life balance
  
- **North Tyneside Council accepts its responsibilities** for the health safety and wellbeing of its employees. The chief executive officer has overall responsibility for ensuring there is an effective management structure / system for delivering and maintaining this policy.
  
- **North Tyneside Council recognises there are real business benefits** gained through the effective management of health, safety and wellbeing. Not only will it reduce liability claims and costs through time lost due to accidents, it also increases performance, motivation and job satisfaction enabling staff to deliver excellent services to the community.
  
- **The council will prevent, so far as is reasonably practicable, accidents and work-related ill health** using a systematic approach to maintain safe and healthy conditions for all persons who come into contact with the organisation, be they employees, contractors, visitors or general public.
  
- **Strong leadership in health, safety and wellbeing** will engender a culture that encourages and promotes a healthy and safe working environment that is free from blame and which promotes wellbeing.
  
- **Identification, assessment and control of risks are essential** to achieving our goals and will be achieved through an integrated health, safety and wellbeing management system. Continuous improvement will be driven through target setting and systematic monitoring, audit and review.
  
- **Managers, trades unions and staff must work together**, and it is therefore critical that each stakeholder fully understands their role and the role of others, and is consistent in the execution of their responsibilities.
  
- **All managers have accountability** for the health, safety and wellbeing of their staff and **all employees are responsible** for following safe working practices.
  
- **We will have a competent workforce that is properly informed, instructed and trained** to undertake work in a safe and efficient manner. All managers and staff must be able to recognise workplace risks and have the ability to appropriately manage and control these.

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- **As part of the council's commitment it will continue to work within the North East region's better health at work scheme** which is run by the TUC. The award scheme recognises the efforts of local employers in addressing health issues within the workplace.
- **There shall be active, open communication and consultation between all stakeholders.** Health, safety and wellbeing will be integrated into our communications where ever appropriate.
- **We will promote the wellbeing of all staff** to achieve good attendance and will ensure early involvement in all cases of staff absence to provide effective support to achieve a timely return to work.
- **We will actively and openly review and report on our health, safety and wellbeing performance** against published objectives with an annual health, safety and wellbeing plan detailing a work programme to support the implementation of the policy through delivery of objectives and targets.

Signed



**Paul Hanson, Chief Executive Officer**

Date

**27<sup>th</sup> Sept 2019**

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