

# Appendix

## South Cambridgeshire District Council Intervention Plan Health and Safety at Work – 2010/11

Overall **Aim** of the Service

“To work with others to protect people's health and safety by ensuring risks in the changing workplace are managed properly.”

Our key delivery **priorities** are:

- To manage the risk in high risk, poor performing and/or rogue trader businesses. (Targeted approach to risk in line with Better Regulation agenda)
- Investigating major injury incidents and fatalities. (National justice agenda and used to assess and target poor management in line with Better Regulation.)
  
- Local Priorities
  - Identify and inspect new commercial premises within the district
  - Introduce an alternative inspection strategy for the low risk commercial premises (Targeted approach to risk in line with Better Regulation agenda)
  - Gas Safety in commercial premises and mobile traders
  - Review legionella control of commercial cooling towers and evaporative condensers
  
- Delivery of Fit3 Program.
  - Slips, Trips and Falls (rising cause of local workplace injuries)
  - Disease Reduction Program – Duty to Manage asbestos (targeted at local businesses and business park management companies)
  - Transport Safety (targeted at retailers, wholesalers & distributors)
  
- Working in Partnership
  - Inspect high risk commercial LPG sites upon notification or officer identification
  
- To ensure enforcement decisions are consistent with our Enforcement Policy, the HSC's Enforcement Policy Statement and the Enforcement Management Model. (ensures proportionate, consistent, transparent and accountable enforcement - part of the Better Regulation agenda)
  
- Train and develop our staff to ensure competence. (encourages staff retention /recruitment and ensures credibility with local business)

Signature \_\_\_\_\_

Councillor Ellington  
Portfolio Holder for Health & Environmental Services

## Appendix

### South Cambridgeshire District Council - Intervention Plan - Health and Safety at Work – 2011/12

What	How	Where
Target high risk/poor performing/rogue traders	Routine inspections via inspection program; response to complaints and accidents	A & B1 (throughout year)
Major injuries/accidents	Undertake accident investigations that meet SCDC's investigation criteria	Throughout year
Identify & inspect new commercial premises within the district	Use current business rates register to identify premises.	Plan new premises visits throughout the year
Alternative inspection strategy for low-risk commercial premises	Continue with B2 AES questionnaire	
Gas Safety inspections	Within identified risk group caterers	Throughout the year – at mobile and fixed catering premises. Advice given to new traders upon food registration.
Joint Food & Health & Safety Visits	Topic based health & safety inspection incorporating matters of evident concern	In commercial premises at the time of the food inspection
Fit3	Slips and Transport visits prioritized in routine visits due.	Throughout year
Working in partnership	Undertake buried pipework on LPG Installations	Upon notification throughout the year
Enforcement decisions	Review formal action decisions against EPS/EMM	Throughout year
Training /competence	To be identified at the annual and mid-year review of colleague's PDR	

# Appendix

## Performance against previous year's service plan

During 2010-11 the Service undertook 119 planned interventions, which incorporated planned visits, revisits and accident investigations.

Other service improvements from the 2010-11 Service Plan are highlighted below:

Action	Planned outcome	Result
Develop the alternative enforcement criteria for low risk businesses to incorporate Fit3 interventions	Self assessment packs to low risk businesses	Completed for C Category premises
Continue to work in partnership with HSE and other LA's to contribute to Fit3 campaigns	Support and take part in selected campaigns	Achieved – asbestos project in 2010-11
Review documented procedures covering key aspects of the health & safety service	Procedures reviewed and updated in line with new legislative requirements including documented decision making for enforcement work.	EHMS procedures have been sourced and utilised