

Report To:	Governing Body 9 April 2015
-------------------	--

Title of Report:	Review of Policies: Health and Safety and Fire Safety
-------------------------	--

FOI Exemption Category:	Open
--------------------------------	-------------

Responsible Officer:	Matt Walsh, Chief Officer
-----------------------------	----------------------------------

CCG Leads:	Judith Salter, Corporate and Governance Manager
-------------------	--

Report Author and Job Title:	Judith Salter, Corporate and Governance Manager
-------------------------------------	--

Executive Summary:	<ul style="list-style-type: none"> ▪ The Health and Safety and Fire Safety Policies were approved by the Governing Body on the 14th March 2014. ▪ These policies are reviewed on an annual basis to ensure that they continue to be fit for purpose. ▪ The review of the policies has been undertaken by the Head of Specialist Advice/Head of Health and Safety at Yorkshire and Humber Commissioning Support. The review has taken account of the annual risk assessment undertaken for health and safety (July 2014) and fire safety (Oct. 2014) at CCG headquarters, at which no significant risks were identified. ▪ The review has also taken account of any changes in legislation or national guidance. ▪ No amendments have been recommended for the Health and Safety Policy. ▪ The Fire Safety Policy has been updated to incorporate the arrangements put in place in respect of PEEP (Personal Emergency Evacuation Plans). ▪ It should be noted that commissioning standards for security
---------------------------	---

	management (2015-16) were received by the CCG at the end of March. A gap analysis of the requirements will be carried out over the next two months. This may lead to an amendment to the security management elements of the Health and Safety Policy. Any proposed amendments will be submitted to the Governing Body for approval.
Finance/Resource Implications:	Not applicable
Risk Assessment:	The policies have been reviewed following the health and safety and fire safety risk assessments carried out at CCG headquarters.
Legal Implications:	Not applicable
Health Benefits:	Not applicable
Staffing/Workforce Implications:	All staff and Governing Body members are required to be aware of and comply with the provisions of the health and safety and fire safety policies.
Outcome of Equality Impact Assessment:	Not applicable
Recommendation (s):	That the Governing Body approve the Health and Safety Policy and Fire Safety Policy, subject to any amendments.
Appendices	Appendix 1 Draft Health and Safety Policy Appendix 2 Draft Fire Safety Policy