

Appendix 9

Health & Safety Role within Torbay Council

The health and safety team provide strategic advice and guidance to the Council and accredited training on various relevant health and safety topics. They have produced a comprehensive Health and Safety manual containing the Council's Health and Safety Policy and additional corporate policies on Stress, Lone Working, Fire and Emergency Procedures, Risk Assessment and Accident reporting amongst other best practice arrangements. The corporate Senior Health and Safety Officer carries out Fire Marshal training and is contact point for advice and guidance on fire and emergency matters.

The team have introduced a self auditing system for schools which is validated by monitoring on a prioritised basis to ensure its effectiveness and assist with the development and implementation of improvement plans within schools. Health and safety is a "buy back service" within schools who are able to purchase a health and safety service from any provider. 73% of schools and academies currently buy back the Torbay Health and Safety team service. There is a slight reduction from the previous year because some converting LA schools and lone academy schools have become part of larger procurement groups that already have a Trust health and safety provision.

They have provided on-line training in 9 Health and Safety subject areas, including manual handling, working with display screen equipment and fire safety advice which was developed in house to meet the Council's needs and offered to all staff. The online system has been modernised and updated to meet organisational needs and provides automated marking and reporting facilities for management. On-line health and safety training is mandatory for all staff and also provided to voluntary workers. The corporate Senior Health and Safety Officer also carries out an annual classroom based training programme containing such accredited courses as Risk Assessment, First Aid and Manual Handling together with other in-house developed courses such as Asbestos Awareness, Display Screen Equipment Assessment and Conflict Management.

The corporate Senior Health and Safety Officer is a Chartered member of the Institute of Occupational Safety and Health (IOSH) and accredited health and safety trainer by the Chartered Institute of Environmental Health and maintains continuous professional development with IOSH.