

To:	Legal Services Board		
Date of Meeting:	By circulation	Item:	Paper (18) 58

Title:	Annual review of LSB Health and Safety Policy		
Workstream(s):	N/A		
Author / Introduced by:	Holly Perry, Head of Corporate Services		
Status:	Official		

Summary:

1. All organisations employing more than five members of staff are required to have a written and signed statement of general policy on Health and Safety.
2. The Board has recognised and accepted its responsibility as an employer for ensuring, as far as is reasonably practical, that the health, safety and welfare at work of all its colleagues is safeguarded and that the health and safety of visitors and of the general public are not adversely affected as a result of LSB's activities.
3. The Board is required to review the LSB Health and Safety Policy Statement on an annual basis.
4. The policy was originally approved by the Board in 2009 and has been updated each year to reflect, for example, current processes (e.g. meetings of the health and safety group) and to take account of Board Members' comments from the Remuneration and Nomination Committee.
5. The policy was reviewed in early summer 2018 as part of the suite of employment and governance documents reviewed by the new HR Manager and in the context of GDPR.
6. The version agreed by RNC at its July 2018 meeting is attached. No changes are proposed to the version agreed by RNC in July.
7. The Board should note that there have been no incidents or accidents in the year under report.
8. The Policy Statement is attached at **Annex A**

Recommendation:

The Board is invited to **approve** the attached Health and Safety Policy Statement and Policy.

Risks and mitigations

Financial:	There are no financial risks in reviewing and approving this policy
Legal:	Compliant with Health and Safety at Work Act 1974 and other legislation
Reputational:	Needs to be annually reviewed as part of governance requirements

Resource: Appropriate resources are allocated as part of office services

Consultation	Yes	No	Who / why?
Board Members:	✓		RNC
Consumer Panel:		✓	Internal policy
Others:	All colleagues, as part of the consultation on the HR policies updated earlier in 2018		

Freedom of Information Act 2000 (Fol)

Para ref	Fol exemption and summary	Expires
N/A	None	