

HEALTH AND SAFETY ACTION PLAN 2020-21

Subject	Action Required	Timescale
Health and Safety Arrangements	To review all the corporate health and safety procedures falling due during 2020-21, ensuring they are relevant to the structure following transition	March 2021
Risk Assessments	<p>To update and amend risk assessments for service delivery, ensuring they reflect the new organisational structure: -</p> <ul style="list-style-type: none"> • Priority to be given to the Parks Team due to the high level of risk and outdated procedures, if necessary, contracting external assistance to complete the task - initial assessment - completion 	June 2020 March 2021
Training	<p>To deliver health and safety training where required, to include: -</p> <ul style="list-style-type: none"> • refresher first aid training and training for new first aiders • training for new workstation assessors 	When required and June 2020 October 2020