

## HEALTH AND SAFETY ACTION PLAN 2021-22

Subject	Action Required	Timescale
Health and Safety Arrangements	<p>To review all the corporate health and safety procedures, ensuring they are relevant to the structure following transition, and to update the health and safety policy</p> <p>Amend the draft health and safety policy following stakeholder feedback and submit to Members for approval.</p>	<p>December 2021</p> <p>With Quarter 3 report</p>
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"> <li>• Priority to be given to the Parks Team due to the high level of risk and outdated procedures, if necessary, contracting external assistance to complete the task - initial assessment - completion</li> <li>• To review the management of hand arm vibration (HAVS) hazards to ensure recommendations by the HSE are being implemented and reserved.</li> </ul>	<p>March 2022</p> <p>March 2022</p>
Training	<p>To deliver health and safety training where required, to include: -</p> <ul style="list-style-type: none"> <li>• refresher first aid training and training for first aiders</li> </ul>	<p>When required</p>