To:	Legal Services Board	Agenda Item No.:	11
Date of Meeting:	24 November 2016	Item:	Paper (16) 75

Title:	Annual review of LSB Health and Safety Policy
Workstream(s):	N/A
Author / Introduced by:	Edwin Josephs, Director of Finance and Services E Edwin.josephs@legalservicesboard.org.uk T 020 7271 0084
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 (eg meetings of the health and safety group) and to take account of Board Members' comments from the Remuneration and Nomination Committee).
5. The Board should note that there have been no incidents or accidents in the year under report
6. The Policy Statement attached at **Annex A**

Recommendation(s):

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:	✓		Helen Phillips, Jemima Coleman
Consumer Panel:		✓	Internal policy
Others:	N/A		

Freedom of Information Act 2000 (FoI)		
Para ref	**FoI exemption and summary**	**Expires**
N/A	None	