

NORTH LINCOLNSHIRE COUNCIL

**HIGHWAYS AND NEIGHBOURHOODS
CABINET MEMBER**

BUSINESS COMPLIANCE OFFICER

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To seek approval to establish a Business Compliance Officer post within the Environmental Health Commercial Team.

2. BACKGROUND INFORMATION

- 2.1. This report seeks to make a change to the structure of the Environmental Health Team creating a new Business Compliance Officer (BCO) post leading on health and safety (H&S) and event safety. The post will also deliver 'high risk' food safety work.
- 2.2. The council must make suitable arrangements to carry out H&S work within its area. The council uses HSE guidance which sets out an enforcement framework to guide them.
- 2.3. The aim of our work is to reduce the number of work related deaths, injuries, ill health and working days lost.
- 2.4. The council want to provide H&S support to local businesses so that they are compliant with the law. We want to retain H&S expertise within the team so that we can respond to peoples H&S concerns. We must ensure that the H&S work we do is not a burden on business.

3. OPTIONS FOR CONSIDERATION

- 3.1 The proposal is to create Business Compliance Officer (BCO). The postholder will lead on occupational health and safety and event safety. The post will also carry out 'high risk' food safety work.
- 3.2 Business must operate on a level playing field. To achieve this they must all comply with their health and safety responsibilities. Advice and enforcement by the council helps local business to understand and comply with health and safety and reduce the number of work related deaths, injuries, ill health and working days lost.
- 3.3 An evaluation of the job description has graded the post as a grade 7.

3.4 An Environmental Health Officer (EHO) leading on Health & Safety previously carried out some aspects of the post on a grade 9. The previous post also delivered the Safety at Sports ground function and was authorised to deliver higher level food safety interventions.

4. ANALYSIS OF OPTIONS

4.1 Approval of the new post will help to retain the focus on health and safety whilst helping to achieve cost savings within the team.

4.2 Rejection of the proposal will limit the options for further savings.

5. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)

5.1 The cost of a new Business Compliance Officer post on mid point grade 7 (scp 29) is £31,716 including NI and superannuation. It is proposed that the vacant post of EHO (Health & Safety) (PLTE3204) be deleted to fund the new post. The proposal will generate an annual budget saving of £11,000.

6. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)

6.1 Not applicable.

7. OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED

7.1 Relevant staff were consulted.

7.2 The relevant trade unions were consulted.

7.3 The Director of Finance and the Assistant Director Human Resources were consulted.

8. RECOMMENDATIONS

8.1 To approve a new post of Business Compliance Officer (grade 7).

8.2 To approve the deletion of a 'specialist' EHO (grade 9) post.

DIRECTOR OF PLACES

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Background Papers used in the preparation of this report - None