Subject: Approval of Statement of Health and Safety Policy 2026

Originator: **Tom Wright, Workplace Health, Safety and Wellbeing Manager (People**

Decision no. **48/2026**

Reason for submission: **For decision**

Submitted to: **Colin Sutton – Police and Crime Commissioner for Norfolk**

Summary:

1. The Health and Safety at Work etc. Act 1974 requires employers to maintain a written health and safety policy.
2. The joint Statement of Health and Safety Policy has undergone scheduled review and update following consultation.
3. The revised policy reflects current organisational structures, governance arrangements and emerging workplace risks.
4. Enhancements include greater emphasis on psychological health, trauma exposure, work-related mental wellbeing, fatigue risk and violence at work.
5. Approval and signature are required prior to publication and implementation.

Recommendation:

1. Approve the revised Statement of Health and Safety Policy (Version 0.5).
2. Authorise the Police and Crime Commissioner for Norfolk to sign the Health and Safety Policy Statement.
3. Permit publication of the policy following completion of all required signatures.

Outcome/approval by: Colin Sutton – Police and Crime Commissioner for Norfolk

The recommendations as outlined above are approved.

Signature: 

Date: 16/11/2026

Detail of the submission

1. Objective:

1.1 To obtain formal approval of the revised Statement of Health and Safety Policy.

1.2 To meet statutory requirements for a written health and safety policy.

1.3 To demonstrate continued commitment to the health, safety and welfare of police officers, staff, volunteers, cadets, contractors and members of the public affected by policing activities.

1.4 To ensure the policy remains current, proportionate and reflective of organisational risks.

1.5 To support effective governance and oversight of health and safety across Norfolk Constabulary and the Office of the Police and Crime Commissioner.

2. Background:

2.1 The Statement of Health and Safety Policy is the principal strategic document outlining the commitment of Norfolk and Suffolk Constabularies and their respective Police and Crime Commissioners (PCC) to managing health and safety. It fulfils the requirement under Section 2(3) of the Health and Safety at Work etc. Act 1974 for a written statement of health and safety policy.

2.2 A scheduled review of the policy has been undertaken during 2026. The updated version incorporates minor improvements and reflects contemporary workplace health and safety considerations including psychological health, trauma exposure, fatigue management and violence at work.

2.3 The policy continues to define the respective responsibilities of the PCC, Chief Constable, senior leaders, managers and all personnel.

2.4 The proposed joint signature of the Health and Safety Policy Statement of the Chief Constable and the PCC reflects the shared governance and strategic responsibilities of both parties in relation to health and safety. Whilst the Chief Constable remains the primary statutory duty holder and employer for police officers and police staff for the purposes of health and safety legislation, the Police and Crime Commissioner has responsibility for setting strategic objectives, allocating resources, monitoring performance and approving the policy statement. The joint signature therefore demonstrates a shared commitment to health, safety and wellbeing across both the Constabulary and the Office of the Police and Crime Commissioner.

3. Areas for consideration:

3.1 Compliance with statutory health and safety duties.

3.2 Continued promotion of a positive health and safety culture.

3.3 Alignment with modern policing risks and operational demands.

3.4 Support for workforce wellbeing, including mental health and fatigue management.

3.5 Clear governance and accountability arrangements.

3.6 Formal approval and signature by the PCC is required to evidence endorsement of the policy and discharge governance responsibilities relating to health and safety.

4. Other options considered:

4.1 **Option 1: No Revision to the Policy**

This option was discounted as periodic review is required and the policy would not reflect current organisational arrangements or emerging risks.

4.2 **Option 2: Delay Approval Pending a Future Review**

This option was discounted as there is no identified benefit and it would delay implementation of updated policy provisions.

4.3 **Preferred Option**

Approval of the revised policy.

5. Strategic aims/objective supported:

5.1 The revised Statement of Health and Safety Policy supports delivery of the Norfolk Police and Crime Plan by promoting a safe, healthy and resilient workforce through the effective management of workplace risks, psychological wellbeing, trauma exposure, fatigue and violence at work. Adapted from Suffolk equivalent.

5.2 Specifically it supports:

- Maintaining an efficient and effective police force through protection of workforce health, safety and wellbeing.
- Supporting recruitment, retention and workforce development.
- Improving public confidence through safe systems of work.
- Supporting staff wellbeing and mental health.
- Effective governance, accountability and legal compliance.
- Maintaining a healthy and resilient workforce capable of delivering policing services.

6. Financial and other resource implications:

6.1 No additional budget requirement arises directly from approval of this policy.

6.2 Existing health and safety arrangements continue to be delivered through established budgets and resources.

6.3 Any future actions arising from risk assessments or compliance requirements will be managed through normal governance and budget-setting processes.

6.4 The policy does not create new financial liabilities beyond existing statutory duties.

7. Carbon emissions and other environmental implications:

Carbon Emissions

7.1 The estimated impact on our carbon emissions that must be reported under current statute from this proposal is:

Emission Categories:	Increase in tCO_2	Saving in tCO_2
Scope 1 – Fuel – Building Heating	0	0
Scope 1 – Fuel – Transport	0	0
Scope 2 – Electricity	0	0

Environmental Implications

7.2 No material implications.

8. Other implications and risks:

8.1 Failure to maintain an up-to-date health and safety policy could adversely affect legal compliance and organisational governance.

8.2 Failure to secure approval could delay implementation of updated arrangements and leadership commitments.

8.3 Approval supports demonstration of due diligence and organisational commitment to effective health and safety management

Originator checklist (must be completed)	Please state 'Yes' or 'No'
Has legal advice been sought on this submission?	**Yes**
Has the PCC's Chief Finance Officer been consulted?	**No**
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	**Yes**
Have human resource implications been considered?	**Yes**
Is the recommendation consistent with the objectives in the Police and Crime Plan?	**Yes**
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	**Yes**
Has communications advice been sought on areas of likely media interest and how they might be managed?	**No**
Have sustainability and environmental factors been considered (e.g. biodiversity, employee commuting, business travel, waste and recycling, water, air quality, food and catering and estates construction)?	**Yes**
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	**Yes**

Is this report a Confidential Decision? **No**

If Yes, please state reasons below having referred to the PCC Decision Making Policy

Approval to submit to the decision-maker (this approval is required only for submissions to the PCC).

Chief Executive

I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC.

Signature: 

Date: 12/11/2026

Chief Finance Officer (Section 151 Officer)

I certify that:

a) there are no financial consequences as a result of this decision,

Or

b) the costs identified in this report can be met from existing revenue or capital budgets,

Or

c) the costs identified in this report can be financed from reserves,

And

d) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.

Signature: 

Date: 12/11/2026

Public access to information: Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.