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# STATES OF JERSEY



## **JERSEY SAFETY COUNCIL: REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2018**

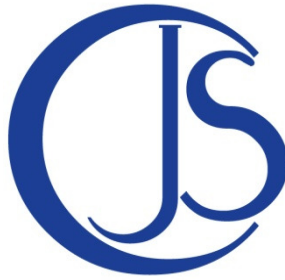
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**Presented to the States on 26th July 2019  
by the Minister for Social Security**

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**STATES GREFFE**





## **THE JERSEY SAFETY COUNCIL**

### **ANNUAL REPORT 2018**

#### **Jersey Safety Council Committee:**

**Mr Paul Richardson (Chairman)**

**Mr Mike Osborne**

**Mr Simon Boarder**

**Mr Adrian De Gruchy**

**Mr Steve Taylor**

**Mrs Tammy Fage (HSI)**

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#### **Chairman's Report Summary**

2018 saw Jersey's economy continue to be very active and Council have discussed the ongoing risks which businesses, small and large, may encounter as they employ more staff, many with limited experience in the sectors they are now employed within.

It has been recognised for many years that health & safety is often overlooked or underappreciated at times of peak activity, with the need to keep employers and employees focused on health and safety awareness and training, as the day to day pressures take precedence.

Whilst the Council does focus a considerable quantity of time and effort on the construction industry sector, due to its general health & safety performance and high risk working environments, it remains aware to changes and the requirements in other sectors and reacts accordingly to these demands wherever possible.

The JSC has had another successful year working in partnership with the Health and Safety Inspectorate raising awareness and understanding to employees and employers.

The Council remains actively in contact with the working population throughout the year being accessible by email, website searches, awareness campaigns and training courses.

# JSC ANNUAL REPORT 2018

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## 2018 Activity

### Courses

With the growth of local Health & Safety Consultancies, in accordance with the its references and objectives, the Council continues to focus on the provision of courses that would either be impractical or uneconomic for others to provide.

The Council continues to research the most cost effective way to resource each area whilst maintaining the accredited nature of the courses and to provide them at just above a 'break even' point.

### **Health & Safety Project Coordinator (HSPC) Training Courses**

To assist the construction industry with the compliance of the Construction (Jersey) Regulations 2016 requirements the Council engaged with an off-Island training provider to deliver an accredited course enabling compliance with the technical requirements.

These courses were delivered throughout the year at various venues.

A total of 38 individuals were trained and received certification from the Association of Project Safety.

### **Directors Overview Courses**

An adaption of the full course was developed to assist directors understand their responsibilities under the Construction (Jersey) Regulations 2016 and the Council delivered these via an off-Island training provider.

A total of 12 individuals were trained and received certification from Faithful & Gould.

### **Functions of Designers Training Courses**

An adaption of the full course was developed to assist designers understand their responsibilities under the Construction (Jersey) Regulations 2016. The Council delivered these via an off-Island training provider.

A total of 12 individuals were trained and received certification from Faithful & Gould.

### **JSAT**

The Council developed and continues to maintain this important awareness raising "test" for the construction sector.

The JSAT Construction scheme currently has 3497 delegates registered and 2731 having successfully completed the test.

The test is delivered online to Registered companies and via Registered Testing Stations. There are currently 8 Registered Testing Stations around the Island.

Various radio campaigns were run throughout 2018 to promote the JSAT scheme.

After a review the Council is currently considering the development of the JSAT Advance to assist in the compliance of more senior individuals responsible for management on construction sites.

# JSC ANNUAL REPORT 2018

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## **Website**

The Council undertook a comprehensive overhaul of its website during 2018 making it a more functional and easier to use tool for employers and employees.

This was launched in September 2018.

The website continues to support the work of the HSI and promotes training courses and services of health and safety professionals across the various sectors.

## **Publications**

### **Accident Record Books**

The Council undertook a redesign and re-run of the printing of these critical Health and Safety tools.

These are available from the Health & Safety Inspectorate at Maritime House.

### **Essential Health & Safety Toolkit**

The Council continues to hold a stock of these free handouts which comply with Construction (Jersey) Regulations 2016. These useful toolkits are distributed at training courses, the HSI and at JSAT Testing Stations.

### **Scaffold Handover Certificates**

After feedback from the industry and a perceived lack of understanding the Council developed and distributed a standardised Scaffold Handover Certificate to the scaffolding and construction sectors to ensure compliance and improvements in understanding.

### **Scaffold Registers**

The Council took back responsibility for the updating and rolling out of Scaffold Register books which allows scaffold inspections to be recorded in accordance with the legal requirements.

## **Financials**

The 2018 audited accounts are attached in appendix A.

# JSC ANNUAL REPORT 2018

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## 2019 and Beyond

The Council operates an action plan which is reviewed monthly. This document is used to plan and monitor the Council's future activities.

### **JSAT**

The JSAT scheme and platform were developed to cater for the addition of other sectors and as such initial discussions with the hospitality sector have already been commenced.

It is hoped that one sector will be added to the JSAT scheme each year moving forward.

### **JSAT Advanced**

The Council is currently developing the JSAT Advanced test for those in more senior roles within the construction industry. It is hoped that this will be rolled out during 2019.

### **Education and Awareness**

The Council identify the educational priorities from discussions with the Health & Safety Inspectorate where trends are reviewed and events in the news can drive its direction. These reviews have led us to consider Manual Handling, Electricity at Work, Asbestos and Workplace Stress campaigns for 2019 and beyond.

There are already Council posters on many of these subjects so minor development and printing costs and targeted distribution would ensure maximum coverage for minimum expenditure.

### **Value for Money**

The Council continues to review its financial support requirements to ensure it provides value to the Department and the working population of Jersey.

# JSC ANNUAL REPORT 2018

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## **Chairman Comments**

My current term of office as Chairman expires at the end of June 2019 and in line with Government of Jersey Appointments Commission procedures this cannot be extended past a third three-year terms.

Accordingly, the position of Council Chairman will be advertised in early 2019 and a review of candidates will be undertaken by the Director of Health & Safety prior to recommendations being passed to the Minister.

Having been actively involved with Council for over 11 years I have found my role to be very rewarding and I feel that Council has significantly assisted in the raising of awareness to safety and health at work and enabled many workplaces to become safer environments for employees and the public at large.

Under my stewardship the Council finds itself well equipped for future demands with an excellent team with a set of key targets and being financially stable to continue its work to improve awareness to safety & health in the workplace well into the next decade.

## **Thanks**

We would like to express our thanks to the Minister for Social Security for her decision to continue to support the work undertaken by Council.

Thanks also go to the Director of the Health and Safety Inspectorate for the advice and support from the Director and her team throughout the year.

### **THE JERSEY SAFETY COUNCIL**

Havard House  
5-7 Great Union Road  
St Helier  
JERSEY  
JE2 3YA

### **Auditors**

BRACKEN ROTHWELL

**THE JERSEY SAFETY COUNCIL**  
**(Formerly known as Jersey Council for Safety and Health at Work)**  
**REPORT AND AUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**



**THE JERSEY SAFETY COUNCIL  
REPORT AND AUDITED FINANCIAL STATEMENTS 2018  
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**THE JERSEY SAFETY COUNCIL  
COUNCIL MEMBERS AND PROFESSIONAL ADVISERS**

Council members

Mr P Richardson (Chairman)  
Mr M Osborne  
Mr A De Gruchy  
Mr S Boarder  
Mr S Taylor

Address

Havard House  
5-7 Great Union Road  
St Helier  
JE2 3YA

Independent auditors

Bracken Rothwell Limited  
Chartered Accountants  
2nd Floor, The Le Gallais Building  
54 Bath Street  
St Helier  
JE1 1FW

Bankers

Lloyds Bank  
Broad Street Branch  
St Helier  
JE4 8RG

**THE JERSEY SAFETY COUNCIL  
INDEPENDENT AUDITOR'S REPORT  
TO THE MINISTER FOR SOCIAL SECURITY**

We have audited the financial statements of the Jersey Safety Council ("the Council") for the year ended 31 December 2018 which comprise of the Income and Expenditure Account, the Balance Sheet and the related notes 1 to 4. The financial statements have been prepared under the historical cost convention and on the basis of the accounting policies set out therein.

This report is made solely to the Minister for Social Security, in accordance with the Council's constitution. Our audit work has been undertaken so that we might state to the Minister for Social Security, those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Jersey Safety Council and the Minister for Social Security, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of Council members and independent auditor**

The Council members are responsible for the preparation of the financial statements in accordance with applicable law and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with relevant regulatory requirements and applicable law. Those standards require us to comply with the ethical standards for auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of; whether the accounting policies are appropriate to the Council's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Council members; and the overall presentation of the financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications in our report.

**Opinion on the financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the Council's affairs as at 31 December 2018 and of its net income for the year ended;
- have been properly prepared in accordance with accounting principles disclosed in the financial statements; and
- have been properly prepared in accordance with the requirements of the Council's Constitution issued on 2nd July 1991 and approved by the Social Security Committee.



**Bracken Rothwell Limited**  
Chartered Accountants  
2nd Floor, The Le Gallais Building  
54 Bath Street  
St Helier  
JE1 1FW

Date:

24 June 2019

**THE JERSEY SAFETY COUNCIL  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	2018		2017	
		£	£	£	£
<b>Income</b>	(1)				
Grant			27,200		27,800
Training, courses & conferences fees			23,645		17,710
Sponsorship income			9,895		-
Other income			<u>6</u>		<u>3,511</u>
			60,746		49,021
<b>Administration expenses</b>	(1)				
Training, courses, conferences & seminars		23,646		16,565	
Administration fees		5,607		6,797	
JSAT expenses		200		17,364	
Advertising and promotion		935		205	
Grants and subscriptions		-		10,829	
Website hosting		9,181		2,458	
Office stationary		426		617	
Insurance		1,260		1,290	
Audit and accountancy fees		2,455		2,530	
Entertainment		385		-	
Miscellaneous		<u>50</u>		<u>374</u>	
			<u>(44,145)</u>		<u>(59,029)</u>
<b>Operating income/(deficit)</b>			16,601		(10,008)
<b>Net income/(deficit) for the year transferred to accumulated funds</b>	(4)		<u><u>16,601</u></u>		<u><u>(10,008)</u></u>

All amounts included within the profit for the year and the income of the preceding year arose from continuing operation.

The Council has no other recognised gains or losses other than the profit for the year.

The notes on page 5 form part of these financial statements.

**THE JERSEY SAFETY COUNCIL  
BALANCE SHEET  
FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	2018		2017	
		£	£	£	£
<b>Current assets</b>					
Other debtors and prepayments	(2)	800		3,035	
Cash at bank and in hand		<u>52,915</u>		<u>34,859</u>	
			53,715		37,894
<b>Creditors: amounts due within one year</b>					
Creditors	(3)		(2,595)		(3,375)
<b>Net assets</b>			<u><u>51,120</u></u>		<u><u>34,519</u></u>
<b>Funds employed</b>					
Accumulated funds	(4)		<u><u>51,120</u></u>		<u><u>34,519</u></u>

These financial statements were approved by the Committee on  
Mr P Richardson

24.06.19

and signed on its behalf by

Chairman



The notes on page 5 form part of these financial statements.

**THE JERSEY SAFETY COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the accounting principles set out below.

**Income**

The grant is receivable from the States of Jersey Social Security Department.

Training, courses and conferences fees income is recognised to the extent that the Council obtains rights to consideration in exchange for its performance. It is measured at the fair value of the consideration received and is based on the services supplied during the year.

Bank interest received and other income is recognised on an accruals basis.

**Expenditure**

All expenditure is recognised on an accruals basis.

**2. OTHER DEBTORS AND PREPAYMENTS**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Other debtors and prepayments	800	3,035
	<u>800</u>	<u>3,035</u>

**3. CREDITORS**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Audit and accountancy fees	2,415	2,415
Other creditors	180	960
	<u>2,595</u>	<u>3,375</u>

**4. ACCUMULATED FUNDS**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Brought forward	34,519	44,527
Transferred from income and expenditure account	16,601	(10,008)
	<u>51,120</u>	<u>34,519</u>

