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# STATES OF JERSEY



## **JERSEY SAFETY COUNCIL: REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017**

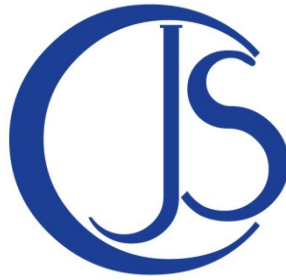
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**Presented to the States on 10th April 2018  
by the Minister for Social Security**

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**STATES GREFFE**





## **THE JERSEY SAFETY COUNCIL**

### **ANNUAL REPORT 2017**

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

**Mr Paul Richardson (Chairman)**

**Mr Mike Osborne (Reappointed in August 2017)**

**Mr Simon Boarder (Reappointed in March 2017)**

**Mr Adrian de Gruchy (from March 2017)**

**Mr Stephen Taylor (from August 2017)**

**Mr Russell Ball (up to February 2017)**

**Mr Nick Jewell (up to February 2017)**

**Mrs Tammy Fage (HSI)**

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

2017 saw Jersey's economy grow still further with a significant increase in construction related work and the Council have discussed the ongoing risks which businesses, small and large, may encounter as they employ more staff, many with no experience in the sectors to cater for the demand.

It is recognised that health & safety can often be overlooked or underappreciated.

The need to keep employers and employees focused on health & safety awareness and training is critical as the day to day pressures can 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 record 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 of existing and new requirements and best practices.

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

# JSC ANNUAL REPORT 2017

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## 2017 Activity

### Courses

With the growth of local Health & Safety Consultancies, in accordance with the Councils references and objectives, we continue 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 roll out of the Health & Safety (Management in 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.

A total of 25 individuals were trained and received certification from the Association of Project Safety.

#### **Commercial Client Courses**

An adaptation of the full course was developed to assist clients understand their responsibilities under the Health & Safety (Management in Construction) (Jersey) Regulations 2016 and the Council delivered these via an off-Island training provider.

A total of 29 individuals were trained and received certification from Faithful & Gould.

#### **JSAT**

The Council funded the development and management of the internet-based Jersey Safety Awareness test (JSAT), a replacement for the outdated Passport to Safety Scheme, which went live in October.

Whilst the initial test is construction related the JSAT platform allows for the introduction of other sectors over time.

JSAT has been actively marketed over the radio to promote companies and individuals to register.

The JSAT scheme is delivered by means of Registered Employers and Registered Testing Stations, with the latter providing the test in a controlled environment for anyone wishing to hold a formal registration card.

# JSC ANNUAL REPORT 2017

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At the end of 2017 the total number of Registered Testing Stations was 5, Registered Employers was 74 with 1138 delegated enrolled on the scheme.

## **Publications**

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

The Council took over the redesign and updating of the free handouts to comply with the Health & Safety (Management in Construction) (Jersey) Regulations 2016.

These useful toolkits are readily available from JSAT Registered Testing Stations, Social Security and via direct contract with the JSC.

## **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 and her team for their advice, support and assistance throughout the year.

## **Financials**

The 2017 audited accounts are attached in appendix A.

## **2018 and Beyond**

### **JSC Website**

The Council is scheduled to redevelop its website making it more current, user friendly and accessible during 2018.

### **JSAT**

The Council continues to manage and promote the scheme to the construction sector. It is also our intention to establish which other sectors might find this type of training useful.

### **Health & Safety Project Coordinator (HSPC), Commercial Client & Designer Training Courses**

The Council will continue to offer these courses when suitable quantities of delegates are available.

### **Scaffold Register Books & Scaffold Sign Off Certificates**

The Council is developing a replacement for these required documents to improve record keeping and understanding of responsibilities.

# JSC ANNUAL REPORT 2017

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## **Jersey Association of Scaffolding Contractors**

The Council continues to support their work to improve health & safety in the industry.

## **Education and Awareness**

We have identified the educational priorities of the Health & Safety Inspectorate and those arising from events in the news. These have led us to consider Manual Handling, Electricity at Work, Asbestos and Workplace Stress campaigns for 2018 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.

The Council also operates an action plan. This document is used to plan the Council's future activities.

## **Value for Money**

The Council continues to review its financial support requirements to ensure it provides value to the Department.

## **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)**

**COUNCIL MEMBERS' REPORT AND AUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2017**

**THE JERSEY SAFETY COUNCIL  
REPORT AND AUDITED FINANCIAL STATEMENTS 2017  
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**THE JERSEY SAFETY COUNCIL  
COUNCIL MEMBERS AND PROFESSIONAL ADVISERS**

Council members

Mr P Richardson (Chairman)  
Mr M Osborne (reappointed in August 2017)  
Mr N Jewell (resigned February 2017)  
Mr S Boarder (reappointed August 2017)  
Mr R Ball (resigned February 2017)  
Mr A de Gruchy (appointed March 2017)  
Mr S Taylor (appointed August 2017)  
Mrs T Fage (ex officio)

Address

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

Independent auditors

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

Bankers

Lloyds Bank  
Broad Street Branch  
St Helier  
Jersey  
JE4 8RG



**BRACKEN | ROTHWELL**  
CHARTERED ACCOUNTANTS  
**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 2017 which comprise 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 for 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 2017 and of its net income for the year then 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 of July 1991 and approved by the Social Security Committee.

  
**Bracken Rothwell Limited**  
Chartered Accountants

*26 March 2018*

2nd Floor, The Le Gallais Building  
54 Bath Street  
St Helier  
Jersey  
JE1 1FW

**THE JERSEY SAFETY COUNCIL  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2017**

	Note	2017		2016	
		£	£	£	£
<b>Income</b>	(1)			<b>Restated</b>	
Grant			27,800		28,343
Training, courses and conferences fees			17,710		40,756
Sponsorship income			-		2,250
Other income			3,511		120
			49,021		71,469
<b>Administration expenses</b>	(1)				
Training courses, conferences & seminars		16,565		35,897	
Administration fees		6,797		4,973	
JSAT expenses		17,364		-	
Advertising and promotion		205		498	
Grants and subscriptions		10,829		-	
Website hosting		2,458		2,298	
Office stationery, post and telephone costs		617		490	
Audit and accountancy fees		2,530		2,480	
Insurance		1,290		1,284	
Miscellaneous		374		943	
			(59,029)		(48,863)
<b>Net (deficit)/income for the year transferred to accumulated funds</b>	(4)		(10,008)		22,606

All amounts included within the deficit for the year and the income of the preceding year arose from continuing operations.

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

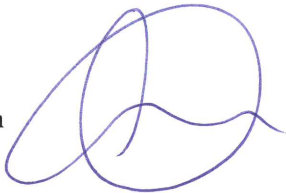
The notes on page 5 form part of these financial statements.

**THE JERSEY SAFETY COUNCIL  
BALANCE SHEET  
AS AT 31 DECEMBER 2017**

	Note	2017		2016	
		£	£	£	£
<b>Current assets</b>					
Other debtors and prepayments	(2)	3,035		-	
Cash at bank and in hand		<u>34,859</u>		<u>46,827</u>	
			37,894		46,827
<b>Creditors: amounts due within one year</b>					
Creditors	(3)		(3,375)		(2,300)
<b>Net assets</b>			<u>34,519</u>		<u>44,527</u>
<b>Funds employed</b>					
Accumulated funds	(4)		<u>34,519</u>		<u>44,527</u>

These financial statements were approved by the Committee on ...<sup>22<sup>nd</sup></sup>..... of March 2018 and signed on its behalf by Mr P Richardson

**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 2017**

**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>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Other debtors and prepayments	3,035	-
	3,035	-
	3,035	-

**3. CREDITORS**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Audit and accountancy fees	2,415	2,300
Other creditors	960	-
	3,375	2,300
	3,375	2,300

**4. ACCUMULATED FUNDS**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Brought forward	44,527	21,921
Transferred from income and expenditure account	(10,008)	22,606
	34,519	44,527
	34,519	44,527