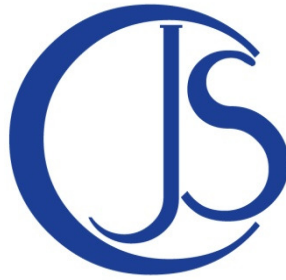

STATES OF JERSEY



JERSEY SAFETY COUNCIL: REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2014

**Presented to the States on 8th September 2015
by the Minister for Social Security**

STATES GREFFE



THE JERSEY SAFETY COUNCIL

ANNUAL REPORT 2014

Jersey Safety Council Committee:

Mr Paul Richardson (Chairman)

Mr Mike Osborne

Mr Simon Boarder

Mr Russell Ball

Mr Nick Jewell

Mr Colin Myers (HSI)

Mrs Tammy Fage (HSI)

Chairman's Report

2014 has seen Jersey's economy continue to fight through the downturn and the Committee has discussed the ongoing risks that businesses, small and large, may overlook or under appreciate the need to keep their focus on health and safety training and awareness as the day to day pressures take precedence.

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

This was especially notable in our Seminars to launch the new Safety in the Use of Machinery Approved Code of Practice (ACoP) and to educate businesses on the scaffold training. Around half of those attending each were from the smaller end of the local business sector.

The JSC has had another successful year working in partnership with the Health and Safety Inspectorate, helping with its 2014 priority of improving standards of training and competence within the scaffold industry. It was noted that several new scaffolding firms had been formed with the withdrawal of a major supplier and there were signs that good practice and some regulations were being ignored by the newer firms.

Although costly in time, money and grey hairs, the reports being received from the construction industry that scaffolding construction quality has improved after the training provision are rewarding.

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2014 Activity

Courses

With the growth of local Health & Safety Consultancies, in accordance with the Councils references and objectives, continues to focus on the provision 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.

STARS Scaffold Training

After discussions it was identified that, in view of the inconsistency of training provided to local contractors, the Health & Safety Inspectorate wanted to adopt a similar standard to the Construction Industry Scaffolders Record Scheme (CISRS) provided within the UK.

In view of the numbers of persons requiring training, and to assist and support the industry, the JSC led the initiative to facilitate training locally, which proved to be a time consuming and challenging exercise.

The CISRS course was not available locally so a tailored certified course was developed catering for the local requirements.

A suitable venue was secured with the kind assistance of Jersey Property Holdings.

The logistics of this were very complicated due to multiple levels of accreditation available to the local scaffolders – with Level 1, Level 2 and Advanced training needed for both 'System' and 'Tube & Fitting' constructors.

The training was completed in July 2014 with 59 scaffolders receiving formal accredited training.

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Date	Course	Duration	Delegates
April	STARS Scaffolding Course – System	1x5 days	9
May	STARS Scaffolding Course – System	1x5 days	8
June	STARS Scaffolding Course – System	2x5 days	15
July	STARS Scaffolding Course – System	2x5 days	12
July	STARS Scaffolding Course – Tube & Fitting	2x5 days	15
	Total delegates trained		59

Seminars

We see the Jersey Safety Council's educational role as paramount and have found that Breakfast Seminars are the best way to bring the widest variety of attendees to hear presentations, collect pertinent written guidance and ask questions on specific points.

These seminars are provided free to ensure we gain the maximum attendee levels and interest from industry.

ACoP 10 'Safety in the Use of Machinery' Launch – March 2014

Speakers: Health & Safety Inspectorate, Jersey Safety Council and Ronez Ltd.

Our three speakers covered the legislation, implementation and 'on the ground' aspect to the ACoP, using observations and experience of machinery safety and safety failures within the businesses.

'Scaffold End User' - September 2014

Speakers: Health & Safety Inspectorate, Jersey Safety Council, TTS, Parish of St. Helier and the Jersey Association of Scaffolding Contractors.

Many smaller businesses made the effort to attend and some very pertinent questions were asked of JSC, HSI and the proposed new Jersey Association of Scaffolding Contractors. The connections made have also led to follow-up discussions from the channels opened on that day.

Passport to Safety

This continues to be well supported at grass roots levels and has been adopted by training organisations such as Back to Work and JET to educate and test for a good awareness of health and safety practice at Visitor, Operator and Supervisor levels.

Over 800 registrations are now live on our new system and Committee Member Simon Boarder continues to oversee its development and answer users' queries. The proliferation of smart phones and .pdf downloaders allows staff – and those looking to augment a CV to return to work – to review the questions before sitting a test.

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Many businesses have been delighted that they can now access the system totally online and provide their staff with in-house-supervised testing facilities. A handful of Testing Stations remain and will supply plastic identity cards to their successful candidates for a small fee if required.

As other sectors have expressed an interest in a less-Construction orientated question set, the focus has shifted to H&S knowledge for those in a more office or desk-based environment and overall awareness for those entering a workplace for the first time. This is being developed as an ongoing project.

Thanks

Firstly, we would like to express our thanks to the Ministers for Social Security for their decision to continue to support the work undertaken by Council.

Thanks also go to:

- Bob Auffret and his Property Holdings Team for their invaluable help in the sourcing, maintenance and security of the old Jersey College for Girls building and its grounds for use for the scaffold training;
- Harsco/SGB and L2 Scaffolding for their generous discounts in supplying the scaffolding needed for the STARS Courses;
- 4Hire for helping with other facilities for the STARS Courses;
- The Health and Safety Inspectorate for their advice, support and assistance throughout the year.

Financials

A copy of the 2014 audited accounts is attached as appendix A.

Budget

A copy of the Council's budget for 2015 to 2018 is shown below.

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Jersey Safety Council
Draft Budget Forecast 2015 - 2018

	Budget 2015	Budget 2016	Budget 2017	Budget 2018
Total of Rows				
Social Security Grant	28,922.00	34,000.00	34,000.00	34,000.00
Course / Seminar income	17,000.00	15,000.00	17,000.00	17,000.00
Other income (excl interest)	-	-	-	-
TOTAL INCOME	45,922.00	49,000.00	51,000.00	51,000.00
Course / Seminar expenses	- 18,000.00 -	18,000.00 -	18,000.00 -	18,000.00
Administration fees	- 22,000.00 -	22,000.00 -	23,000.00 -	23,000.00
Equipment	- 200.00 -	200.00 -	1,500.00 -	200.00
Educational materials & posters	- 4,000.00 -	1,500.00 -	1,500.00 -	1,500.00
Advertising & promotion	- 500.00 -	500.00 -	2,000.00 -	500.00
Grants & subscriptions	- 2,500.00 -	2,600.00 -	2,600.00 -	2,600.00
Audit & accountancy fees	- 1,275.00 -	1,500.00 -	1,500.00 -	1,500.00
Insurance	- 1,300.00 -	1,300.00 -	1,300.00 -	1,300.00
Office stationary / phones & post	- 700.00 -	700.00 -	700.00 -	700.00
Entertainment	- 400.00 -	400.00 -	400.00 -	400.00
Miscellaneous & Petty Cash	- 500.00 -	500.00 -	500.00 -	500.00
TOTAL EXPENDITURE	- 51,375.00 -	49,200.00 -	53,000.00 -	50,200.00

Total Income	45,922.00	49,000.00	51,000.00	51,000.00
Bank Interest	5.00	5.00	5.00	5.00
Total Expenditure	- 51,375.00 -	49,200.00 -	53,000.00 -	50,200.00
Balance per year	- 5,448.00 -	195.00 -	1,995.00	805.00
Reserves carried forward	25,933.00	20,485.00	20,290.00	18,295.00
Reserve used in period	- 5,453.00 -	200.00 -	2,000.00	800.00
Position at year end	20,485.00	20,290.00	18,295.00	19,100.00

General Notes

The budget forecast show significant reduction in the financial reserves year on year until 2016 when funds would be short of a what is believed to be a healthy reserve. At this point the Council will need to consider funding increases or a reduction in what is undertaken.

The forecast above has considerable sums of money placed against headings which would require greater explanation.

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2015 and Beyond

ACoP 11 Managing Health and Safety in Construction

Our first accredited CDM ACoP Health and Safety Project Co-Ordinator Courses will be held in February 2015 and continue at intervals throughout the year as enough interest is generated.

STARS Scaffold Training Refresher

As we facilitated the training of the vast majority of Jersey scaffolders, we are not looking to create full-scale Courses again until those qualifications need renewing in 2019. However, the turnover and promotion of staff has led to enquiries about more frequent training and we are working with individual scaffold firms, the Trainers and Guernsey Consultants to bring interested parties together.

Jersey Association of Scaffolding Contractors

The creation of this industry body has been mooted for several years but is now gaining momentum. We believe that this would be a very positive advance for the local industry and provide a valuable single point of contact to disseminate information and receive training requests.

As such, the Jersey Safety Council has committed to providing some financial assistance, administration and marketing support as well as hosting discussions wherever possible.

Road Workers Awareness Campaign

The Council is working with TTS to develop an awareness raising campaign, including handouts to all properties affected by roadwork's, delivered by the utilities and road working contractors prior to works commencing along with banners placed at strategic location around road works activities and around the Island.

Passport to Safety

This will continue to develop as an online system. Committee Member Simon Boarder has been working with Project Trident and other non-construction organisations to expand the scope of the question sets and examinations. These are his Jersey Safety Council priorities for 2015.

Education and Awareness

We have identified the educational priorities of the Health & Safety Inspectorate and States Departments (eg. the Education Department), 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 2015 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.

JSC ANNUAL REPORT 2014

Value For Money?

Even in these difficult times, many of our Committee members have agreed to stay on for second and even third terms of office – each bringing their business experience, particular skills and energy to the Jersey Safety Council completely free of charge. Our only expenses are our administration and education costs and I hope you'll agree that this offers incredible value for money to the Island.

Up until 2005, the Jersey Safety Council received an annual grant of £50,000 to carry out its remit in the Island. After reflection on our reserves, we reduced our grant request in 2005 to £32,136 (a 36% cut), allowing us a modest overlap on one single year's operating funding (circa £25,000) to allow for employment and winding down liabilities should we be forced to cease operations.

In 2010, the Council reviewed its ongoing requirement and assisted in the overall States of Jersey spending review with a further 10% cut to a budget of £28,922. Whilst the cost of living has increased significantly over the past four years, our grant has remained static at this figure – over 42% down in absolute terms (and significantly more in real terms) on our Social Security Grant of ten years ago.

However, as I reported to the Minister last year, our reserves are now at a level to only provide a safety net for Council's winding down and will not be able to support the full activities moving forward.

THE JERSEY SAFETY COUNCIL

Address

The Granite Office
West Hill
St Helier
JERSEY
JE2 3HB

Auditors

BRACKEN ROTHWELL

THE JERSEY SAFETY COUNCIL

(also known as the Jersey Council For Safety and Health At Work)

REPORT AND AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2014

**THE JERSEY SAFETY COUNCIL
REPORT AND AUDITED FINANCIAL STATEMENTS 2014
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**THE JERSEY SAFETY COUNCIL
COUNCIL MEMBERS AND PROFESSIONAL ADVISERS**

Council members

Mr P Richardson (Chairman)
Mr M Osborne
Mr N Jewell
Mr S Boarder
Mr R Ball
Mr C Myers (ex officio)
Mrs Tammy Fage (ex officio)

Secretary and Treasurer

Mrs Julie Park

Address

'Kittens Rest'
St. Nicholas Avenue
St. Clement
Jersey
JE2 6PG

Independent auditors

Bracken Rothwell Limited
Chartered Accountants
8th Floor, Union House
Union Street
St Helier
JE2 3RF

Bankers

Lloyds Bank, Jersey
Broad Street Branch
St Helier
JE4 8RG



BRACKEN | ROTHWELL
CHARTERED ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT TO THE MINISTER FOR SOCIAL SECURITY

We have audited the financial statements of Jersey Safety Council ("the Council") for the year ended 31 December 2014 which comprise the Income and Expenditure Account, Balance Sheet and the related notes 1 to 4. The financial reporting framework that has been applied in their preparation is United Kingdom Generally Accepted Accounting Principles.

This report is made solely to the Minister for Social Security ("the Minister"), as a body. Our audit work has been undertaken so that we might state to the Minister those matters we are required to state to him 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 Minister as a body, 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 and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing. 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.

In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with the knowledge acquired by us in the course of performing the audit.

If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.



BRACKEN | ROTHWELL

CHARTERED ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT TO THE MINISTER FOR SOCIAL SECURITY (continued)

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 2014 and of its net surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Principles; and
- have been properly prepared in accordance with the requirements of the Council's Constitution issued on 2nd of July 1991 and approved by Social Security Committee.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters if, in our opinion:

- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

*Bracken Rothwell Limited
Chartered Accountants
Jersey, Channel Islands*

Date: 15 April 2015

**THE JERSEY SAFETY COUNCIL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2014**

Note	2014		2013	
	£	£	£	£
Income				
States of Jersey Grant		28,922		28,922
Training, courses and conferences fees		32,143		15,023
Other income		-		263
		61,065		44,208
Administration expenses				
Training courses, conferences & seminars	32,349		11,926	
Administration fees	21,100		25,045	
Equipment	124		919	
Educational materials	-		2,966	
Advertising and promotion	222		3,309	
Grants and subscriptions	3,131		3,310	
Audit and accountancy fees	1,260		1,075	
Insurance	1,271		1,020	
Miscellaneous	430		912	
		(59,887)		(50,482)
Operating surplus/ (deficit)		1,178		(6,274)
Financial income				
Bank interest		5		10
Net surplus/ (deficit) for the year transferred to accumulated funds		1,183		(6,264)

All amounts included within the surplus for the year and that of the preceding year arose from continuing operations.

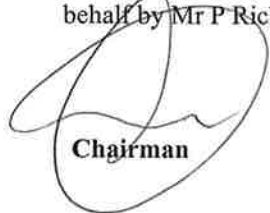
The Council has no other recognised gains or losses other than the surplus for the year.

The notes on page 6 and 7 form part of these financial statements.

**THE JERSEY SAFETY COUNCIL
BALANCE SHEET
AS AT 31 DECEMBER 2014**

	Note	2014		2013	
		£	£	£	£
Current assets					
Other debtors and prepayments	2	8,813		663	
Cash at bank and in hand		<u>19,438</u>		<u>26,172</u>	
			28,251		26,835
Creditors: amounts due within one year					
Creditors	3		<u>(2,318)</u>		<u>(2,085)</u>
Net assets			<u><u>25,933</u></u>		<u><u>24,750</u></u>
Funds employed					
Accumulated funds			<u><u>25,933</u></u>		<u><u>24,750</u></u>

These financial statements were approved by the Committee on 14th APRIL 2015 and signed on its behalf by Mr P Richardson



Chairman

The notes on page 6 and 7 form part of these financial statements.

**THE JERSEY SAFETY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2014**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared on a going concern basis, under historical cost convention and in accordance with United Kingdom Generally Accepted Accounting Principles.

Income

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

The grant from the States of Jersey is accounted for in line with SSAP 4: Accounting for Government Grants ("SSAP 4"). In line with SSAP 4, the government grants are recognised in the Income and Expenditure Account so as to match them with the expenditure towards which they are intended to contribute. To the extent, therefore, that grants are made as a contribution towards specific expenditure on fixed assets, they are recognised over the useful economic lives of the related assets. Grants made to give immediate financial support or to reimburse costs already incurred are recognised in the Income and Expenditure account in the period in which they become receivable; those made to finance the general activities of the council are recognised in the Income and Expenditure account in the period in which they are paid or the conditions for receipt have been complied with and there is reasonable assurance that they will be received.

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.

All income is recognised on an accruals basis.

Expenditure

All expenditure is recognised on an accruals basis.

Cash and cash equivalents

Cash and cash equivalents consist of bank balances due on demand or balances with an original maturity of three months or less.

Debtors and creditors

Debtors and creditors are recognised initially at fair value, net of transaction costs. Subsequently debtors and creditors are measured at amortised cost using the effective interest rate method. In practice fair value represents the amounts which are expected to be settled.

2. OTHER DEBTORS AND PREPAYMENTS

	2014 £	2013 £
Trade debtors	3,150	-
Other debtors and prepayments	5,663	663
	<u>8,813</u>	<u>663</u>

3. CREDITORS

	2014 £	2013 £
Social security	321	765
Training expenses	162	-
Audit and accountancy fees	1,000	1,000
Other creditors	835	320
	<u>2,318</u>	<u>2,085</u>

4. ACCUMULATED FUNDS

	2014 £	2013 £
Brought forward	24,750	31,014
Transferred from income and expenditure account	1,183	(6,264)
	<u>25,933</u>	<u>24,750</u>