

TEWKESBURY BOROUGH COUNCIL

Report to:	Audit Committee
Date of Meeting:	22 June 2016
Subject:	Annual Report on Health and Safety Activities
Report of:	Richard Kirk, Interim Environmental and Housing Services Group Manager
Corporate Lead:	Rachel North, Deputy Chief Executive
Lead Member:	Councillor J R Mason, Lead Member for Clean and Green Environment
Number of Appendices:	1

Executive Summary:

The report attaches, at Appendix 1, a summary of the activities carried out to secure health and safety compliance in the financial year 1 April 2015 to 31 March 2016.

Recommendation:

- 1. To CONSIDER the contents of the Annual Report.**
- 2. To AGREE that an annual report on health, safety and welfare related matters be presented to the Audit Committee at the meeting following the end of the financial year.**

Reasons for Recommendation:

The Health, Safety and Welfare Policy of Tewkesbury Borough Council states that “elected members have a responsibility for ensuring that the chief executive and deputy chief executive are adequately resourced and supported in achieving compliance with the legal requirements of the Health and Safety at Work Act 1974 and regulations made under it”. The attached report has been written to help Members carry out this responsibility.

Resource Implications:

As detailed in the report at Appendix 1

Legal Implications:

Tewkesbury Borough Council is responsible for the health, safety and welfare of its staff and where relevant, members of the public in accordance with the Health and Safety at Work etc Act 1974.

Risk Management Implications:

Risk Management is an integral part of the Health, Safety and Welfare Policy and the workplan detailed at Appendix 1 will help mitigate related business risks.

Performance Management Follow-up:

Audits of the management of health and safety, and lone working safety are scheduled for

2016. Other performance management issues are detailed in the report at Appendix 1.

Environmental Implications:

None.

1.0 INTRODUCTION/BACKGROUND

1.1 Tewkesbury Borough Council recognises and accepts its responsibilities to secure the health, safety and welfare of staff and, where relevant, members of the public. It also recognises the importance of good communications in making sure this is effectively carried out.

1.2 As part of securing and ensuring compliance with the Health and Safety at Work etc Act 1974, it has been identified that Members, as well as staff and the public, should be well informed about the work carried out to secure compliance as well as the work planned to review arrangements in the future.

1.3 The Health and Safety Executive provide excellent guidance in both leading and managing health and safety. The attached report provides a good way to deliver on their recommendation to establish an effective 'downward' communication systems and management structure.

2.0 ANNUAL REPORT

2.1 If well received, it is proposed to provide an annual report to the Audit Committee. The report would help support the existing structures for managing health and safety matters which are shown in the report at Appendix 1.

2.2 The report aims to provide a review of the previous year's activities in this area of work, as well as to provide a work plan for forthcoming year.

3.0 OTHER OPTIONS CONSIDERED

3.1 Previously, Member engagement on health and safety issues was primarily through reports on completed internal audits and engagement with the Council's 'Keep Safe, Stay Healthy' Group. This could continue; however, providing an annual report to the Audit Committee may help to keep Members informed and engaged, and it would also be a way to show the wider community impacted by the activities of the Council about how it takes the subject seriously and approaches it in a proactive manner.

4.0 CONSULTATION

4.1 The Corporate Leadership Team and Corporate Governance Group have been consulted on the proposal.

5.0 RELEVANT COUNCIL POLICIES/STRATEGIES

5.1 Health, Safety and Welfare Policy.

6.0 RELEVANT GOVERNMENT POLICIES

6.1 Leading Health and Safety at Work (INDG417) and Managing for Health and Safety

(HSG65), both published by the Health and Safety Executive provide guidance for employers on discharging their duties under the Health and Safety at Work etc Act 1974.

7.0 RESOURCE IMPLICATIONS (Human/Property)

7.1 As detailed in the report at Appendix 1.

8.0 SUSTAINABILITY IMPLICATIONS (Social/Community Safety/Cultural/ Economic/ Environment)

8.1 None.

9.0 IMPACT UPON (Value For Money/Equalities/E-Government/Human Rights/Health And Safety)

9.1 As detailed in the report at Appendix 1.

10.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

10.1 None

Background Papers: None

Contact Officer: David Steels, Environmental Health Manager
01684 272172 david.steels@teWKesbury.gov.uk

Appendices: Appendix 1 - Annual Report on Health and Safety Activities