

# TEWKESBURY BOROUGH COUNCIL

<b>Report to:</b>	Audit Committee
<b>Date of Meeting:</b>	21 September 2017
<b>Subject:</b>	Health and Safety Report 2016/17
<b>Report of:</b>	Peter Tonge, Head of Community Services
<b>Corporate Lead:</b>	Robert Weaver, Deputy Chief Executive
<b>Lead Member:</b>	Councillor J R Mason, Lead Member for Clean and Green Environment
<b>Number of Appendices:</b>	1

## **Executive Summary:**

The report attached, at Appendix 1, is a summary of the activities carried out to secure health and safety compliance in the financial year 1 April 2016 to 31 March 2017.

## **Recommendation:**

**To CONSIDER the Council's Health and Safety Report 2016/17.**

## **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 work-plan detailed at Appendix 1 of the report will help mitigate related business risks.

## **Performance Management Follow-up:**

Performance management issues are detailed within the report and appendix.

## **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.
- 1.3** The Council is committed to the management of health and safety for both Council client officers and all contractors engaged by the Council. The Health, Safety and Welfare Policy provides the health and safety framework that all parties must follow to ensure health and safety is managed during the course of business.

## **2.0 ANNUAL REPORT 2016/17**

- 2.1** 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.
- 2.2** 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** None

## **4.0 CONSULTATION**

- 4.1** Management team has been consulted on the contents of the annual health and safety audit.

## **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** None

**10.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS**

**10.1** Audit Committee Minutes - 22 June 2016

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**Background Papers:** None

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**Appendices:** Appendix 1 - Health and Safety Report 2016/17