

**REPORT TO:** Corporate Services Scrutiny Committee  
**Date of Meeting:** 28 June 2018

**REPORT TO:** Executive  
**Date of Meeting:** 10 July 2018

**Report of:** Director of Communities, Health, Wellbeing and Licensing

**Title:** The Council's Annual Health and Safety Report for 2017

**Is this a Key Decision?**

No

**Is this an Executive or Council Function?**

Executive

**1. What is the report about?**

1.1 The report highlights the Council's activities and performance in health and safety at work during 2017. A copy of the Annual Health and Safety Report 2017 (the Annual Report) is provided at Appendix A.

**2. Recommendation:**

2.1 That Corporate Services Scrutiny Committee notes the content of the Annual Report.

2.2 That Executive notes the content of the Annual Report

**3. Reasons for the recommendation:**

3.1 Exeter City Council, in its ambition to be an exemplar of health and safety, is seeking to maintain and advance its positive health and safety culture by creating an environment with fairness and clear lines of responsibility at its core.

3.2 The Annual Report presents an overview of its activities and performance.

3.3 This year the Annual Report appears in a new style of presentation for ease of reading across the authority.

**4. What are the resource implications including non financial resources:**

4.1 There are no additional resource implications and The Annual Report in its new format has been achieved under existing resources.

**5. Section 151 Officer Comments:**

There are no additional financial implications for the Council to consider.

**6. What are the legal aspects?**

6.1 The Annual Report informs Elected Members of the City Council's activities and performance in health and safety at work during 2017. The Annual Report is published to supplement the Council's policy for health and safety at work, in compliance with the Health & Safety at Work etc. Act 1974 and Regulation 5 of the Management of Health and Safety at Work Regulations 1999.

**7. Monitoring officer Comments:**

This report raises no issues for the Monitoring Officer.

**8. Report Details:**

8.1 The Annual Report provides details of a number of Council buildings affected by fire during 2017. The report also examines how fires in buildings owned by others impacted on the day to day normal activities of Exeter City Council. All of the fires resulted in lost time and lost production, however there were no employee casualties resulting from the incidents.

8.2 The Annual Report goes on to examine successes in valuing our employees as well as meeting our statutory obligation for their safety and health at work. Progress in managing work-related stress risk, training in corporate responsibility and safety inspection accident investigation, training in risk assessment review all contributed the valuing our employees during 2017.

8.3 Machinery safety was extensively reviewed in Public and Green Spaces, the Materials Reclamation Facility and machine guarding in lift motor rooms. Improved safety measures resulted for tasks such as grass cutting on slopes, lighting around areas of machinery in the MRF and procedures for lift maintenance contractors.

8.4 Events in the City have increased dramatically in last few years. The Annual Report provides an overview of the work undertaken by the Exeter Safety Advisory Group during 2017, where the group made recommendations to event organisers to facilitate improved safety management for events held on Council land.

8.5 Exeter's Waterways Service was extensively reviewed and a number of recommendations to improve safety were made. In partnership with Devon and Somerset Fire and Rescue Service we committed to water rescue throwline provision and training for quayside commercial premises. Extra safety signage was carefully considered and selected for certain zones on the waterways in response to recommendations in a letter from the Minister for Local Government to all local authority Chief Executives in England and Wales. The Annual Report details further.

8.6 Safe systems of work were covered in the Annual Report, with improvements made from reviews of personal protective equipment, work at height, lifting operations, moving and handling and control of hazardous substances.

8.7 The Annual Report makes recommendations for ongoing monitoring and review during the coming year, 2018, in all the above areas, plus other areas such as asset safety inspection and an extensive review of waste and recycling operations (street collection services).

**9. How does the decision contribute to the Council's Corporate Plan?**

9.1 The Annual Report contributes to the delivery of active and healthy communities and excellent service delivery.

**10. What risks are there and how can they be reduced?**

10.1 The Annual Report specifies targets and priorities to manage risk and establishes staffing levels to achieve the necessary outcomes. The main risk of not achieving the areas outlined in the service plan will be that of public and staff safety, which could lead to serious injury, ill health or death.

**11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?**

11.1 The report has no impact on equality and diversity, young people and vulnerable adults. The report does impact positively on health and wellbeing, community safety and the environment.

**12. Are there any other options?**

12.1 The annual report must be reviewed on an annual basis to demonstrate the Council's desire to be an 'exemplar' of health and safety within the city.

Author: P Barton, Principal Health and Safety Officer

**Local Government (Access to Information) Act 1972 (as amended)**

**Background papers used in compiling this report:-**

'Think about Health and Safety. What Elected Members of Local Authorities Need to Know' (2009) IOSH.

The Health & Safety at Work etc. Act 1974.

The Management of Health and Safety at Work Regulations 1999 (regulation 5).

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