

**REPORT TO:** Corporate Services Scrutiny Committee

**Date of Meeting:** 26 September 2019

**REPORT TO:** Executive

**Date of Meeting:** 8 October 2019

**Report of:** Director of Communities, Health, Wellbeing, Sport and Leisure

**Title:** The Council's Annual Health and Safety Report for 2018

**Is this a Key Decision?**

No

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

Executive

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

1.1 The report presents the Council's activities and performance in relation to health and safety at work during 2018. A copy of the Annual Health and Safety Report 2018 (the Annual Report) is provided at Appendix A.

**2. Recommendations:**

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, aims is to be an exemplar of health and safety practice. To accomplish this the Council needs to continually improve its health and safety management systems.

3.2 The Health and Safety Executive (HSE) recommend that authorities publish an annual report setting out its approach and performance in relation to health and safety at work

3.3 This report meets this best practise standard

**4. What are the equality and diversity impacts of this decision?**

4.1 This report does not require an equality and diversity impact assessment as there are no policy or other related decisions needed as a result of this report. This report seeks to update on the Council's own health and safety position during 2018.

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

5.1 There are no additional resource implications and The Annual Report is achieved under existing resources.

**6. Section 151 Officer Comments:**

6.1 There are no financial implications for Council to consider contained in this report.

## **7. What are the legal aspects?**

- 7.1 The Annual Report informs Elected Members of the City Council's activities and performance in health and safety at work during 2018. 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.

## **8. Monitoring officer Comments:**

The report raises no issue for the Monitoring Officer.

## **9. Report Details:**

- 9.1 Our approach to health and safety is to be open and transparent which is why we have reviewed and established rigorous governance system and processes in 2018.
- 9.2 We are now better able to monitor and measure our performance and to learn from failures to ensure progress and improvement. A culture of openness and learning will help staff and contractors to fully understand and appreciate safety standards and procedures leading to a safe working environment for all.
- 9.3 The Annual Report provides details of a number of Council buildings affected by fire during 2018. 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.
- 9.4 The Annual Report describes our progress 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 2018.
- 9.5 Of particular note is the Council's reduction in the number of accidents reportable to the Health and Safety Executive. In this respect the number of accidents in 2018 was halved from that reported in 2017.
- 9.6 New contractors were appointed to undertake electrical portable appliance safety testing, water hygiene safety assessments and checks and fire systems service and maintenance in Council buildings.
- 9.7 Policies were revised for Lone Working Safely, Fire Safety Management and Health and Safety Training, all strengthening the Council's organisation and arrangements for the health and safety its employees and others with whom we interact.
- 9.8 An extensive safety review of Waste and Recycling Operations was carried out and a number of recommendations were made to maintain a safe working environment in this high hazard service.

9.9 The Annual Report makes recommendations for ongoing monitoring and review during the coming year, 2019, in all the above areas, plus other areas such as follow up of significant findings from fire risk assessments in Council buildings.

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

10.1 The Annual Report contributes to:

- Promoting active and healthy lifestyles
- Provide value-for-money services despite continuing central government budget reductions
- Lead a well-run Council

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

11.1 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 employee and public safety, which could lead to serious injury, ill health or death.

## **12. What is the impact of the decision on health and wellbeing; safeguarding children, young people and adults with care and support needs, economy, safety and the environment?**

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

## **13. What other options are there, and why have they been dismissed?**

13.1 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.

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- [View Appendices](#)

### **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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