

AGENDA ITEM NO.5

STAFF COMMITTEE

Date **3 JUNE 2013**

Title **CORPORATE HEALTH & SAFETY ANNUAL REPORT 2012/13**

1. PURPOSE/SUMMARY

To provide the Staff Committee with an overview of the Council's Corporate Health & Safety Annual Report 2012/13.

To enable the effective management of health and safety, an employer is required to monitor and review its performance. The purpose of this annual report is to comment on the Council's health and safety performance during the period April 2012 – March 2013.

The scope of this report covers the key activities of updating / reviewing Council health and safety guidance documentation, accident statistics, health and safety training, health surveillance, audits, legislation update and a review of the progress with the Health and Safety Action Plan 2012/13.

2. KEY ISSUES

Through proactive and robust health and safety policies and procedures the Council has seen continued performance improvement in health and safety, with key areas such as:

- The total number of work-related injuries remains low with 29 recorded, which is equal to the previous year's low level.
- A reduction in the number of lost days through work-related injuries, from 208 (2011/12) to 148 in 2012/13.
- The ongoing delivery of the Council's comprehensive health and safety training programme, with a total of 105 staff having received corporate health and safety training from a range of 10 courses.
- Seven services / teams were audited in this period, with recommendations made where improvements are required. Six monthly follow up meetings are then conducted to assess progress with implementation of required recommendations.
- All of the objectives within the Health and Safety Action Plan 2011/12 are "Green" and have been completed within the required timescales, with the exception of reviewing/converting policies into codes of practice. This will be carried forward into 2013/14.

3. RECOMMENDATION(S)

That Staff Committee:

- Note the Council's performance within this report, which has also been cascaded to Corporate Management Team and the Council's Health and Safety Panel.

Wards Affected	All
Forward Plan Reference No. (if applicable)	N/A
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Background Paper(s)	N/A