

AGENDA ITEM NO. 5

Staff Committee

Date **07 July 2014**

Title **Corporate Health & Safety Annual Report 2013/14**

1. PURPOSE/SUMMARY

To provide the Staff Committee with an overview of the Council’s Corporate Health & Safety Annual Report 2013/14.

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 2013 – March 2014.

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 2013/14.

2. KEY ISSUES

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

- The total number of work-related injuries remains low with 33 recorded, and with just two ‘reportable accidents’ to the HSE.
- The total number of lost days through work-related injuries was 174.
- The ongoing delivery of the Council’s comprehensive health and safety training programme, with a total of 124 staff having received corporate health and safety training.
- Six 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 the required recommendations.
- A programme continues to review and convert all existing Health and Safety Policies into Codes of Practice, which will improve the process to implement any required changes.
- All of the objectives within the Health and Safety Action Plan 2013/14 are “Green” and have been completed within the required timescales, with the exception of reviewing/convertng policies into codes of practice, which will be carried forward into 2014/15.

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
Portfolio Holder(s)	
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Background Paper(s)	N/A