



<b>Policy, Finance and Development Committee</b>	<b>Tuesday, 11 June 2019</b>	<b>Matter for Information and Decision</b>
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**Report Title:** **Annual Review of Health and Safety (2018/19)**

**Report Author(s):** **Paul Evans (Health and Safety Officer)**

<b>Purpose of Report:</b>	The purpose of this report is to approve the Health and Safety Annual Report for 2018/2019 and also the revised Health and Safety Policy and Statement.
<b>Report Summary:</b>	<p>The Health and Safety Annual Report (as set out at Appendix 1) is a summary of the Council's health and safety performance during the period 2018 to 2019. It provides information on accidents, risks, key activities and proposals for last financial year.</p> <p>The Health and Safety Policy and Statement (as set out at Appendix 2) has been updated with minor modifications.</p>
<b>Recommendation(s):</b>	<p><b>A. That the Health and Safety Annual Report (2018/19) (as set out in Appendix 1) be approved; and</b></p> <p><b>B. That the Health and Safety Policy and Statement (April 2019) (as set out in Appendix 2) be approved.</b></p>
<b>Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):</b>	<p>Anne Court (Chief Executive / Head of Paid Service) (0116) 257 2602 <a href="mailto:anne.court1@oadby-wigston.gov.uk">anne.court1@oadby-wigston.gov.uk</a></p> <p>Karen Pollard (Head of People) (0116) 257 2727 <a href="mailto:karen.pollard@oadby-wigston.gov.uk">karen.pollard@oadby-wigston.gov.uk</a></p> <p>Paul Evans (Health and Safety Officer) (0116) 257 2608 <a href="mailto:paul.evans@oadby-wigston.gov.uk">paul.evans@oadby-wigston.gov.uk</a></p>
<b>Corporate Objectives:</b>	<p>Building, Protecting and Empowering Communities (CO1) Growing the Borough Economically (CO2) Providing Excellent Services (CO3)</p>
<b>Vision and Values:</b>	<p>"A Stronger Borough Together" (Vision) Accountability (V1) Teamwork (V3)</p>
<b>Report Implications:-</b>	
Legal:	The implications are as set out at paragraph 2 of this report.
Financial:	There are no implications directly arising from this report.
Corporate Risk Management:	<p>Reputation Damage (CR4) Regulatory Governance (CR6)</p>
Equalities and Equalities	There are no implications arising from this report.

Assessment (EA):	EA not applicable
Human Rights:	There are no implications arising from this report.
Health and Safety:	The implications are as set out in this report and the appendices.
<b>Statutory Officers' Comments:-</b>	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
<b>Consultees:</b>	None.
<b>Background Papers:</b>	<ul style="list-style-type: none"> <li>• <a href="#">Report entitled 'Annual Review of Health and Safety 2017/18' to Policy Finance and Development Committee on 1 May 2018</a></li> <li>• <a href="#">Health and Safety at Work etc. Act 1974</a></li> <li>• <a href="#">Managing for Health and Safety (HSG65)</a></li> </ul>
<b>Appendices:</b>	<ol style="list-style-type: none"> <li>1. Health and Safety Annual Report (2018/19)</li> <li>2. Health and Safety Policy and Statement (April 2019)</li> </ol>

## 1. Background

- 1.1 Attached to this report at **Appendix 1** is the Council's Health and Safety Annual Report 2018 to 2019 which provides a summary of the Council's health and safety performance during the year April 2018 – March 2019.
- 1.2 As in previous years, the Annual Report is structured in such a way as to reflect Health and Safety Executive guidance. It summarises the Council's health and safety policies, procedures and activities which have taken place over the last year.
- 1.3 The Health and Safety Policy and Statement is also attached at **Appendix 2** for approval. There are minor changes to the policy from the one that was agreed last year. The document will be re-signed when approved.

## 2. Information

- 2.1 At the meeting of this Committee on the 1 May 2018, the report on health and safety stated that the policy and statement will be reviewed annually and also a report was presented on the performance for the previous year.
- 2.2 At that meeting members requested that this Annual Plan incorporate additional information on comparing year on year on accidents, accident locations and near misses. Statistics on accidents at Parklands Leisure Centre & Wigston Pool and Fitness Centre were to be reported to the Service Delivery Committee by the Head of Community and Wellbeing.
- 2.3 Managing corporate risk is a key issue for all organisations in the public, private and voluntary sectors. Risks can take on many forms and organisations need to have systems in place to manage those risks. One key risk area is the health and safety of the Council's employees, of its contractors, service users and Members of the public, who may be affected by its activities.
- 2.4 Effective management of health and safety risks will help the Council to:

- maximise the well-being and productivity of our employees;
- maintain the well-being of contractors, service users and Members of the public;
- stop people getting injured, ill or killed by the work they do for the Council;
- prevent damage to the Council's reputation in the eyes of service users, suppliers, other stakeholders and the wider community and public realm; and
- avoid damaging effects on certain financial areas.

2.5 The Annual Report includes appropriate health and safety information on the Council's activities and performance. This demonstrates to our stakeholder's the Council's commitment to effective health and safety risk management and performance monitoring, to support our desire to continuously improve.