



Full Council	Tuesday, 16 July 2024	Matter for Information and Decision
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Report Title: **Health and Safety Annual Review (2023/2024)**

Report Author(s): **Zach Bradford (Safety & Resilience Officer)**

Purpose of Report:	The purpose of this report is to approve the Full Health and Safety Annual Report for 2023/24 and the revised Health and HS.00.P1 Health and Safety Policy and Statement.
Report Summary:	<p>The Full Health and Safety Annual Report (as set out at Appendix 1) is a summary of the Council's health and safety performance during period 2023 to 2024. It provides information on accidents, risks, key activities for the last fiscal year and proposals for the next fiscal year.</p> <p>The HS.00.P1 Health and Safety Policy and Statement (as set out at Appendix 2) has been reviewed, this creates a framework for all service areas to function from rather than specific legislative references.</p>
Recommendation(s):	<p>A. That the Full Health and Safety Annual Report (2023/24) (as set out in Appendix 1) be approved; and</p> <p>B. That the HS.001.P1 Health and Safety Policy and Statement (June 2024) (as set out in Appendix 2) be approved.</p>
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	<p>Anne Court (Chief Executive / Head of Paid Services) (0116) 257 2602 anne.court1@oadby-wigston.gov.uk</p> <p>David Gill (Head of Law & Democracy / Monitoring Officer) (116 257 2626) david.gill@oadby-wigston.gov.uk</p> <p>Stuart Marbrook (Corporate Assets Manager) (0116) 257 2852 stuart.marbrook@oadby-wigston.gov.uk</p> <p>Zach Bradford (Safety & Resilience Officer) (0116) 257 2866 zach.bradford@oadby-wigston.gov.uk</p>
Strategic Objectives:	Our Council (SO1) Our Partners (SO5)
Vision and Values:	Resourceful & Resilient (V4)
Report Implications:-	
Legal:	The implications are as set out at paragraph 2 of this report.
Financial:	The implications are as set out at paragraph 2 of this report.

Corporate Risk Management:	Decreasing Financial Resources / Increasing Financial Pressures (CR1) Reputation Damage (CR4) Failure to Respond to a Significant Incident (CR7)
Equalities and Equalities Assessment (EA):	There are no implications directly arising from this report. EA not applicable
Human Rights:	There are no implications arising from this report.
Health and Safety:	The implications are as set out at paragraph(es) [2] of this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Deputy Monitoring Officer:	The report is satisfactory.
Consultees:	None.
Background Papers:	<ul style="list-style-type: none"> • Health and Safety at Work etc. Act 1974 • The Management of Health and Safety at Work Regulations 1999 • Managing for Health and Safety (HSG65)
Appendices:	<ol style="list-style-type: none"> 1. Health and Safety Annual Report (2023/24) 2. HS.00.P1 Health and Safety Policy and Statement (July 2024)

1. Introduction

- 1.1 Attached to this report at **Appendix 1** is the Council's Full Health and Safety Annual Report 2023 to 2024 which provides a summary of the Council's health and safety performance during the financial year April 2023 to March 2024.
- 1.2 As in previous years, the Full Health and Safety Annual Report (**Appendix 1**) is structured in a way as to reflect the Health and Safety Executive guidance. It summarises the Council's health and safety policies, procedures and activities which have taken place over the last financial year.
- 1.3 The HS.00.P1 Health and Safety Policy and Statement is also attached at **Appendix 2** for approval. There are no significant changes to the policy from the one that was last agreed. The document will be re-signed when approved.

2. Information

- 2.1 Managing corporate risk is a key issue and legal requirement for all organisations in the public, private and voluntary sectors. Risks can take on many forms, and it is important that organisations have systems in place which manage those risks sensibly and to a reasonably practicable level at all times.
- 2.2 The management and practice of good health and safety should not be seen as a regulatory burden as it offers significant benefits such as;
 - Improved productivity because Officers are happier, healthier, and more motivated;
 - Improved relationships with all stakeholders;
 - Lower Officer absences and turnover rates;

- Reduced costs, which ensures resources can be better applied elsewhere;
- Reduces the chances of legal action taken against the Council, which again ensures the resources that would be spent fighting against the legal action are applied in other more efficient and beneficial areas.
- A better reputation among our customers, suppliers, partners, communities, and other stakeholders; and
- A positive perception of the Council from the general public.

2.3 It is difficult to calculate the potential cost of poor health and safety management and practice were the worst to happen. However, it is likely that the cost would be significant. There are also non-quantifiable costs, such as loss of reputation, and loss of stakeholders.

2.4 The Full Health and Safety Annual Report (**Appendix 1**) includes appropriate health and safety information, the Council's activities, and performance. This demonstrates to our stakeholders' the Council's commitment to effective health and safety risk management and performance monitoring, to support our desire to continuously improve.

3. Action Plan 2024/25

3.1 A schedule of internal review will be completed, this will consist of reviewing each service area. The schedule for this will run on an interval based upon a risk assessment. This will take the bulk of the work for this year as actions will be generated from this and need to be rectified as soon as is reasonably practicable.

3.2 A review of all the latest training to be released will be completed and learnings will be taken forward into the new year.

3.3 The Lone Working system will be reviewed, this is to ensure that value for money is being had and all people registered within the system understand how to use the system.