

## AUDIT AND RISK COMMITTEE – 4<sup>th</sup> July 2016

### HEALTH AND SAFETY 12 MONTH REPORT

**Submitted by:** Claire Dodd – Corporate Health & Safety Officer

**Portfolio:** Policy, People & Partnerships

**Ward(s) affected:** None

#### **Purpose of the Report**

To inform Members of issues and trends regarding health and safety at the council.

#### **Recommendation**

**That the report be noted.**

#### **1. Background**

1.1 Attached as an Appendix is the health and safety report submitted to the council. It covers the period 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016

#### **2. Legal and Statutory Implications**

2.1 The council is required to comply with all relevant Health and Safety legislation.

#### **3. Equality Impact Assessment**

3.1 Our health and safety policy and procedures apply equally to all employees. Training is available to all employees as required.

#### **4. Financial & Resource Implications**

4.1 The majority of health and safety training courses are carried out in-house. On occasions, external providers are required to conduct specialist training courses i.e. First Aid. The cost of this is met from within the existing Corporate Training budget.

#### **5. Risks**

5.1 Failure to adopt best practice health and safety standards could result in wastage of council resources and the provision of an inefficient service.

#### **6. Issues**

6.1 There is considerable progress to report, including the delivery of training, Fire Evacuation Drills the revision of health and safety policies and health and safety handbooks for employees.

6.2 Work continues with the use of Target 100, in particular the focus has been on risk assessments and ensuring that they are regularly monitored and reviewed to ensure that they remain suitable and sufficient.