

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

**EXECUTIVE MANAGEMENT TEAM'S
REPORT TO AUDIT & STANDARDS COMMITTEE**

09 November 2020

Report Title: Health & Safety 6 month report 2020-21
Submitted by: Nesta Barker – Head of Environmental Health Services
Portfolios: Finance & Efficiency
Ward(s) affected: All

Purpose of the Report

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

Recommendation

That the report be noted.

Reasons

To update and inform members of any recent issues and trends in relation to the management of health and safety at the council.

1. **Background**

1.1 Attached as an Appendix is the health and safety report submitted to the council. It covers the period 1st April 2020 to 30th September 2020.

2. **Issues**

2.1 There is considerable progress to report, including updating the employee handbook. Work in relation to COVID-19 has been vast and has involved every department within the Council to some extent. Risk assessments, person specific assessments, implementing new procedures and controls and adapting to varying guidance and legislative changes have been labour intensive and has been the primary work through the last 6 months.

2.2 Work continues to support employees on using the health and safety IT system, Target 100.

2.3 Accident data and trends are provided within the report.

2.4 The works of the various health and safety committees and sub-committees are detailed within the report.

2.5 The report also details work which has commenced and is planned for delivery in the next 6 months, this includes; competing a full review of the lone working policy, its associated lone working devices and conflict resolution training provision, implementation of Target 100 v6.1 which were delayed due to COVID-19 and adopting a revised approach to first aid provision based on location risk level.

3. **Proposal**

3.1 That the report be noted.

4. **Reasons for Proposed Solution**

4.1 Regular updates in relation to health and safety service delivery, information and trends ensures effective review of service delivery.

5. **Options Considered**

5.1 Not applicable.

6. **Legal and Statutory Implications**

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

6.2 Failure in ensuring suitable and sufficient arrangements for health and safety may lead to investigation and/or enforcement action by the Health and Safety Executive as the enforcing authority for the council's activities.

7. **Equality Impact Assessment**

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

8. **Financial and Resource Implications**

8.1 The majority of health and safety service delivery is carried out in-house from existing resources, this also includes training courses. 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.

8.2 Good health and safety management also ensures that insurance claims can be effectively managed.

9. **Major Risks**

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

10. **Sustainability and Climate Change Implications**

10.1 No sustainability or climate change implications identified.

11. **Key Decision Information**

11.1 This is not a key decision.

12. **Earlier Cabinet/Committee Resolutions**

12.1 Annual and 6 month reports are presented to Audit & Standards committee each year.

13. **List of Appendices**

13.1 Appendix 1 – Health & Safety 6 month report.

14. **Background Papers**

14.1 None