

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

**EXECUTIVE MANAGEMENT TEAM'S
REPORT TO**

Audit & Standards Committee

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Report Title: Health and Safety Annual Report 2022-23

Submitted by: Chief Executive

Portfolios: Finance, Town Centres and Growth

Ward(s) affected: All

Purpose of the Report

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

Recommendation

That,

The report be noted.

Reasons

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

1. **Background**

1.1 Attached as an Appendix is the health and safety report submitted to the council. It covers the period 1st April 2022 to 31st March 2023.

2. **Issues**

2.1 A selection of policies and procedures were devised and / or reviewed to ensure relevancy and compliance.

2.2 Staff training in health and safety has been further enhanced with additional staff completing the accredited IOSH Managing Safely course. Regular training has also been refreshed in a number of areas with both in-person and on-line courses completed.

2.3 Accidents have started to return to levels akin to pre-COVID rates, although slightly lower in some areas. This may in part be due to the introduction of live monitoring systems enabling targeted, swift feedback to managers for corrective action where necessary. It is planned that the monitoring system will be extended to further departments in due course. It is also encouraging to observe increased numbers of near misses being reported, this enables corrective actions to be established prior to any loss incident occurring.

2.4 Health and safety inspections of our sites have now resumed and reports have been completed and forwarded with to the relevant managers for any improvements to be implemented. Works at Knutton Lane Depot have been paused due to the uncertainty of the future of the site, only essential health and safety repairs have been undertaken to avoid potential overspend though it is anticipated major improvements may be planned for later this upcoming year subject to site survey results and feasibility studies.

2.5 Regular committee meetings have continued within the Knutton Lane Depot, Castle House Tenants' Liaison and Corporate Health and Safety providing key routes for anyone to raise specific health and safety concerns.

2.6 Fire drills were undertaken in line with statutory requirements, any failures have been addressed and improvements implemented within each site.

2.7 First aid staff completed their annual on-line refreshers and will undertake full face to face requalification later this year.

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. **UN Sustainable Development Goals (UNSDG)**

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 Not applicable.

13. **List of Appendices**

13.1 Appendix 1 – Annual Health and Safety Report 2022-23

14. **Background Papers**

14.1 None.