

Report to Audit and Standards Committee

07 September 2026



Health & Safety Annual Report 2025-26

Lead Member:

Cllr Ben Simpson – Cabinet Member for Waste Recycling & Green spaces.

Lead Officer:

Andrew Bird – Service Director Sustainable Environment

Key Decision: No

Ward(s): All

Appendices: Appendix 1 – Annual Health & Safety Report 2025-26

Report Assurance:

	Name	Date
Lead Officer	Andrew Bird	12 th August 2026
Monitoring Officer		
Section 151		
Chief Executive		
Cabinet Member		

Report Summary

To inform members of issues and trends regarding corporate Health and safety matters.

Recommendations

That the Committee:

Note the content of the report in Appendix 1

1. Background

- 1.1. Each year the Council produces an annual report relating to Health and safety across the organisation. This report relates to the last financial year 1st April 2025-31st March 2026.

2. Update on Work Undertaken

- 2.1. Policies and guidance have been reviewed in the last year as follows;
 - Corporate Health Safety Policy
 - Driving at Work Policy – this requires further work to update and reissue to employees
 - Invac plans and risk assessments are being developed for high-risk buildings such as Jubilee 2 and castle House for the forthcoming Martyn's law requirements. Consultation with other Councils continues to ensure this project is completed.
- 2.2. Work continues with Target 100 (T100), the Council Health & Safety database system, to improve the functionality of the system. There is a new version (7) which will be launched soon.
- 2.3. Training has been successfully delivered in the following areas:
 - Fire Marshal and Controlling Officer
 - Volunteer safety Briefing
 - Online mandatory training update.
- 2.4. RIDDOR's have increased in the period however unreportable accidents have decreased. Near miss reporting has also decreased.
- 2.5. Health and Safety inspections have taken place as scheduled with the exception of the vehicle repair workshop at Knutton Lane Depot. Inspections are scored for comparison year on year.
- 2.6. All site-specific committees have been held as appropriate, and feedback provided to the Corporate Health and Safety committee.
- 2.7. Fire drills and resultant advice and guidance have all been undertaken in accordance with the schedule.
- 2.8. A fire strategy for the Knutton Lane Depot is underway following the recommendations of the previous year's fire risk assessment.
- 2.9. Work continues to support major refurbishment at Knutton Lane Depot.
- 2.10. Upgrade to the LEV system in the garage workshop is being procured.

- 2.11. A safe system of work for working at height on the roof of refuse collection vehicles (RCV's) is in progress including inspections of roof working systems, purchase of work at height equipment and training for staff to use it.

3. Strategic Approach

- 3.1. Failure to adopt best practice health and safety standards could result in wastage of Council resources and the provision of an inefficient service.
- 3.2. Several of the Councils front line operational services, especially recycling and Waste are deemed nationally as very high-risk activities, which unfortunately still result in several fatalities across the country each year. The Council needs to ensure its operations make use of and industry and health and safety guidance to effectively manage operations keeping staff and the public safe.

4. Finance & Resources

- 4.1. Much of the health and safety service delivery is carried out in-house from existing resources, this also includes training courses. On occasions, external providers may be required to conduct specialist training courses i.e. First Aid. The costs for this are met from within the existing Corporate Training budget.
- 4.2. Effective management of health and safety ensures insurance and other claims are appropriately managed.

5. Legal & Governance

- 5.1. The Council is required to comply with all relevant Health and Safety legislation.
- 5.2. Failure to ensure 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 Councils activities.

6. Supporting Information

- 6.1. Supporting information is included in Appendix 1 of this report.