

## AGENDA

### REPORT TO AUDIT & GOVERNANCE COMMITTEE 27 NOVEMBER 2023

### REPORT OF DIRECTOR OF CORPORATE SERVICES

## HEALTH AND SAFETY REPORT

### SUMMARY

This report provides an update on the health, safety and wellbeing performance of the Council for the period 1 April 2023 – 30 September 2023.

### RECOMMENDATION

1. The current position as identified in the report is noted.

### DETAIL

1. The service has always reported based on activity, it is important that H&S risks are understood and as such reports moving forward will be more aligned to understanding how well H&S risks are being managed.
2. There is a project underway within the team to align the work being undertaken by the team to these core H&S risks to facilitate an assessment of the risks faced by the Council. This work will take some time as it includes the introduction of a new system of recording and planning H&S audit work and we will have a revised audit programme in place for April 2024. As the revised programme of H&S audit work is completed, we will gain a better understanding of the current status of risks.
3. Reports during this implementation period will continue to develop to include more information and a robust method of assessing risk. During this period the assessment of risks will have some limitations.

### Health & Safety Risks

4. Below is a summary of the main H&S Risks:

Risk	Incidents Recorded	Training Delivered	Other Comments
Asbestos Management		27	
Culture		25	Work is being undertaken to refresh the H&S policy and develop an induction programme specifically for new managers, both tasks will help ensure a H&S culture is embedded.
Construction			During the reporting period, <b>23</b> Pre-Construction Information Documents were issued. A total of <b>45</b> hours of resources were dedicated to the preparation, planning, monitoring and reviewing of a broad range capital works construction projects to ensure compliance with the CDM Regulations and other associated statutory provisions.

Display Screen Equipment		384	58 Assessments Completed
Electrical Safety		1	
Equipment, Machinery & Plant	2	See Comments	Both incidents were RIDDOR reportable, only minor injuries recorded. Training is delivered via on-site monitoring and "toolbox" talks, numbers currently not recorded.
Fire Safety		44	Recent CFB audit at Rosedale identified a number of areas that required improvement, this work is progressing well.
Open Water and Flooding			
Gas Safety			
Hazardous Substances		28	
Violence & Aggression	73	26	Reduction from 96 previous year. 3 RIDDOR reportable incidents, however injuries were minor.
Legionella		12	
Lone Working		30	
Noise			
Manual Handling	11	46	Minor injuries recorded
Working at Height		57	
Vibration			
H&S Risk Assessment	1	3	1 RIDDOR reportable incident, staff member bit on leg by client's dog.

### Current Audit Programme

5. The number of health and safety audits completed within the reporting period was **24**

#### Individual Overall Audit Opinion

Opinion	Definition	No of Audit opinions	% of total
Full assurance	A robust system of control exists with evidence of a consistent application of the safety management safeguards, but opportunity for continued improvement may exist in some control areas	16	67
Substantial assurance	A robust system of control exists, but improvement is needed to enhance the safety management safeguards.	7	29
Moderate assurance	Safety management safeguards are being applied but there are weaknesses compromising resilience to risk and consequent harm.	1	4
Partial assurance	There is a limited or inconsistent application of the safety management safeguards, substantially compromising resilience to risk and consequent harm.		
No Assurance	The safety management safeguards are failing and require urgent management action.		
<b>Total No of Audits</b>		<b>24</b>	<b>100%</b>

The current agreed audit programme will continue and will be reported in this format for the remainder of the year. Starting from next year the audit programme will be linked to H&S Risk and will be included in the risk update report shown in Para 4. The Moderate Assurance Audit was Holy Trinity Rosehill Primary School, concerns were raised about the quality of the H&S policy in school and the inspection regime for outdoor playground equipment.

### FINANCIAL AND LEGAL IMPLICATIONS

Financial - None

Legal - The Health and Safety team enable the Authority to comply with Regulation 7 of the Management of Health and Safety at Work Regulations 1999, to assist in complying with the requirements and prohibitions imposed under relevant statutory provisions.

## **RISK ASSESSMENT**

The activity of the Health and Safety Team in conjunction with Line Manager's support, contribute to the effective identification and mitigation of a broad range of occupational health and safety risks.

## **COUNCIL PLAN IMPLICATIONS**

None

## **CONSULTATION**

N/A

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Background Papers: Health and Safety Policy 2023

Ward(s) and Ward Councillors: None

Property Implications: None