



Classification	Item No.
Open	

Meeting:	Cabinet
Meeting date:	13th July 2022
Title of report:	Health and Safety Annual Report
Report by:	Cllr. Tahir Rafiq, Cabinet Member for Corporate Affairs and HR
Decision Type:	Non Key
Ward(s) to which report relates	All

Executive Summary:

In accordance with the Health and Safety Executive (HSE) best practice the Council produces an annual Health and Safety Report. This report sets out key health and safety activity over the 2021/22 financial year alongside a summary of reported health and safety incidents. It goes on to propose a set of Health and Safety Priorities for the 2022/23 financial year.

Recommendation(s)

That Cabinet is asked to approve the 2021/22 Annual health and Safety Report

Key considerations

1.0 Health and Safety Annual Report

1.1 The 2021/22 Health and Safety Annual Report is appended below for Members' consideration and approval. This is the first time for a number of years this report has been presented to Cabinet, which reflects the significant work undertaken to strengthen the Council's health and safety management arrangements, governance and culture.

2.0 Health and Safety Policy

2.1 In January of this year the Employment Panel agreed a new Health and Safety Policy for the Council. In-line with HSE guidance, this policy will be reviewed

annually and the intention is to build this review into the annual reporting process. The current policy has therefore been reviewed and no changes are proposed. A further review will be undertaken in twelve months' time.

2.2 Members are reminded of their responsibilities in line with the Council's Health and Safety policy as both members of the Council community and specifically:

Bury Council expects our employee's, agency workers, consultants, contractors, partners, suppliers, and Elected Members to:

- Take personal responsibility for their own safety and the safety of those around them, considering risks and highlighting concerns through the management line or to the Council Health and Safety team.
- Undertake relevant health and safety training as required by the Council
- Cooperate in adhering to the standards and expectations laid out in this policy
- Ensure that they carry out their work, so far as is reasonably practicable, without putting themselves or others at risk
- Ensure any tools, materials, and equipment which they may use are safe and free from defects
- Co-operate with any health and safety investigation and prioritise the delivery of identified actions
- Report any hazards that they become aware of; any shortfalls in health and safety management arrangements; any accidents that happen at work and any illness that they believe has been caused or made worse by work.
- Assist in the development, implementation and maintenance of health and safety management arrangements when asked to do so

Elected members are responsible for providing leadership on issues of health and safety and ensuring the provision of adequate resources.

A member of the Cabinet will have specific responsibility for the occupational health and safety portfolio and will ensure this policy is promoted and that occupational health and safety issues are brought to the attention of Cabinet when appropriate

Elected Members are responsible for:

- Providing leadership on issues of health and safety
- Adoption of policies, strategies and plans that are within the spirit of this policy and which allow it to be implemented in practice
- Provision of adequate resources to enable the implementation of occupational health and safety policies, plans and strategies
- Scrutiny

- Carrying out Council roles and duties in line with the standards, arrangements and guidance covered by this policy.

Community impact/links with Community Strategy

Health and Safety is an important component to the Council's overall management system and arrangements which support our community to remain safe and well when engaging with Council services or on Council premises.

Equality Impact and considerations:

Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

A public authority must, in the exercise of its functions, have due regard to the need to -

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.

Equality Analysis	<i>Please provide a written explanation of the outcome(s) of either conducting an initial or full EA.</i>
An Equality Assessment of the Council's Health and Safety policy was undertaken at the time of its original approval and no negative impacts identified.	

Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
The lack of a robust Health and Safety Policy which aligns with HSE guidance poses a risk to staff safety as well as legal challenge	Policy approval, communication and continuous review

Lack of compliance with the organisation's Health and Safety Policy	Engagement and training to be rolled out following policy communication.
Lack of clear governance and priorities for health and safety	Agreement of this report and close and continuous joint working with the Trades Union

Consultation:

This report has been considered and agreed by the Council's Executive Team and Health and Safety Joint Consultative Committee (JCC)

Legal Implications:

This report requests members to approve the Health and Safety Annual Report, this report is to update Cabinet on the Council's Health and Safety performance over the last 12 months, the report sets out national priorities and the priorities for the next 12 months.

Financial Implications:

There are no costs directly attributable to the report . However, there are costs associated with the implementation of any recommendations arising from it and the necessary actions of the Council and officers in undertaking work associated with health and safety to ensure its staff and communities are safe.

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Background papers:

Report to Employment Panel: 26 January 2022 – Health and Safety Policy

Please include a glossary of terms, abbreviations and acronyms used in this report.

Term	Meaning
HSE	Health and Safety Executive