

Taunton Deane Borough Council

Corporate Governance Committee – 12 March 2012

Update on the TDBC Health and Safety Forward Plan – Priority issues and accident reports.

Report of the Corporate Health and Safety Advisor

(This matter is the responsibility of the Chief Executive, Leader of the Council, Health and Safety Champion.)

1. Executive Summary

The Committee are asked to note:

- Work continues on the delivery of the H&S priority issues, with an emphasis on the DLO;
- There are no significant risks or incidents to report;
- The SCC/SW One contract renegotiation has implications for the future of the shared H&S business delivery model; however the retained 20% client role ensures that there is no increase in risk to the Council.

2. Background

This update report is a standing agenda item to ensure that the Council's health and safety performance is a priority and remains visible in the Council's considerations and actions.

3. Health and safety forward plan – Priority issues -2011

(**Note:** A new health and safety forward plan is required for 2012)

Priority H&S Issues

1. Review and publish the Council's Health and Safety Management System (H&SMS) on Sharepoint.
 - **Action** to review and simplify all policies and guidance by end 2011.

Update: Current efforts are being directed towards updating the DLO H&S Manual, to assist in their transformation process. This work is making good progress and will in turn help in the delivery of the corporate aim.

2. Mandate that all managers attend the relevant 'H&S Essentials' training sessions and complete their local roles and responsibilities document by end 2011.
 - **Action:** Provide H&S Essential's training sessions when requested by Themes.

Update: The DLO has adopted the ‘Local Manager’s Responsibilities form’ and is using it to clarify and drive an important part of the PRED review process.

3. The introduction of an H&S Competency framework for all levels of employee, held in a central training data base by end 2011.
 - **Action** to produce and populate the framework end August 2011.

Update: The DLO has identified the value of a competency framework and work continues to meet the target date of Council wide implementation by March 31st 2012.

4. Implement a ‘Generic and Dynamic Risk Assessment’ approach for all operational service areas.
 - **Action** Theme Managers to ensure all operations have current risk assessments in place by end 2011.

Update: The Client and Performance lead is continuing to consult on how a single strategic Decision Model could be developed.

5. Provide a structured programme of ‘Byte sized’ training and ‘Tool box’ talks for all employees.
 - **Action** Publish programme and start sessions by end of June 2011.

Update: Programme of short training sessions for the Core Council has been deferred to 2012. Themes may request courses at short notice.

6. **Accident, incident data and lessons implemented**
 - All accident and incident data captured and where appropriate management actions implemented to prevent a re-occurrence:

TDBC Totals– 1 April 2011 – 31 March 2012 (final adjustment required)				
Classification	Core Council	DLO	public	Contractors
Reportable	1	2	3	No data
Non-reportable	6	32	4	–
Near Miss	-	1	-	-
Period total	7	35	7*	0

*potential uncertainty in numbers reported by public.

Trends:

- The recent mild weather conditions may have contributed to a reduced number of accidents being reported for the last period.

7 SCC/SW One contract renegotiation

At the time of writing this report a number of uncertainties and options exist with regard to the impact of the SCC and SW One contract renegotiations. However due to the 20/80% split of the Corporate H&S Advisors role, the level of corporate risk and H&S resource available to the Council currently remains largely unchanged.

End of report:

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- 4. Finance Comments**
Unchanged -Any emerging issues or additional training will have to be funded from existing budgets. Line managers are expected to prioritise and refer any difficulties to CMT.
 - 5. Legal Comments**
Unchanged -Failure to meet or maintain minimum legal compliance will increase Corporate and individual risk, with the potential for criminal and civil actions
 - 6. Links to Corporate Aims**
Unchanged- Competent employees working safely in the delivery of the Council's services form an essential contribution to the Corporate Aims.
 - 7. Environmental and Community Safety Implications**
Unchanged- As in 6 above
 - 8. Equalities Impact**
Unchanged- There are no equalities impact over and above those already identified in the Theme delivery plans and existing arrangements.
 - 9. Risk Management**
Unchanged- Failure to meet minimum H&S statutory requirements has been identified in the Corporate Risk Register.
 - 10. Partnership Implications**
There are partnership implications with respect to the SCC/SW One contract renegotiations, mentioned in this report.
 - 11. Recommendations**
The Committee are asked to note there are no significant risks or incidents to report.

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