

Taunton Deane Borough Council Corporate Governance Committee - 27 September 2010

H & S Action Plan Update September 2010

Report of the Corporate H&S Advisor –(David Woodbury)

(This matter is the responsibility of Executive Councillor Ken Hayward)

1. Executive Summary

This is an interim report, the complete report will be submitted by e-mail once the content has been considered by the Corporate Management Team.

1. The Committee are asked to note the revised H&S Action Plan.
2. There are no significant risks or incidents to report.

2. Background

In addition to the regular attendance and delivery of verbal reports by the H&S Advisor to the Committee, this report is one of the twice yearly formal reviews of the H&S action plan and overall H&S performance of the Council's operations and partnerships.

There is an element of unavoidable duplication with the Corporate Improvement Plan - quarterly progress reports, however this reinforces the point that members should expect to see clear consideration of internal health and safety implications within reports.

Detailed accident statistics are currently being compiled and will be circulated as a separate document.

3. H & S Action Plan

Delivery of the H & S Action Plan is and will remain a continuous process:

- 3.1. The H&S management system is being simplified and populated with a new style of documentation. A document setting out the roles and responsibilities for each manager is being consulted on.
- 3.2. The Competency framework for all employees is currently being consulted on and will make an important benchmarking contribution to the DLO review.

- 3.3. Risk assessment is still not established consistently across all functions of the council. A request will be made to CMT to support a targeted action plan for all themes. This will set out the agreed timetable for presentations to the team meetings, where completion times for actions identified will be also agreed and set. Additional training needs will be fed back to CMT for inclusion in the training plan.
- 3.4. Kevin Toller is lead director and Ken Hayward Safety Champion.
- 3.5. An opportunity for developing a better H&S Operating Culture exists as the Themes move into their new ways of working, H&S needs to be fully integrated into the OD strategy for People Management Training.
- 3.6. The Consultative arrangements are in place and have the potential to make a strong contribution to the safety performance and culture of the council.
- 3.7. Accident investigation is still focused on the major incidents and there is continuing uncertainty over the SAP EH&S system. In the meantime transferable data is being collected and a report will be run shortly.
- 3.8. The simplification of the council's H&S policies and guidance means that internal compliance should improve and potential conflicts between partner organisations diminish. Revised documents are being loaded into Sharepoint site. Harmonisation of H&S policies and guidance between the SW One partners continues to be a worthy aim however complete harmonisation in the detail is unlikely. This is not a problem as there continues to be a clear commitment within the H&S partnership to avoid any gaps.
- 3.9. Ownership and commitment at the CMT level is ongoing.

For information and agreement with the Committee the subject headings for the full report have been included. The Committee may wish to request additional information for inclusion.

4. Partnerships

- 4.1. Somerset Waste Partnership (SWP)
- 4.2. South West Audit Partnership (SWAP)
- 4.3. SW One – 80/20% full time equivalent (FTE) split.
 - 4.3.1 Environment Health & Safety SAP (EH&S SAP)

5. Project Taunton

6. TDBC Accident Statistics

7. Health and Safety Executive (HSE) Activity

- 7.1. The HSE confirmed in an e-mail 3rd September 2010 that they did not intend to take any further action over the DLO Cherry Picker incident 30/07/2009, as they were satisfied with the Council's response. The decision was taken sometime ago but the HSE e-mail system failed. The DLO has arranged another set of NEBOSH training for supervisors and managers.
James Lucas is confirmed as the HSE inspector now covering Somerset.

8. Finance Comments

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 Theme managers and CMT.

5. Legal Comments

Failure to meet or maintain minimum legal compliance will increase Corporate and individual risk, with the potential for increased criminal and civil actions

6. Links to Corporate Aims

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

As in 6 above

8. Equalities Impact

The recommendations in this report have no equalities impact over and above those already identified in the Theme delivery plans.

9. Risk Management

Failure to meet minimum H&S statutory requirements has been identified in the Corporate Risk Register.

10. Partnership Implications

There are no partnership implications with respect to the recommendation of this report.

11. Recommendations

11.1. The Committee are asked to note the revised H&S Action Plan.

11.2. As there are no significant risks or incidents to report, the Committee are asked to maintain their interest across the Council's activities.

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