

	<h2>Constitution and General Purpose Committee</h2> <h3>25 June 2019</h3>
	<p><b>Title</b> <b>Barnet Council's Annual Health and Safety Report</b></p>
<p><b>Report of</b></p>	<p>Mike Koumi - Head of Safety, Health and Wellbeing</p>
<p><b>Wards</b></p>	<p>None</p>
<p><b>Status</b></p>	<p>Public</p>
<p><b>Urgent</b></p>	<p>No</p>
<p><b>Key</b></p>	<p>No</p>
<p><b>Enclosures</b></p>	<p>Appendix 1 – Barnet Council's Annual Health and Safety Report</p>
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## Summary

This report provides information on the Council's health and safety performance for the period 2018/19. It also sets the priorities for the period 2019/20, to ensure continued improvement in H&S performance.

The report is based on performance information and data obtained from the council's accident/incident reporting system, together with independent audit results, corporate training records and ill health data.

## Officer Recommendation s

- 1. The Committee is requested to note the report and approve the priorities for the period 2019/20 as outlined in section 3 of Appendix 1; Councils Annual Health and Safety Report**

## 1. WHY THIS REPORT IS NEEDED

- 1.1 This report enables the council to monitor its health and safety performance over a defined period and set priorities to achieve continual improvement and address any gaps identified.
- 1.2 The [Management of Health and Safety at Work Regulations 1999](#) and associated guidance suggests that regular monitoring of health and safety performance enables organisations to set meaningful targets to effect improvements in attendance and productivity, reduce work related accidents and ill health and comply with statutory duties.
- 1.3 The review of the previous year's performance as shown in Appendix 1 is split into the four areas that enable us to effectively monitor health and safety; these being:
- Reported work related accident and Ill health
  - Levels of compliance with legislation and council policy
  - Health and safety training delivered
  - Any enforcement action taken against the council
- 1.4 The review shows that the council performs well overall and manages its risks effectively, with the main performance achievements over the year being:
- A 50% reduction in RIDDOR reportable incidents compared to last year
  - Sickness absence average reduced from 10 to 8 working days per employee
  - An increase in the reporting of minor injuries and verbal assaults of 30%
  - Significant improvement on the number of mandatory courses undertaken with the average completion rate now at 72% compared with 55% at the same period last year
  - Improvements in H&S performance with average compliance audit scores increasing from 75% to 84%.
  - Improvement in premises compliance across the council estate
- 1.5 The main areas that require further improvements are in managing stress and mental health related absence as well as ensuring our premises are managed effectively.
- 1.6 The council's priorities for 2019/20 are:
- 1) Seek reductions in days lost due to stress related and illness and mental ill health
  - 2) Seek reductions of at least 10% in days lost due to work related incidents and ill health
  - 3) Ensure all staff have undertaken mandatory health and safety training
  - 4) All council managed premises are compliant with statutory requirements
  - 5) Improve the staff Health and Wellbeing offer and achieve the revised London Healthy Workplace Charter

## **2. REASONS FOR RECOMMENDATION**

- 2.1 The recommendation seeks agreement of the council's health and safety priorities which aim to address gaps and effect improvement in the council's health and safety performance.

## **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 Not applicable

## **4. POST DECISION IMPLEMENTATION**

- 4.1 Directors will be required to formulate action plans to implement the priorities for the period 2019/20. Directors will be supported and advised by the Corporate Health and Safety and Wellbeing Team to ensure action plans are comprehensive and achievable.
- 4.2 The 2019/20 Annual Council Health and Safety report will highlight performance against these priorities.

## **5. IMPLICATIONS OF DECISION**

### **5.1 Corporate Priorities and Performance**

- 5.1.1 The [Corporate Plan](#) includes the strategic objective to "improve the satisfaction of residents and businesses with the London Borough of Barnet as a place to live, work and study". This report aims to contribute to that objective by setting standards, through the way it manages health and safety, to ensure the council remains exemplars in the community, continues to be a good employer and protects persons who may come into contact with its activities.

### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 There are no additional financial implications as a result of the proposed decision. Health and safety management is part of business as usual and is managed within existing budgets.

### **5.3 Social Value**

- 5.3.1 Not applicable

### **5.4 Legal and Constitutional References**

- 5.4.1 The council has various legal duties held under the Management of Health and Safety at Work Regulations 1999, the [Health and Safety at Work, etc. Act 1974](#) and regulations made under it. Failure to comply with those duties may lead to prosecution for breach of statutory duty for the council as well as individual Members and officers. Negligence in relation to health and safety matters can also result in costly personal injury claims in the civil courts.

5.4.2 According to the Council's Constitution, Article 7 the terms of reference for the Constitution and General Purposes Committee includes to have responsibility for overseeing the Council's governance arrangements including Health and Safety Strategy and performance.

## **5.5 Risk Management**

5.5.1 Failure to effectively manage health and safety risk increases the likelihood of injury and ill health to staff and others during council activities. Significant failure may lead to a catastrophic event that causes multiple injuries or fatalities to staff and the public. Failure to comply with statutory obligations increases the risk of prosecution. Any work practices that result in ill health or injury could result in legal action against the council, financial loss and negative publicity leading to reputational damage.

## **5.6 Equalities and Diversity**

5.6.1 The council's Corporate Health and Safety Policy aims to ensure the protection of employees and anyone else who may come into contact with our activities and services. This includes people at particular risk, for example people with disabilities, pregnant women and vulnerable service users. The policy helps to enhance Barnet's reputation as a good place to work and live, and aims to protect employees and service users taking regard of age, disability, ethnicity, faith/belief, gender, and sexual orientation.

5.6.2 The policy also supports the council in meeting its statutory public sector equality duties and compliance with the range of employment (equality) regulations.

## **5.7 Corporate Parenting**

5.7.1 The report has no impact on looked after children or care leavers

## **5.8 Consultation and Engagement**

5.8.1 The Annual Health and Safety report will be presented and discussed at the Local Joint Consultation Committees (JCC's).

## **5.9 Insight**

5.8.1 Not applicable

## **6 BACKGROUND PAPERS**

6.1 [Health and Safety at Work etc. Act 1974](http://www.legislation.gov.uk/ukpga/1974/37)  
<http://www.legislation.gov.uk/ukpga/1974/37>

6.2 [The Management of Health and Safety at Work Regulations 1999](http://www.legislation.gov.uk/uksi/1999/3242/contents/made)  
<http://www.legislation.gov.uk/uksi/1999/3242/contents/made>