

<b>Report To:</b>	<b>CABINET</b>
<b>Date:</b>	<b>18TH NOVEMBER 2024</b>
<b>Heading:</b>	<b>ANNUAL CORPORATE HEALTH AND SAFETY REPORT 2023/24</b>
<b>Executive Lead Member:</b>	<b>COUNCILLOR VICKI HESLOP – EXECUTIVE LEAD MEMBER FOR GOVERNANCE</b>
<b>Ward/s:</b>	<b>ALL</b>
<b>Key Decision:</b>	<b>NO</b>
<b>Subject to Call-In:</b>	<b>YES</b>

### **Purpose of Report**

To introduce and present the Council's Annual Corporate Health and Safety Report 2023/24.

### **Recommendation(s)**

**That the Annual Corporate Health and Safety Report 2023/24 at Appendix 1 be noted.**

### **Reasons for Recommendation(s)**

To ensure Cabinet are informed on corporate health and safety performance across the Council, to provide assurance that the Council's statutory health and safety obligations are being met and to provide transparency and an understanding that the health and safety risks created by the Council's services and operations are being managed effectively, and as required by law.

### **Alternative Options Considered**

**Not to present an Annual Corporate Health and Safety report.** With this option, Cabinet would not be fully informed of the Council's corporate health and safety activities and performance for the reporting period and as such, would be unaware of potential situation(s) whereby the Council's statutory health and safety obligations were not being met and that health and safety risks created by the Council's services and operations were not being managed effectively, thus attracting a number of significant risks across the Council. **Not recommended.**

## **Detailed Information**

1. The Health and Safety at Work etc. Act 1974 (the Act) and other applicable health and safety legislation impose a number of statutory duties on employers, employees and others in regards to health, safety and welfare in connection with their work activities. In terms of the Council's role as an employer, these are Executive functions that fall within the remit of Cabinet. These statutory duties are separate from the Council's role as an enforcement body which ensures that other employers within the District comply with their obligations under the Act, and other applicable health and safety legislation.

2. Therefore, the Council needs to ensure that effective corporate health and safety (including fire safety) management arrangements are in place to provide for the health, safety and wellbeing of employees and all other persons who may be affected by the Council's services and operations. This will assist the Council in meeting its statutory obligations and secure ongoing compliance with the Act, the Regulatory Reform (Fire Safety) Order 2005 and all other applicable health and safety legislation, guidance and best practice.

3. The Council's Corporate Health and Safety team is responsible for leading on, developing, implementing, monitoring and assisting with effective corporate health and safety management arrangements, delivering this service across the four Council Directorates.

4. The Annual Corporate Health and Safety Report 2023/24 has been produced by the Assistant Director – Corporate Health and Safety and provides a summary of the management of corporate health and safety and safety performance within the Authority between April 2023 and March 2024.

5. Although the Council is not required by law to produce an annual health and safety report, it is considered best practice to do so by the Health and Safety Executive (HSE), the Institute of Directors and the Royal Society for the Prevention of Accidents (RoSPA).

6. The scope of the Annual Corporate Health and Safety Report covers the following key areas:

- An overview of the Council's health and safety management system
- A summary of the health and safety work / achievements delivered throughout the reporting period
- Accident / incident summary information including confirmation of the number of incidents that attracted statutory reporting requirements (i.e. notification reports made to the HSE)
- Fire safety summary with a particular focus on fire safety management for residential buildings owned and managed by the Council
- Employee health and safety training overview
- Details of forthcoming or newly introduced health and safety / fire safety legislation, guidance and best practice
- Employee health and safety consultation arrangements
- A summary of health and safety inspections, audits and general legal compliance
- Details of all enforcement agency activity for the period (HSE and Fire Authority enforcement imposed on the Council)
- Housing Services – Building Safety compliance indicator overview and statistics
- Conclusion and planned activity for next year (via the Corporate Health and Safety Unit)

7. Cabinet are asked to receive the Annual Corporate Health and Safety Report at Appendix 1 to inform them of the Council's health and safety performance for the period April 2023 – March 2024.

## **Implications**

### **Corporate Plan:**

Good health and safety management and performance reduces the risk of employee sickness, ill health and absence and ensures that safe and healthy conditions are provided and maintained for employees and all other persons who may be affected by the Council's operations. This creates a positive effect on employee morale, in turn helping with the sustained delivery of high-quality Council services, delivered consistently and reliably, including a positive contribution to the health and wellbeing of the residents of Ashfield.

### **Legal:**

The Council's statutory duties are described in detail in the report and in Appendix 1. [RLD 04/10/2024]

### **Finance:**

There are no direct financial implications arising from this report. [PH 03/10/2024]

<b>Budget Area</b>	<b>Implication</b>
General Fund – Revenue Budget	Not applicable
General Fund – Capital Programme	Not applicable
Housing Revenue Account – Revenue Budget	Not applicable
Housing Revenue Account – Capital Programme	Not applicable

### **Risk:**

<b>Risk</b>	<b>Mitigation</b>
As detailed in Appendix 1	As detailed in Appendix 1

### **Human Resources:**

HR support Health and Safety in terms of employee wellbeing and health surveillance. [KB 07/10/2024]

### **Environmental/Sustainability**

There are no environmental/sustainability implications arising from the report.

### **Equalities:**

There are no equalities implications arising from the report. Equality implications and any reasonable adjustments which may be required for employees and/or service users who are categorised under a protected characteristic are considered as part of the health and safety risk assessment process.

## **Other Implications:**

There are no other implications arising from the report.

## **Reason(s) for Urgency**

N/A

## **Reason(s) for Exemption**

N/A

## **Background Papers**

No background papers required.

## **Report Author and Contact Officer**

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