

Committee: **Special Council**

Date of Meeting: **24<sup>th</sup> October, 2023**

Report Subject: **Health & Safety Annual Report  
1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

Portfolio Holder: **Councillor S. Thomas, Leader of the Council/Cabinet  
Member – Corporate Overview & Performance**

Report Submitted by: **Andrea J Prosser  
Head of Organisational Development**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Governance & Audit Committee	Democratic Services Committee	Scrutiny Committee	Cabinet	Council	Other (please state)
X	X				X		X	

**1. Purpose of the Report**

- 1.1 To present information on the Authority's Health and Safety and Fire Safety at work performance for 2022/23 and ask Council to endorse the actions to mitigate areas of concern and risks.

**2. Scope and Background**

- 2.1 It is a requirement of the Health and Safety Executive for Local Authorities such as BGCBC to report on their Health and safety at work performance as an Employer.
- 2.2 The report attached as appendix 1 includes details of BGCBC's health and safety and fire safety performance. This report is presented every financial year and identifies both good performance and areas of concern with recommendations to address these concerns.
- 2.3 This report also contains a section of the Health and Safety recovery from the Covid-19 pandemic.

**3. Options for Recommendation**

**3.1 Option 1**

That the Council endorse the detailed report and the recommended actions to mitigate areas of concern and risk.

**Option 2**

- 3.2 That the Council make comments/suggestion to further add to the recommendations to mitigate areas of concern and risk.

4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

Proactive activities (e.g. Risk assessments, training) undertaken by the Corporate Health and Safety team support the requirements of the Corporate plan and statutory responsibilities to ensure that employees and others do not come to harm while undertaking the Authority's business.

Reactive activities (e.g. accident investigations) undertaken by the Corporate Health and Safety team support the requirements of the Corporate plan and statutory responsibilities to ensure that improvements are made to prevent reoccurrence of accidents.

5. **Implications Against Each Option**

5.1 ***Impact on Budget (short and long term impact)***

Good management of Health and Safety at work can reduce the costs of personal claims against the Authority.

5.2 ***Risk including Mitigating Actions***

Any areas of concern in the report are risks to the Authority and the recommended actions will mitigate the risks.

5.3 ***Legal***

The Authority has statutory duties under both Health and Safety legislation and Fire Safety legislation and a duty of care to employees and others.

5.4 ***Human Resources***

There are no direct HR implications arising from the report.

6. **Supporting Evidence**

6.1 ***Performance Information and Data***

Included within the report.

6.2 ***Expected outcome for the public***

Managing health and safety and fire safety risks protects employees of the Authority, users of BGCBC facilities and the general public.

6.3 ***Involvement (consultation, engagement, participation)***

The report has been developed by the Health and Safety Officers in consultation with Organisational Development.

The Corporate Leadership Team (CLT) reviewed the report on 10<sup>th</sup> August 2023 and provided the following feedback 'CLT welcomed the report and accepted the recommendations. Health and Safety considerations has been added to the corporate reporting template. CLT requested detail on the outstanding Fire Risk Assessments so that appropriate action is taken.'

The report was also considered at the Corporate Health and Safety group on the 22<sup>nd</sup> of August 2023 and the recommendations supported.

The report has been reviewed by the Corporate Performance and Overview Scrutiny Committee on the 14<sup>th</sup> September 2023.

6.4 ***Thinking for the Long term (forward planning)***

The recommendations would be of benefit long term in reducing the risk of accidents and ill health. Training would provide assurance of competency in the Authority.

6.5 ***Preventative focus***

Not applicable

6.6 ***Collaboration / partnership working***

Not applicable.

6.7 ***Integration (across service areas)***

Complying with Health and Safety and fire safety legislation involves all service areas working together to manage any risks.

6.8 ***Decarbonisation and Reducing Carbon Emissions***

Not applicable.

6.9a ***Socio Economic Duty Impact Assessment***

Not applicable.

6.9b. ***Equality Impact Assessment***

Not applicable

7. **Monitoring Arrangements**

7.1 Annual reports will be provided on proactive and reactive performance indicators.

**Background Documents /Electronic Links**

- ***Appendix 1 – Health & Safety Annual Report 2022-2023***



22-23 Health and  
Safety Annual Report