

**Report To:** Corporate Governance Committee  
**Date of Meeting:** 19<sup>th</sup> July 2017  
**Lead Officer:** Gerry Lapington  
**Report Author:** Gerry Lapington  
**Title:** **Corporate Health & Safety Annual Report**

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**1. What is the report about?**

To brief the committee on the Corporate Health & Safety annual work programme and performance. To provide an assurance rating of DCC safety standards in each service area and to advise of further work planned for 2017-18.

**2. What is the reason for making this report?**

To provide assurance to the committee that accidents and incidents are reported and monitored; that activity is planned in line with information provided by service hazard and gap analysis; and that training is delivered as required.

**3. What are the Recommendations?**

That committee notes the contents of the attached Corporate Health & Safety Annual Report 2016-17 (appendix 1) and Accident Incident Report 2016-17 (appendix 2) and endorses the Corporate Health & Safety Team work plan for 2017-18.

**4. Report details**

Please see the attached Corporate Health & Safety Annual Report 2016-17 (appendix 1) and Accident Incident Report 2016-17 (appendix 2).

The overall assessment of DCC's implementation of H&S systems and of employee involvement in H&S are both medium assurance (yellow). This means that H&S management systems are generally developed and recorded. Significant hazards are generally identified and managed to minimise risk. Employees are generally involved in the development and use of H&S management systems.

DCC has a relatively good safety record and the management of Health & Safety is a continuous improvement process. During 2016 all services completed a Self-Assessment Gap Analysis which was reviewed by Corporate Health & Safety as part of the annual Service Performance Challenge process. In addition to this, the 'Managing Safely in DCC' course was made mandatory for Managers with 64 Managers attending to date.

Further improvements are planned for 2017-18. In addition to the programme outlined in the Annual Report, the Corporate Health & Safety team will attend service management team meetings to discuss the Gap Analysis and improvement programme. An awareness survey will be conducted to measure H&S knowledge within the organisation and an online H&S element developed for corporate induction.

- 5. How does the decision contribute to the Corporate Priorities?**  
Good Health & Safety standards are expected in all areas controlled by the local authority and underpin all Corporate Priorities.
- 6. What will it cost and how will it affect other services?**  
No additional budget required.
- 7. What are the main conclusions of the Well-being Impact Assessment?**  
Not required (discussed with Steve Price).
- 8. What consultations have been carried out with Scrutiny and others?**  
None.
- 9. Chief Finance Officer Statement**  
There are no additional costs identified within the report.
- 10. What risks are there and is there anything we can do to reduce them?**  
Not applicable.
- 11. Power to make the Decision**  
Not applicable.