

Report to	Governance and Audit Committee
Date of meeting	25th September 2024
Lead Member / Officer	Julie Matthews Deputy Leader and Lead Member for Corporate Strategy, Policy and Equalities / Gary Williams, Corporate Director for Governance & Business
Head of Service	Catrin Roberts, Head of Corporate Support Services: People
Report author	David Roberts, Corporate Health & Safety Manager
Title	Annual Corporate Health and Safety report 2023/24

1. What is the report about?

1.1. Annual Corporate Health and Safety report for 2023/24.

2. What is the reason for making this report?

2.1. To provide information regarding Health and Safety management within DCC during 2023-2024

3. What are the Recommendations?

3.1. That the committee reviews the contents of the report and comments on them.

4. Report details

4.1. Summary. The details related to this summary are available as Appendix 1. The overall assessment of DCC's implementation of H&S systems and of employee engagement in H&S has not changed and are both given medium assurance (yellow). The H&S management systems that we have encountered are generally developed and recorded. Significant hazards are generally identified and managed to minimise risk. Employees are generally engaged in the development and use of H&S management systems.

Points of note. The health safety and Welfare culture in DCC has been on a continuous improvement path for a number of years. The Covid 19 pandemic was a significant challenge to the way we carried out our business and managed workplace safety, and the following “New Ways of Working” has continued this challenge.

In response to this challenge, a H&S action plan was proposed in October 2023. As part of this plan, a self-assessment questionnaire has been distributed and completed by all Operational Managers to identify areas of improvement with respect to their local H&S management systems.

In addition to this gap analysis, a revised H&S Committee structure has been agreed and implemented. This now consists of the JCC/Corporate H&S Committee, supported by three Director led H&S groups with a number of additional Service and Team H&S Groups where required.

The renewed focus on H&S management is intended to raise H&S awareness, improve communications, encourage employee participation and promote a positive H&S culture.

The HSE carried out an unannounced visit to Meifod Wood Products (July 2023) to look at dust controls in a wood working environment. The inspector identified that the workplace was generally well managed although two dust related concerns were raised. The concerns were dealt with promptly by the onsite management team and the HSE has closed the incident with no action being taken and no follow up required.

The HSE also carried out a visit to Ysgol Trefnant (Mar 2024) following the identification of reinforced autoclaved aerated concrete (RAAC) at the site, to examine the arrangements for RAAC removal and the duty to manage Asbestos. The HSE were satisfied with all management activities and no further action was taken.

There was an educational visit incident in November 2022 where a pupil and teaching assistant were separated from their main group and became lost. Following an investigation, CH&S implemented an action plan for 2023/24 to review the ‘Evolve’ process and to provide school staff with training for the educational visit management processes and risk assessments. This process has been completed with over 90

school staff trained in educational visit risk assessment with further training offered for 2025.

Hand Arm Vibration sampling has continued throughout the year with teams using vibrating equipment being monitored periodically using wearable devices for 4-6 week periods. There have been no additional diagnoses of HAVS or Carpel Tunnel Syndrome being reported to CH&S. The current level of risk associated with employee exposure to HAV has been assessed as medium assurance.

The CH&S Team have spent considerable time supporting the new Colomendy waste & recycling depot from the construction phase, through plant commissioning to live operation. Assistance has been provided with risk assessments and safe systems of work, process improvement, indicative environmental noise monitoring and accident investigation. This work is on-going.

4.2. Health and Safety support in DCC is provided by the Corporate Support Services: People. Corporate Health and Safety team:

- Corporate Health and Safety (CH&S) is a small team who provide advice, guidance, assessments and training on occupational safety and health matters throughout the organisation. The team has no legal powers to regulate or enforce.
- The CH&S team structure (to April 2024) consisted of 1x H&S Manager, 1x Senior H&S Officer, 1x H&S Officer, 1x Assistant H&S Officer, 1x Road Risk Officer, 1x Technical Officer (3x day/week).
- The CH&S team structure now consists of five officers (From May 2024).

Other Health and Safety support in DCC is provided by Service based Officers:
Corporate Support Services: Performance, Digital and Assets.

- 1x Construction specialist Manager
- A buildings compliance team looking after facility safety including gas, electricity, water systems, asbestos and fire.

Other H&S Support in DCC is provided by Union Health and Safety representatives who work throughout DCC.

4.3. Accident and Incident statistics are provided as the following appendices:

- The financial year 01-04-2023 to 31-03-2024 included as Appendix 2.
- The period 01-04-2024 to 31-08-2024 included as Appendix 3.
- The trend for 2020, 2021 and 2022 are included as Appendix 4

5. How does the decision contribute to the Corporate Plan 2022 to 2027: The Denbighshire We Want?

5.1. Good Health & Safety standards are expected in all areas controlled by the Local Authority and underpins all Corporate Priorities. If we are properly managing Health Safety and Welfare in our workplaces it supports the aspiration of a well-run council and indicates a culture where people matter.

6. What will it cost and how will it affect other services?

6.1. There is no additional cost to properly managing Health Safety and Welfare in our workplaces, in fact it can help with efficiency.

7. What are the main conclusions of the Well-being Impact Assessment?

7.1. This is an annual update report and therefore an impact assessment is not required

8. What consultations have been carried out with Scrutiny and others?

8.1. N/A

9. Chief Finance Officer Statement

9.1. N/A

10. What risks are there and is there anything we can do to reduce them?

10.1. This is an annual report looking back on the last financial

11. Power to make the decision

11.1. This is a Governance and Audit report, and decisions deemed necessary rest with the committee.