

Appendix B

ADDITIONAL PAPER:

Key highlights of the Health and Safety Performance Report 2017 -2018

Health and safety is integral to the success of service delivery at Brentwood Borough Council. The overall goal is to improve health and safety culture and compliance. This report builds on the successes of previous years and enables an overview of the achievements and changes that have occurred in the last fiscal year. Furthermore, this summary highlights the successes and changes that have been implemented and achieved, as follows;

1. The Health and Safety Policy has been revised and updated to reflect the organisational structural change including Director of Operations and Director of Strategic Planning appointments. In addition, improvements to health and safety management arrangements such as incident reporting, risk assessments, workplace inspections and health surveillance.
2. The Health and Safety Committee, Service Area Health and Safety and, Safety Advisory Group meetings have improved culture and compliance within the Council, reducing its risk exposure. In addition, this has enabled event organisers within the Borough, to implement the required standard of compliance with their events. This has been demonstrated through safe service delivery and successful events.
3. Health and Safety Standards, risk assessments procedures and arrangements have been produced, reviewed and changed during the last year to support the organisational changes and significantly improve compliance.
4. Health and Safety Training has been identified and delivered to one hundred and twenty six employees, during the reporting year, to improve or maintain competency, manage risk and comply with our statutory duty.
5. The Health and Wellbeing profile of Council managers and employees has developed during the year to improve awareness and knowledge of mental health conditions in conjunction with MIND and Mindful Employer, as well as encouraging better lifestyle choices in conjunction with the NHS.
6. The Health and Safety internal audit has benefitted Service Areas with key recommendations that have been incorporated into the Health and Safety Policy following its annual review, and planned improvements to reporting systems and compliance.
7. Incident reporting has improved significantly during the last fiscal year due to a range of initiatives to include a complete review and a revised incident report form, which along with senior management support, has improved engagement and ownership within Service Areas.

Overall, the changes that have been implemented, have enabled the Council to reduce its risk profile, improve the health and safety culture and, deliver improved compliance, whilst supporting service delivery. Looking forward, this will enable the benefits to be realised in the coming year and build on these successes.

Ends.