

AGENDA ITEM: 5

SUMMARY



Report for:	Audit Committee
Date of meeting:	25 th April 2012
PART:	1
If Part II, reason:	

Title of report:	Health & Safety Status against Priority 1 Audit Action
Contact:	Cllr. Brian Ayling , Portfolio Holder for Performance, Improvement & Transformation Author/Responsible Officer: Bill Haylock
Purpose of report:	'A formal annual review / audit of all areas of the Health & Safety system should take place in order to ensure that procedures are being adhered to by each service area. The review should include all areas of the Council and findings should be reported to Senior Managers and the Corporate Management Team. Where areas of concern are identified, an action plan should be agreed in order to mitigate Health & Safety risks'
Recommendations	That Audit Committee consider and accept the update as provided in the body of this report.
Corporate objectives:	
Implications:	<u>Financial</u> None arising from this report
'Value For Money Implications'	<u>Value for Money</u> None arising from this report
Health And Safety Implications	As detailed in the body of the report

**1. Health & Safety Priority 1 Action Progress Update
(increased profile & focus of Health & Safety with Dacorum Borough Council)**

Significant progress has been made on the implementation of the key objectives contained in the Health & Safety Action Plan 2011/2012, with specific focus applied to the completion of all Service Group Audit Programmes.

2. Dacorum Borough Council Health & Safety Strategy

DBC Health & Safety Strategy 2011 to 2013 has been documented, agreed by CMT and issued.

(Document is available via SharePoint in the Health, Safety & Wellbeing Zone).

3. Health & Safety Organisation Model

DBC Health & Safety Organisation Structure Model has been developed and agreed to identify all Area Safety Coordinators, Unison & Unite support to all Service Group Managers as appropriate (Structure Model attached).

4. Leadership Team Health & Safety Training

Two training courses delivered supporting all Corporate Directors, Assistant Directors and Group Managers, to cover Sensible Risk Management, Summary of Government direction (Good H&S – Good for Business), Scenario Exercise – Civil & Criminal Cases & lessons learned.

- COG & AD Session = 20th March 2012.
- Group Manager Session = 23rd March 2012.

5. Corporate Health & Safety Risk Assessment Process

Meetings completed with all Group Managers to support them in completing and submitting a review of their individual prioritized risk register and associated training needs for their service area.

- Corporate Risk Register completed
- Corporate Health & Safety inspections continue to be carried out across all 16 service groups.

6. Health & Safety Coordinator Roles & Responsibilities & Self Audit

Safety Coordinator Roles & Responsibility Guide documented and issued.
Safety Coordinator Self Audit Programme implemented. Ongoing internal audits being carried out by Corporate Health & Safety Officer.

7. Directorate Health & Safety DMT Review Meetings

All three Corporate Directors now hold quarterly Health & Safety reviews as part of their DMT review meeting programme, with an agreed and consistent agenda being followed.

Corporate Health & Safety Officer attends each month to support and monitor all H&S agenda items and risk assessment.