

<p>Title of Report:</p> <p>Corporate Health, Safety and Wellbeing Update</p>	<p>Officer Presenting:</p> <p>Corporate Health and Safety Officer</p> <p>Author:</p> <p>Corporate Health and Safety Officer</p>
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1 Purpose of Report/Recommendations

1.1 The purpose of this report is to provide Members with an update on discussions at the recent Health, Safety and Wellbeing Committee meeting held on 11th December 2017 and to seek Members continued endorsement for the health and safety systems and processes within Council.

Background

1.2 The Corporate Health, Safety and Wellbeing Committee meets quarterly and is chaired by the Chief Executive, attended by the Directors, Lead Officers and Union representatives. It forms an important part of the OHSAS 18001 system review and provides Corporate Health and Safety with the opportunity to update Senior Management within DCSDC on key projects and any issues/threats facing the Council.

2 Key Issues

2.1 The report presented to the Corporate Health, Safety and Wellbeing Committee is attached in Appendix 1.

2.2 The 2017/18 covalent reports are attached for members to view in Appendices 2 - 5. As the last quarter of 2017/18 year approaches, the covalent reports show a combined percentage complete of 59%.

2.3 In relation to the Environment and Regeneration section, the covalent report attached has been updated to include objectives and targets for the Regeneration section. Recently, at the request of the Regeneration Manager, CHS have commenced a project of documentation review and implementation with that particular team. Over the next quarter, CHS expect this work to be completed and closed out for the 2017/18 reporting period.

2.4 Two objectives remain overdue in this report. Both items have been discussed at recent H&S meetings in order to progress close out as soon as possible.

- 2.5 In relation to Business and Culture, the covalent report attached has been updated for each services area. The Business Section are working on progressing training needs and premises management improvements within Hawkins Street. The Culture Section continue to report progress on all targets. This section has two main projects currently underway. One in relation to event management and the other in relation to premises management requirements of 1-3 Waterloo place.
- 2.6 Members will note from the main Health and Safety report; various Council premises have been subject to CHS site inspections. This process allows for focus of sites specific H&S issues, as well as providing CHS the opportunity to observe work activities on site. All findings from the inspections are documented and shared with the relevant sections for further action and close out.
- 2.7 A verbal update was given to members of the Health, Safety and Wellbeing Committee in relation to legionella management. As part of the overall legionella control programme, the legionella management procedure for council has now been reviewed. CHS has worked closely with the property management to develop a council wide procedure. Elements of this procedure will be communicated to the Senior Leadership team in Jan 2018, as it will form the basis of the legionella awareness training for the Senior Leadership team.
- 2.8 The health and safety internal audit process continues throughout all service areas on a risk based approach. Members can find a copy of the internal audit update reports presented to the Health, Safety and Wellbeing committee in Dec 2017 attached to this report in Appendix 7.
- 2.9 Members are advised that the final OHSAS 18001 external audit was carried out in September 2017. As a result of the audit the Council retained its OHSAS 18001 accreditation. The audit report is attached at Appendix 6.
- 2.10 Members will note that the main Health, Safety and Wellbeing report, details the total number of staff RIDDOR's over the 2014-2017 financial period. It further details the incident type.
- 2.11 The Committee discussed other corporate projects in relation to issues with property certification and street works.
- 2.12 Members should note that the HSENI have contacted Council to inform them of various site visits in early 2018. Any findings from the site visits will be communicated to this Committee following receipt of any reports.

3 Financial, Equality, Legal, HR, Improvement and other Implications

3.1 There are no implications arising from this report.

4 Recommendations

4.1 Members are asked to note the content of this report.

Background Papers

Appendices 1 - 7