

REPORT TO: AUDIT & PERFORMANCE REVIEW COMMITTEE ON 16 DECEMBER 2009

SUBJECT: ANNUAL REPORT ON HEALTH AND SAFETY PERFORMANCE 2008/09 AND FUTURE PLANS

BY: CHIEF LEGAL OFFICER

1. REASON FOR REPORT

- 1.1 To summarise the Council's health and safety performance corporately from 1 April 2008 to 31 March 2009 and highlight the significant risks faced by employees. This report also considers progress towards achieving goals during the year and plans for the future.
- 1.2 This report is submitted to Committee in terms of Section G (15) of the Council's Administrative Scheme relating to the review of current performance information for all services in response to a request from the Audit & Performance Review Committee on 3 September 2008 (Item 14).

2. RECOMMENDATION

- 2.1 **The Committee is asked to consider the content of the attached Annual Report 2008/09 and approve it for publication.**
- 2.2 **To note all future Annual Reports will be submitted to the Policy & Resources Committee.**

3. BACKGROUND

- 3.1 As part of the Members' discussion at the Audit & Performance Review Committee held on 22 October 2008 relating to a report on the work of the Internal Audit Section in the period from 1 July 2008 to 30 September 2008, it was agreed that a further report on the Health and Safety provision within the Council be submitted to this Committee in six months, to include the annual report.
- 3.2 The Annual Report has been prepared in accordance with the Health & Safety Commission's guidance. This Report will also be submitted to a future meeting of the Policy & Resources Committee and thereafter on an annual basis.

4. **SUMMARY OF IMPLICATIONS**

(a) Single Outcome Agreement/Service Improvement Plan

This report provides information relating to Health and Safety activities within the Council, in line with the corporate commitment to public performance reporting.

(b) Policy and Legal

Ensuring the health and safety of staff and service users is a statutory duty on the Council. An annual report is seen as a good way of celebrating improvement and highlighting opportunities for further improvement.

(c) Resources (Financial, Risks, Staffing and Property)

None.

(d) Consultations

The Corporate Management Team have been consulted on the content of this report.

5. **CONCLUSION**

5.1 That the Committee notes the content of the Health and Safety Annual Report.

Author of Report: Roddy Burns, Chief Legal Officer

Background Papers: Health and Safety Annual Reports Guidance by the Health and Safety Commission

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