

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No.

meeting date: THURSDAY, 29 AUGUST 2013  
title: HEALTH AND SAFETY INTERVENTION PLAN 2013/2014  
submitted by: CHIEF EXECUTIVE  
principal author: JAMES RUSSELL

## 1 PURPOSE

1.1 To consider and approve the Ribble Valley Borough Council Health and Safety Intervention Plan 2013/14.

1.2 The Council's vision shared with the Ribble Valley Strategic Partnership states that we aim to ensure Ribble Valley will be "an area with an exceptional environment and quality of life for all; sustained by vital and vibrant market towns and villages acting as thriving service centres meeting the needs of residents, businesses and visitors".

This function of environmental health should be recognised as making an important contribution to the Council delivering this vision.

1.3 Relevance to the Council's ambitions and priorities:

- Council Ambitions – This key service document sets out how this Council is to fulfil its duties in relation to health and safety at work "to help make peoples lives safer and healthier".
- Community Objectives – To promote and support health, environmental, economic and social well-being of people who live, work and visit the Ribble Valley.
- Corporate Priorities – To promote healthier environment and lifestyle.
- Other Considerations – This document complies with the Health and Safety Executives (HSE) guidance and requirement to produce an annual service plan setting out how the Council intends to meet its mandatory obligations.

1.4 The content of this document will be a principal constituent in the Ribble Valley Borough Council Environmental Health service delivery with items contained within the action plan being incorporated accordingly.

## 2 BACKGROUND

2.1 At the end of 2001 the Health and Safety Executive's Local Authority Unit (LAU) published guidance to local authorities which required local authorities to produce an annual service plan relating to health and safety enforcement and set out how they will meet their stated obligations.

2.2 In November 2011, the Health and Safety Executive/Local Authority Enforcement Liaison Committee HELA produced extensively revised guidance, which has significantly altered the future approach for local authority enforcement. More recent supporting guidance has established a 'lighter touch' approach concentrating on higher risk businesses, tackling serious breaches of the rules and to carry out an annual programme of only 'higher risk' health and safety premises (Category A). This updated guidance has been incorporated into this year's service plan.

### 3 ISSUES

- 3.1 Attached as the Appendix to this report is a recently completed annual Health and Safety Intervention Plan in relation to Ribble Valley Borough Council. For consistency, the Plan is set out in a similar format to that required by the Food Standards Agency Service Planning Guidance.
- 3.2 I would, in particular, draw your attention to the contents of Part 7, which sets out the service activity and service improvements achieved during the last financial year and also lists the proposals for the forthcoming year. Whilst the total number of 38 workplace audits were undertaken, however considerable proactive campaign and investigatory work was undertaken in relation to gas safety in the workplace and control of legionella in local leisure facilities I am pleased to report again that we have received no complaints against the delivery of the service.
- 3.3 Currently, Ribble Valley has 1148 premises on the health and safety database with a further 1400 in relation to smokefree enforcement transferred from the Health and Safety Executive (HSE). Of these 10 are currently identified as “high risk” Category A premises. This year we will continue to implement the work programme set out in the intervention plan attached as the Appendix to this report. In addition to inspecting the identified 10 Category ‘A’ premises, the annual inspection programme will be supplemented with the development of targeted promotional advice and educational initiatives towards the businesses listed in Section 3.1, together with providing general information and advice on health and safety to other businesses. This in particular being ‘to encourage effective management structures and policy are in place by businesses to embrace the culture of health and safety to manage risk’ and ‘to increase information to small businesses in a form that is both accessible and relevant to their needs’.
- 3.4 In relation to Smokefree Workplace enforcement, it is proposed to focus on the above and discontinue routine smoke free enforcement audits as businesses (and their employees and patrons) have recognised and generally embraced their duties. Inspections will only be undertaken in response to observed or reported non-compliance or complaint.

### 4 RISK ASSESSMENT

- 4.1 The approval of this report may have the following implications:
- Resources – No implications.
  - Technical, Environmental and Legal – There are no environmental or legal implications. Failure to provide this document contravenes HSE Local Authority Unit guidance and could result in an audit of the service. This is also an essential performance management and review document.
  - Political – This document confirms the Council's intended service provision in relation to this important statutory function.
  - Reputation – This document meets this Council's obligations in relation to producing an obligatory annual Health and Safety Service Plan in accordance with national framework.

### 5 **RECOMMENDED THAT COMMITTEE**

- 5.1 Approve the Health & Safety Service Plan 2013/14 as set out for implementation in the current financial year.

- 5.2 Approve the proposed discontinuation of routine smoke free enforcement audits and that Inspections will only be undertaken in response to observed or reported non-compliance or complaint.

MARSHAL SCOTT  
CHIEF EXECUTIVE

JAMES RUSSELL  
HEAD OF ENVIRONMENTAL HEALTH SERVICES

For further information please ask for James Russell, extension 4466.

#### BACKGROUND PAPERS

- 1 Audit Framework for Local Authorities Management of Health and Safety Enforcement.
- 2 'National Local Authority Enforcement Code - Health & Safety at Work for England, Scotland & Wales'
- 3 HELA LAC 67/2 Rev. 3 guidance ( Nov 11 as modified by supplementary material)