

## **Audit & Governance Committee**

**7th February 2018**

Report of the Assistant Director, Customer & Digital Services

## **Health & Safety Audit Actions**

### **Summary**

1. This report is the follow up to the updates received by this Committee on 19 July 2017 and 7 December 2016. The report was requested by the Committee as part of the consideration of outstanding audit actions.

### **Recommendations**

2. Members are asked to note/comment on the progress made in implementing outstanding audit actions.

### **Background**

3. Arising from an internal audit monitoring report presented on 28 September 2016:

*'Members expressed concern that a number of follow-up actions from the Health and Safety audit were still outstanding, several of which were priority two actions. Concerns were expressed that any failure to abide by the requirements of health and safety legislation could have severe consequences for the Council. Members sought assurances that the agreed actions were on target to be completed within the specified timescale and requested that a report on this be provided at the next meeting'.*

4. On 7 December 2016, members received a further update report and:

*'Officers gave an update on the progress that had been made in implementing the actions arising from the audit and stated that processes had been strengthened, including closer working with the*

*Property Services team. This was enabling a more co-ordinated approach to be taken. Details were also given of the new management structure and of the joint working arrangements with North Yorkshire County Council. Members were informed that the Executive Member for the Environment had received two assurance reports, which were available on the council's website. In February 2017 the Executive Member would be considering proposals in respect of shared services'.*

5. Members requested that a further update should be brought to the Committee in July 2017 and following this update:

*'Members recognised the progress being made and welcomed the move to a standardised approach to risk across the services, the need for definitive deadlines for key H&S issues was required. It was agreed that a further report which clearly set out, in tabular form, the key issues identified, measurable actions and progress, with specific completion deadlines would be brought back to the Committee at a date to be agreed.'*

## **Progress**

6. Work has continued to address the risks raised in the original Audit and Governance (A&G) Report with a number of the actions now complete particularly around the lone working actions. Where there have been difficulties e.g. due to limitations in technology or to allow additional consultation with the Trade Unions in fully completing, an action clear targets for completion have been allocated.
7. A copy of the updated action plan is attached with clear target dates at Annex A. This is identical to those agreed with Veritau as part of a current follow-up internal audit which will be reported at a future A&G Committee Meeting.
8. In addition to the ongoing work to address the required actions to mitigate the risks identified in the Veritau audit reports, regular health and safety (H&S) update reports are being provided to Corporate Management Team, Corporate Leadership Group and Executive Portfolio Holder for the Environment. The link to the latest Portfolio Holder report is below:

<http://modgov.york.gov.uk/ieListDocuments.aspx?CId=870&MId=10036&Ver=4>

9. Key H&S priorities for the council in the coming year include lone working and significant work is ongoing in this regard. In addition Fire Risk Management which was already a priority, has taken on far more significance following the Grenfell tragedy and a number of other significant fires over the last few months. In addition the council is reviewing its H&S arrangements in relation to construction projects to ensure the requirements of the Construction, Design and Management Regulations.
10. To support this strategic work departments are developing longer up to 3 year health and safety action plans. These include a mixture of inspection and audit of current systems to ensure they are suitable, but also involve improvement strategies to mitigate areas of H&S risk.

### **Consultation**

11. None necessary for this report.

### **Options**

12. There are no alternative options to noting/commenting on the points raised in this report.

### **Risk Management**

13. The improved controls and evidence in this report seek to mitigate/minimise risks associated with any breach of H&S regulations.

### **Contact Details**

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### **Chief Officer Responsible for the report:**

Ian Floyd  
Deputy Chief Executive and Director Customer  
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Report Approved



Date 24/01/18

**Specialist Implications Officer(s)** *List information for all*

**Wards Affected:** *List wards or tick box to indicate all*



## Annexes

**Annex A** Summary of Actions and Response: Health & Safety

## List of Abbreviations Used in this Report

H&S	Health & Safety
CYC	City of York Council
NYCC	North Yorkshire County Council
A&G	Audit & Governance