

**Health & Safety: Annual review of performance in 2020-2021 and the plans for 2021-2022**

**SUMMARY**

This report reviews the Authority's Health & Safety arrangements for the year **2020-2021**, presents the Authority's Health & Safety Plan for **2021-2022** and presents the updated Health and Safety Policy for approval.

**RECOMMENDATION(S)**

The Authority is asked to:-

- 1) Note the Annual Health & Safety Performance Review 2020-2021 and Action Plan for 2021-2022 (Appendix 1)
- 2) Agree the adoption of the updated Health and Safety policy documents (Appendix 2)

**1. Introduction**

The Authority has Health & Safety duties and responsibilities which are detailed in a range of Health and Safety legislative requirements. This includes the development and management of the Authority Health and Safety Policy, as well as supporting procedures and associated guidance documents. The documented system is subject to an annual review which includes a review of the Health and Safety Policy and the annual action plan.

**2. Performance review and action plan**

Appendix 1, the annual performance review and action plan shows:

- An analysis of reported hazards and incidents in 2020-21 and 2021-22
- A summary of the actions completed last year (2020-21)
- The actions for the current year (2021-22) and current progress against them

The analysis of hazards and incidents shows that incidents have reduced since 2020-21 and five out of the six incidents were caused by driving, three of which were strikes against the height barrier by HRRC customers. The two other driving incidents were minor property damage incidents caused by site staff which have been fully followed up. The sixth incident was related to a wasp sting. Incidents overall are very low and the hazard reporting system is well used. Inspections from the HSE and an internal audit by Ealing have given high levels of assurance to the health and safety systems and their application at Abbey Road.

Significant progress was made against last year's action plan, which was very wide-ranging and included a large focus on Covid-19 prevention. A detailed assessment is set out in Appendix 1. Two items were not completed and have been moved on to the 2021-22 action plan, these relate to wellbeing guidance and guidance on lone/transient working, and are currently in progress.

Good progress is being made against the current year's action plan, which includes expanding the health and safety forum to include Boroughs and other organisations, and guidance on the organisation's expanding Circular Economy programme. The action plan can be found in Appendix 1.

3. **Health and Safety Policy** -The Policy (Appendix 2) has been updated to incorporate the management of Covid-19 throughout the document, and some minor changes in the roles and responsibilities.
4. **Financial and Risk Implications** –The work identified in the action plan will require investment by the Authority as described in the budget reports. Procurement rules will be followed.
5. **Legal Implications** – There are no legal implications as a result of this report.
6. **Impact on Joint Waste Management Strategy (JMWMS)** – Health & Safety will impact on and be influenced by all the JWMS policies, but in particular: Policy 7: The West London Waste Authority and constituent Boroughs will seek to provide waste management services that offer good value, that provide customer satisfaction and that meet and exceed legislative requirements.

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