

**Health & Safety: Annual review of performance in 2019-2020 and the plans for 2020-2021**

**SUMMARY**

This report reviews the Authority's Health & Safety arrangements for the year 2019-2020 and presents the Authority's Health & Safety Plan for 2020-2021.

**RECOMMENDATION(S)**

The Authority is asked to: -

- 1) Note the content of the Health and Safety Advisor's report (Appendix 1)
- 2) Note the actions taken in 2019 – 2020
- 3) Agree to the Action Plan for 2020-2021

1. **Introduction** – The Authority has Health & Safety (H&S) duties and responsibilities which are defined in legislation and expanded by developed policies and procedures. These duties also include maintaining an Authority Health & Safety Policy and a Statement of Responsibilities, as well as an annual review of Health & Safety issues. The production of a Health & Safety Action Plan for the coming year, as developed through effective consultation, and maintaining a suite of documents including risk assessments and safe working procedures.
2. **Covid-19** – Since March 2020 the Covid-19 pandemic has understandably altered risk control priorities and working practices. On the operational sites it has been necessary to alter behaviours in response to the virus, which has also presented opportunities for a greater level of collective involvement of staff in developing safe systems of work for operational tasks. This has included a greater level of signage and information for users of the sites, as well as a responsive and dynamic level of control for the day-to-day operations; developing a collective responsibility and involvement of all staff. Changes to operations have been fast paced and responsive to daily needs for example queue management, as well as day-to-day management of Covid-19 protocols on sites. The Abbey Road WTS and HRRC are now "Covid Secure".
3. **Health and Safety Action Plan for 2019-20** – the development and enhancement of health and safety standards throughout WLWA has been driven through a prioritised action plan approach. Appendix 1 sets out the progress against the actions developed for 2019-20. Of the 13 actions, only one has not been completed.
4. **Health and Safety Action Plan for 2020-21** - Over the next 12 months WLWA will move toward implementing an action plan focused on ingraining the health and safety culture into the fundamental procedures and thinking of the organisation, in line with our health and safety documentation which puts H&S front and centre.

- 5. Financial and Risk Implications** –The work identified in the action plan will require investment by the Authority. Procurement rules will be followed.
- 6. Legal Implications** – There are no legal implications as a result of this report.
- 7. Impact on Joint Municipal Waste Management Strategy (JMWMS)** – Health & Safety will impact on and be influenced by all the JWMS policies, but in particular policies 1, 3, 5, 6:
1. Effective and efficient operations focused on - **WHERE WE WANT TO BE IN THE FUTURE**
  3. Recognise the only workforce we have is our - **RESIDENTS and COLLEAGUES**
  5. We can't wait for legislation – **BE PROACTIVE**
  6. Joined up and consistent - **USING HIGH-QUALITY DATA**

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