

**Draft Health and Safety Service Plan
2021/22**

Portfolio	Environment and Health
Ward(s) Affected:	All

Purpose

To consider for approval by the Licensing Committee the attached draft Health and Safety Service Plan 2021/22.

Background

- 1.1 Health and Safety Law is enforced by officers employed by Local Authorities (LAs) and the Health and Safety Executive (HSE). The Health and Safety (Enforcing Authority) Regulations 1998 set out which business activities are enforced by the HSE (for example, factories, hospitals and schools etc) and which are enforced by LAs (for example, shops, offices and leisure/service sector etc). The Health and Safety at Work Etc. Act 1974 (HSWA) specifies authorisation requirements for officers and general requirements for duty holders. This Act is an umbrella for a variety of specific Regulations and mandatory guidance.
- 1.2 LAs are required to 'make arrangements for enforcement' under section 18 of HSWA and the National Local Authority Enforcement Code (National Code). The HSE's Local Authority Unit (LAU) requires all LAs to complete an annual return providing data on all the enforcement activity carried out (the LAE1 Return). The LAU monitor to ensure that all LAs have adequate arrangements in place and are carrying out their enforcement duties.
- 1.3 The Surrey Heath draft Health and Safety Service Plan 2021/22 is attached at Annex A. The drafting of the plan was delayed this year to enable the plan to take account of the revised HSE priorities given the impact of Covid-19 on LA enforcement activities and the revised Government guidance on 'Working Safely' following the removal of Covid-19 business restrictions in July 2021.
- 1.4 The draft plan sets out this Council's arrangements for delivering the health and safety service in accordance with the National Code and describes how national priorities and standards are addressed and delivered locally. It is felt appropriate that this plan is submitted to the relevant member forum for approval to ensure local transparency and accountability.

Key Issues

2. The impact of the COVID-19 pandemic on the health and safety work service is highlighted and the revised work priorities for 2021/22 are set out in the draft service plan in accordance with the HSE guidance to LAs.

The headlines are as follows:

- a. In 2021/22 the Council continues to provide a health and safety service to ensure that businesses are safe and healthy for their employees and customers/visitors, advising new and existing businesses on compliance, investigating complaints and accidents, carrying out proactive visits and promotional activities and taking proportionate enforcement action where necessary.
- b. Resources are targeted on those businesses carrying out activities which give rise to the most serious risk and are known to be least well controlled. The workplace risk from Covid-19 is a significant new area of work and premises where risks are greatest are prioritised for health and safety interventions to ensure adequate risk assessments have been undertaken and control measures implemented as required under HSWA. In 2020/21 there were 250 Covid-19 related service requests from businesses and the public.
- c. The service will continue to work with event organisers to ensure the risk of widespread Covid-19 transmission as well as other health and safety risks are effectively managed and to co-ordinate the multi-agency Safety Advisory Groups where required.
- d. The service continues to support two Primary Authority Partnerships (PAPs) with health and safety advice and support; Exclusive Hotels, the owners of Pennyhill Hotel & Spa; and Manning Impex Ltd which is a food importer. The PAP scheme entitles businesses or organisations which operate across local authority boundaries to ask for a Partnership with a LA. Those businesses are expected to work closely with the LA to ensure they comply with the Regulations that apply to them. This is expected to lead to greater compliance by the business, but also greater consistency and co-ordination of regulatory enforcement by LAs.

Options

3. The options are to approve or to amend the attached draft Health and Safety Service Plan for 2021/22.

Proposal

4. The proposal is for the Licensing Committee to approve the attached draft Health and Safety Service Plan for 2021/22.

Resource Implications

5. There are no additional resource implications arising from this report.

Recommendation

6. Licensing Committee is advised to resolve that the draft Health and Safety Service Plan 2021/22 attached at Annex A to this report be approved.

Annexes:

Annex A - Draft Health and Safety Service Plan 2021/22

Background Papers:

None

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