

**Key Decision - No**

**HUNTINGDONSHIRE DISTRICT COUNCIL**

<b>Title:</b>	The Service Plan for Health and Safety Regulation 2016-17
<b>Meeting/Date:</b>	Licensing and Protection Committee - 19 July 2016
<b>Executive Portfolio:</b>	Executive Councillor for Community Resilience - Cllr Steve Criswell
<b>Report by:</b>	Commercial Team Leader – Keith Lawson
<b>Ward(s) affected:</b>	All

---

**Executive Summary:**

Huntingdonshire District Council is a health and safety enforcing authority. The Health and Safety Executive (HSE) is the national regulator for health and safety and it requires every local authority to outline how it will fulfil its duty “to make adequate arrangements for the enforcement of the relevant statutory provisions within its area”. This requirement is supported by the National Local Authority Enforcement Code and Local Authority Circular (LAC) 67/2 (rev5).

**Recommendation:**

Members are requested to:-

1. Consider the ‘Service Plan for Health and Safety Regulation 2016-17’ and if in agreement, approve the Service Plan for 2016-17.

## **1. PURPOSE OF THE REPORT**

- 1.1. The report formally presents the Service Plan for Health and Safety Regulation 2016-17 (“the Service Plan”) to the members of the Licensing and Protection Committee, invites their comments and their approval of the Service Plan. This enables the Council to discharge its duty as an enforcing authority for health and safety regulation.

## **2. WHY IS THIS REPORT NECESSARY?**

- 2.1 Huntingdonshire District Council is a health and safety enforcing authority. The Health and Safety Executive (HSE) is the national regulator for health and safety and it requires every local authority to outline how it will fulfil its duty “to make adequate arrangements for the enforcement of the relevant statutory provisions within its area”. The requirement is supported by the National Local Authority Enforcement Code and the Local Authority Circular (LAC) 67/2 (rev5).
- 2.2 The council’s role as a health and safety regulator is delivered by the Commercial Team of the Community Division and the purpose of the Service Plan is to explain how that service will be delivered. It also details the resources required to deliver the service, together with a review of the previous year’s performance.

## **3. OPTIONS CONSIDERED/ANALYSIS**

- 3.1 The Service has considered the national Enforcement Code, LAC 67/2 (rev5), the data from the 2015-16 Service Plan and the direction of travel for Huntingdonshire District Council in its Corporate Plan 2016-18.

## **4. KEY IMPACTS/RISKS**

- 4.1 A failure to produce an appropriate Service Plan could invite criticism from the HSE which, as the national regulator oversees local authorities. This in turn could result in contact from the HSE’s Local Authority Unit.

## **5. TIMETABLE FOR IMPLEMENTATION**

- 5.1 The work in the Service Plan will be delivered during the financial year 2016-17. It will be delivered alongside the Commercial Team’s other core regulatory functions, namely food safety, food-related infectious disease control, smoking in public places and private water supplies.

## **6. LINK TO THE CORPORATE PLAN**

- 6.1 The Service Plan supports the Council’s Corporate Plan and contributes to the three strategic priorities therein.

## **7. LEGAL IMPLICATIONS**

- 7.1 The HSE has a key role as the national regulator in overseeing health and safety regulation undertaken by local authorities.
- 7.2 The HSE’s National Local Enforcement Code recognises that service plans are an important part of the process to ensure that national priorities and standards are addressed and delivered locally.

7.3 The Health and Safety Service Plan is developed annually to ensure compliance with the Code. This plan updates the previous plan approved by the Licensing and Protection Panel on the 23 June 2015. Service plans must include a review of performance in order to address any variances from meeting the requirements of the service plan and identify areas for improvement.

7.4 This authority has a statutory duty to comply with the Code. These duties include requirements for the planning, management and delivery of the health and safety regulation service

## **8. RESOURCE IMPLICATIONS**

8.1 The overall budget for 2016-17 is 19% less than in 2015-16. This is almost entirely attributable to a reduction in the cost of overheads which is due to changes in the methods of internal recharging.

8.2 The budget is within the approved budget for 2016-17

## **9. OTHER IMPLICATIONS**

9.1 The HSE expects local authorities to carry out its regulatory activities in an effective, risk-based, proportionate and consistent way. The production, publication and delivery of the Service Plan will meet those expectations.

## **10. REASONS FOR THE RECOMMENDED DECISIONS**

10.1 Huntingdonshire District Council is required to produce, and approve a Service Plan for Health & Safety Regulation. The Service Plan for Health & Safety Regulation 2016-17 presents a robust plan which is achievable, but challenging, within the aspirations of the Council and approved resources.

## **LIST OF APPENDICES INCLUDED**

Appendix 1 - The Service Plan for Health and Safety Regulation 2016-17

## **CONTACT OFFICERS**

Mr Keith Lawson  
Commercial Team Leader  
Tel 01480 388291

Mr Chris Stopford  
Head of Community  
Tel: 01480 388280