

## HUNTINGDONSHIRE DISTRICT COUNCIL

**Title:** Service Plan for Health and Safety Regulation 2018-19

**Meeting/Date:** Licensing and Protection Committee – 20 June 2018

**Executive Portfolio:** Executive Councillor for Operations and Regulation –  
Cllr Jim White

**Report by:** Head of Community – Chris Stopford

**Ward(s) affected:** All

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### **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 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.

### **Recommendation:**

#### **Members are requested to:-**

1. Approve the ‘Service Plan for Health and Safety Regulation 2018-19’;

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

- 1.1. The report formally presents the Service Plan 2018-19 to the members of the Licensing and Protection Committee. It was originally presented in March 2018 with provisional figures on annual budget and performance and has now been updated to reflect the year end position. It invites their comments and their approval of the 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 (revision 7).
- 2.2 The council’s role as a health and safety regulator is delivered by the Business 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.
- 2.3 The Business Team is a part of the Community Division delivering regulatory advice and support to business within the local area.

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

- 3.1 The service has considered the National Enforcement Code, the Corporate Plan 2016-18 and the predicted 2018-19 figures based upon work delivered since 1 April 2017. The plan highlights that accidents and complaints are still being received by the service and that they are being responded to in an appropriate manner. Enforcement and investigation of a small number of incidents are taking officer time to resolve, however once these have been dealt with proactive inspection of local businesses that are carrying out higher risk activities will be undertaken in accordance with national and/or local priorities.

## **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. The plan must be resourced and should only target proactive inspection at those premises identified within the highest priority sectors.

## **5. TIMETABLE FOR IMPLEMENTATION**

- 5.1 The Service Plan will be constantly monitored and reviewed over the coming year as recruitment to the vacant posts progresses and available resources become clearer.
- 5.2 The Service Plan will be delivered alongside the Business Team’s other core functions of food safety and licensing.

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

- 6.1 Service Plans support the Council's Corporate Plan and contribute to the strategic priorities therein. Targeted health and safety enforcement assists in the delivery of:
- *Create, protect and enhance our safe built environment* – dealing with significant breaches of legislation which have the potential to put the public at risk
  - *Support people to improve their health and wellbeing* – the Helping Britain work well approach aims to influence and improve the approach to health and safety, so employees are encouraged to be aware of their own safety and go home healthy.
  - *Accelerate business growth and remove barriers to growth* – provision of compliance advice and signposting to business to help them get it right first time.

## **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 This plan replaces the 2017-18 Service Plan and identifies the priorities for Huntingdonshire District Council in delivering this statutory function. Service Plans must include a review of performance in order to consider any variances from meeting the requirements of the service plan and to identify areas for improvement.

## **8. RESOURCE IMPLICATIONS**

- 8.1 The overall budget for 2018-19 is the same.

## **9. OTHER IMPLICATIONS**

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

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

- 10.1 Huntingdonshire District Council is required to produce and approve a Health and Safety Service Plan. Subject to successful recruitment to vacant posts, it is achievable within the aspirations of the Council and the approved resources.

## **LIST OF APPENDICES INCLUDED**

Appendix 1 – Service Plan for Health and Safety Regulation 2018-19.

## **CONTACT OFFICERS**

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