
7. SAFETY OFFICERS ANNUAL REPORT (JW/2014)

Purpose of the report

The Authority is expected to receive and endorse an annual performance report for health & safety as a key part of its governance arrangements. This report informs the committee of key aspects of health and safety management performance and of significant improvements made during the previous year.

The report includes

- An overall appraisal of health and safety performance for the PDNPA for the previous year
- Reference to improving competencies, particularly for specific risk assessment and risk management, through collaboration with individuals and teams and using support system developments
- Accident and incident data and analysis for the year ending December 2014 for staff and visitors
- An update on efficiency cost savings and performance improvement in the provision of safety services
- Recommendations for priority, performance enhancing activities, in 2015

1. Recommendations

That the Safety Officer's Annual Report for 2014 is approved.

2. How does this contribute to our policies and legal obligations?

Consideration of this report, by this committee, executes a principle governance function of the Authority.

3. Background

The Authority is required to produce an Annual report of health & safety performance and to have this properly considered by management.

This report has been prepared by the Safety Officer. The Health and Safety Committee and Senior Management Team will comment on and approved the report.

4. Proposals

LJC is invited to formally consider the report and to comment on any specific safety matters as it sees fit. LJC is asked to endorse the report recognising in particular the further improvements made in the overall management of safety at the Authority.

5. Are there any corporate implications members should be concerned about?

Financial: The report includes reference to significant efficiency and performance improvements including income generation (Safety Advice to other NPAs).

Risk management: The report is an important contribution to providing positive assurance in respect of our risk management (safety) systems and processes.

Sustainability: Development and maintenance of arrangements to share this service resource (Safety Advice), sharing output and thus avoiding duplication in other NPAs making a very positive contribution to sustainability for all.

Background papers (not previously published)

None

Appendices

Safety Officers Annual Report for 2014

Report Author, Job Title and Publication Date

Jon Wayte, Safety Officer, 19 June 2015