

FULL COUNCIL

Date: Monday, 4 December 2023
Title: Vandalism & Health & Safety Report
Contact Officer: Operations Manager - Angus Whitburn

Background

The purpose of this report is to update Councillors about the health and safety status across all of Witney Town Council's facilities and provide an update on vandalism since the last meeting.

Current Situation

Health & Safety

Staff across the offices, halls and works departments have completed fire marshal training. Risk assessments are currently being annually reviewed across all departments and statutory compliance is all up to date. The emergency plans for all the buildings require larger reviews and those now fire marshall-trained will be involved in their review.

Vandalism

There has been an increase in the amount of vandalism across Witney Town Council's estate, as well as increased anti-social behaviour. There have been two pieces of equipment set alight at Fieldmere play area on two separate dates, there has been Graffiti over the Butter Cross and St Marys small entrance door, damage caused to Burwell Hall roof and glass broken above the Corn Exchange door. All are repairable by the maintenance team however it is worth noting the increase.

There has also been an increase in what is technically fly tipping which the maintenance team have cleared up. On remembrance Sunday a significant number of fallen leaves from the street were dumped in the flower beds along Church Green. On the 13th November, there was a large pile of leaves dumped on the war memorial along with rubbish, these leaves were found to be sycamore leaves taken from Market Square.

Witney Town Council Health & Safety Policy

The Council's contract with Peninsula Business Systems ended earlier in the year, and GH Safety were engaged on a retainer to provide H&S support and as the Council's appointed H&S Competent Person. This resulted in a review of the Council's overarching H&S Policy and practices, the draft H&S Policy is attached for formal adoption. Members should be aware that this is an important document, and a requirement under H&S Legislation. There are

further policies as referred to in the the H&S Polioy, which are in the process of being reviewed and amended and these will come forth in due course.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Financial implications

Described here or as stated in accompanying spreadsheet

Recommendations

Members are invited to note the report and consider the following:

1. To note the revised H&S Policy and pass a resolution to formally adopt it.