

Report to: Personnel Committee



Date of Meeting 30/6/26

Heading/Title: Annual Health and Safety Report 2025/26

Cabinet Member(s): John Loudoun

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Key decision No

Document classification: Part A Public Document

Exemption applied: None

1. Summary/Background

East Devon District Council has a moral and legal responsibility for the health, safety and welfare of its staff, members, customers and partners. For this reason the Council employs specialist qualified officers who are based in the Environmental Health Service.

This report is review of the work carried out by the Corporate Health and Safety Team during 2025-26 and includes relevant examples and statistics.

2. Introduction

The Health and Safety at Work Act 1974, imposes duties on employers for the health and safety of its employees and non-employees who are affected by the 'work activity'. These wide-ranging duties include:

- assess risks to employees, customers, partners and any other people who could be affected by their activities;
- arrange for the effective planning, organisation, control, monitoring and review of preventive and protective measures;
- have a written health and safety policy if they employ five or more people;
- ensure they have access to competent health and safety advice;
- consult employees about their risks at work and current preventive and protective measures.

Failure to comply with these requirements can have serious consequences – for both organisations and individuals. Sanctions include fines, imprisonment and disqualification.

In order to assist EDDC to discharge its responsibilities as an employer it employs two health and safety officers who are based in the Commercial Premises Team in the Environmental Health Service and managed by a Principal Environmental Health

Officer (PEHO). The Corporate Health and Safety Officer tends to focus on corporate policies and procedures whereas the Interim Senior Health and Safety Officer focuses on Street Scene as this is the highest hazard area of work. However, under the management of the PEHO resilience across all services is assured.

The Safety Representatives and Safety Committee Regulations 1977 and the Health and Safety (Consultation with Employees) Regulations 1996, require the Council to consult with employees' representatives on:

- the introduction of any measures that may substantially affect the health and safety of employees
- the arrangements for appointing "competent persons"
- any health and safety information that must by law be provided to employees
- the planning and organisation of health and safety training for employees
- the health and safety consequences of new technology to employees

In respect of this undertaking, meetings of the Central Joint Safety Panel, consist of equal numbers of representatives of Council employers and employees, are held. The purpose of this committee will include monitoring safety matters affected by the Council's undertaking and as a consultee to matters that affect the health and safety of employees.

3. Accidents

It is a requirement that all accidents, 'near-misses' and violent incidents are reported via a FirmStep form on the intranet. The Corporate Safety team review all reports and carry out further investigations where required. The team can also assess if there are any trends that need to be considered.

In total in 2025/26 there were 157 recorded accidents related to EDDC employment activities, the majority relating to Street Scene or members of the public. The total includes 17 near-miss reports which is part of our incident and injury requirement. Of the accidents reported, 2 were reportable to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) with no follow-up by the HSE (these have been summarised below). Table 1 and Chart 1 give a more in-depth break down.

While overall reported accident numbers have increased, this reflects a positive and developing safety culture, particularly within the Streetscene service. There is clear evidence of improved reporting behaviours, with operatives demonstrating greater engagement in both their own safety and that of their colleagues. This increased transparency and ownership is a key indicator of cultural maturity and aligns with best practice in proactive health and safety management.

Of the 113 reported Streetscene incidents, 38 relate to damage to vehicles and/or property. These incidents include non-injury vehicle collisions and equipment-related damage, such as strimmer operations resulting in broken windows. It is important to note that these figures include incidents where no harm to individuals occurred, reflecting broader and more comprehensive reporting rather than solely injury-based incidents.

The 2025/26 reporting year represents the first full year in which this level of detailed data has been systematically captured. This enhanced dataset has enabled a more informed analysis of incident trends and risk areas.

In response, targeted control measures have already been implemented to mitigate identified risks ahead of the 2026/27 operational season. These include the introduction of in-house strimmer training, the use of A-boards and protective netting in proximity to vulnerable assets such as windows and vehicles, alongside additional operational controls.

Collectively, these actions demonstrate a proactive approach to risk management, with a focus on continuous improvement, prevention, and embedding a positive safety culture across the service.

Table 1. Accidents by Service	2023/24	2024/25	2025/26
Streetscene	36	63	113
Member of the general public	23	27	29
Housing	7	11	5
Environmental Health	2	4	2
Planning Strategy and Development	1	0	0
Councillor	1	0	3
Revenues and Benefits	1	0	0
Place, Assets, Commercialisation	1	3	5
Grand Total	72	117	157

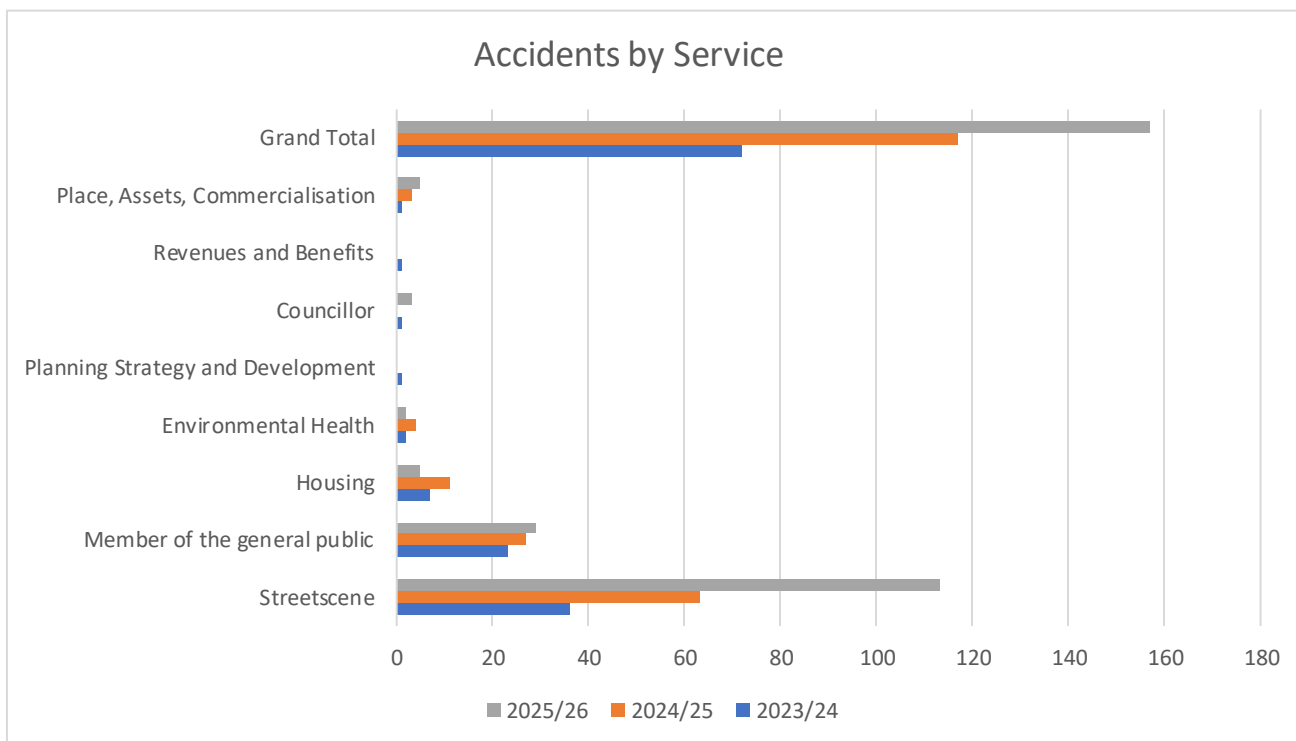


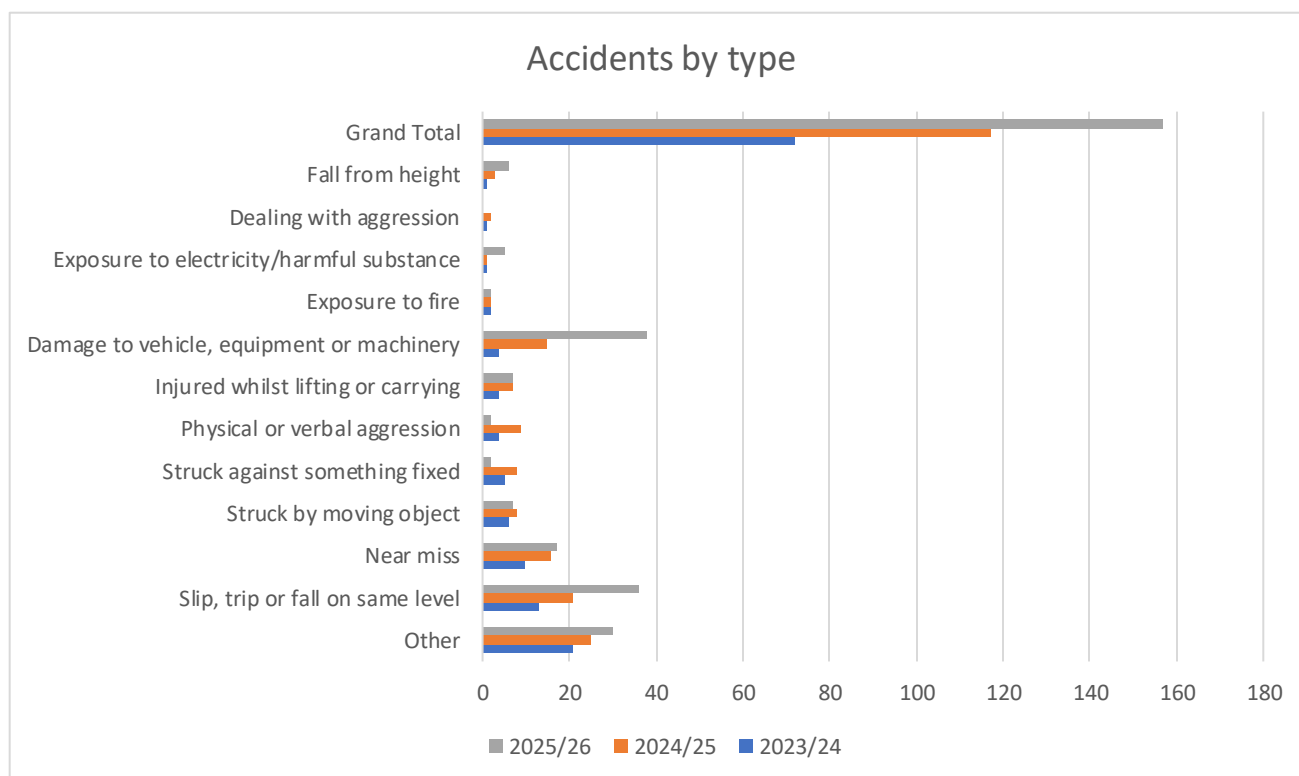
Chart 1: comparison of accidents by service over 3 years

2025/26 RIDDOR reported accidents:

1. RIDDOR completed 02/10/2025 for an accident occurring on 28/06/2025. Over 7 days but not reported as over a weekend. Lifting heavy bag pulling muscle in chest. Not reported to H&S till 02/10/2025 by Area officer. Raised with the line manager. Resulted action changed bin (old design 'Neo' litter bin).
2. RIDDOR completed 26/05/26 for an accident occurring on 03/01/26. A child sustained a fractured ankle falling down the stairs of a Council owned tenanted property. The handrail was removed during re-plastering of the stairwell by contractors in July 2024 but not replaced. This was raised by housing officers to surveyors but not actioned. Surveyors are now asked to complete reports for every survey.

Table 2. Accidents by Type

	23/24	24/25	25/26
Other	21	25	30
Slip, trip or fall on same level	13	21	36
Near miss	10	16	17
Struck by moving object	6	8	7
Struck against something fixed	5	8	2
Physical or verbal aggression	4	9	2
Injured whilst lifting or carrying	4	7	7
Damage to vehicle, equipment or machinery	4	15	38
Exposure to fire	2	2	2
Exposure to electricity/harmful substance	1	1	5
Dealing with aggression	1	2	0
Fall from height	1	3	6
Grand Total	72	117	157



For comparison, for the same period in 2024/25, there were 117 recorded accidents and near misses. These were mainly associated with Streetscene and members of the general public. Of these, one was reportable under RIDDOR to the Health and Safety Executive (HSE), following a muscle strain sustained while emptying a heavy bin, which resulted in an absence of more than seven days. This was reported late as the line manager was not initially aware of the reason for the absence. For comparison, in 2023/24 there were 72 recorded accidents, again mainly relating to Streetscene.

Do note, however, that ‘physical or verbal aggression’ is more likely to be reported via the specific ‘Employee Safety Database’ – see Table 3.

Violent Incidents

As can be seen in Table(s) 3, violent incidents continue to be closely monitored. The ongoing risk staff handling violent incidents has resulted in the Corporate Safety Team arranging Conflict Management Training with 47 attendees attending a course. With 80% of Streetscene Operatives having completed the training within the last twelve months with the aim to have 100% attendance by the end of 2026/27. Further courses will be arranged throughout the year.

Table(s) 3 Violent Incidents by Service, Type and Location

Service	2024/2025	2025/2026
Environmental Health	2	1
Finance	1	4
Housing	23	18
Streetscene	1	1
Member of the public	1	3
Total	28	27

Type	
Abusive on the phone/intimidation or harassment/threatening behaviour	3
Animal related	2
Criminal damage, intimidation or harassment, verbal abuse	4
Drug or substance misuse/intimidating or harassment/threatening behaviour/violence	3
Intimidation or harassment	4
Intimidation or harassment/neighbour dispute/noise/rowdy behaviour/threatening behaviour/verbal abuse /violence	3
Referred by outside agency	1
Threatening behaviour/verbal abuse	3
Verbal abuse/threatening behaviour	3
Violence	1
Total	27

Location/method	
Axminster	1
Budleigh Salterton	1
BDH	7
ETH	6
Exmouth	4
Lyme Regis	1
Report by partner agency	1
Seaton	1
Sidmouth	1
Telephone	4
Total	27

The number of violent incidents recorded in 2025/26 (27) continues the downward trend seen over recent years. This is a slight reduction from 2024/25 (28) and a significant decrease from the 2023/24 total of 53, indicating a sustained improvement overall.

In addition, the Corporate Safety Team manages the use of our Lone Worker App. Whilst we see good levels of usage, it can be seen from the data that some officers use it rarely and we know that there are lone workers who don't use it. However, we are currently in the later stages of implementing a new lone worker solution, working in conjunction with Exeter and Teignbridge District Council. Testing is underway with the aim of rolling out the solution from June onwards.

Table 4. Lone Worker App Usage

	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Total Uses	1618	1482	1579	1203.00	1414.00	1501	1573.00	1433	1185	1432	1480	1638
Total Users	111	109	109	105	99	102	101	99	98	105	100	99
Average Use	14.58	13.60	14.49	11.46	14.28	14.716	15.57	14.47	12.09	13.64	14.80	16.55

4. Training

During 25/26 the following training was provided or sourced by the Corporate Safety Team.

Table 5. Corporate Health and Safety Training

Course title	Date	Attendees
Director's Managing Safely Training	04/02/25 – 05/02/25	11
Risk Assessment for manager part 1	3/11/25 – 24/11/25 - 26/11/25	36
Risk Assessment for managers part 2	8/12/25	4
Conflict & de-escalation	19 th – 20 th – 21 st March	66
Manual handling	19 th – 20 th – 21 st March	66
Sharps /Needlestick	19 th – 20 th – 21 st March	66
Emergency first aid	28/08/25 – 23/10/25 – 04/11/25	27
Fire Warden training	31/10/25 – 24/11/25	17
TOTAL		293

In addition, the corporate H&S team have:

- Reviewed the induction process for Streetscene operatives – This is ongoing with further changes in place.
- Reviewed the Welcome morning presentation .
- One member of the team completed NEBOSH Health and Safety Management for Construction. This will allow us to review our Construction Design Management and review a wider scope of construction work.
- Completed face-fit testing training so that we can carry out in-house face fitting of respiratory protective equipment.
- 1 member of the H&S corporate team has completed the NEBOSH Certificate in Fire Safety which will enable us to carry out fire risk assessment and DSEAR (Dangerous Substances and Explosive Atmospheres Regulations) risk assessments. A further member is near to completion.
- 2 members of the H&S corporate team attended Counter Terrorism training pending the enactment of Martyns Law.
- 1 Member of the corporate team undertaking their MSc in Safety and Risk management at Strathclyde University, Dissertation is on the 'transition from petrol powered hand tools to electrical hand tools and the effects of Hand Arm Vibration (HAVS)' Self-funded. After having achieved their Postgraduate Diploma they are now in the final year of the Masters.
- One member of the corporate team attended avian flu working party for joint working across the southwest, including other EDDC departments and corporate leads.
- Completed toolbox talks for Street Scene, completion rate at 100%. A new TBT plan has been devised and written for Streetscene to maximise training and wider issues for the 2026/27 season.
- Internal Strimmer training for Streetscene Operatives to reduce window breakages as excess is now £500.
- One member of the corporate team was an integral part of the Unexploded Ordnance (UXO) in January, buying and bringing all duvets from Exeter Tesco to Exmouth LED as well as being on site to help with all those affected by the UXO including some of our colleagues.

5. General Work and Auditing

Table 6. Workplace inspections and audits carried out

Site/Venue	Inspection date
Camperdown Depot (quarterly)	Audits moved to bi weekly due to amount of issues raised. As of December 25 brought back down to quarterly teams have worked hard to improve area. Recent audit May 2026 – 32 issues raised.
Manstone Depot (quarterly)	Audits moved to bi weekly due to amount of issues raised. As of December 25 brought back down to quarterly teams have worked hard to improve area – Audited May 2026 – 13 issues reported.
Withycombe Pitches and Changing Rooms	Changed to 6monthly as no issues raised in the last 3 audits.
Phear Park Work Base	Last Audit Feb 2026 – Due June 2026. 5 Issues raised, 4 completed during audit with the team, one booking in with Maintenance to be fixed.
Manor Gardens Work Base	Last Audit March 2026 – Due June 2026. 4 issues raised, the team have updated with progress, 1 outstanding issue left. (to have a proper work bench / storage in container).
Ottery St Mary Work Base	New Work base acquired with OTC, going through legal and contracts now. It is a gifted space to allow the operative in Ottery a place to have break times and do basic tool maintenance. H&S will continue to audit this working alongside OTC.
Connaught Gardens Work Base	Last Audit Feb 2026 – Booked W/c 15th June 2026. 1 minor issue raised, fixed during audit.
Blackmore Gardens Work Base	Last Audit Feb 2026 – Booked W/c 15th June 2026 – two minor issues raised, fixed during audit.
Blackmore Gardens Bowling Club Work Base	Last Audit Feb 2026 – Booked W/c 15th June 2026 – No issues raised
Honiton Work Base	Last Audit Feb 2026 – Due June 2026. 6 Issues raised during last audit. Have

	had updates from teams since. No outstanding audit actions left.
Sidford Changing Rooms and Playing Pitches	Last Audit Feb 2026 – Booked W/c 15th June 2026. Likely to move to 6monthly as no issues during previous two audits.
Sidmouth Cemetery Work Base and Chapel (Storage Area)	Last Audit Feb 2026 – Booked W/c 15th June 2026
Axminster Millway Rise Work Base	Last Audit Feb 2026 – Due June 2026. No audit actions.
Seaton Seafield Gardens Work Base	Last Audit Feb 2026 – Due June 2026. 2 audit actions from the last audit outstanding.
Thelma Hulbert Gallery	May 26 – Follow up June 26
Manor Pavilion Theatre	May 26 – Follow up June 26
East Devon Business Centre	May 26 – Follow up June 26
Seaton Wetlands – Discovery Hut	May 26 – Follow up June 26

A summary of general work

- Recorded damage caused by Streetscene Strimming with approximately £8k window breakages reported over the year, working practices have been reviewed as a result with further internal training given to all operatives.
- SWAP audit for Health and Safety completed in 2025. Raised several areas for improvement with the corporate health and safety team working through to implement these.
- Over 150 Risk Assessments have been reviewed and updated for Street Scene
- Over 150 Safe Systems of Work reviewed and updated for Street scene
- 8 Wedding Risk assessments reviewed and updated for Communications, Culture and Marketing Events team.
- 15 Event space Risk assessments reviewed and updated for Communication, Culture and Marketing Events Team.
- 20 Risk assessments for all open and closed cemeteries written and updated
- A review of SWW tanking operations at the Maer Car Park was carried out to ensure adequate segregation of the public from vehicle operations.
- In relation to the storage of petrol in sheds and shipping containers used to refuel mowers and strimmer's, the lack of adequate ventilation and a DSEAR (Dangerous Substances and Explosive Atmospheres Regulations) risk assessment was a concern and changes in working practices were introduced to relocated flammable liquids. These included:
 - A number of extra COSHH cabinets required and to be purchased these are currently being sourced and will be distributed accordingly.

- We've trained all Managers in Fire warden training / Fire awareness from an external party.
- Toolbox talks and training for all operatives. (fire safety, COSHH, Lithium batteries and several more)
- Mini fire risk assessment on all work bases.
- Liaison with Devon and Somerset fire service.
- Reduced the amount of storage of flammable substances (petrol) to below 50litre threshold for DSEAR.
- 600 Litres of waste chemical / oil and unknown substance removed from Manstone depot from fly tips that the Streetscene team collect.

The actions that are to be ongoing.

- Training for new managers coming in and team leads.
- Further audits, - This includes training managers in auditing so they can do basic audits.
- Chemical removal ongoing.
- Working with Devon County council on a new way to remove gas cylinders from fly tips instead of being bought back to the depots.
- Completed year two of Hand Arm Vibration testing of mowers, strimmers, chainsaws and other equipment (600 pieces in total) within Streetscene. Saw a significant decrease in HAVS points in electrical equipment compared to tradition petrol equipment. We invested in our own equipment and staff training (£5,200) to carry this out rather than use the services of an external company who charge £4,800 to monitor 100 pieces of equipment. It is important that ensure our staff are not exposed to excessive levels and to prevent any enforcement action by the HSE, see [Plymouth City Council fined £200,000 over staff hand conditions - BBC News](#)
- Streetscene operational health and safety meetings are held quarterly with the aim of identifying health and safety concerns and raising standards.
- Ladder inspections continue to be carried out throughout the council. With over 35 ladders in Streetscene and a further 20 recorded ladders, step ladders and platforms across the council.
- Face fit testing completed in Streetscene for our REACT team who come into contact with Asbestos, avian flu and other contaminants as well as the maintenance technicians.
- Monthly fire checks are completed at BDH, ETH, CD and MSD with weekly fire alarm checks.
- The Duty Manager procedures were reviewed at BDH and training provided to all Duty Managers covering fire evacuation, responding to a blue light incident, bomb procedures, resetting the fire panel, etc.. This will become a regular occurrence.

- Work continues on building the new Health and Safety management system Evotix, with the first module due for User Acceptance Testing (UAT)
- New Lone Working system Vatrix is currently in User Acceptance Testing (UAT) and due for roll out towards the end-of June.
- The corporate health and safety team continue to provide oversight to risk assessments for the events team, and our venues.
- The corporate health and safety team continue to provide oversight to risk assessments and method statements provided by contractors for the engineers team.
- Oversaw the renovation of the Camperdown depot which included removal of the old contractor ramp to give a further 30m² of extra space to be utilised. Further work is ongoing with the engineering department to ensure efficient use fo the depot is maximised.

Table7. Tests, Drills and Evacuations

Site	Type of test / drill / evacuation	Date
BDH	Fire evacuation	01 April 2025
BDH	Fire & Intruder alarm test	02 October 2025
ETH	Fire evacuation	06 October 2025
Camperdown	Fire Evacuation	16 February 2026
Manstone	Fire Evacuation	16 February 2026

6. Policies and Reports

During 2025/26 the following policies were reviewed:

- Blackdown House and Exmouth Town Hall Fire Procedures - a move to hybrid working arrangements and implementation of the approved fire sweeper evacuation procedure. New fire signage has gone up with additional safeguards included in relation to named sweepers on a duty rota accompanied by guidance and training in the new procedures.
- Driving at Work Policy – policy reviewed and approved.
- Health and Safety Policy – policy reviewed and approved.
- Vibration at work Policy – Updated to reflect the current best practices in EDDC. To be consulted prior to approval.
- Review of Fire Evacuation and First Aid Arrangements making recommendation in relation to the evacuation of disabled persons, first aid provision, Automated Electronic Defibrillators (AED), and fire evacuation.

7. Matters of Ongoing Concern

Significant progress has been made at both the Camperdown and Manstone Streetscene depots, with observable improvements in overall standards and engagement. Routine inspections continue to play an important role in identifying opportunities for further enhancement, with an average of approximately 30 observations and non-conformances noted per inspection cycle. These findings provide valuable insight to support continuous improvement and targeted intervention.

One area that continues to be a focus for development is the management and storage of hazardous substances and chemicals. This has been consistently highlighted through inspections and most recently through the Fire Risk Assessment process. Work is ongoing to achieve a sustainable and embedded approach to compliance, and this remains a key priority for the service moving forward.

It is recognised that the service has been operating during a period of organisational transition, including ongoing recruitment to key operational roles and the recent appointment of new management positions. Despite these pressures, the team has maintained service delivery and continues to demonstrate a strong commitment to improving health and safety performance. With additional resource anticipated in the coming weeks, there is a positive opportunity to further strengthen compliance, embed best practice, and build on the improvements already achieved.

The annual Operational Health Surveillance Programme remains a key statutory requirement to support the health, safety, and wellbeing of Streetscene operatives. The Senior Health and Safety Officer has been proactively engaging with Optima Health to coordinate delivery of this programme for the reporting period. While progress has been slower than anticipated due to limited engagement from the provider, efforts are ongoing to establish an agreed schedule and ensure full compliance. It is standard practice to deliver health surveillance during the summer months, aligning with longer working hours and peak operational activity, to ensure the programme is both practical and accessible for staff. Planning for the upcoming cycle is underway however further engagement from the provider is required to ensure this is delivered in a timely and smooth manner. This remains an area of focus, with the objective of embedding a consistent, sustainable approach that meets statutory obligations while supporting the long-term health and wellbeing of employees.

The SWAP audit highlighted several mandatory health and safety courses on the Totara e-learning system yet to be completed by staff. The difficulty remains for Streetscene operatives to access the Totara e-learning system as they do not have user accounts necessary to be able to access the system.

During the summer season, the RNLI provides beach lifeguard cover at Exmouth and Budleigh Salterton, supporting public safety through preventative patrols, public advice, incident response and rescue activity. Under the Council's arrangements with the RNLI, managed through the Streetscene Beach Safety Officer, the authority is notified of accidents and incidents occurring on these beaches. However, the information provided within these notifications is often limited and does not routinely include the level of detail required to support full accident investigation, internal record-keeping or consideration of potential RIDDOR reporting, such as personal

details, causal factors and the circumstances of the incident. When this matter was raised by the Beach Safety Officer with RNLI headquarters in Poole, the Council was advised that further incident-specific information could not be shared on data protection grounds. From the Council's perspective, this remains an area of concern, given the legitimate requirement to understand accidents occurring on Council-owned land for governance, record-keeping and risk management purposes, and to support the effective discharge of its responsibilities as landowner. The issue has been escalated within the RNLI to the National Lifeguarding Lead and Contract Manager without resolution to date, and has also been raised with the Assistant Director via the Beach Safety Officer. The RNLI has further advised that the level of detail held within its own records may vary depending on the circumstances of the incident.

8. Work Programme 2026/27

A work programme for 2026/27 has been produced covering key areas of business:

- Effective H&S Policies and Procedures
- Organising for H & S (develop the H & S culture)
- Secure competence of employees
- Planning & implementing
- Measuring Performance
- Performance Review

A copy of the programme is attached as Appendix 1.

9. Recommendations/Decision

- To note the work that has been achieved by the Corporate Safety Team in 2025/26, including the Q4 update given in Appendix 2.
- To note the work programme for 2026/27 and offer any suggested additions or amendments.

10. Reasons for Recommendations/Decision

To support the Council's commitment to ensuring the health, safety and welfare of its staff, members, customers and partners.

11. Relevance to Council Plan/priorities

Set out how report links to the Council Plan/priorities:

- A supported and engaged community that has the right homes in the right places, with appropriate infrastructure
- A sustainable environment that is moving towards carbon neutrality and which promotes ecological recovery.

- A vibrant and resilient economy that supports local business, provides local jobs and leads to a reduction in poverty and inequality.
- A well-managed, financially secure and continuously improving council that delivers quality services

12. Financial Comments/Implications

The report is not highlighting any budget implications (SD)

13. Legal Comments/Implications

The legal issues are covered in the report

14. Risk Implications

Please complete the risk table – further guidance available on the Intranet

Failure to manage health and safety adequately risk the safety of our staff and customers and places the Council at risk of prosecution and reputational loss.

Activity/ materials etc	List significant hazards	People at risk	Assessment of Risk			Existing controls e.g. Safety procedures	What further action Is required to control/mitigate the risk?
			*Severity 1-4	*Likeli hood 1-4	Risk Rating		
Safety Manage ment	Varity	Staff Contract ors Public	4	2	8	H&S Team Procedures in place Training delivered	New H&S System for better management control.

*Severity – Fatality/s = 4 Major Injury = 3 Lost Time Injury = 2 Minor Injury = 1
 *Likelihood – Certain = 4 Likely = 3 May Happen = 2 Unlikely = 1

15. Equality Implications (Public Sector Equality Duty)

This relevance assessment aims to analyse gathered information for potential relevance to equality. If a Full Equality Impact Assessment is required ([Equality analysis impact assessment form](#)), include it as an appendix. At the minimum, the following table must be completed.

Scope (<i>Provide an overview, including objectives and desired outcomes</i>)	
Evidence gathered and engagement (<i>List stakeholders consulted and relevant processes, policies, and data sources</i>)	
Relevance assessment findings (<i>If relevant to equality, undertake a full EIA or If no relevance to equality, explain why with supporting information</i>)	<p>A full EIA is required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, this assessment has demonstrated relevance to equality with regard to: Please check relevant boxes</p> <p><input type="checkbox"/> Age <input type="checkbox"/> Pregnancy and maternity <input type="checkbox"/> Disability <input type="checkbox"/> Sexual orientation <input type="checkbox"/> Race <input type="checkbox"/> Gender reassignment <input type="checkbox"/> Sex <input type="checkbox"/> Marriage or Civil Partnership <input type="checkbox"/> Religion or Belief <input type="checkbox"/> Armed Forces <input type="checkbox"/> Other, e.g. carers, care leavers, low income, rurality/isolation, etc.</p> <p>If no, explain why: This is a 'review' and does not propose significant new actions.</p>
Relevance ranking	<input type="checkbox"/> High – Very relevant to protected characteristics <input type="checkbox"/> Medium – Somewhat relevant to protected characteristics <input type="checkbox"/> Low – Not relevant to protected characteristics
Key findings and impacts	
Conclusion drawn (<i>i.e No major changes needed; EIA found no negative impact or adjust policy/process to remove identified barriers</i>)	
Actions (<i>Proposed actions to mitigate negative impacts on identified groups</i>)	
Signed off by	

16. HR and Workforce Implications

Yes

To be completed by HR (if applicable or none)

17. Community Safety Implications (Crime and Disorder)

No

18. Climate Change Implications

No (not directly but can work in parallel – e.g. move to electric equipment).

19. Health & Safety and Health & Wellbeing Implications

Set out in report.

20. Procurement and Social Value implications

The [Public Services \(Social Value\) Act](#) came into force on 31 January 2013. It requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits.

Before they start the procurement process, commissioners should think about whether the services they are going to buy, or the way they are going to buy them, could secure these benefits for their area or stakeholders.

Procurement of new safety management system will bring benefits for health and safety and make management more efficient.

21. Land and Buildings (non-housing)/Asset Management Implications

None direct from this report.

22. Overview and Scrutiny Committees Comments/Recommendations

N/A

23. Digital and Data

Any digital and data implications – email digital@eastdevon.gov.uk for advice.

24. Consultation and Engagement

N/A

25. Communications

N/A

26. Next Steps

Deliver work programme.

Complete procurement of Assure system.

27. Background Papers

No need to refer to minutes or previous reports on the same matter as these are already publicly available.

Proposed Report Sign Off process

Please make sure you have obtained the relevant sign off and the date completed before submitting your report to Democratic Services.

	Officer Name	Date requested	Date Completed
Legal & Governance	Monitoring Officer or Deputy Monitoring Officer	23/6/26	23/6/26
Finance	Section 151 Officer or Deputy S151 Officer	23/6/26	23/6/26
Communications	communications@eastdevon.gov.uk		If applicable
Digital and Data	digital@eastdevon.gov.uk		If applicable
Engagement	engagement@eastdevon.gov.uk		If applicable
HR	HR Lead		If applicable
Equalities	Equality Officer	N/A	Required
Chief Executive	Chief Executive		If applicable
Director	Relevant Director	22/6/26	Required
Assistant Director(s)	Relevant Assistant Director(s)		Required
Cabinet Lead Member(s)	Relevant Lead Member (s)	16/6/26	16/6/26
Executive Leadership Team	ELT	23/6/26	23/6/26
Strategic Leadership Team	SLT	10/6/26 (ADCL)	No responses

28. Appendices

- **Appendix 1. – Corporate Health and Safety Action Plan 2026/27**
- **Appendix 2. – Health and Safety Report 25/26, Q4**