

# Local Authority Health and Safety Return 2022



**This return relates to the period 1 April 2021 to 31 March 2022.**

Local Authorities should input the data on HSElex by 31 May 2022.

This return is designed to capture activity and information relating to interventions that were undertaken primarily for occupational health and safety regulation. Do not include in this return any interventions that were undertaken to primarily address other issues, such as:

- Licensing (e.g., petroleum, explosives or public events licensing), or
- Public health matters (e.g., hygiene at tattooists).

Submitted information is shared with the Chartered Institute of Public Finance and Accountancy.

**To reduce burdens on LAs, it has been decided that information relating to activity undertaken as part of the response to the Coronavirus pandemic should not be recorded.**

\* For HSE use only

<b>Local Authority Information</b>	<b>Answer Here</b>
Local Authority Name ( <b>For multi-authority submissions list all participating authorities in the combined response</b> )	
* LA code number	
* LA Type	

**VALIDATION (Head of Service or above) - "I confirm the data contained on this form is an accurate record of health and safety regulatory activity."**

Name:

Position:

If you need any help completing this form contact LAU [lau.enquiries@hse.gov.uk](mailto:lau.enquiries@hse.gov.uk) Contact details of the person responsible for the completion of this form and to whom any query should be addressed.

Name:

Job Title:

Telephone number:

Email:

Date:

## 1: Staff resources devoted to health and safety enforcement work for the year ending 31 March 2022

Number of HSWA Warranted Officers

Full Time Equivalent of warranted officer's time spent on HSWA activity (FTE equivalent e.g. 1 officer spending half their time on health and safety = 0.5 FTE)

**Warranted Officers** - include all Environmental Health Officers and Technical Officers, plus any contractors or agency staff, appointed under s19 of the Health and Safety at Work etc. Act and who are authorised to exercise at least some of the powers under: sections 20, 21, 22 and 25 of HSWA, any health and safety regulation or any other relevant statutory provision.

## 2: Summary of local authority health and safety activity 1 April 2021 – 31 March 2022

### Proactive Inspections

**Number of Inspections/Interventions/Visits**  
(each intervention must be counted only once)

**Targeted Using National Intelligence**

**Targeted Using Local Intelligence**

## Guidance

Proactive inspections are planned interventions where:

- a) The use of warranted powers under health and safety legislation would, if necessary, be used to gain entry or otherwise regulate part or all of a business activity, and
- b) The reason for the inspection was to specifically target occupational health and safety issues at these premises.

Proactive inspections are not - Inspections undertaken primarily for reasons beyond occupational health and safety e.g. food hygiene, even if 'matters of evident concern' related to health safety happen to be identified and addressed during that inspection.

Proactive inspection should only be used for the activities in the sectors contained in the list which accompanies the National Code, or where there is local intelligence of failure to manage risk.

## Non-Inspection Interventions

### Other visits/face to face contacts

**Targeted Using National Intelligence**

**Targeted Using Local Intelligence**

### Other contact interventions

**Targeted Using National Intelligence**

**Targeted Using Local Intelligence**

## Guidance

### ***Other visits/face to face contacts***

Any visit/face to face contact to educate, advise or engage duty holders, employees or other bodies such as trade associations e.g., awareness days and advisory support visits.

### ***Other contact interventions***

Any other targeted contact (not face to face) to educate, advise or engage duty holders, employees or other bodies such as trade associations e.g., raising H&S awareness by providing information packs. Do not include non-targeted general newsletters, service magazines or the number of website hits.

## Non-Inspection Interventions

For the first two reactive intervention types, record the number of actual visits made under the relevant category. HSE has developed a risk-based approach to complaint handling and incidents election criteria (LAC 22/13) which LAs should adopt to help target interventions and make best use of resources.

### **Visits to investigate health and safety related incidents**

### **Visits to investigate H&S complaints**

### **Visits following requests for H&S service from businesses**

## Revisits following an early Intervention

Visits following an earlier intervention to confirm action previously required has been completed e.g. Notice compliance check

### 3: Number of enforcement actions 1 April 2021 – 31 March 2022

A) Improvement notices

B) Deferred prohibition notices

C) Immediate prohibition notices

D) Simple Cautions

E) Prosecution cases resulting in at least one conviction\*\*

F) Prosecution cases resulting in no conviction\*\*

(d) Number of simple cautions\* (non-statutory procedure) to secure compliance of health and safety in England and Wales.

LA's in Scotland - please leave (d)\* (e)\*\* and (f)\*\* blank - simple cautions are not applicable in Scotland and the Procurator Fiscal (PF) provide us with prosecutions data directly.

#### **4: Peer review of your Local Authority's health and safety regulatory activities 1 April 2021 – 31 March 2022**

**Name of the peer-review group for your Local Authority? (e.g. name of Regional Liaison Group or 'buddy' Local Authorities)**

**Did the above group successfully peer-review your health and safety regulatory services during the work year?**

**Thank you for completing this form.**

#### **5. Voluntary Comments (These are not part of the LAE1 return)**

If you wish to provide brief comments to give further background/explanation of your reported data (for example if you had no proactive inspections, very low level of activity in general, high numbers of proactive interventions but low enforce mentor unusually high numbers of interventions) please include this here. Issues other LAs have commented on in the past have included:

- Local issues that impacted on your health and safety regulatory work plan this year.
- Local intelligence led projects.
- New and emerging issues that you would like to share with HSE.
- The MECs that have generated the most significant amounts of activity.
- Primary Authority Work relating to occupational health and safety.
- Safety Advisory Group (SAG) activity.

Local Authorities can input their data on-line using HELex

HSE, as a public body, must act in accordance with the Freedom of Information Act, which also covers information provided to HSE by third parties. For more information:

[www.hse.gov.uk/foi/disclosure-third-party-info.pdf](http://www.hse.gov.uk/foi/disclosure-third-party-info.pdf)