

# HR Committee

16<sup>th</sup> December 2021



**Report of:** Director of Workforce and Change

**Title:** Health, Safety and Wellbeing Annual Report

**Ward:** N/A

**Officer Presenting Report:** Christina Czarkowski-Crouch, Head of Safety, Health and Wellbeing

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## **Recommendation**

That the Committee notes the report and provides it views on the work being done to improve performance and culture for health, safety and wellbeing.

## **Summary**

The purpose of this report is to update on the corporate arrangements for how health, safety and wellbeing are being managed, providing assurance on key areas of work and setting out the improvement plan for 2021-2022.

## **The significant issues in the report are:**

- Revised roles and responsibilities for health and safety to ensure our governance and accountabilities are properly understood and discharged.
- Implementation of new Health, Safety and Wellbeing Strategy.
- Provides information on Accident and Incident Data and Enforcement Activity from the Health and Safety Executive (HSE) 2020-2021.
- Outlines the audit programme completed for 2020
- That the Committee notes the report and provides it views on the work being done to improve performance and culture for health, safety and wellbeing.



## **Policy**

1. An engaged, healthy and safety workforce will have an impact on the quality of service that we provide to citizens and help achieve the corporate strategy priorities.

## **Consultation**

### **3. Internal**

The annual report been agreed by CLB and discussed and agreed at the Corporate Safety Consultative Committee.

### **4. External**

Not required because this report is for information only.

## **Context**

5. This report provides the HR Committee with an update on health, safety and wellbeing performance across the Council and ongoing and developing activity to improve and manage health, safety and wellbeing.

6. The attached report (Appendix A) covers the following areas:

- Governance Arrangements
- Enforcement Activity
- Audit and Risk
- Training and Learning
- Incident Reporting
- Wellbeing and arrangements for Occupational Health and Employee Assistance Programme
- Fire Safety
- Covid-19 activity

7. This report is a statement of the Councils occupational health, safety and wellbeing performance to the end of the financial year 2020-2021 and to the date of writing. It also includes our improvement plan for 2021-2022.

## **Key Findings**

8. A revised Health and Safety Policy sets out clear roles and responsibilities throughout the organisation and allows the Council to discharge its duties effectively.

9. The new strategy for Health, Safety and Wellbeing seeks to deliver a safer healthier and more resilient work environment with a sustainable culture.

10. There have been no enforcement actions from the Health and Safety Executive (HSE) and any visits during the Covid Pandemic were satisfactory.
11. The Corporate Health, Safety and Wellbeing team carried out 142 monitoring visits including visits to schools to ensure that our buildings and staff were Covid safe and secure. Follow up monitoring visits are ongoing.
12. There is an action plan in place to respond to the internal audit on the Corporate Health and Safety Monitoring System (CHaSMs). This is a self-assessment tool used by managers to report their performance.
13. We continue to review and revise our health, safety and wellbeing training and development offer to ensure compliance and improvement.
14. From April 2021 we commissioned a new service provider to supply integrated occupational health, employee assistance and physiotherapy provision to support our requirements.
15. Our overall levels of incidents reported have reduced for the period of 2020 - 2021. However, there is an increase in the reported numbers of violent and aggressive incidents. We are currently working alongside colleagues to make several changes and improvements in this area.

### **Proposal**

16. That the Committee notes the report and provides its views on the work being done to improve performance and culture for health, safety and wellbeing.

### **Other Options Considered**

17. None

### **Risk Assessment**

18. Not required because this report is for information only.

### **Public Sector Equality Duties**

- 15a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
  - i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
  - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --

- remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
  - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
  - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
- tackle prejudice; and
  - promote understanding.

15b) The report provides analysis of the impact of sickness absence in relation to age, gender, sexual orientation, race and pregnancy and maternity related absence.

### **Legal and Resource Implications**

#### **Legal**

Not required because this report is for information only.

#### **Financial**

##### **(a) Revenue**

##### **(b) Capital**

Not required because this report is for information only.

#### **Land**

Not applicable.

#### **Personnel**

##### **Personnel**

Not required because this report is for information only.

### **Appendices:**

A Annual Health Safety and Wellbeing Report

### **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

#### **Background Papers:**

None.