

# HR Committee

16 February 2023



**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 2023-2024.

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

- Continued revision of roles and responsibilities for health and safety to ensure our governance and accountabilities are properly understood and discharged.
- Progress on work activity and achievements which support the Health, Safety and Wellbeing Strategy and outcomes for 2021-2022 for Wellbeing including the management of stress, Reasonable Adjustments, Violence and Aggression and Asbestos Management.
- Provides information on Accident and Incident Data and Enforcement Activity from the Health and Safety Executive (HSE) 2021-2022.
- Provides information of Occupational Health Data and Training Data 2021-2022
- Outlines the revised Corporate Health and Safety Monitoring System (CHaSMs) and its planned implementation and the outcomes and required actions from the internal Health and Safety Audit.
- Outlines the key areas of work and outcomes for 2023-2024

## **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
- Regulatory Activity
- Audit and Risk
- Training and Learning
- Incident Reporting
- Wellbeing and arrangements for Occupational Health and Employee Assistance Programme
- Violence and Aggression
- Asbestos Management

7. This report is a statement of the Councils occupational health, safety and wellbeing performance to the end of the financial year 2021-2022 and to the date of writing. It also includes our improvement plan for 2022-2023.

## **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 strategy for Health, Safety and Wellbeing continues to seek 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 last year were satisfactory. With one visit to a School as part of the Management of Asbestos requiring management action.
11. There is a new revised CHaSMs which is more targeted and also addresses leadership and management requirements due to be launched in March 2023.
12. There is an action plan in place to respond to the internal audit on the follow up audit undertaken to look at 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 2022 Launched the new Accident Incident Reporting System via Claims Control. This links to our insurance data and claims.
15. Our overall levels of incidents reported have remained level for the period of 2021 - 20212. There continues to be a small increase in the reported numbers of violent and aggressive incidents reported. We are currently working alongside colleagues to make several changes and improvements in this area. The Flagging System has been revised and updated during 2021-2022.

### **Proposal**

16. 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.

### **Other Options Considered**

17. None

### **Risk Assessment**

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

### **Public Sector Equality Duties**

- 19a) 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.

19b) 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
- B Internal Audit follow up report

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

### **Background Papers:**

None.

