



<b>Meeting</b>	<b>SLT</b>	<b>Agenda no.</b>	<b>5a</b>
	<b>Performance and Resources</b>		<b>12</b>
<b>Meeting Date</b>	<b>9 November 2021</b>		
	<b>30 November 2021</b>		
<b>Report Authors:</b>	<b>Joanne Hellen</b>		
<b>Presented By</b>	<b>Rick Hylton</b>		
<b>Subject</b>	<b>Health and Safety Quarterly Highlight Report July, August, September 2021</b>		
<b>Type of Report:</b>	<b>Highlight Report</b>		
<b>Action Point No.</b>	<b>n/a</b>	<b>For Publication</b>	<b>Yes</b>

## RECOMMENDATIONS

For information only.

## EXECUTIVE SUMMARY

Health and Safety department Quarterly Highlight Report to cover periods July, August, and September 2021.

## BACKGROUND

Our Health and Safety department carries out active self-monitoring and reactive monitoring to ensure that key risks are controlled, and that performance standards and risk assessments are used and monitored.

## OPTIONS AND ANALYSIS

It is important for organisations to review their health and safety performance. It allows us to establish whether the essential health and safety principles – effective leadership and management, competence, worker consultation and involvement – have been embedded in the organisation. It tells us whether our system is effective in managing risk and protecting people and should include:

- Review of performance
- Learn from accidents and incidents, ill-health data, errors, and relevant experience, including from other organisations
- Revisit plans, policy documents and risk assessments to see if they need updating
- Act on lessons learned
- Include audit and inspection reports

## **RISKS AND MITIGATIONS**

Safety events are monitored through the Health, Safety and Welfare Strategy Group to monitor and mitigate future risks. All control systems follow HSG65 (Plan, Do, Check, Act approach) and shows how it helps you achieve a balance between the systems and behavioural aspects of management. It also treats health and safety management as an integral part of good management generally, rather than as a stand-alone system.

## **LINKS TO FIRE AND RESCUE PLAN**

Be transparent, open, and accessible. Promote a positive culture in the workplace.

## **FINANCIAL IMPLICATIONS**

None associated with the report.

## **LEGAL IMPLICATIONS**

The Health and Safety at Work etc. Act 1974 (HASAWA) lays down wide-ranging duties on employers. Employers must protect the 'health, safety and welfare' at work of all their employees, as well as others on their premises, including temps, casual workers, the self-employed, clients, visitors, and the public.

## **STAFFING IMPLICATIONS**

None linked to this report.

## **EQUALITY AND DIVERSITY IMPLICATIONS**

We have considered whether individuals with protected characteristics will be disadvantaged as a consequence of the actions being taken. Due regard has also been given to whether there is impact on each of the following protected groups as defined within the Equality Act 2010:

Race	No	Religion or belief	No
Sex	No	Gender reassignment	No
Age	No	Pregnancy & maternity	No
Disability	No	Marriage and Civil Partnership	No
Sexual orientation	No		

## **HEALTH AND SAFETY IMPLICATIONS**

The Management of Health and Safety at Work Regulations 1999 (MHSWR) require employers to put in place arrangements to control health and safety risks, including: assessments of the risks to employees, contractors, customers, partners, and any other people who could be affected by your activities - and record the significant findings in writing. Any risk assessment must be 'suitable and sufficient' and arrangements for the effective planning, organisation, control, monitoring and review of the preventive and protective measures that come from risk assessment.

## **CONSULTATION AND ENGAGEMENT**

Report shared with Trade Union Safety Reps and also members of the Health, Safety and Welfare Functional Forum and Health, Safety and Welfare Strategy Group.

## **FUTURE PLANS**

The quarterly reports are summarised in an Annual Report which is prepared each July covering the financial year.

## **LIST OF BACKGROUND PAPERS AND APPENDICES**

Appendices 1 – Health and Safety quarterly highlight Report July, August, and September 2021.