

# Health, Safety and Wellbeing Performance and Assurance Report

Date: 21<sup>st</sup> September 2022

Report of: Director of Resources

Report to: Executive Board

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

## Brief summary

This report is designed to provide assurance to the Executive Board on health, safety and wellbeing matters. It covers the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022.

The report gives a background of how health, safety and wellbeing is being managed in Leeds City Council, briefly highlights our performance and main achievements as well as looking ahead of some challenges and identifies our priorities for the next few years.

## Recommendations

- 1 It is recommended that the Executive Board notes the contents of this report and recognises that a robust, yet proportionate approach to risk management within the Council continues to be applied.

## What is this report about?

1. The Council Health, Safety and Wellbeing Policy clearly sets out everyone's responsibilities, from the strategic decisions made by Elected Members, the policy framework led by the Chief Executive and his Leadership Team and the day to day management of health and safety risks by everyone from directors to all employees wherever they are working.
2. Health and safety is especially important in a local authority setting, especially in a city the size of Leeds. This is because the Authority will play many roles and be responsible for a variety of duties including that as an employer, an exemplar, an enforcement body and a large organisation able to influence safety through the supply chain and wider economy.

## What impact will this proposal have?

3. This annual review helps to ensure the right strategies are in place to address the key challenges and sustain the work that is bringing about improvements.
4. A positive attitude to health, safety and wellbeing enhances the Council's position as an inclusive, diverse and fair employer. In particular, there are close links with disability in: ensuring that work does not contribute to or exacerbate ill health; that a 'social model of

disability' approach is taken, that reasonable adjustments are understood and always considered appropriately; that health and safety is not used as a barrier to employment based on an individual's disability; and that stigma around mental health is removed and appropriate support provided. Health and safety policy and procedures are always developed to take into account the needs of all members of staff and service users.

### How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing                       Inclusive Growth                       Zero Carbon

5. This report assists the Council in determining whether it is complying with its Health and Safety Policy, which is signed by the Chief Executive and Leader of the Council. A large percentage of Council employees are also residents of Leeds and so using the workplace setting to enhance their health, safety and wellbeing also contributes to many aspects of the Best City Ambition, particularly around inclusive growth and helping to reduce health inequalities.

### What consultation and engagement has taken place?

6. There is no impact in relation to any specific ward. The Council has many responsibilities in terms of health and safety – as a duty holder with large numbers of employees, a regulator (through Environmental Health) and a large-scale procurer and commissioner of goods and services that can influence safety through the supply chain.
7. Elected Members, particularly Executive Board and portfolio holders, have a significant part to play in securing the health, safety and wellbeing of the Council's workforce.
8. Members are not responsible for managing health and safety services on a day-to-day basis, but can affect it through strategic decisions on plans, priorities and budgets. Elected Members also have potential criminal and civil liabilities as individuals or as a collective body.

Wards affected: No wards are affected.

Have ward members been consulted?                       Yes                       No

### What are the resource implications?

9. No funds are being sought in this report.
10. A positive approach to health, safety and wellbeing contributes to savings in respect of reduced sickness absence; less money paid out in Employer and Public Liability claims; reduced likelihood of prosecutions by enforcement bodies and subsequent large fines; less damage to property, equipment, and Council vehicles; and increased staff engagement, commitment and morale leading to higher productivity.

### What are the key risks and how are they being managed?

11. Compliance with health and safety legislation by the Council is enforced by the Health and Safety Executive and fire safety by the West Yorkshire Fire and Rescue Service the Care Quality Commission and Ofsted also have a role in care and educational settings.
12. Civil claims for compensation can also be brought against the Council by employees or members of the public injured or made ill due to the Council's work activities.
13. Day to day management of health and safety within the organisation is the responsibility of officers in charge of service provision. The Chief Executive is ultimately accountable and members of the Council's Corporate Leadership Team have a collective role for directing the health and safety strategy. The Director of Resources is the nominated Director for Health and Safety Policy.

14. Corporate Leadership Team, Executive Board and service managers receive competent health and safety advice from a professionally qualified Health and Safety and Occupational Health Team, which is part of Human Resources.
15. Health and safety is about saving lives, not stopping people living. Leeds City Council supports the Health and Safety Executive's campaign for sensible risk management, where it is based upon practical steps to protect people from real harm and suffering - not bureaucracy. The approach is to seek a balance between the unachievable aim of absolute safety and the kind of poor management of risk that damages lives and the economy.
16. Health and safety management in the Council follows the Health and Safety Executive's Leadership Model – 'Plan, Do, Check, and Act'. This is realised through the Health and Safety Policy and a series of policies, jointly agreed with the Trade Unions. Co-operation and consultation with the workforce on health and safety matters is extremely positive and this is facilitated through Directorate/ Service level Health and Safety Committees and a Corporate Health and Safety Committee.
17. Assurance meetings are held every month between the Director of Resources, Chief HR Officer and the Head of Health & Safety.
18. Close and collaborative work continued with Trade Union Representatives. Joint site inspections regularly take place across our sites. Trade Union Safety Representatives provide an additional & essential role in raising staff concerns and issues to management. They have also been extremely active during the Covid-19 Pandemic working closely with the Health & Safety Team in assisting with developing Covid-19 Policy and Guidance documents. They also assisted with reviewing and inputting into task based and building risk assessments as part of the resumption or expansion of services following lockdown.

### **Health, Safety & Wellbeing Performance**

19. This compares the last two financial years of complete records i.e., 2021/22 compared to 2020/21

#### **20. Formal Enforcement Action**

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|--|---|
| No prosecutions or enforcement notices were served on LCC during 2021/22 – for the ninth consecutive year. | ↔ |
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#### **21. Accidents Reported to the Health and Safety Executive (HSE)**

This gives an indication of the more serious work-related accidents. The HSE require notification of accidents resulting in broken bones, absence from work for over 7 days, death, dangerous occurrences or hospital treatment/stay. Covid-19 this was also an additional reportable disease where upon investigation it was likely that the disease was contracted through the workplace setting rather than a community transmission. The majority of reportable Covid-19 cases were as a result of an outbreak at a particular site. These were primarily in adults residential care, children's care homes and early years centres.

| 2020/21                         | 2021/22                        |   |
|---------------------------------|--------------------------------|---|
| 9 Specified (Major) Injuries    | 5 Specified (Major) Injuries   | ↓ |
| 10 Over-seven-day Injuries      | 21 Over-seven-day injuries     |   |
| 112 Reportable Diseases (Covid) | 44 Reportable Diseases (Covid) |   |

## 22. Insurance Claims

|   |   |
|---|---|
| A reduction in Insurance Claims for the 4th consecutive year. | ↓ |
|---|---|

## 23. Key Performance Indicators

|   |   |
|---|---|
|    | 100% of LCC buildings have a current Asbestos Management Plan in place. 94.2% of annual reviews were completed in 2021/22. 26 small Industrial Units (SIU's) are still to complete. Mainly issues relating to access. 100% of maintained/controlled schools have a current Management Plan in place.  |
|   | All LCC occupied buildings have a Fire Risk Assessment in place and 97% of these have been reviewed in the past 3 years. Some work is required to review arrangements in premises leased out by LCC. In Schools, currently there are no Fire Risk Assessments out of date. Mandatory Fire Safety Awareness e-learning training has been introduced for all LCC staff who enter a LCC building and all training recorded on PAL.   |
|  | LCC Water Management Team are fully up to date with Legionella Risk Assessments.  |
|  | The in-house Occupational Health Service continues to provide support and guidance to help keep our employees at work or return to the workplace from a period of sickness absence.<br><br>In 2021/22 due to the pandemic, this service was delivered by telephone consultation / virtually. Number of standard referrals: <b>2175</b> , pre-employment health checks: <b>296</b> , number of hours allocated for enquiries: <b>8918</b> , number of wellbeing sessions facilitated: 154. |
|  | 2021/22 1206 calls were made to the Employee Assistance Programme which was a reduction of 9% on 2020/21. 185 staff members received telephone Counselling, 56 video counselling and 25 staff members accessed Cognitive Behavioural Therapy on- line. There was no face to face counselling due to Covid restrictions. 29 staff who called the Helpline were deemed as High Risk of harm to self or others.  |
|  | Pulse 5 survey there were 3868 staff returns. Eighty six call-backs were made to members of staff who told us they were finding things difficult. The nature of the difficulties faced varied significantly from call to call but included health concerns, concerns about the situation in Ukraine and bordering countries and concerns about work/life balance.   |

## Key Achievements

24. The Health and Safety Management System has operated largely as expected. The Annual Council Risk Report, considered by Executive Board, defines the overall rating for 'health and safety' as high because of the possible impact should things go wrong. The stated target is to reduce the probability from possible to unlikely.

There were a number of key achievements which have improved health, safety and wellbeing in the past 12 months and highlights include:

### a) Health, Safety and Wellbeing Support for Schools

- ✓ Services for schools - a wide range of health, safety, wellbeing and safeguarding services are provided to schools. These include statutory services to community and voluntary controlled schools and also traded services to schools where LCC is not the employer. A joined up approach with other services is taken, offering schools the best provision and helping to fulfil Leeds role as a child friendly city.
- ✓ Covid Response – the last year saw the continuation of significant resources from the Team being focused on providing support, guidance and monitoring around Covid-19 for schools in Leeds. At the beginning of the financial year (April 2021) free support was withdrawn for schools for whom there was no statutory function or those whom had not purchased a Service Level Agreement (SLA). A number of schools then chose to upgrade their SLA or purchase a new resources only SLA so they could continue to access the support and guidance provided by the Team. At the time the restrictions were lifted the Team had produced 39 versions of the sample overall Covid Management Risk Assessment, 9 versions of the Individual Risk Assessment taking Covid into account, and 92 bulletins on a regular basis which explain changes to guidance and advise on issues that have arisen across schools.
- ✓ The Team continued to work closely with colleagues in Public Health and Infection Control and produced a brand new Infection Prevention and Control Risk Assessment, a sample Infection Outbreak Plan and a new reporting system for outbreaks of a range of infectious illnesses commonly found in schools. These all included Covid as one of a number of infectious illnesses. This was to build upon the fantastic joined up approach and early support and intervention that had been put in place for Covid and all parties recognised could now be utilized to assist with several other illnesses across the city. An online reporting tool for outbreaks of infectious illnesses is due to go live for schools in September.
- ✓ *Keeping schools safe in West Yorkshire* – LCC Health and Safety Team continues to support and deliver the training developed via a joint initiative with other Councils, Emergency Planning, Fire Safety and the Police. The West Yorkshire Safer Schools group (that stopped meeting due to the pressures of Covid) has recently been re-instated to ensure all LAs offer a consistent approach, to review and revise the guidance / training offered and to share good practice. The team are a key part of this group . A series of advice notes regarding fire safety management have been prepared and available to schools, the Fire Safety Hub now carries out Fire Risk Assessments in Local Authority maintained schools.
- ✓ Construction safety in schools – working with colleagues in the HSE and other Local Authorities, including North Yorkshire County Council, Wakefield and Kirklees, the Team developed Managing Construction in Schools seminars which were delivered jointly in Harrogate and Leeds towards the end of 2019. In 2021 / 2022 these seminars were delivered locally as part of the Teams training programme and will continue to be run as part of this year's training programme.
- ✓ Audits / Monitoring– the team were able to re-commence the schools audit and educational visits monitoring programmes in September 2021 after being unable to carry these out for the past 18 months. The team have a new electronic auditing / monitoring system developed over 2021 / 2022 which enables more efficient, consistent audits and has been expanded to include a whole school audit, deep dive PE, Science and D&T audits, an educational visits

audit and monitoring form, a radio-active materials audit, a DSE audit and a ladder safety checklist.

- ✓ Asbestos – the HSE have recently announced that they will be inspecting asbestos management in schools across the country from September 2022. It is not known which, if any, schools in Leeds will be inspected at this stage. All LCC schools and schools with an SLA have been informed of this and a bulletin has been issued to provide guidance on what this means and a reminder of the actions to take to ensure they are compliant. The team work closely with the Assets and Access to produce guidance, monitor asbestos management plans, and provide asbestos awareness training. Asbestos awareness training and refreshers every 2 years are mandatory for Heads and Site Managers in schools that have asbestos containing materials and are LCC schools. This is delivered free of charge to LCC schools and this year 97 staff from 66 schools attended the training. Over the summer break we will be reviewing the training data to ensure staff from the relevant LCC schools have attended the training in the last 2 years (there are a significant number of changes to Heads this September).

#### b. Employee Wellbeing

- ✓ Our People Strategy continues to consider workplace wellbeing a key 'enabler' of its vision and mission and our #TeamLeedsBeWell" wellbeing brand is now well recognized across the organization. This will be further embedded through the launch of our new health and wellbeing platform provided by VIVUP. The platform will also provide another route for colleagues without an LCC user account to view our wellbeing offer booklet and support sessions.
- ✓ Financial wellbeing has been a key area of focus over the past twelve months, due in part to nation-wide increases in the cost of living. In April, a [Making Your Money Count internal.pdf \(leeds.gov.uk\)](#) and video <https://youtu.be/r-iGHH2UVI8> was launched which enabled colleagues to access a whole wealth of financial wellbeing-related resources and offered practical tips. Both were created with accessibility in mind and the booklet contained QR codes which were particularly useful for those without an LCC user account.
- ✓ Understanding and acting on workforce concerns remains important and the wellbeing pulse surveys continue to be an excellent tool to understand how staff are feeling. We have now conducted five wellbeing pulse surveys, with the most recent concluding in March 2022. The pulse survey tool is delivering consistent results, demonstrated by the fact that the Pulse 4 and Pulse 5 results mirrored one another. Despite the challenges presented by the events of the past few years, the majority of employees still remain positive and feel well supported. Targeted work has been undertaken on the back of the Pulse 5 survey to identify areas that have consistently scored well in the support-related scores and those that have consistently attracted weaker scores. Local action is being taken on the back of the results.
- ✓ Mental Health Wellbeing - The Council continues to maintain its status as an active Mindful Employer and our hundreds of Mental Health First Aiders continue to offer vital support to those that need it. Our Health Minds Group is very active and new topics continue to be added to our extensive list of wellbeing support sessions. Sessions include topics like "Let's talk wellbeing through change", "Let's talk stress", "Let's talk Supporting staff at work" and 'listening ear' sessions for frontline colleagues. Workplace Wellbeing Champions also continue to play a critical role in signposting employees to support, raising awareness, and holding wellbeing events in their local areas. To further aid positive mental health and wellbeing, a (lockdown) Virtual Art Exhibition was launched and colleagues were encouraged to view the works that were submitted in November 2021. The exhibition not only demonstrated some of the creative activities colleagues used to help with their wellbeing throughout lockdown but also showcased the incredible talents of the workforce.

- ✓ We have continued to consult with key stakeholders including our “Trade Union Wellbeing Group”. Recent examples of this include consultation on our Making Your Money Count package and Gambling Awareness support package.
- ✓ Flu Vaccination Programme - the reach and number of flu vaccinations being offered to the workforce has increased with colleagues in all front line care roles being prioritised in Adults and Health and Children’s Services. The programme was extended this year due to the COVID virus and offered to all staff who were identified with key risk factors in Category 1 and 2, colleagues who live with someone in either of these categories, BAME colleagues and Men over 60 (If they did not get the vaccine offered free via the NHS). Planning is underway for 2022 programme which will include the introduction of an online booking process via the NHS.
- ✓ Menopause Support - On World Menopause Day on 18 October 2021 we launched our new LCC Menopause Guidance, which was developed in collaboration with Cllr Jools Heselwood, who championed and was a key stakeholder for the project, our Trade Unions’, staff networks and public health colleagues. A new extensive toolkit was developed along with a new Let’s talk menopause for Managers with over 200 attendees to date. A revised online approach to Menopause Café’s has also been introduced and is delivered on a monthly basis with key themes. In March 2022 we signed up for the new Menopause Workplace Pledge.

#### c. Occupational Health and Wellbeing Service

- ✓ Services - The Occupational Health and Wellbeing Service provides a range of services including medical assessments on pre-employment, job related/workplace adjustments, night worker and ill health retirement referrals. The Service also provide support and advice to individuals, managers and services with regards to sickness absence, rehabilitation programs, phased returns and medical redeployment. We arrange vaccination programs; health surveillance; as well as provide wellbeing advice on numerous health related issues across the organisation.
- ✓ This year, the service has been an integral part of the Council’s response to the Coronavirus pandemic and also the Council’s Future Working programme. During 2021/22 the service received 2,175 individual referrals and allocated 891 hours of advisor time to answer enquiries from employees, trade union colleagues & managers. Health surveillance continued on a questionnaire basis.
- ✓ Specific Projects – These included delivering a number of 'Let's Talk' monthly sessions:
  - Quality Occupational health Referrals: aimed at managers to help get better outcomes for employees, managers and the services they come from.
  - Men's Health (various key topic areas)
  - Women's Health (various key topic areas)
  - Stress Awareness
  - Stress awareness for Managers including how to undertake individual and group assessments.
  - Supporting Staff at Work Charter.
  - Also 'Healthy Minds' sessions 'How are you feeling' and 'How are you feeling for managers' sessions.
- ✓ This year OH have also undertaken a number of bespoke sessions within services to help with both mental and physical health. This has included delivering training/awareness raising sessions both virtually and in person including to 'front line' services. We also link in with

various networks and trade union colleagues and managers on all aspects relating to occupational health and wellbeing.

d. Access, Inclusion and Culture Change,

- ✓ New Ways of Working – The pandemic meant that around 8,000 staff were routinely working from home. This created issues of ensuring staff had the right technology and equipment to do this safely. Working with IDS and Facilities Management colleagues around 25,000 items of equipment or furniture was issued out to staff in their homes. Hundreds of staff were also helped that required assistive technology or reasonable adjustments to ensure they could work from home safely and productively.
- ✓ *Disability* - HR and Occupational Health continues to work closely with the Disability and Wellbeing Network (DAWN) on improving the experience of disabled colleagues in LCC, also linking into 'assistive technology' colleagues as part of a working group. The Council maintained their accreditation as a Disability Confident Leader.

e. Fire Safety

- ✓ In response to the Dame Hackitt Phase 1 inquiry, the Council is an “early adopter” of the Hackitt review recommendations working together with WYFRS has completed, produced, and placed on site Tactical Information Plans for 118 High Rise blocks 18+ meters or 7 stories and above in height. These documents must be maintained and updated if works are carried out in any of these blocks and any changes reported to WYFRS. In addition, working on Evacuation procedures with regards detailing persons that may require assistance to evacuate are ongoing with WYFRS benefiting all our High-Rise residents citywide.
- ✓ Fire stopping works and the compartmentalisation of flats in high rise blocks and retirement life housing complexes across the city have been completed, further enhancing resident safety, focusing now on our low rise accommodation.
- ✓ Fire safety works are programmed for converted Victorian properties that have been converted to flats with 12 completed and a further two phases have been released to the awarded contractor in addition works in our back to back properties also are ongoing, raising the safety provision within these type of properties to a higher level with 447 out of 1600 complete.
- ✓ Work has been commenced to prepare a pilot Building Safety Case template for each of high rise blocks with the first draft nearing completion, when completed this will be sent for to the building safety regulator (HSE) for their comments.
- ✓ LCC continues to work closely with West Yorkshire Fire & Rescue Service through partnership agreements and the Concordat agreement further enhancing fire safety.
- ✓ Chargeable false alarms have continued to reduce saving the Council money as well as reducing complacency when an alarm sounds, in addition attendances for fire crews have reduced allowing WYFRS to deal with other emergency incidents.
- ✓ Last year in Schools fire safety schemes were completed at Westroyd Primary and Nursery. These schemes were all capital works funded via Planned Maintenance Programme.
- ✓ The LCC Fire Safety traded offer was expanded to e-learning Fire Warden course, which has proved very popular with schools.

- ✓ The Fire Safety Hub has commenced Fire risk assessments in local authority maintained schools, these assessments include invasive audits of fire safety compartmentation, the assessments will be carried out on a biannual basis with the interim review being carried by the responsible person for the school.
- ✓ The Regulatory Reform (Fire Safety) Order 2005 article 6 was amended last year and our fire risk assessors must report on the structure of walls, their external wall insulations and items such as balconies etc
- ✓ The Fire Safety Bill and the Regulatory Reform (Fire Safety) Order 2005 as amended 2021 places a duty on the Authority to check the Flat entrance doors of all accommodation 7000+, the results of these checks must be recorded, work progresses with regards this matter, in addition, all communal areas door inspections every 3 months.

f. Elected Member Safety.

Following the murder of Sir David Amess MP, a number of the actions have been taken to improve safety and security for Elected Members.

- ✓ The contract with Pick Protect has been extended for a further 12-month period until 17<sup>th</sup> May 2023. This will allow time for Safer Leeds to develop an in-house alternative solution or to become an Alarm Receiving Centre. Cllr Coupar, Deputy Leader of Council, has championed the use of the Pick Protect Application which has seen an increase in Members registering for the device although significant scope exists for Members to increase the active use of the features of the system.
- ✓ A supply of audible panic alarms have been purchased and these have distributed by Group Officers to those Members that wanted one.
- ✓ The guidance for preventing violence and aggression was reviewed and re-issued out to all Elected Members.
- ✓ A security inspection of all sites used for member surgeries was carried out to identify any sites that were considered to be high risk. Any additional sites identified will also receive a security inspection.
- ✓ On a risk based assessment, home security checks are available for members with concerns of personal safety - these checks being undertaken using an LCC Security Officer.
- ✓ New member induction will contain information and awareness regarding the setting up of surgeries and to recommend that any new identified sites should be inspected by the Security Advisor prior to use.
- ✓ Members can now escalate threats of violence and aggression directly to the Chief Officer for Safer Leeds; Members are encouraged to advise group support managers of issues and concerns - these will be logged and assessed to determine other interventions that may be required and to highlight any trends or other issues.

g. Covid Secure Inspections and Auditing

- ✓ Covid Rules – H&S have worked closely with Facilities Management colleagues and Trade Union Representatives making all our sites Covid secure.
- ✓ Regular ongoing auditing and monitoring was also undertaken by the Covid Secure Task Group to ensure standards were being adhered to and to deal with any staff complaints or concerns.

- ✓ The HSE have carried out a number of audits or investigated complaints relating to Covid measures. All audits and investigations have concluded that we have had the required systems in place and were pleased with our Covid secure measures.
- ✓ Covid advice, guidance and site visits have also involved working closely and supporting Partner Organisations. This included producing risk assessments for Asymptomatic Testing Centres and Mobile Vaccination Units.

## **What are the legal implications?**

25. Current legislation is risk-based and has been found to be fit for purpose by several independent reviews. The UK government has said to date that it has a “clear commitment to protect workers’ rights and ensure that they keep pace with the changing labour market.”
26. Health and safety performance in the UK has plateaued in recent years. 2021/22 statistics showed that there were 123 fatal injuries down from 142, nearly 15,000 deaths due to past exposure to health hazards at work and 1.7 million workers living with work-related ill-health.
27. The current priorities for health and safety determined by the Health and Safety Executive are work-related stress (accountable for 55% of all ill health working days lost days), musculoskeletal disorders (accountable for 27% of all ill-health working days lost) & occupational lung disease (estimated to account for 12,000 deaths per year). All of which are relevant to work undertaken within Leeds City Council.
28. Last year has seen a reduction in guilty convictions by the HSE. Fines totaling £26.9 million is also down from £34.9 million the previous year. The average penalty however has risen 35% per case resulting in average fines going from £107,000 to £145,000.
29. While there has been a significant increase in the levels of fines for failing to comply with H&S Legislation the penalty for LCC would be much greater when taking into account any reputational damage.
30. There are many indicators of health and safety performance, none of which operate in isolation. This year again saw no formal enforcement notices relating to health and safety for the ninth consecutive year; an overall reduction in accidents in the Council; statutory assessments and surveys largely taking place on time; and many key improvement initiatives relating to staff wellbeing undertaken successfully.
31. National security has also been prominent in recent years with a number of ‘terror’ attacks through the UK, which has led to the national threat level being raised to highest level at certain points. This, of course, impacts on LCC and the communities it serves. Personal safety and security of staff and Elected Members is a high priority due to the rise in threats of violence and targeted protests.

## **Options, timescales and measuring success**

### **What other options were considered?**

32. No other options were considered.

### **How will success be measured?**

33. The analysis of our key performance indicators & will determine our success. Additionally, a number of challenges and priorities have been identified for the next 3 years:  
To instill and maintain a positive health and safety culture, LCC needs to continually review performance and seek to improve. With this in mind the current challenges are:

- ❖ **Violence, Aggression and Abuse** – this is an issue both in some public-facing Council premises and for staff/Members carrying out their duties in the community.
- ❖ **Projects, Contracting and Commissioning** – work will continue to improve the management of construction projects and contractors, including clarity around legal roles and responsibilities.
- ❖ **General Health and Wellbeing** – priority actions have been developed, driven by the Employee Wellbeing Strategy. This includes a focus on: the things that shape and determine health behaviors; mental wellbeing; physical health; healthy lifestyles; a culture that supports health and wellbeing; and specific demographic support (e.g. multi-generational workforce). We continue to share resource and engage with our Anchor institutions, the Health & Care Academy and other local partners.
- ❖ **Mental Wellbeing** – whilst LCC has much support in place around mental and social wellbeing, this must remain a priority. In 2022/23 we will continue to work with Trade Unions colleagues and other partners to prevent stress-related illness and support people with mental health issues especially post the Covid-19 pandemic.
- ❖ **Work-related Ill-Health** – continuing to look for innovative ways to prevent workers from exposure to hazardous substances like silica dust or wood dust through better tools, on tool extraction, dust reduction, personal monitoring and health surveillance. Exposure to vibration and noise will also be a priority.
- ❖ **Supporting Staff at Work Charter** – a Charter has been introduced that enshrines the Council's commitment to supporting staff and to the adoption of the Social Model of Disability. This will be brought to life by the requirement for managers to hold a proactive Wellbeing Conversation with their members of staff, using documentation and guidance provided.
- ❖ **Fire Safety in Schools** – Fire safety in schools has recently been taken on by the LCC Fire Safety Hub. The Hub have quickly identified a number of fire safety requirements for Schools visited so far which will have funding requirements.
- ❖ **Future Ways of Working** – With many staff members continuing to work in a hybrid manner, a rollout of suitable training is required to enable all our staff to work safely from their chosen workstation. A new hybrid healthy working e-learning and self-assessment training package has been developed & will be rolled out to all 8000 LCC computer users. Due to the high numbers involved, this will be done on a phased service by service delivery method over the next 12 months.
- ❖ **Fire safety training for staff** – the amendments of the Fire Safety Order, the introduction of the Fire Safety Act and the Building Safety Bill place extra demands on the Fire Safety Hub with regards the mandatory checking of flat front doors communal doors on a reportable annual basis should be address by further recognized and third party approved training, protecting our officers and the Local Authority.
- ❖ **Violence and aggression in Schools**– this continues to be a challenging area for schools, particularly as the covid pandemic has had a significant impact on children's development and behaviours. The Team are facing a huge demand for support, particularly with Early Years and KS1 children and are still having to catch up on training that could not be delivered due to the pandemic. Qualified staff in the Team deliver Care and Control training for schools and adult services, support and train schools with pupil risk assessments and are regularly involved in multi-agency meetings and onsite support around individual pupils.

- ❖ **Occupational Health Missed Appointments** - The number of 'Did Not Attends'/late cancellations amounted to 15%. This is an area of focus for this coming year with a hope to reducing this number considerably.

#### 34. Looking Forward/Health, Safety & Wellbeing Priorities

The Health & Safety Executive have just launched their new 10 Year Strategy. The role goes beyond worker protection, to include public safety assurance on a range of issues. Main objectives of the strategy are:

- Reducing work related-related ill health, with specific focus on mental health and stress.
- Increase and maintain trust to ensure people feel safe where they live, where they work & their environment.
- Enable industry to innovate safely to prevent major incidents.
- Maintain Great Britain as one of the safest countries to work in.

It is recommended that LCC target 11 identified priorities over a three year period. This will enable more time to focus and maintain improvements in safety within these listed priority areas:

- Stress & mental Health
- Musculo-Skeletal Disorders (MSD's)
- Fire Safety
- Building & Staff Security
- Violence & Aggression
- Risk Management
- Occupational Road Risk
- Construction, Design & Management (CDM)
- Hazard & Near Miss Reporting
- Auditing
- Hand Arm Vibration Syndrome

#### **What is the timetable and who will be responsible for implementation?**

35. The health & safety performance indicators are measured on a 12 monthly basis. The health & safety priorities are part of a 3 year health & safety strategy. The Health & safety Team working alongside key stakeholders within the service areas will be responsible.

#### **Appendices**

1. There are no appendices to this report.

#### **Background papers**

2. There are no background papers.