



Licensing & General Purposes Committee

Title	Health, Safety and Wellbeing Annual Report 2022/23
Date of meeting	8 November 2023
Report of	Tamara Djuretic – Director of Public Health and Prevention
Wards	N/A
Status	Public
Urgent	No
Appendices	Appendix A – Councils Annual Health and safety Report 2022/23
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Summary

This report provides information on the Council's Health and Safety performance for the period 2022/23. The report is based on performance information and data obtained from the council's accident/incident reporting system, together with independent audit results, corporate training records and ill health data.

Recommendations

1. That the committee note the council's Health Safety and Wellbeing performance for the period 2022/23.
2. That committee note the update on activities carried out in order to achieve the councils' Health, Safety and Wellbeing priorities for the period 2022/24.

1. Reasons for the Recommendations

- 1.1 This report enables the council to monitor its Health, Safety and Wellbeing performance over a defined period, and review progress towards Health, Safety and Wellbeing priorities. These are set to achieve continual improvement and address any gaps identified.
- 1.2 The Management of Health and Safety at Work Regulations 1999 and associated guidance suggests that regular monitoring of Health and Safety performance enables organisations to set

meaningful targets to effect improvements in attendance and productivity, reduce work related accidents and ill health and comply with statutory duties.

1.3 The council set the following Health, Safety and Wellbeing priorities at the Constitution and General Purposes Committee on the 6 October 2022:

- 1) Review Directorates Health and Safety Management Systems to ensure they are fit for purpose in managing significant risks alongside the new ways of working.
- 2) Seek reductions in days lost due to stress related/mental ill health.
- 3) Continue to seek reductions of at least 10% in days lost due to work related incidents and ill health.
- 4) Ensure staff undertake mandatory health and safety training.
- 5) Implementation of Corporate Potential Violent Person Register (PVPR) system for lone workers.
- 6) Improvements in Workplace Health and Wellbeing.

1.4 The main activities conducted in 2022/23 to make progress in meeting the councils' priorities are as follows:

- 1) A questionnaire was sent to service directors to identify, current systems and processes in place to manage, monitor and improve workplace Health and Safety. Responses will be analysed and used to help formulate service action plans.
- 2) A Potentially Violent Persons Database has been rolled out across the organisation. This enables the council to share and manage information and for staff to manage risk when delivering services.
- 3) A Lone Working alert system has been introduced that enables staff to alert a control centre when in difficulties.
- 4) More robust monitoring and escalation has been introduced to improve take up of mandatory training.
- 5) A 'Workplace Wellbeing Strategy' has been produced, in collaboration with stakeholders, and was approved by Corporate Management team. A draft action plan has been produced, to implement the strategies aims and objectives. This will be consulted on before being finalised.
- 6) A Sports and Wellbeing event was held in September at Barnet Leisure Centre, with over two hundred staff participating.
- 7) We ran health check clinics for staff, at Colindale and the Depot. Of the 168 staff that attended sixty-eight were referred to their GP for further investigation
- 8) Almost two hundred flu jabs were administered at Colindale and the depot in addition to 109 flu vouchers issued.
- 9) The Health and Safety Business Partners are assisting services to review risk assessments and control measures related to stress related illness, musculoskeletal injuries and work-related assault.

1.5 The review of the previous year's performance as shown in Appendix A is split into the four areas that enable us to effectively monitor Health and Safety; these being:

- 1) Reported work related accident and Ill health.
- 2) Levels of compliance with legislation and council policy
- 3) Health and safety training delivered.
- 4) Any enforcement action taken against the council.

1.6 The review shows that the council performs relatively well overall and manages its significant risks effectively. The main area of concern is an increase in the number incidents and of instances of verbal and physical assaults being reported. This may be due to the previous numbers being impacted by some COVID restrictions still being in place during 2021 and a significant number of staff working from home. It is worth noting that there was a reduction in incidents reportable to the Health and Safety Executive. We will continue to monitor trends and identify issues, to support services in improving controls.

The main performance indicators over the year are:

- A 20% reduction in RIDDOR reportable incidents compared to last year.
- An increase in the number of reported minor injury incidents of 31%.
- There was an increase in the number of reported physical assaults from 2 in 2021/22 to 11 in 2022/23. There was also an increase in the reporting of verbal assaults from 16 to 31.
- The number of mandatory courses undertaken maintain an average completion rate of around 70%.
- The service concentrated on Community schools for its audit programme in 2022/23. Ten audits were undertaken, with average compliance audit scores a healthy 89%. Areas for improvement were found to be record keeping for premises compliance.

2. Alternative Options Considered and Not Recommended

2.1 This report is based on best practice and information gathered from council sources. There is no alternative way of reporting health and safety performance that would meet requirements and drive improvement in performance.

3. Post Decision Implementation

3.1 Directors have been required to formulate action plans to implement the priorities for the period 2022/24. Directors will be supported and advised by the Corporate Health and Safety and Wellbeing Team to ensure action plans are comprehensive and achievable.

3.2 The 2023/24 Annual Council Health, Safety and Wellbeing report will report on performance against these priorities.

4. Corporate Priorities, Performance and Other Considerations

Corporate Plan

4.1 The Barnet Corporate Plan includes the strategic priority “Being an engaged an effective council”, and further within this “Being a great place to work”.

4.2 This report aims to contribute to that priority by setting standards, through the way it manages health and safety, to ensure the council remains exemplars in the community in the way it manages risk and improves and promotes workplace wellbeing. To continue to be a good employer and also protect persons who may come into contact with its activities.

Corporate Performance / Outcome Measures

4.3 None

	<p>Sustainability</p> <p>4.4 N/A</p> <p>Corporate Parenting</p> <p>4.5 N/A</p> <p>Risk Management</p> <p>4.6 Failure to effectively manage Health and Safety risk increases the likelihood of injury and ill health to staff and others during council activities. Significant failure may lead to a catastrophic event that causes multiple injuries or fatalities to staff and the public. Failure to comply with statutory obligations increases the risk of prosecution. Any work practices that result in ill health or injury could result in legal action against the council, financial loss and negative publicity leading to reputational damage.</p> <p>Insight</p> <p>4.7 This report is informed by data obtained from the following sources:</p> <ul style="list-style-type: none"> • Accident/incidents – on-line accident reporting system (HSMS) • Ill health data – Occupational health management information • Compliance performance - Auditing system • Mandatory Training – Learning POD data
5. Resource Implications (Finance and Value for Money, Procurement, Staffing, IT and Property)	
5.1	There are no additional financial implications as a result of the proposed decision. Health and Safety management is part of business as usual and is managed within existing budgets.
6. Legal Implications and Constitution References	
6.1	This report is complied with reference to the Management of Health and Safety at Work Regulations 1999. These regulations require employers to manage Health and Safety by identifying risk, controlling those risks identified and monitoring to ensure controls are suitable.
6.2	Under Part 2B of the Constitution, the Terms of Reference and Delegation to the Licensing and General Purposes Committee include: To carry out the functions under any relevant statutory provision within the meaning of Part I Health, Safety and Welfare in connection with work, and control of dangerous substances) of the Health and Safety at Work Act 1974, to the extent that those functions are discharged otherwise than in the authority's capacity as an employer.
6.3	Under Part 2F of the Constitution, Delegation to Officers, the Director of Public Health has the power to provide Statutory Health and Safety Advice in accordance with Regulation 7(1) - The Management of Health and Safety at Work Regulations 1999.
7. Consultation	
7.1	The Annual Health, Safety and Wellbeing report will be presented and discussed at the Local Joint Consultation and Negotiation Committees (JNCC's).
8. Equalities and Diversity	
8.1	The council's Corporate Health and Safety Policy aims to ensure the protection of employees and anyone else who may come into contact with our activities and services. This includes

people at particular risk, for example people with disabilities, pregnant women and vulnerable service users. The policy helps to enhance Barnet's reputation as a great place to work and aims to protect employees and service users taking regard of age, disability, ethnicity, faith/belief, gender, and sexual orientation.

- 8.2 The policy also supports the council in meeting its statutory public sector equality duties and compliance with the range of employment (equality) regulations.

9. Background Papers

- 9.1 [The Management of Health and Safety at Work Regulations 1999](#)

- 9.2 [Agenda for Constitution and General Purposes Committee on Thursday 6th October, 2022, 7.00 pm \(moderngov.co.uk\)](#). Agenda Item 9