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| Report to: | Cabinet Pre Agenda | Date of Meeting: | Thursday 24 February 2022 |
| Subject: | Annual Health and Safety Report | | |
| Report of: | Executive Director of Corporate Resources and Customer Services | Wards Affected: | (All Wards); |
| Portfolio: | Cabinet Member - Regulatory, Compliance and Corporate Services | | |
| Is this a Key Decision: | Yes | Included in Forward Plan: | Yes |
| Exempt / Confidential Report: | No | | |

Summary:

The report provides Cabinet with assurance on the progress made to implement the Council's Health and Safety policy during the 2020/21 financial year.

Recommendation(s):

Cabinet to note the progress on implementing the Council's Corporate Health and Safety Policy for the 2020/21 financial year.

Reasons for the Recommendation(s):

The annual report provides assurance to the Cabinet, which has strategic responsibility for employee health and safety, that there is continued progress to implement and enhance an effective health and safety system across the Council

Alternative Options Considered and Rejected: (including any Risk Implications)

None

What will it cost and how will it be financed?

(A) Revenue Costs

There are no revenue costs arising from this report outside the existing approved budget.

(B) Capital Costs

There are no capital costs arising from the report.

Implications of the Proposals:

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| Resource Implications (Financial, IT, Staffing and Assets): | |
| There are no resource implications associated with the report. | |
| Legal Implications: | |
| There are no legal implications associated with the report. | |
| Equality Implications: | |
| There are no equality implications. | |
| Climate Emergency Implications: | |
| The recommendations within this report will | |
| Have a positive impact | N |
| Have a neutral impact | Y |
| Have a negative impact | N |
| The Author has undertaken the Climate Emergency training for report authors | Y |
| The report has a neutral impact as it provides a summary of health and safety activity across the Council that has already taken place. There have been no incidents that have been reported that could have detrimentally affected the climate. | |

Contribution to the Council’s Core Purpose:

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| Protect the most vulnerable: Positive |
| Facilitate confident and resilient communities: Positive |
| Commission, broker and provide core services: Positive |
| Place – leadership and influencer: Positive |
| Drivers of change and reform: Positive |
| Facilitate sustainable economic prosperity: Neutral |
| Greater income for social investment: Neutral |
| Cleaner Greener: Neutral |

What consultations have taken place on the proposals and when?

(A) Internal Consultations

The Executive Director of Corporate Resources and Customer Services (FD.6702/22) and the Chief Legal and Democratic Officer (LD.4902/22.) have been consulted and any comments have been incorporated into the report.

(B) External Consultations

None

Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet Meeting

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| Contact Officer: | David Eden |
| Telephone Number: | 0151 934 4053 |
| Email Address: | david.eden@sefton.gov.uk |

Appendices:

The following appendices are attached to this report:

- Annual Health and Safety report

Background Papers:

There are no background papers available for inspection.

1. Introduction/Background

- 1.1 The Council in accordance with its responsibilities to manage health and safety, approved a Council-wide Corporate Health and Safety Policy in April 2019. The policy sets out the Council’s approach to health and safety, the responsibilities for key staff for managing the system and the arrangements within the Council for monitoring health and safety.
- 1.2 A key objective from the Policy is to clarify and strengthen governance arrangements for health and safety across the Council.
- 1.3 The Policy outlines that the Cabinet has strategic responsibility for employee related health and safety in the Council and that the Audit and Governance committee's responsibilities are to consider the Council's arrangements for health and safety, receive regular assurances and assessments on the effectiveness of these arrangements.
- 1.4 The Policy also states that the Corporate Health and Safety Team is responsible for providing an annual report on Health and Safety to Cabinet on behalf of the Executive Director of Corporate Resources and Customer Services. This report is designed to meet this requirement.
- 1.5 Currently the Audit and Governance Committee receives an update on health and safety performance on a quarterly basis which includes the following information:
 - Progress on health and safety actions due to be undertaken during the quarter.
 - Updates on health and safety performance including accidents and incidents.
 - Any emerging legal or health safety related issues.

- Proposed activity in the next quarter.

2. **Annual Report**

2.1 The Annual Report for Health and Safety is designed to provide assurance to Cabinet of the continued progress to implement health and safety effectively across the Council. The progress update will assist Cabinet meet its strategic responsibility for employee health and safety.

2.2 Providing an annual report to Cabinet on health and safety will assist in the achievement of the health and safety objective, including in the Corporate Health and Safety Policy, of improving governance.

2.3 The Annual Health and Safety Report is attached at Appendix 1 and includes updates on:

- The organisational arrangements for Health and Safety
- Consultation and communication
- Covid-19
- Liaison during the year with regulatory authorities
- Details of the reported accidents and incidents during the financial year
- Training
- Risk Assessments
- Sefton Schools
- Objectives, KPIs and Priorities for 2021/2022

2.4 The key highlights from the report include:

2.5 The Council continues to focus on improving the provision of health and safety by reviewing existing arrangements and improving governance. An example of this is the consultation arrangements within the Council are working well, with the Corporate Health and Safety Committee playing a key role in conjunction with the Departmental Health and Safety Committees.

2.6 The Health and Safety Team are fully qualified safety professionals who deliver a full range of services to all Council departments and schools for the prevention of injury and ill health. These services can be divided into three main areas: -

- Proactive monitoring
- Policy and communication
- Operational e.g. reactive response

Significant work continues to be done to provide managers with the information, guidance and support they need to manage risks especially Covid-19.

2.7 Consultation arrangements are working well, with the Corporate Health and Safety Committee playing a key role together with health and safety groups in directorates/services.

2.8 The health and safety position within Sefton Council has demonstrated encouraging progress during the financial year. The Council's accident reporting culture is improving and showing signs of increased proportionate investigation

and implementation of suitable controls. The on-line incident reporting system continues to be well utilised

3. Recommendation

- 3.1 Members are asked to note the contents of the attached health and safety report