

Committee: **Cabinet**

Date of meeting: **4<sup>th</sup> December 2024**

Report Subject: **Health & Safety Annual Report - 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

Portfolio Holder: **Councillor Steve Thomas, Leader / Cabinet Member Corporate and Performance**

Report Submitted by: **Andrea J Prosser  
Head of Organisational Development**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Governance & Audit Committee	Democratic Services Committee	Scrutiny Committee	Cabinet	Council	Other (please state)
X	X	14.11.24			07.11.24	04.12.24		

**1. Purpose of the Report**

- 1.1 To present information on the Authority's Health and Safety and Fire Safety at work performance for 2023/24 and for Cabinet to approve the recommended actions.

**2. Scope and Background**

- 2.1 It is a requirement of the Health and Safety Executive for Local Authorities such as BGCBC to report on their Health and safety at work performance as an Employer.
- 2.2 The report attached as appendix 1 includes details of BGCBC's health and safety and fire safety performance. This report is presented every financial year and identifies both good performance and areas of concern with recommendations to address these concerns.

**3. Options for Recommendation**

- 3.1 The Corporate and Performance Scrutiny Committee at its meeting on 7<sup>th</sup> November, sought clarification on several points as follows:
- Occupational Health referrals for the year were 480 – this differed to the Review of Sickness Absence and Wellbeing report as a result of the timing of extracting the data, this has been corrected in the report
  - The number of accidents for non-employees is confirmed as 299
  - Typing errors have been corrected
  - Infectious disease as a reason for sickness is an umbrella term which includes chicken pox, glandular fever, colds/flu, hepatitis, impetigo, measles, mumps. meningitis - this detail has been added to the report
  - The section on liability because of motor claims has been clarified in the report
  - A table breaking down the number of acts of violence and aggression in schools has been added to section 4.8 of the report

3.2 Scrutiny also requested that a report is presented back to the Committee further the recommendation 'An urgent analysis of how and why the number of incidents of violence and aggression has increased substantially since 2022/2023'. Further to these suggestions the Committee supported option 1.

3.3 **Option 1**

That Cabinet support and approve the detailed report and the actions recommended to mitigate areas of concern.

3.4 **Option 2**

That Cabinet make suggestions to change or add to the recommendations to mitigate areas of concern prior to approval.

4. **Evidence of how this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

Proactive activities (e.g. Risk assessments, training) undertaken by the Corporate Health and Safety team support the requirements of the Corporate Plan and statutory responsibilities to ensure that employees and others do not come to harm while undertaking the Authority's business. Reactive activities (e.g. accident investigations) undertaken by the Corporate Health and Safety team support the requirements of the Corporate plan and statutory responsibilities to ensure that improvements are made to prevent reoccurrence of accidents.

5. **Implications Against Each Option**

5.1 ***Impact on Budget (short and long term impact)***

Good management of Health and Safety at work can reduce the costs of personal claims against the Authority.

5.2 ***Risk including Mitigating Actions***

Any areas of concern in the report are risks to the Authority and the recommended actions will aim to mitigate the risks.

5.3 ***Legal***

The Authority has statutory duties under both Health and Safety legislation and Fire Safety legislation and a duty of care to employees and others that are affected by the actions and work of the Authority.

5.4 ***Human Resources***

There are no direct HR implications arising from the report.

6. **Supporting Evidence**

6.1 ***Performance Information and Data***

Included within the report.

6.2 ***Expected outcome for the public***

Managing health and safety and fire safety risks protects employees of the Authority, users of BGCBC facilities and the general public.

6.3 ***Involvement (consultation, engagement, participation)***

There has been consultation with OD including Health and Safety.

CLT has reviewed the Annual Health and Safety report and will as an action review the Corporate Health and Safety Group for efficacy.

For future Annual Health and Safety reports it was requested by CLT that following presentation to DMT the report then be reviewed by the Corporate Health and Safety group and having been reviewed by this committee it is then presented to CLT.

6.4 ***Thinking for the Long term (forward planning)***

The recommendations would be of benefit long term in reducing the risk of accidents and ill health and providing good practice in the borough. Training would provide assurance of competency in the Authority in line with statutory requirements.

6.5 ***Preventative focus***

Not applicable

6.6 ***Collaboration / partnership working***

Not applicable.

6.7 ***Integration (across service areas)***

Complying with Health and Safety and fire safety legislation involves all service areas working together to manage any risks.

6.8 ***Decarbonisation and Reducing Carbon Emissions***

Not applicable.

6.9 ***Integrated Impact Assessment (IIA)***

Not applicable.

7. **Monitoring Arrangements**

7.1 Annual reports will be provided on proactive and reactive performance indicators.

**Background Documents /Electronic Links**

- ***Appendix 1 – Health & Safety Annual Report 2023-2024***