

<b>Title of Report</b>	Health and Safety Annual report 2023/24
<b>Public/Confidential</b>	Public
<b>Summary/purpose of report</b>	Summary of health and safety performance during 2023/24.
<b>Recommendations</b>	The Council is asked to endorse the performance in the health and safety annual report.
<b>Author</b>	Laura Shepherd, Director, Strategy and Performance
<b>Responsible Officer</b>	Laura Shepherd, Director, Strategy and Performance
<b>Link to Strategic Plan</b>	<p>The information in this report links to:</p> <p>Outcome 1: <b>Trusted</b> People who use services are protected by a workforce that is fit to practise.</p> <p>Outcome 2: <b>Skilled</b> Our work supports the workforce to deliver high standards of professional practice.</p> <p>Outcome 3: <b>Confident</b> Our work enhances the confidence, competence and wellbeing of the workforce.</p> <p>Outcome 4: <b>Valued</b> The social work, social care and children and young people workforce is valued for the difference it makes to people's lives.</p>
<b>Link to Risk Register</b>	Risk 3: We fail to meet corporate governance, external scrutiny and legal obligations.
<b>Impact Assessment</b>	An Impact Assessment (IA) was not required.

<b>Documents attached</b>	Appendix 1: H&S Annual report
<b>Background papers</b>	None

## **EXECUTIVE SUMMARY**

1. This report presents Council with the Annual Report on Health and Safety (H&S) for 2023/24 at Appendix 1.

## **INFORMATION**

2. The H&S performance in 2023/24 was satisfactory. We have seen an increase in the uptake of risk assessments for specific needs and a good completion rate for our mandatory e-learning. We will have a particular focus on DSE assessment for staff working in an agile environment.
3. We will be looking at raising awareness of reporting accidents and near misses across the organisation.

## **CONSULTATION**

4. We consult with the Executive Management Team and Operational Management Team on all policies, procedures and guidance that are in place to support health, safety and wellbeing of our people and the management of our buildings. The Annual report was recommended for approval at Council by the SSSC Health, Safety and Wellbeing Committee.

## **RISKS**

5. Health and safety responsibilities are included in risk 3 in the strategic risk register: we fail to meet corporate governance, external scrutiny and legal obligations. We have an averse appetite to this risk and ensure we meet our responsibilities in this area.
6. If we do not meet our legal obligations and fail in our duty of care to staff, we could face improvement notices or prohibition from the Health and Safety Executive (HSE), legal prosecution or civil challenge. We mitigate risks by following the Health and Safety Management System (HGS65), policy provision, completion of suitable and sufficient risk assessment and staff training.

## **IMPLICATIONS**

### **Resourcing**

7. There are no resourcing implications arising from this report.

### **Compliance**

8. The organisation must comply with the obligations under the Health and Safety at Work etc Act 1974, management of health and safety at work regulations, and other supporting regulations such as display screen equipment regulations and Reporting of Injuries, Diseases and Dangerous

Occurrences Regulations (RIDDOR). This report provides assurance that the organisation has sufficiently met those obligations during this reporting period.

## **IMPACT ASSESSMENT**

9. An Impact Assessment (IA) was carried out on the Corporate Health and Safety Policy in 2023. There was no action required as there were no concerns across any of the protected characteristics. We would undertake an impact assessment on new or revised health and safety procedures or guidance as necessary.

## **CONCLUSION**

10. Council is asked to endorse the annual H&S performance.

