
To: Joint Consultative Board: Non-Teaching

On: 18 April 2024

Report by Director of Finance and Resources

Heading: Developments in Health, Safety and Wellbeing

1. **Summary**

This report outlines the developments which have taken place since the last meeting of the Joint Consultative Board: Non-Teaching in February 2024.

2. **Recommendations**

- 2.1 This report is for information only and to note that this is a retrospective record of health, safety and well being activities undertaken by Finance and Resources, HR, health and safety section and other council services.
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3. **Background**

The report below incorporates actions and activities that continue to support the council's new ways of working plans and the People Strategy 2021-2026.

We continue to work closely with the Communications Team to ensure key messages to managers and employees are issued timeously to remind them of the requirements to keep safe.

- 3.1 We continue to review our policies and guidance documents in line with statutory compliance as well as business needs. As part of this process, we collaborate with the Trade Unions and service representatives. The most recent document to be progressed is the administration of medication and medical treatments policy.

- 3.2 The health and safety team continue to evaluate contractor's and supplier's health and safety documentation when they apply for contracts with Renfrewshire Council. Since the last meeting we have assessed **23** high risk contracts and **4** low risk contracts.
- 3.3 There were statutory visits by Scottish Fire and Rescue (SFR) to the childrens houses since the last JCB. No major concerns were raised.
- 3.4 The health and safety team continue to progress arrangements by collaborating with the corporate fire working group. The current work is focussing upon updating the residential care homes and childrens houses, fire risk assessments.
- 3.5 The health and safety team, collaborating with local managers and the occupational health team, have risk assessed some of the priority groups in the council who require Hepatitis A and B vaccinations. The inoculation programme has now moved in to the RHSCP addictions team. The council's health surveillance programme continues to be delivered though our occupational health team, the programme is focussing on the EH&I teams within Neighbourhood Services.
- 3.6 The health and safety team have supported managers with specialist risk assessments, since the last JCB there have been 1 work related stress risk assessment and 1 display screen assessment. Building Services were supported with a noise assessment at the joinery workshop.
- 3.7 The health and safety team continue to support the council's construction activities. Since the last JCB meeting, the team have been involved in meetings/site visits for the following projects: Paisley Arts Centre, Paisley Grammar, Paisley Cultural Hub, City Deal activities as well as other smaller projects within the school estate.
- 3.8 There have been 15 schools visited by the health and safety team since the last JCB.
- 3.9 A corporate work at height safety group has been established, the group consists of representatives from services across the council and One Ren.
- 4.0 There have been 277 employees completing health and safety courses. Courses include, display screen awareness, fire evacuation, stress awareness, manual handling, sharps awareness, using the Lifepak defibrillator, violence and aggression and waste and recycling within schools and nurseries.
- 4.1 The health and safety team are regularly requested to respond to FOIs on behalf of the council in relation to health and safety issues. 4 have been processed since the last JCB.
- 4.2 The health and safety team continue to support the Events team, the current activities include the Paisley Food and Drink Festival, Sma Shot day and other summer events.
- 4.3 The health and safety team meet with service health and safety coordinators weekly to review incidents with their service and to agree follow preventative actions. This review includes any incidents that may be deemed reportable to the Health and Safety Executive or other enforcing agency.

- 4.4 The corporate health and safety met on 21 March 2024. Key agenda items were discussed with the trade unions.
- 4.5 Services are being supported to develop their annual health and safety reports and health and safety plans for the forthcoming year.

Implications of the Report

1. **Financial** - Continuing to improve health and safety performance will reduce accidents/occupational ill health, claims and the costs associated with this.
2. **HR & Organisational Development** - This report supports the Councils commitment to the health, safety and well being of Renfrewshire Council employees.
3. **Community Planning –**
 - Community Care, Health & Well-being** - We will improve the physical and emotional wellbeing of staff across services through the Healthy Working Lives programme.
 - Empowering our Communities** - We will promote learning and encourage employees to fulfil their individual potential and ensure that the council delivers high-quality services in the most effective and efficient way to meet the needs of local people.
 - Greener** - The E-management system will reduce the amount of paper used for risk assessment and accident forms.
 - Safer and Stronger** - Facilitating the health, safety, and wellbeing of our employees by ensuring that appropriate policies and procedures are developed and adhered to, and that all legal requirements for health and safety are fulfilled.
4. **Legal** - This report will support the Council's continued compliance with current health and safety legislation.
5. **Property/Assets** – Ensures compliance.
6. **Information Technology** - The E-management systems require to be facilitated through the Council's email server system.
7. **Equality & Human Rights** - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website. (Report author will arrange this).

8. **Health & Safety** - This document supports and demonstrates the council's commitment to ensuring effective health, safety and well being management.
 9. **Procurement** – Demonstrates compliance and governance.
 10. **Risk** – low impact as legal and statutory requirements are being maintained.
 11. **Privacy Impact** – not applicable to this report.
 12. **Climate Risk** - none
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