

To: Joint Consultative Board: Non-Teaching

On: 13 December 2017

Report by: Alan Russell, Director of Finance and Resources

Heading: Developments in Health and Safety

1. Summary

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

2. Recommendations

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

This section of the report details the activities undertaken since the last JCB.

3.1 Policies and Guidance

The following are being revised:

- Control of Legionella Bacteria in Hot and Cold Water Systems
- The Selection and Control of Contractors.
- Alcohol and substance misuse
- Control of Smoking at Work
- Violence and aggression
- Reporting of Incidents, Diseases and Dangerous Occurrences guidance

- 3.2 The health and safety section continue to assist services to retain accreditation to BS OHSAS 18001:2007. The next audit is planned for March 2018. We are currently working with procurement on a new 3 year contract.
- 3.3 The Healthy Working Lives Gold award has been submitted to the Scottish Centre for Healthy Working Lives for assessment. We await the outcome.
- 3.4 We are working closely with the risk and insurance section to identify accident causation type which could result in a claim against the council. This will lead to further strategies which may reduce the impact of claims to the council and more importantly raise the health and safety awareness amongst employees and managers
- 3.5 The health and safety section are continue to work with services to survey the fire arrangements within Renfrewshire House in line with the current refurbishment programme. We are also working with Development and Housing to review the fire safety arrangements at the high flats and sheltered housing accommodation units.
- 3.6 The health and safety section continue to support the Town Centers Team and other event organizers to ensure that there are safe, controlled and enjoyable events delivered. We are currently involved in the planning of the winter events programme.
- 3.7 Following discussions with Health and Safety Team the British Heart Foundation (BHF) undertook training within Renfrewshire House of 75 staff (including 2 elected members) in the use of CPR techniques. BHF has agreed to undertake further training in the New Year, where there is already a waiting list of 30 staff. Separate training for school office staff and others outwith Renfrewshire House is being considered. The courses were free of charge. BHF were extremely pleased with the response and have thanked the Council staff for their donations of old clothing and other items.

Implications of the Report

1. **Financial** - Continuing to improve health and safety performance will reduce accidents/occupational ill health and the costs associated with this.
2. **HR & Organisational Development** - This report supports the Councils commitment to the health, safety and wellbeing of Renfrewshire Council employees.

3. **Community Planning –**

Our Renfrewshire is well - We will improve the physical and emotional wellbeing of staff across services through the Healthy Working Lives programme.

Our Renfrewshire is safe - 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 ensure the Council's continued compliance with current health and safety legislation.

5. **Property/Assets** - None

6. **Information Technology** - None

7. **Equality & Human Rights** -

(a) 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 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.

8. **Health & Safety** this document supports and demonstrates the council's commitment to ensuring effective health, safety and well-being management.

9. **Procurement** - low impact as still at post tender negotiations

10. **Risk** low impact as legal and statutory requirements, including health surveillance, are being maintained.

11. **Privacy Impact** - None

12. **Cosla Policy Position** – None.

List of Background Papers

(a) None

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