

**REPORT OF SERVICE DIRECTOR - CUSTOMERS, GOVERNANCE AND  
EMPLOYEES****HEALTH AND SAFETY SIX MONTHLY UPDATE****Purpose of the Report**

1. To inform members of the Council's achievement in gaining ISO 45001:2018 accreditation.
2. To update Members on ongoing health and safety support and development.

**Information****ISO 45001 Accreditation**

3. The Council received a positive recommendation for the award of ISO 45001 certification following an external audit by British Standards Institute (BSI) on 12 -14 January 2021. A copy of the certificate is attached as appendix A.
4. The planned date to attain ISO 45001 was September 2021 however this has been achieved earlier by demonstrating over 80% compliance against the management standard, the audit concluding that the objectives had been achieved and the Council does fulfil the ISO 45001 standard and audit criteria.
5. The audit examined the existing management system and focussed in detail on how this had been adapted to safely manage the risks posed by COVID19, the provision of a COVID19 secure workplace and a site visit to the Council's personal protective equipment (PPE) distribution facility.
6. The remaining elements of the standard or recommended actions have been planned for audit at the next continuing assessment visit on 1 July 2021, examples being further defining the organisational context and needs of other interested parties, awareness and communication of risk assessment outcomes and further developing an internal audit programme.
7. ISO 45001 places more emphasis on safety leadership, worker participation, opportunity for improvement and associated health and safety culture and broadens the scope looking at the needs of interested parties external to the organisation.

8. Whilst the former BS18001 certification covered key high-risk elements of the Council's activities focussing on physical injury, the new ISO 45001 standard will bring the whole Council within scope.
9. Adult Social Care will be assessed as a second phase due to not having former BSI 18001 accreditation. Note, this is shown as an exclusion on the ISO 45001 certificate.
10. Positive comments received related to the new corporate homeworking tool (best and most comprehensive seen by the auditor), consultation and participation including Trade Union representatives in the audit process, the new procurement tool kit and risk management in relation to COVID19.
11. The health and safety team now will focus on embedding ISO 45001 in the organisation by communication of its requirements and development of a toolkit like that used by procurement which will provide links to ISO 45001 standards documents, training resources, self-assessment tools and the safety manual.
12. The cost of maintaining the ongoing external audit programme by BSI and ISO 45001 certification based on 2020-2021 costs is approximately £9000 per annum. This is a 50% reduction on the former BS18001 management system.

### **Ongoing Support and Development**

13. Work continues to support PPE distribution and safe use, approximately 350 face fit tests for higher level respiratory protection have been undertaken, with an increased demand from private sector care providers and direct payment recipients.
14. Support is being provided to partners providing the Community Asymptomatic (lateral flow) Testing Programme. Health and Safety are providing risk management advice, risk assessment development and weekly compliance monitoring across the established sites.
15. Initial safety planning is underway to support the County Council and Police and Crime Commissioner election process. Venues including schools are being visited, PPE needs assessed and the practical aspects of COVID19 safe voting environments put in place. This work extends to the electoral counting process and results announcement. Lessons learned from the larger community testing sites with high footfall throughput are being applied.
16. The home working interactive arrangements tool has received 2866 completed returns since its launch in October. This enables key issues to be identified with broad responses put in place, for example out of date portable appliance test for Council electrical equipment used at home. From February this year, 2000 slots have been made available on an appointment basis in Council office receptions and means for those who remain shielding to receive newly tested replacements.
17. Individual safety concerns are equally addressed with fire safety, trip hazards and the homework environment being the more common issues raised.
18. A three year contract with 'Peoplesafe' providers of a lone working system has been approved by Corporate Leadership Team. 3,000 staff across 118 teams and Elected

Members will be in scope to receive lone worker protection systems. This will primarily be based on a mobile phone App. 50 engagement meetings have taken place with team and service managers across all four departments as well as liaison with trade unions at the Central JCNP.

19. Detailed implementation planning is taking place with 'Peoplesafe' to provide timescales for the rollout plan over the next couple of months.
20. Ongoing work with schools and academies centres on the provision of a COVID19 secure environment and maintaining education for key workers' children including supporting lateral flow testing arrangements.
21. A programme of compliance inspections as part of the schools and academies planned audit programme restarted in February, this will capture broader property and reoccupation requirements together with elements of the school's health and safety training programme now being delivered.

### **Other Options Considered**

22. No other options have been considered.

### **Reasons for Recommendation**

23. Elected members require visibility of health and safety performance, compliance and risk control measures in place to make informed decisions affecting the Council's health and safety risks.

### **Statutory and Policy Implications**

24. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Data Protection and Information Governance**

25. There are no implications arising directly from this report as no individual or personal data or information is used.

### **Financial Implications**

26. The cost of the BSI external audit programme and maintenance of the ISO 45001:2018 standard will be approximately £9000 per annum.

## **Human Resources Implications**

27. These are outlined in the body of the report. The health and safety support provided in line with government guidance aims to ensure the continued health safety and wellbeing of staff.

## **Public Sector Equality Duty Implications**

28. The proposals in this report meet the Council's existing commitment to meeting, and where possible exceeding, the statutory requirements of the Equality Act 2010.

## **RECOMMENDATIONS**

### **It is recommended that Members:**

- 1) Congratulate the Health and Safety Team on achievement of ISO 45001:2018 and agree to publicise this significant achievement.
- 2) Receive a further Health and Safety update report in six months.

**Marjorie Toward**

**Service Director - Customers, Governance and Employees**

**Chief Executive's Department**

**For any enquiries about this report please contact:**

John Nilan, Team Manager – Health & Safety [john.nilan@nottsc.gov.uk](mailto:john.nilan@nottsc.gov.uk) or 0115 8040380

## **Constitutional Comments (KK 16/02/21)**

29. The proposal in this report is within the remit of the Personnel Committee.

## **Financial Comments (SES 23/02/21)**

30. The financial implications are set out in paragraph 26 of the report. The cost of the BSI external audit programme and maintenance of the ISO 45001:2018 standard will be approximately £9,000 per annum and will be met from existing budgetary provision.

## **HR Comments (JP 24/02/21)**

31. The Council has an ongoing commitment to managing Health and Safety. Planning and performance review are key requirements of the Health and Safety Management System.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

## **Electoral Division(s) and Member(s) Affected**

- All