

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

1. To update Members on and recognise health and safety team activity in support of the Covid 19 response.
2. To share health and safety lessons learned to date.

Information**Health and Safety team response to Covid 19**

3. Since March 2020 the focus of health and safety team activity has been on the Covid 19 response, this report builds on the update provided to this committee on 8 July 2020.
4. Support continues to be delivered through the existing Risk, Safety and Emergency Management Board (RSEMB) and Risk, Safety and Emergency Management Groups (RSEMG) structure with closer operational support for managers and staff.
5. Since the easing of the former national lockdown the key focus has been on ensuring we have Covid 19 secure council premises and schools and that working procedures comply with national guidance and are supported by robust risk assessments.
6. Enhanced monitoring of compliance is in place, working with colleagues in both corporate property and facilities management, with risk assessments receiving detailed review. This additionally ensures a consistent approach is taken across all sites.
7. A site-based monitoring form has been produced confirming the practical application of control measures and staff and visitor behaviours and compliance with procedures for example signing in and out, use of sanitisers, social distancing and use of designated areas.
8. An emerging area of concern has been building ventilation and the balance between the provision of adequate natural ventilation and maintenance of a reasonable and legal minimum temperature. This will no doubt be an ongoing issue through the winter period

but to support best practice, guidance has been produced. Recirculating ventilation and air condition remain advised against using.

9. We last reported the establishing of a face fit testing capability for those requiring higher level of respirator for specific aerosol generating procedures (AGPs). We have continued to develop support in this area working closely with the special educational needs lead and public health colleagues with specific support assessing facilities to undertake AGPs, risk assessment and personal protective equipment (PPE).
10. To date over 250 face fit tests have been undertaken supporting vulnerable persons return to schools, council social care facilities and enabling private SEN transport providers to operate where AGPs are required.
11. We have engaged with the police and fire service to ensure the central PPE storage facility operates safely and security of the facility is maintained. Regular checks on PPE suitability continue prior to distribution.
12. An interactive online homeworking form has been developed in order to capture key homeworking arrangements information. This combined previous paper forms and looks at workstation set up, IT equipment and safety, working environment, data protection and wellbeing. Automatic forwarding of user concerns is picked up by the relevant supporting teams. This is becoming increasingly important as the Covid period lengthens.

Lessons learned to date

13. Appendix 1 to this report captures initial findings from a health and safety team perspective. The document is intended to be updated and for eventual debrief purposes.
14. Additionally, as we move forward combating Covid 19, reviewing procedures and implementation of the lessons learned will be key to a more effective response and used to shape the way we support services.

Other Options Considered

15. No other options have been considered.

Reasons for Recommendation

16. 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

17. 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

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

Financial Implications

19. Whilst there are no financial implications arising directly from this report, members should note that the opportunity to generate income from training and sold services has been impacted upon by Covid 19.

Human Resources Implications

20. 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

21. 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) Acknowledge the work of the health and safety team in supporting the Covid 19 response to date.
- 2) Agree that the lessons learnt as set out in Appendix 1 be used to develop the Council's response during the second phase of the pandemic.
- 3) Agree to receive a further Health and Safety update in six months or sooner if appropriate.

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Constitutional Comments (KK 26/10/20)

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

Financial Comments (RWK 26/10/20)

23. There are no specific financial implications arising directly from this report.

HR Comments (JP 02/11/20)

24. 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