

IDEAS SUMMARY/PROJECT BRIEF	
Risk, Resilience & Safety Service	
Health and Safety Bid for COVID Funding	
Author	SAO – Vivien Smith J Semple
Date	19 August 2021
Idea Summary Status	Outline Proposal – revised bid health and safety advisors.
Introduction	<p>The Covid19 pandemic has impacted globally. Since March 2020 to date, the scale of demand on our services has been unprecedented. Our work has been relentless, and all of our staff and volunteers have been amazing. As a council, we have delivered our services differently aligned to government and public health policies and guidance. The importance of keeping our staff and customers safe, has been and will continue to be a priority. We also know that the way in which deliver services will continue to evolve. There is no doubt that the operating environment has changed.</p> <p>The function and purpose of the Health and Safety team is to support, advice and guide services to be fully compliant with the health and safety at work policy and arrangements, which outlines our roles, responsibilities, and statutory requirements. The ongoing impact of Covid, makes this hard to achieve for both services and the health and safety team. To enable change, we have to be able to provide adequate and proportionate support.</p> <p>We know from our debriefs, learning and evidence from the ongoing response to Covid, that services (and specifically those with greatest risk profiles) are requiring additional, sustained, and consistent help and support to address the range of health and safety tasks and actions. This also aligns with the roll of the health and safety management digital system which is on target as per the project plan. Further tasks and actions are emerging as the roll out continues; much of this relative to the need for better arrangements in all services.</p> <p>The health and safety team consists of the following:</p> <ul style="list-style-type: none"> 1 Team Leader – FTE 2 Advisors -FTE 1 Career grade advisor (Maternity Leave) 1 Fire Risk Assessor - O.5 post. <p>Due to ongoing demands, the team leader is having to fulfill the role of an advisor and also to covering the ongoing gap from the maternity leave. One of the full-time advisor roles is also recently vacant, with the postholder being successful in gaining a promoted post in another authority.</p> <p>To enable and influence change across all services, support is required. This is not about “doing” for services, rather working with them to support and achieve compliance and specifically where there are greater risks evident.</p>

	<p>The demands are unlikely to change in the short – medium term. We have an opportunity to support the work of services through the Covid funding and to consider longer terms needs in the process as part of our budget and service process.</p>
<p>Opportunities</p>	<p>Covid has identified strengths and where we have challenges.</p> <p>We need to equip services to be compliant and competent, through training, awareness, increasing knowledge, and building experience through developing their arrangements with guidance and support. This will be achievable with additional resource to support their journey of change and enablement.</p> <p>Mapping of our learning from Covid19, alongside the detailed workplans and collaborative work has been undertaken to assess priorities, timescales, and actions. There is much to do, and a willingness to progress.</p> <p>We want to harness the positive approach and engagement we have with services and ensure that we invest in resources to continue to meet demands and meet our statutory obligations.</p> <p>Therefore, the ask is to increase the team by a further 2 advisors for up to a 23-month period and working with and focusing on the priorities; specifically, schools and learning, environmental services and AHSCP, where demand for support is intensive. We will work with services to achieve improvement in their health and safety arrangements through offering a period of sustained, advice, guidance, and support, thereafter, implementing monitoring and auditing arrangements.</p> <p>In requesting additional resource, assurance is given that further assessment of resourcing in the longer term is considered, including wider collaboration with other partners.</p> <p>This request is to provide additional resource to the health and safety team to support services to reach compliance. We must comply with our legal duties.</p>
<p>Strategic Objectives, including the Strategy on a Page (SOAP)</p>	<p>This bid will support many aspects of the Council Plan priorities and is closely linked to the SOAP as follows:</p> <p>Eliminate</p> <ul style="list-style-type: none"> • Barriers and delays to reporting Health & Safety accidents and incidents. • Reactive reporting. Encouraging active reporting and management of hazards and near misses. • Lack of health and safety management. • Gaps in provision of service. <p>Reduce</p> <ul style="list-style-type: none"> • Accidents and risks to staff caused by poor Health & Safety management. • Delays in reporting by implementing one capture all approach. • Specific incident trends. • Gaps in knowledge and practice. • Risks to specialist and high-risk areas. <p>Raise</p> <ul style="list-style-type: none"> • Competence. • Standard of advice, guidance and consistency. • Awareness of the management modules on SHE Assure. • Data quality and security.

Appendix E

	<ul style="list-style-type: none"> Ability to report and investigate incidents, record and review risk assessments, and carry out audits. Standards in high risk specialist areas (schools, environmental and AHSCP) and the provision of health and safety service. <p>Create</p> <ul style="list-style-type: none"> Continual improvement of our Health & Safety culture. A safe and healthy workplace. Ability to perform trend analysis on Health & Safety data. Shared knowledge and best practice with two other Councils. Wider knowledge base, resources and service support.
Spend Analysis	See costs noted at the end of table.
Current Contractual Arrangement	Not applicable.
Anticipated Benefits	Angus Council keeps everyone safe at work and in delivery of our services to customers. Our services and staff are compliant with the health and safety legislation, policy and arrangements.
Savings Approach	None at this time. Use of Covid Funds.
Savings Measurement	Accidents cost the council money and there is a risk to life.
Impact Assessment	As noted, – employees and customers will benefit greatly.
Risk Assessment	There are limited risks attached to investment in resourcing. There is considerable risk in not allocating resources.
Project Plan (high level)	Plans already in place and would be updated to reflect resourcing.
Roles and Responsibilities	Director, manager, and team leader – outcomes, implementation of plan, and reporting.
Design Authority: Assurance Check	CLT August 2021
Approvals	

			21/22 £	22/23 £	23/24 £
Advisor Health & Safety Compliance	LG10	23 months year temp. post from *1 November 2021	18,912	46,838	24,132
Advisor Health & Safety Compliance	LG10	23 months temp. post from *1 November 2021	18,912	46,838	24,132
		Total	37,824	93,676	48,264
			179,764		

*or from date of appointment.