



**Open Report on behalf of Andrew Crookham,
Deputy Chief Executive & Executive Director – Resources**

Report to:	Overview and Scrutiny Management Board
Date:	30 November 2023
Subject:	Health and Safety Annual Report 2022/23

Summary:

This report gives an overview of key achievements, activities and statistics across all Directorates related to Lincolnshire County Council's (LCC) compliance and implementation of Health and Safety legislation and its statutory duties.

Actions Required:

The Overview and Scrutiny Management Board is invited to seek assurance and comment on the contents of the Health and Safety Annual Report 2022-23.

1. Background

1.1 Annual Report

The annual report covers the period between April 2022 and March 2023 and highlights actions undertaken to ensure our statutory requirements, under health and safety legislation, are met and gives a level of assurance within key areas of compliance. This year's report covers the significant and key actions taken by LCC in a post COVID-19, smarter working environment and the assurance required to ensure continued and improved compliance with health and safety standards.

The final report is published on the Council's website and is split into five sections:

- Key Results
- Employee Wellbeing
- Support the Business
- Key Actions
- Future Priorities

1.2 Areas of focus

- No enforcement action or intervention from the Health and Safety Executive (HSE). A 12% increase in Health and Safety (H&S) related courses e-learning being completed by LCC employees, over 10,000 courses, our highest ever amount.
- Development and implementation of a new on-line health and safety contractor evaluation system for permitted work on the Highway.
- Renewal of our First Aider training contract, giving us a 20% discount on the price of courses.
- Continued development and transfer of our health and safety policies and guidance into our new interactive, digital format and hosted on our health and safety HUB.
- Our Schools Health and Safety self-assessment achieved a 100% returned rate for the fifth consecutive with a majority consistently reporting “best practice”.

1.3 Items to note

Driver Assessment Toolkit 22-25

This year saw the redesign and relaunch of our Driving Assessment Toolkit (DAT). Aimed at all employees who drive in the course of their duties, it enables us to evaluate the occupational driving risk our employees face and provide key information, guidance or take action to control or reduce those risks. Since its relaunch in August 2022, over 3000 employees have completed the assessment, with only 2% initially falling into the ‘high’ risk category.

Workstation assessment and training

We renewed and renegotiated our current workstation assessment system and health and safety e-learning contract (SHINE). The improvements to the SHINE contract gave us several new and additional e-learning training courses, along with more efficient and effective monitoring process, at an average cost of only £1 per employee per year over the next 5 years.

Health and Safety Management

In 21-22 we developed and trialled a revolutionary method of delivering the Managing Safety in LCC training course, which incorporated an ‘open university’ style of learning combined with a practical session. These reduced the delivery time of the course by 50% and gave greater flexibility to manager undertaking the training. In 22-23 we officially launched the training within several Directorates, training a significant number of managers and receiving positive feedback on this new approach.

Building for the future

Lincolnshire County Council's first health & safety apprentice completed their training and passed their final examination, gaining a Level 3 Safety, Health and Environment Technician qualification. They will now become a permanent member of the corporate health and safety team and a review will be undertaken to decide whether we can continue with the apprenticeship programme.

3. Conclusion

The Board is invited to seek assurance and comment on the contents of the Health and Safety Annual Report 2022-23 attached at Appendix A.

4. Consultation

a) Risks and Impact Analysis

See Health and Safety Annual Report – Our Risk Section Page 11

5. Appendices

These are listed below and attached at the back of the report	
Appendix A	Health and Safety Annual Report 2022-23

6. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Fraser Shooter who can be contacted by e-mail at fraser.shooter@lincolnshire.gov.uk.

