



CORPORATE HEALTH AND SAFETY COMMITTEE – 14TH FEBRUARY 2022

SUBJECT: HEALTH AND SAFETY SLA UPDATE

**REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE
SERVICES**

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Corporate Health and Safety Committee Members on the Health and Safety SLA Service offered to schools.

2. SUMMARY

- 2.1 The report is provided as information for members of the Committee, to ensure that they are kept informed of any matters that could impact on the management of health and safety within the Council. The action plan for the Health and Safety Division allows resources to be prioritised to areas considered to be an organisational risk. Since 2009 a health and safety SLA has been provided to all Caerphilly schools. Following requests from Head Teachers for additional health and safety support a premium SLA service was introduced in 2015. This report provides an overview of the support provided to Caerphilly Schools.

3. RECOMMENDATIONS

- 3.1 That the content of the report is noted.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 For Committee to be updated with regards to the delivery of the Health and Safety SLA (Schools) and the benefits of the service.

5. THE REPORT

- 5.1 All Caerphilly Schools buy into a health and safety SLA which is a fully income funded service providing specific health and safety support to schools. The core SLA provides 5 days of health and safety Officer time of which 3 days per annum are allocated to

mandatory inspections; General Health and Safety Inspection, Fire Risk Assessment and Health and Safety Management Audit. The 2 remaining days can be used by the schools as they see fit to assist them with managing their health and safety risks.

5.1.2 Premium Health and Safety SLA

The Premium Health and Safety SLA Service provide schools with a named Health and Safety Officer who visits the school on a monthly or fortnightly basis. The range of tasks undertaken by the Health and Safety SLA Officer is broad and includes:

- Completion of risk assessments
- Completion of DSE assessments
- Pupil and staff assessments
- Site Inspections
- Updating RAMIS for statutory inspections
- Physical Access Strategy Reviews
- Supporting the School Educational visit Co-ordinator in developing and reviewing risk assessments for offsite visits.
- Accident reporting and investigation
- Delivery of training sessions
- Arranging specialist training e.g. choking, epilepsy
- Legionella Temperature Checks
- Monitoring Asbestos in Situ
- Production of Governors Health and Safety Reports and attending Governors Meetings to report/update on health and safety

Overall responsibility for health and safety compliance remains with the Head Teacher however their Officer works with them to prioritise actions and workload.

Health and Safety training is a significant part of the role and ensures schools comply with their legal obligation to provide staff with information, instruction and training on health and safety matters. During 2021 the following training briefings were provided:-

	Number of Sessions	Number Trained
Fire Awareness / Fire Awareness Refresher*	22	436
Caretaker Induction	1	1
Legionella	1	1

* Where the training briefing was not delivered by the Health and Safety SLA Officer, in most cases the H&S Officer updated the bespoke briefing session for the school to deliver directly.

All schools who buy into the premium SLA have also had a fire risk assessment review and asbestos condition monitoring undertaken during 2021.

Most Primary Schools (68 out of 75 for 2021) bought into the Premium Health and Safety SLA Service. The Learning Centre, Pupil Referral Unit and Trinity Fields School and Resource Centre also opted into the Premium H&S SLA Service.

The service is valued by Head Teachers who appreciate the professionalism, expertise and responsiveness of their Health and Safety SLA Officer.

5.1.3 Secondary Schools

All Secondary School currently receive a Premium Health and Safety SLA. In addition to the SLA, most secondary schools have a Business Manager/Bursar who is trained to NEBOSH National General Certificate level which gives them the skills to undertake health and safety responsibilities for the site.

5.1.4 The Covid-19 pandemic has significantly impacted on the priorities and workload of the SLA Officers. Much routine workload has been re-directed toward covid support. The Health and Safety Officers are now focusing on progressing core priorities with completing general inspections a current priority workstream.

5.2 Conclusion

The Health and Safety SLA service is a well-respected and valuable source of Health and Safety support for school. The tasks undertaken by the team on behalf of the schools and the support provided to them help the Authority to ensure that health and safety risks are minimised and health and safety actions are completed in a timely manner. The service is invaluable in ensuring that CCBC continue to provide safe and compliant schools where education can be prioritised.

6. ASSUMPTIONS

6.1 No assumptions have been made regarding the information contained in this report.

7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT

7.1 This report is for information only and so an Integrated Impact Assessment is not required.

8. FINANCIAL IMPLICATIONS

8.1 There are no financial implications.

9. PERSONNEL IMPLICATIONS

9.1 There are no personnel implications.

10. CONSULTATIONS

10.1 All comments from consultees have been included in the report.

11. STATUTORY POWER

11.1 The Health and Safety at Work etc. Act 1974 and Management of Health and Safety at Work Regulations 1999.

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