

# City of London Corporation Committee Report

<b>Committee(s):</b> Corporate Services Committee – For Information	<b>Dated:</b> 12/02/2025
<b>Subject:</b> Health & Safety Update	<b>Public report:</b> For Information
<b>This proposal:</b> <ul style="list-style-type: none"> <li>• delivers Corporate Plan 2024-29 outcomes</li> <li>• provides statutory duties</li> <li>• provides business enabling functions</li> </ul>	<b>Diverse Engaged Communities</b> <b>Leading Sustainable Environment</b> <b>Vibrant Thriving Destination</b> <b>Providing Excellent Services</b> <b>Flourishing Public Spaces</b> Health & Safety at Work Act 1974 People Strategy
<b>Does this proposal require extra revenue and/or capital spending?</b>	No
<b>If so, how much?</b>	£
<b>What is the source of Funding?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain’s Department?</b>	N/A
<b>Report of:</b>	Deputy Town Clerk
<b>Report author:</b>	Oli Sanandres, Director of Health & Safety

## Summary

This report provides the Corporate Services Committee with a regular health and safety update.

## Recommendation(s)

Members are asked to: Note the report.

## Main Report

### Background

1. Following the external review of the City Corporation’s Health & Safety arrangements undertaken by Quadriga, the Corporate Services Committee has received an update at each meeting outlining key areas of activity and progress made in addressing the gaps the Quadriga review identified.

## Current Position

2. Progress against the audit findings remain at 80%. Whilst this constitutes no percentage increase from last month, all work plans are tracking favourably.
3. The team continues to embed the newly launched framework across the City's Portfolio and have various dates booked in over February and March to continue its change implementation plan by visiting key remote locations to ensure understanding and awareness of the changes. So far, we have key operational areas such as the animal Reception Centre, the Commons and Market locations booked in for visits.

## Key Updates

4. As a reminder for the Committee, the approval our Health & Safety framework, on 9 December 2024, closed three major recommendations:-
  - i. Establishing a minimum standard in terms of numbers and qualifications of health and safety advisers for the higher complexity areas of the Corporation
  - ii. Making IOSH (Institution of Occupational Safety and Health) approved Managing Safely training mandatory for all managers
  - iii. Introducing a centrally based software system, SafetyNet, which allows the recording and monitoring of risk assessments, together with the tracking and completion of remedial actions and accident reporting.
5. The Environment Department, having the arguably one of the most prominent safety risk profiles, has also begun the process of fitting the framework into their operations. A key workstream being initiated in the last week of January 2025 has been to review their competent people resources and current operational safety structures. The Barbican Centre, also a prominent area, has now fully completed its recruitment process and can now count on a fully competent safety team in time to support its operations as well as the Barbican Renewal Project. The Department of Community & Children's Services is also reviewing its competency structures against the backdrop of the new Safety Management Framework.
6. The new "Managing Safely" training will run its first pilot course on the 3-5 March, we currently have a full course (16) booked, predominantly from the Environment Department. A second course, 19-21 March, is also being planned to capture colleagues in other Departments. Once the course is set, the aim is to then scale it organisationally. We are progressing funding bids to support the program being executed across all City of London people managers, currently 1125.
7. Following the successful implementation of the new risk assessment and incident reporting systems in January, we are now observing positive engagement with the system. Site usage data indicates that we have received 865 site visits and 97 unique viewers, with traffic increasing by an average of 35.5% week on week. Appendix 1 provides a snapshot of the management information we can now access. Additionally, we are preparing to introduce cleansed historical data to generate trend information for the first time, which will provide an invaluable analysis tool.
8. The new Risk Assessment tool repository is being utilised effectively, albeit currently only by three departments and for limited assessments, but importantly, we can now capture and track actions from both the incident reporting and assessment tools. This capability allows us to centrally track, manage, and support departments in closing out actions, maintaining expected performance standards, and verifying closures as necessary. Once

established, this data will be invaluable to both the Senior Leadership Team (SLT) and Committees for tracking, interrogating, and influencing safety performance. While the dashboard is still in its early stages, it is currently functioning well.

9. As can be noted from Appendix 1, we have already had 35 events reported (eight Accidents, sixteen First Aid Records and seven Near Miss reports. We hope as the data set increases and use across the CoL grows; we will be able to bring relevant insights to this committee. We are also planning to use data from this set to contribute to the overall Performance Management Indicators dashboard project being managed by the Strategy Team.

## **Corporate & Strategic Implications**

10. **Strategic implications** – None at this stage
11. **Financial implications** - None at this stage
12. **Resource implications** - None at this stage
13. **Legal implications** - None at this stage
14. **Risk implications** - None at this stage
15. **Equalities implications** - None at this stage
16. **Climate implications** - None at this stage
17. **Security implications** - None at this stage

## **Conclusion**

18. In conclusion, we want to highlight the good progress and ongoing efforts in enhancing the safety framework across the City of London Corporation. The team has successfully launched and continues to execute the change plan in order to embed the new framework, with key operational areas scheduled for visits to ensure understanding and awareness of the changes over the coming months.
19. The approval of the Health & Safety framework has closed three major Quadriga recommendations, including establishing minimum standards for health and safety advisers, making IOSH approved Managing Safely training mandatory for all managers, and introducing the SafetyNet software system. The Environment Department and the Barbican Centre have been rapid in taking action towards fitting the framework into their operations and ensuring competent safety teams. The Managing Safely training pilot will allow us to test material before we scale across the organisation, with two pilot courses planned for March.

## **Appendices**

- **Appendix 1** – Extract of the New H&S Dashboard

### **Oli Sanandres**

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