

8. OCCUPATIONAL SAFETY AND HEALTH ANNUAL REPORT (2024-25)

1. Purpose

The purpose of this report is to provide assurance that Occupational Safety and Health (OSH) management and performance is satisfactory through 2024-25.

2. Context

2.1 In October 2023 the OSH Adviser role was disestablished as a result of organisational change decision in July 2023 to make cost savings. Future day to day management of OSH matters is now provided by a combination of in-house competence, and the retained services of a strategic and expert OSH consultant on a routine basis, and other externally sourced OSH advice, as necessary.

2.2 After a competitive procurement process, we engaged National Parks Safety Service (NPSS) for a three-year period to provide strategic OSH advice as necessary, which substantially supports us in complying with our statutory health and safety obligations and in particular, the duty to satisfy the general requirements of the *Management of Health and Safety at Work Regulations 1999* (MHSWR), Section 7, Health and Safety assistance. The contract commenced on 1 April 2024.

2.3 The service NPSS provides includes:

- Routine attendance at the quarterly Health Safety and Wellbeing Committee
- A quarterly comprehensive general OSH update of matters relevant to the work of the Authority
- Ad-hoc OSH advice via email and/or telephone, by request of the Authority's staff, not exceeding one half day per calendar month annual resource in total.

2.4 A period of organisational change which commenced in early January 2025 and continues to be implemented. has had an impact on the delivery of managing safely training and also delayed the timing of the Annual Workforce Survey.

3. Proposals

3.1 The work summarised in the annual report, to deliver good and continuously improving OSH management here at the Authority throughout 2024-25, is recognised

3.2 Proposals for specific matters to be addressed, as set out in the draft Health Safety and Wellbeing objectives for 2025-26, are approved.

4. Recommendations

- 1. The Occupational Safety and Health annual report 2024-25 (Appendix 1), is noted.**
- 2. The Health Safety and Wellbeing objectives for 2025-26 (Appendix 3), are approved.**

5. Corporate Implications

a. Legal

Pursuant to the Health and Safety at Work etc Act 1974 and the subordinate legislation thereunder, the Authority has a statutory duty to put adequate arrangements in place to control occupational health and safety risks. Inter alia, this includes a written health and safety policy; suitable and sufficient risk assessments; effective planning, organisation, control, monitoring and review of the preventative and protective measures arising from any risk assessment; effective training

programmes; and staff engagement. A process of continuous performance monitoring should be undertaken to ensure legal compliance and allow necessary improvements to be made to avoid criminal/civil penalties, insurance losses and/or reputational damage.

b. Financial

There are no additional financial implications, as funds are already allocated.

c. National Park Management Plan and Authority Plan

This report demonstrates how we contribute to the Authority Plan Objective C - to have highly engaged, healthy and inclusive staff and volunteers. This objective has a target of a maximum of 9 days per year sickness level per staff member.

d. Risk Management

The risks will be managed through the governance arrangements as set out in the Occupational Safety and Health Policy (2025). This policy was approved as Authority Policy at the Programme and Resources Committee on 24 January 2025.

e. Net Zero

No issues

f. Equality, Diversity & Inclusion

The Authority's policies and procedures must be compliant with the Authority's duties in relation to equality, diversity and inclusion, and include the additional protections provided for in health and safety legislation for persons with protected characteristics. All risk assessments must identify and address any specific adverse equality impacts on a case by case basis.

6. Background papers (not previously published)

none

7. Appendices

Appendix 1 – Occupational safety & health annual report 2024-25

Appendix 2 – Site inspection audit 2024-25

Appendix 3 – draft Health Safety and Wellbeing Audit.

Report Author, Job Title and Publication Date

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