

## **Health and Safety Monitoring**

The health and safety plan should spell out what it is the Council aims to achieve in relation to the health and safety aspirations it has. The successful implementation of these plans will help to ensure the health and safety of employees and others who may be affected by the Council's work activities.

To properly implement the plans it is important to put in place a monitoring system which can measure progress and ensure not only the plans are being progressed but also the other agreed and accepted standards are being implemented effectively.

This monitoring system will help ensure that everyone in the workplace knows what is expected of them. It should also help set ground rules to follow to comply with the legal responsibilities placed upon not only the Council, but also the employees of the Council.

### **Assessing health and safety performance**

The Council utilises a range of monitoring processes that aim to help measure its progress towards a safer and healthier place to work.

There is a mixture of what is known as proactive monitoring and reactive monitoring.

Measurements of how the current situation could impact on future performance are known as proactive indicators such as the number of training courses completed. Whilst measurements that give us information on the outcomes of our previous actions are called reactive indicators such as accident statistics or the findings of accident investigations.

The following are examples of the tools used by Health and Safety, Trade Unions and Managers to measure health and safety progress:

- Support Visits – a look at the main management systems required by each team and a discussion aimed at developing a local action plan for improvement;
- Topic Visit – a visit that looks at a specific topic and aims to identify trends across Service or the Council as a whole;
- Accident Investigations – a process of careful examination at the events leading up to an accident with the sole aim of preventing a recurrence.

The annual report published on the Council's intranet will provide some indication of the progress being made along with the results of some of the monitoring processes undertaken.

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