

Action Plan March 2025

Action	Timescale	Progress/Timescales	Status
1) Potential 1-1 opportunities and safe spaces for Members, including the stress risk assessment	Review in 2026-27 municipal year	Discussion has taken place regarding other “safe spaces” being provided for staff. Early in the pilot phases – consider the outcome of the pilot before progressing further.	Early progress – deferred
2) Promote rather than signpost to services such as Occupational Health or the Employee Assistance Programme	To be available for all Members elected in May 2026	This will be the last part of the process, once all information and support is appropriate and available to Members.	
3) Provide training to support staff to identify signs (Mental Health 1st Aid)	May 2026		
4) Use the self-assessment as a benchmarking and evaluation tool and support ways for Members to feedback	May 2025	On going monitoring of progress by Ethics committee	On going
		Creation of questionnaire for Members on personal safety issues – establishing a baseline on what is currently offered.	In progress
5) Develop a risk assessment tool for Members	May 2026	Assessment of existing risk assessment tools and appropriateness to adapt for Members	In progress
		Assess current risk assessment processes for Members	In progress
		Liaise with Health and Safety colleagues for information and advice	In progress
6) Access to PVP		The PVP process is being reviewed. Members will be included as part of the reviewed process.	In progress
7) Involvement of partners and colleagues in the existing process	May 2025	Close work with the Police named officers though Operation Ford – delivery of three personal safety sessions for Members (19 attendees)	In progress
		Information about Operation Ford and weblinks for further information included	Complete
8) Establish a protocol with the link police officer for Operation Ford for reporting issues related to abuse	May 2025	Regional liaison with Operation Ford named officers and Monitoring Officers re: Single Point of Contact	In progress
9) Identify a methodology for evaluation of the action plan	2026-27 municipal year		