 EMPLOYEE PROTECTION REGISTER (EPR)

PURPOSE OF THE REPORT:
To inform Cabinet of the planned implementation of an Employee Protection Register (EPR) within Merthyr Tydfil County Borough Council (MTCBC).

1.0 INTRODUCTION AND BACKGROUND

1.1 There are a number of staff that make home visits to members of the public. It has been identified that this could pose a risk to the health and safety of these staff members. The risk has also been identified from Internal Audits that have been undertaken. The objective of the EPR is to provide managers and staff with information about people whom the Council believes may present a credible and on-going risk to the health and safety of MTCBC employees.

1.2 The Information Governance Forum (IGF) would like to make Cabinet aware of the work they are currently carrying out in order to implement the EPR, before a report and Equalities Impact Assessment is submitted to Full Council.

1.3 An EPR Policy is currently being drafted. The policy will outline the process for adding people to the EPR where a member of MTCBC staff has been subject to violence/potential violence. It is important to state that adding people to the EPR is not a mechanism for attributing blame, it is a process for alerting staff to the possibility of violence.
1.4 People that may be included on the EPR are those that have:

- Subjected a member of staff to violence whether the act was intentional or not;
- Been convicted of a criminal offence that is relevant to staff safety and the Council has been informed that they pose a risk;
- Been intentionally verbally and/or physically abusive or aggressive towards an officer;
- Intentionally threatened an officer or damaged, or threatened to damage, property belonging to an officer or the Council;
- Engaged in conduct that is intended to or likely to compromise an officer in the course of their duties;
- Displayed behaviour that may indicate a mental health problem that is relevant to staff safety;
- Been identified by another organisation and/or agency as presenting a similar risk to staff (and we can substantiate that information as being accurate) i.e. Courts, Police, Crown Prosecution Service.
- Made false accusations against Council staff, for example, theft, assault, sexual assault etc.

1.5 The IGF is aware that some departments already hold this information within their native systems. We will begin to collate this data so that it can be placed into one central system.

1.6 The ICT Development Team will begin to build a system to house the EPR.

2.0 FINANCIAL IMPLICATION(S)

3.1 There are no financial implications in implementing the EPR.

3.0 SINGLE INTEGRATED PLAN AND SUSTAINABILITY IMPACT SUMMARY

3.1 The Single Integrated Plan and Sustainability Impact Assessment has been completed and no positive or negative impacts have been identified.
4.0 EQUALITY IMPACT ASSESSMENT

4.1 An Equality Impact Assessment (EqIA) form has been prepared for the purpose of this report. The form can be accessed on the Council’s website/intranet via the ‘Equality Impact Assessment’ link.

4.1.1 The positive impacts are N/A

4.1.2 The negative impacts are N/A

4.1.3 Current proposals to address the issues are N/A

ELLIS COOPER
CORPORATE DIRECTOR PLACE AND TRANSFORMATION

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Consultation has been undertaken with the Corporate Management Team in respect of each proposal(s) and recommendation(s) set out in this report.