

Bolsover District Council

Safety Committee

5th September 2019

Health & Safety Update – Quarter 4 (January 2019 - March 2019)

Report of the Health & Safety Manager

This report is public

Purpose of the Report

- To update Safety Committee on the Health and Safety performance of the Council in the key areas of incidents occurred and Health and Safety training conducted in the preceding quarter.

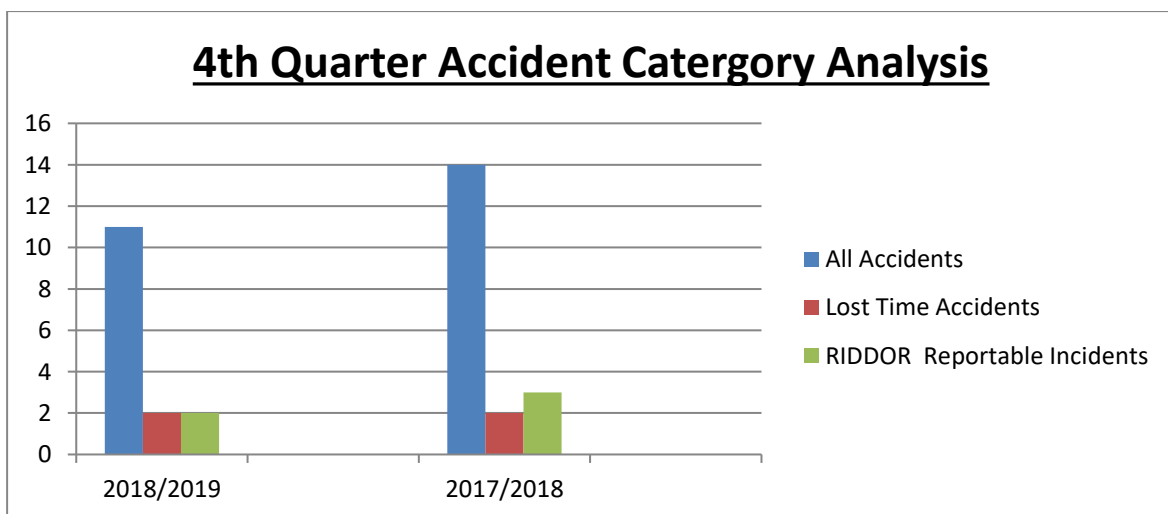
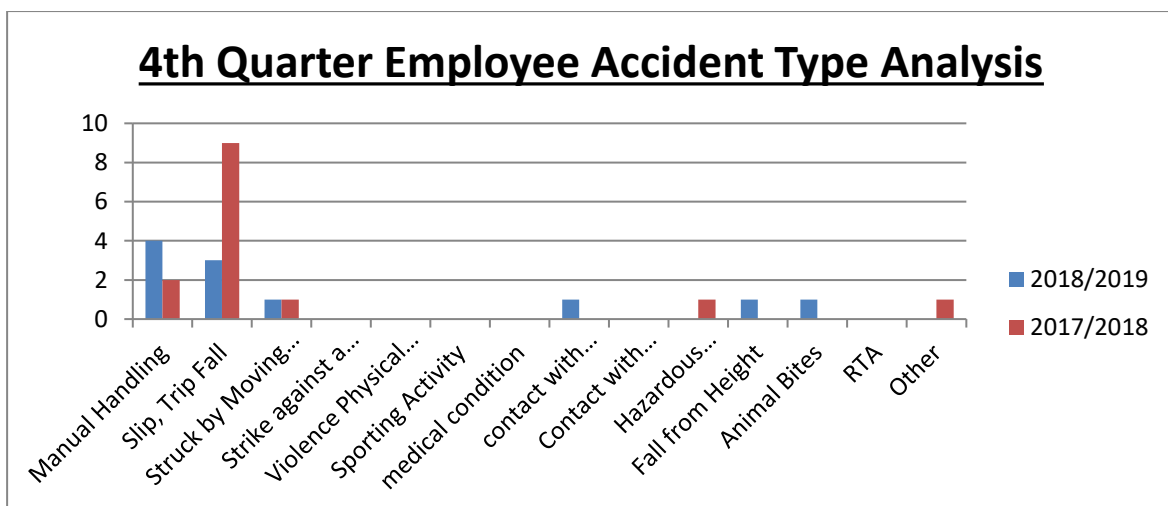
1 Report Details

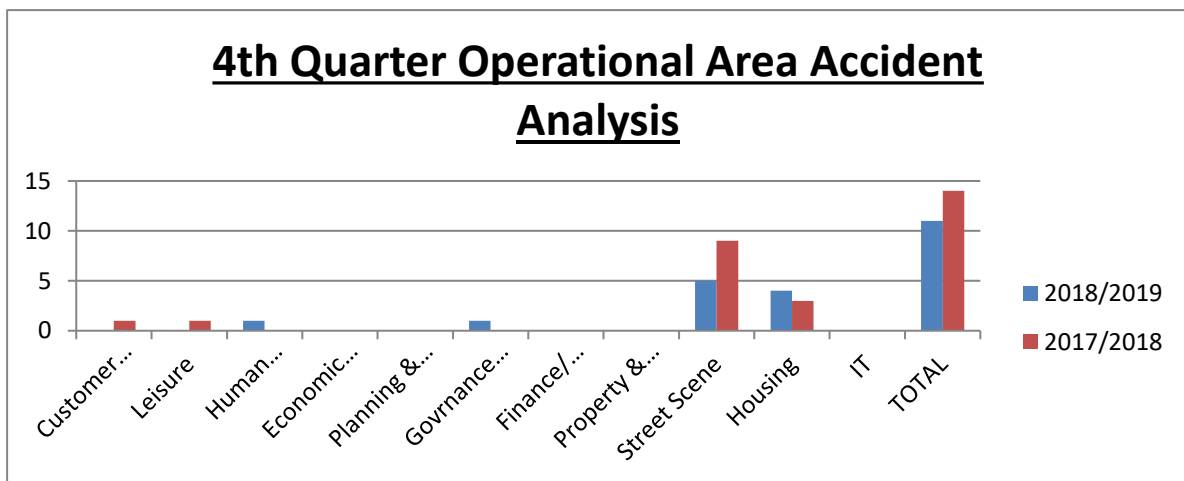
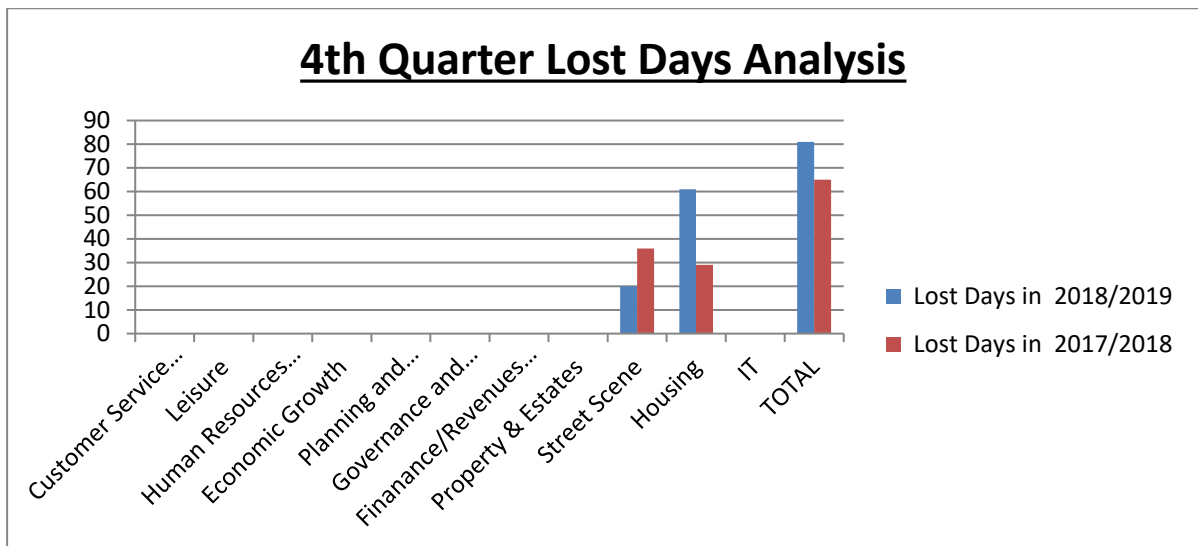
- 1.1 Health and safety performance is a critical element in the Authority's overall success and the report outlines key accident performance information along with details of all employee accidents occurring. Information on the health and safety training delivered during the quarter is also outlined. The figures represent actual training carried out between 01/01/19 and 31/03/19.
- 1.2 The graphs show information on 4 key areas namely accident type, accident category, number of lost days, and operational areas where accidents occurred.
- 1.3 The number of employee accidents recorded in the quarter has fallen from 14 to 11. This is likely due to the absence of severe cold weather reducing slips, trips and falls. It is above the target figure of 9.5 and the nature of the incidents suggest that refresher training in Manual Handling techniques is required. This is due to be carried out in the year 2019/20.
- 1.4 The number of non-RIDDOR lost time accidents is the same as the previous year at 2 incidents but the number of RIDDOR reportable incidents has decreased from 2 to 1.
- 1.5 The main causes of employee incidents in the quarter were:
 - 4 no. Manual Handling (36%)
 - 3 no. Slips, Trips and falls on Same Level (28%)
 - 1 no. Struck by Moving Object (9%)
 - 1 no. Animal Bites (9%)
 - 1 no. Contact with Moving Machinery (9%)
 - 1 no. Fall from Height (9%)

Total Number of Employee Incidents – 11

- 1.6 The number of lost days recorded in the quarter has risen from 65 days in 2017/2018 to 81 days in 2018/2019. The majority of lost days in this quarter are attributable to a single incident which resulted in 61 days of absence due to a work related injury. There were two shorter absences – one of 3 days and one of 17 days in the period also. (This is based on the RIDDOR calculation of not counting the day of the accident but counting weekends and rest days.)
- 1.7 Street Scene (45%), Housing (36%), Governance & Monitoring (9.5%) and HR & Payroll (9.5%) are the operational areas recording accidents during the quarter.
- 1.8 The scope of Health and Safety training delivered during the quarter has covered First Aid at Work (Requalification), Emergency First Aid and Asbestos Refresher training.
- 1.9 Employee Incident Breakdown

ACCIDENTS FOR QUARTER (Jan – Mar 2018)	ACCIDENTS FOR QUARTER (Jan - Mar 2019)	YEARLY TOTAL (Apr 2017 - Mar 2018)	YEARLY TOTAL (Apr 2018 – Mar 2019)
14	11	40	33





1.10 Details of Employee incidents

Date of Incident	Incident Details	Type of Incident	Incident Severity	Section	Lost Time Days (Actual)	Reportable?
08/01/19	IP fell from hop up when floorboard collapsed under one leg. IP fell down onto frame of hop up.	Fall from Height	Lost Time – over 7 days	Housing	61	Yes
15/01/19	IP bent down to pick up a fallen bin and pulled his lower back	Manual Handling	Minor Injury – No lost days	Streetscene	0	No

Date of Incident	Incident Details	Type of Incident	Incident Severity	Section	Lost Time Days (Actual)	Reportable?
18/01/19	IP was edging out on frozen ground and jarred knee	Manual Handling	Minor Injury – No lost days	Streetscene	0	No
24/01/19	IP using hedge cutters which caught on brambles and pulled to release it. Cutter rebounded and hit IP on the knee	Contact with moving machinery	Minor Injury – No lost days	Streetscene	0	No
30/01/19	IP was removing boiler casing and caught finger resulting in a cut	Manual Handling	Minor Injury – No lost days	Housing	0	No
30/01/19	IP slipped on black ice in car park	Slips Trips and Falls on same level	Minor Injury – No lost days	Governance and Monitoring	0	No
07/02/19	IP slipped in toilet and banged arm	Slips Trips and Falls on same level	Minor Injury – No lost days	HR & Payroll	0	No
07/02/19	IP was bitten by a dog when attending property	Animal Bite	Minor Injury – No lost days	Housing	0	No
26/02/19	IP slipped off last rung of ladder and jarred shoulder and hit elbow	Slips Trips and Falls on same level	Minor Injury – No lost days	Housing	0	No
01/03/19	IP stepped back from bin lift into the road and car came close and caught IP on the back	Struck by moving object	Lost Time – Up to 7 days	Streetscene	3	No
01/03/19	IP was handling bins on the back of a cage lorry	Manual Handling	Lost Time – over 7 days	Streetscene	17	Yes

	and felt a pull in his back					
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1.11 Details of Employee Health & Safety Training

4 courses were delivered in the last quarter to 80 employees

COURSE DETAILS	Course Duration	TRAINING DELIVERED IN 4th QUARTER
Asbestos Awareness (Annual Refresher)	½ Day	31
Asbestos Non Licensed works (Refresher)	½ Day	39
First Aid At Work (Refresher)	2 Days	6
Emergency First Aid	1 Day	4

2 Conclusions and Reasons for Recommendation

2.1 All Items – It is recommended that the Safety Committee consider and note the information provided.

3 Consultation and Equality Impact

3.1 The report will be formally reviewed at the Health and Safety Committee. Any issues highlighted will then be referred to the Equalities and Diversities’ Officer for guidance and resolution.

4 Alternative Options and Reasons for Rejection

4.1 Not applicable for this report.

5 Implications

5.1 Finance and Risk Implications

It is not envisaged that there is any significant financial implications connected with this report as the report seeks to provide managers with accident performance data to enable them to effectively monitor the authorities overall health and Safety performance and that of their operational areas and any financial outlays in connection to training have been included as part of the corporate training plan.

5.2 Legal Implications including Data Protection

The report should not have any legal implications on the authority other than ensuring that sufficient information has been supplied to ensure it can manage its health and safety provision and meet all requirements of the Management of Health and Safety Regulations 1999.8

5.3 Human Resources Implications

There are no initial human resources implications connected with this report however should accident investigation findings show that an individual or individuals have failed to work appropriately in-line with agreed procedures then it may be necessary to evoke the authority's disciplinary procedures as a means of dealing with this.

6 Recommendations

That Safety Committee considers and notes the information provided in the report.

7 Decision Information

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p><i>BDC: Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	Yes/No
<p>Has the relevant Portfolio Holder been informed?</p>	Yes
<p>District Wards Affected</p>	All
<p>Links to Corporate Plan priorities or Policy Framework</p>	All

8 Document Information

Appendix No	Title
<p>Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)</p>	
Report Author	Contact Number
Rebecca Hutchinson, Health & Safety Coordinator	Extn 2564