

Bolsover District Council

Safety Committee

11th February 2021

Health & Safety Update

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.
- 1.2 The graphs show information on 4 key areas for Quarter 3, namely accident type, accident category, number of lost days, and operational areas where accidents occurred.
- 1.2.1 The total number of employee accidents recorded in the quarter is 5
- 1.2.2 There were no lost time accidents reported in quarter 3 and therefore the number of lost days was nil.
- 1.2.3 The main causes of employee accidents in the quarter were:
 - 2 Struck by Moving Object (40%)
 - 2 Falls from Height (40 %)
 - 1 Slips, Trips and Falls on Same Level (20%)

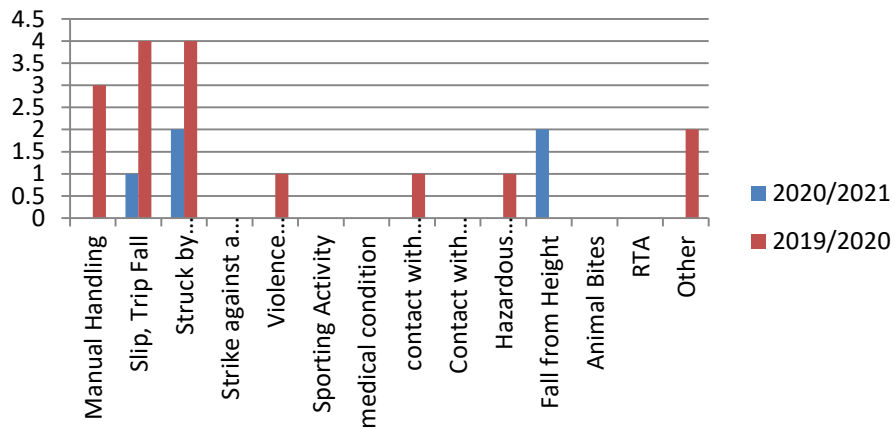
Total Number of Employee Accidents - 5

- 1.2.5 Streetscene (80%) and Housing (20%), are the operational areas recording accidents during the quarter. It should be noted that the overall number of accidents is significantly lower than the same period last year. This is due to Covid-19 lockdown restrictions limiting work activities.

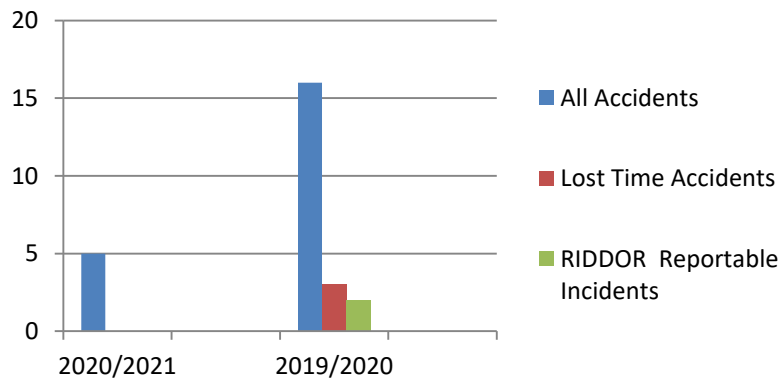
- 1.3 Employee Incident Breakdown

ACCIDENTS FOR QUARTER (Oct 2020 - Dec 2020)	ACCIDENTS FOR QUARTER (Oct 2019 – Dec 2019)	YEARLY TOTAL (Apr 2020 – Dec 2020)	YEARLY TOTAL (Apr 2019 – Dec 2019)
5	16	14	38

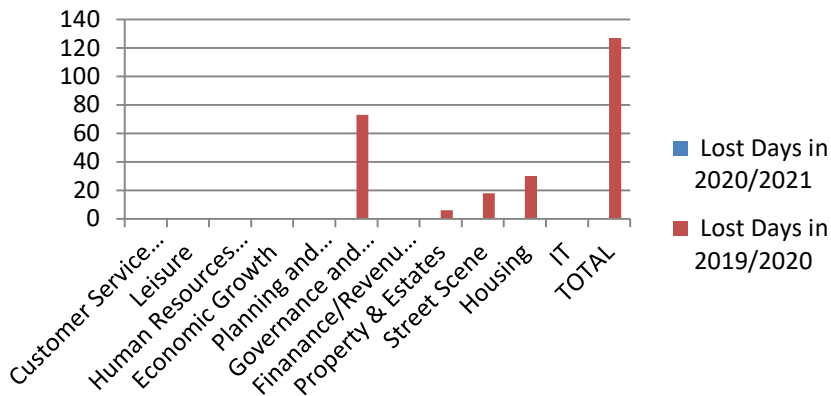
3rd Quarter Employee Accident Type Analysis



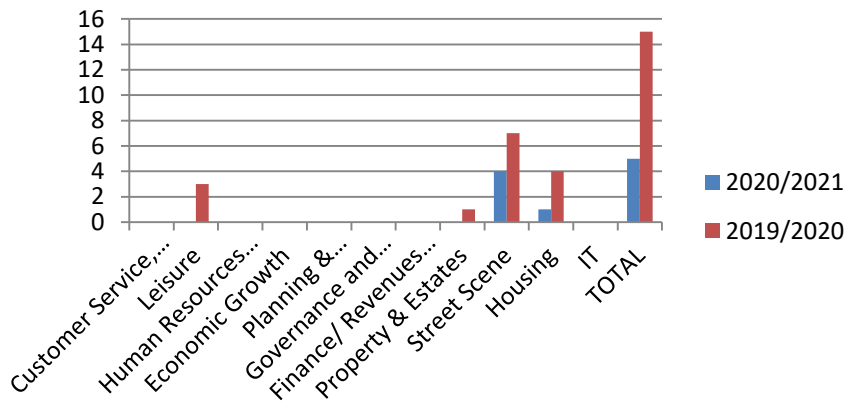
3rd Quarter Accident Category Analysis



3rd Quarter Lost Days Analysis



3rd Quarter Operational Area Accident Analysis



- 1.4 Details of employee incidents

Date of Incident	Incident Details	Type of Incident	Incident Severity	Section	Lost Time Days (Actual)	Reportable?
05/10/20	IP slipped on the floor at The Arc, crashed into the door and landed heavily onto the floor. A member of staff from leisure helped IP up. IP suffered from a scuffed elbow and knee.	Slips, Trips and Falls on same level	Minor Injury – No lost days	Housing	0	No

	Reported that forearm and neck are quite sore.					
20/10/20	IP reducing conifer hedge with chainsaw. Climbing and using ropes and harness. Manoeuvred to a new position and branch snapped under foot. Fell a few feet and hit back on some branches and fence before the harness stopped him	Fall From Height	Minor Injury – No lost days	Street scene	0	No
02/11/20	IP was cutting hedges in Train Station car park. Getting fuel can off back of flat bed transit van. Slipped off back (approx. 1M) and hit the floor. Hit side of face and ribs on left side. Also landed on wrist. Finished shift and came in the next day with discomfort in side and wrist. Called in sick on 04/11/2020	Fall From Height	Minor Injury – No lost days	Street scene	0	No
04/11/20	IP was knocking bin lids off the spent bins with a claw hammer, by whacking the lids. A handle snapped and hit IP in the nose	Struck by Moving Object	Minor Injury – No lost days	Street scene	0	No
21/12/20	Felling conifer. Two other operatives on team pulling tree using a rope to direct it into the garden and away from other properties. Was cutting through trunk of tree and as it started to fall a side branch was caught on adjacent shed. Instead of falling straight into garden tree twisted on stump and	Struck by Moving Object	Minor Injury – No lost days	Street scene	0	No

	<p>rolled off onto left foot. Hit IP on top of foot, in area of boot laces. Was unable to move away quick enough. Did not need any medical attention and felt well enough to finish shift</p>					
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- 1.5 Details of employee Health & Safety Training

The Health and Safety training programme continued cautiously during Quarter 3 with further Covid-19 lockdown restrictions occurring during November. 10 employees completed a 2 day First Aid refresher. 6 employees participated in asbestos awareness training. Training was delivered in a Face to Face setting following Covid-19 secure guidelines.

- 1.6 Covid-19 update

Risk assessments for The Arc and Riverside Depot were updated at the end of January and remain relevant. Coronavirus Protective Measures Guidance Note has been reviewed and version 6 recently issued.

The Health & Safety Team are maintaining a presence across sites during lockdown. This is more frequent at Riverside Depot due to the numbers of people in attendance and the nature of activities there.

The Arc remains reassuringly quiet as colleagues continue to work from home. Informal walk rounds are conducted on each visit to note for compliance with Covid-19 risk assessments. These checks are periodically recorded for compliance purposes. The assistance of the Facilities team must be acknowledged and is invaluable in maintaining these standards.

The Health and Safety DSE presentation has also been reviewed during this period and remains current. With the introduction of the agile working policy at Bolsover District Council, work has begun on a DSE training video to further inform colleagues.

The Housing Health & Safety Adviser and Housing management meet weekly to assess the impact of Covid-19 on service provision and review arrangements.

Where possible, office based employees are undertaking relevant training via Zoom – e.g. Lone worker. This is not a method that engages operational employees and as such the training programme remains largely stalled.

2 Conclusions and Reasons for Recommendation

- 2.1 All Items – It is recommended that the 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

- 6.1 It is recommended that the meeting considers and notes the information provided.

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: <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"/> <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
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