

Report to: Performance Scrutiny Committee

Date of Meeting: 9th June 2016

Lead Member/Officer: Lead Member for Finance, Corporate Plan and Performance/Corporate Director: Economy and Public Realm

Report Author: Corporate Health and Safety Manager

Title: Annual Health and Safety Report

1. What is the report about?

This report provides the annual update on Health and Safety management within DCC as seen from the perspective of the Corporate H&S team.

2. What is the reason for making this report?

To provide an annual update on H&S management in DCC.

3. What are the Recommendations?

The committee review the report and comment on the activities and observations of the CH&S team.

4. Report detail – Summary

Our accident / incident statistics for the year April 2015 to March 2016 indicate a decrease in “all incident reports” from the previous year, 1517 to 1122 with an increase in the number of RIDDOR reportable incidents (Reporting of Injuries Diseases and Dangerous Occurrences Regulations) from 9 to 16. Of this number 7 were reported as lost time incidents.

There were a number of discussions with the Health and Safety Executive (HSE) over the year that resulted from complaints and alleged failures on the part of DCC. None of the allegations were substantiated. HSE carried out a thorough investigation following the death of a resident in one of our care homes and they carried out a systems audit on our waste collection service. The outcome from these two activities was positive with no action being taken and no “Fee for intervention” costs. Overall we received good feedback from the HSE.

The drive to develop our positive safety culture has continued and incorporates the approach that is found in the DCC leadership programme. H&S culture change is being delivered through a combination of focussing on training and supporting front line staff. This work is reinforced by our monitoring programme and the development of a more informed and strong leadership approach to H&S management.

During the monitoring activities we found examples of good practice supported by robust safety management systems. The monitoring has enabled us to target specific areas such as improving the consistency of risk assessments, safe systems of work and the management of lone working. The findings of the monitoring programme have also been used to develop a forward work programme aimed at further improving how DCC handle Health Safety and Welfare management.

Regardless of all the improvements that are being achieved in safety management we must not become complacent and we must persist with our continuous improvement program.

With reference to the diagram in appendix 4, I assess DCC as being in the reactive/calculative zones and believe we should continue to aspire to achieving the proactive level as soon as possible.

4.1 HSE

- HSE fully investigated an incident at Awelon care home in late 2015 where an elderly resident fell down a set of stairs and was hospitalized. Unfortunately the resident passed away whilst in hospital. HSE formally fed back confirming that they perceived DCC as having taken all reasonable precautions and in light of this no action was to be taken. See appendix 2 for further information (Appendix 2 is exempt from public disclosure by virtue of paragraphs 12 and 13 of Part 4 of Schedule 12A of the Local Government Act, 1972).
- HSE carried out a waste management audit in November. There were no follow up actions thus indicating a satisfactory outcome.

4.2 Significant reported incidents\ near misses not involving HSE

- Rhyl harbour wall – the wall is being managed
- Height restriction barrier at the children's village car park in Rhyl fell onto the car park surface. There were no injuries or vehicle damage. The incident was investigated by CH&S and follow up actions were taken.
- A young cyclist sustained head injuries at Central Beach Prestatyn when he cycled over the edge of a grass bank onto a lower seating area. He fell approximately 1.3m onto a hard surface. The incident was investigated by CH&S and follow up actions were taken.
- A contractor's van became impaled on the bus park barrier at Denbigh high school. There were no injuries but significant vehicle damage. The incident was investigated by CH&S and follow up actions were taken.

4.3 Monitoring and activities

- Ysgol Tir Morfa safety management audit following two significant injury incidents. The audit showed that the incident was due to weaknesses in the systems used by health. This has now been alerted to NHS managers and additional safeguards put in place at the school.
- Radon monitoring – monitors were placed in all DCC properties that have not previously been monitored. Monitors remain in place for three months usually covering the winter period. The monitors were removed in April and returned to Public Health England for analysis. We are currently awaiting the feedback.
- Cefndy Healthcare – regular ongoing H&S advice and support is provided
- A number of fire systems audits with North Wales Fire and Rescue Service

- We have supported schools during a number of school safety tours
- 8 post driving incident assessments were carried out by the road risk advisor. None of the incidents involved major damage or injuries.
- Improved data accuracy and reporting features have been developed for the accident\incident reporting process

4.4 Training provided by the in-house team

Driving

- D1 (mini bus)Assessments, Winter maintenance LGV Cat1, Telescopic handler, road sweeper, 4x4, Driving assessment, Lift truck

H&S Training

- SLT - safety leadership, Managing Safely in Denbighshire, careers experience preparation, how H&S case law can help us, Manual handling of objects, risk assessment, risk assessment with lone working, independent care homes, fire safety awareness, COSHH, work at height, confined spaces

4.5 CH&S Team structure

- An assistant advisor has been appointed to fill a vacancy. This was achieved from internal applications.

4.6 Accident / Incident Reporting

- See appendix 1

4.7 Corporate H&S policy has been reviewed. Review document for consultation

- See appendix 3

4.8 Forward work program summary

- Late 2016 - Re issue of the hazard and gap analysis tool previously used as part of the “strong Leadership” program in 2011\2012
- Continuation of H&S training provision from our in house team. This enables courses to be targeted at the activities of DCC employees and provides a significant cost saving when compared to using external training providers.
- SLT have agreed to make the “Managing Safely in Denbighshire” course mandatory for all middle managers (MMC). The intended target is to provide enough courses in one year for all MMC to have the opportunity of attending. The course is aimed at refreshing manager’s H&S knowledge and techniques for managing H&S.
- Continuation of internally provided driver and plant training
- Subject targeted H&S assessments to be carried out at our independent care home providers in support of Community Support Services.
- Hand Arm Vibration Syndrome (HAVS) monitoring in Highways and Environment.
- Safety systems monitoring in street scene.
- Continuation of Fire Risk Assessment and review program
- Continuation of accident report monitoring, investigation and follow up activities.
- Continuation of reactive work response.

5. How does the decision contribute to the Corporate Priorities?

The information contributes to the knowledge and understanding of the council about the arrangements in place for the management of Health and Safety.

6. What will it cost and how will it affect other services?

There is no additional cost identified with the information. The CH&S team support all services within DCC.

7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision? The completed EqIA template should be attached as an appendix to the report

This report is an information update on existing activities and has no adverse equality impact.

8. What consultations have been carried out with Scrutiny and others?

Consultation has been carried out with the Lead Councillor for H&S, Lead officer for H&S and Head of Service.

9. Chief Finance Officer Statement

This is an update report and has no financial impact.

10. What risks are there and is there anything we can do to reduce them?

This report indicates the council's progress on minimising H&S risk.

11. Power to make the Decision

The Health and Safety at Work etc... Act 1974, Section 2 requires amongst other things the sharing of H&S related information and a review of H&S measures.

Articles 6.1 and 6.3.4(b) of the Council's Constitution outlines the Committee's powers with respect to health and safety.

Contact Office:

Corporate Health and Safety Manager

Tel: 01824 712541