

# Taunton Deane Borough Council

## Corporate Governance Committee – 10 December 2012

### Update on the Health and Safety Performance and strategy for 2012 - 2013

#### Report of the Corporate Health and Safety Advisor

(This matter is the responsibility of the Chief Executive and Leader of the Council supported by the H&S Champion; Cllr Stock-Williams.)

#### 1. Executive Summary

The consolidation and compliance audit has with the completion of the high level introductory audits moved into the more detailed phase.

The benefit of the audit and the quality of the information it provides has been recognised by the participants. This recognition ensures that ownership of and commitment to the process will remain high within the organisation.

It is still too early to fully evaluate the benefits of piloting the Health and Safety Key Performance Indicators.

The accident statistics for the periods: April 1<sup>st</sup> until 31<sup>st</sup> August, 1<sup>st</sup> September until 30<sup>th</sup> November and totals to-date are attached.

#### 2. Report

##### Consolidation and Compliance Audit

A number of draft action plans have been circulated and team meetings held following the first round of Audit interviews:

- Legal and Democratic Services, Strategy and Performance, Corporate and Client Services and Growth have embraced ownership of the small number of actions and follow-up audits they have to complete.
- Housing and Health along with Community and Commercial Services are more complex and form the bulk of the work. They are likely to be split into five and six audit areas respectively.
- The one completed audit within Housing and Health has validated this approach and allowed a rapid consideration of the high risk issues identified.
- Whilst the audit process has not yet started in Community and Commercial Services, there is continuing activity and intervention in a number of high risk areas. The audits will be held over until the New Year not least because of the recent difficult working conditions.

Confidence remains high that the objectives of the audit will be met and line managers and employees will have access to a sustainable monitoring process.

## Health and Safety Key Performance Indicators

### 1. Management competency and legal compliance

*There are varying levels of health and safety performance and legal compliance within Council functions. The consolidation and compliance audit is identifying the detail and local actions plans are driving the improvements. A number of corporate initiatives within the H&S priorities plan are intended to support this process.*

### 2. H&S Management System and implementation

*With the integration of the DLO H&S policies into the Sharepoint site the coverage of our H&S policies is over 90% complete. There is a need for a tidying up exercise using the new H&S policy template and version number system. The compliance audit has not as yet identified any major problems.*

### 3. Accident, incident data and lessons implemented

*Every reported accident is reviewed for the root cause and for any lessons learnt. For the DLO these are reported back though the H&S Committee and it will take time to build confidence in the system.*

*We will know when we have 'got it right' by an increased number of 'near-miss' incidents being reported.*

## TDBC H&S Priorities

Work is progressing in the roll out of the H&S Competency Framework and occupational health screening requirements.

**Current Accident data** see appendix 1 below

### 4. Finance Comments

Unchanged -Any emerging issues or additional training will have to be funded from existing budgets. Line managers are expected to prioritise and refer any difficulties to CMT.

### 5. Legal Comments

Unchanged -Failure to meet or maintain minimum legal compliance will increase Corporate and individual risk, with the potential for criminal and civil actions

### 6. Links to Corporate Aims

Unchanged- Competent employees working safely in the delivery of the Council's services form an essential contribution to the Corporate Aims.

### 7. Environmental Implications

Unchanged- As in 6 above

### 8. Community Safety Implications

Unchanged- As in 6 above

## **9. Equalities Impact**

Unchanged- There are no equalities impact over and above those already required to be identified in the Theme delivery plans and existing arrangements. The Equalities Impact assessment for H&S policy and procedures is available on the H&S sharepoint site.

## **10. Risk Management**

Unchanged- Failure to meet minimum H&S statutory requirements has been identified in the Corporate Risk Register.

## **11. Partnership Implications**

The strategy sets out the majority of the work programme for delivery by SW One. – Business as usual.

## **12. Recommendations**

The Committee are asked to note the progress on the delivery of the strategy and the initiatives to improve our operating culture. There are no significant risks or incidents to report.

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## Appendix 1.

### Accident, incident data and lessons implemented

#### Previous period

<b>TDBC Totals</b> – 01 April 2012 31 August 2012				
Classification	Core Council	DLO	public	Contractors
Reportable	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
Non-reportable	<b>1</b>	<b>11</b>	<b>2</b>	–
Near Miss	-	<b>0</b>	-	-
<b>Period total</b>	<b>1</b>	<b>11*</b>	<b>2</b>	<b>1</b>

\*adjusted to end of month – one late report

#### Current period

<b>TDBC Totals</b> – 01 September 2012 30 November 2012				
Classification	Core Council	DLO	public	Contractors
Reportable	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
Non-reportable	<b>2</b>	<b>14</b>	<b>1</b>	–
Near Miss	-	<b>0</b>	-	-
<b>Period total</b>	<b>2</b>	<b>15</b>	<b>1</b>	<b>0</b>

#### Total for year to-date

<b>TDBC Totals</b> – 01 April 2012 30 November 2012				
Classification	Core Council	DLO	public	Contractors
Reportable	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
Non-reportable	<b>3</b>	<b>25</b>	<b>3</b>	–
Near Miss	-	<b>0</b>	-	-
<b>Period total</b>	<b>3</b>	<b>26</b>	<b>3</b>	<b>1</b>

**Trends:** All accidents have been reviewed with an H&S representative and where appropriate corrective actions identified.

- Six of the 14 non-reportable (minor) accidents for this period, indicate an element of lack of attention to detail or basic control measures.
- The challenge is to improve both individual and management performance and raise standards without driving reporting underground.

**ENDS**