

Taunton Deane Borough Council

Corporate Governance Committee – 7 December 2015

Update on Health and Safety Performance and strategy for 2015-16.

Report of the Corporate Health and Safety Advisor

(This matter is the responsibility of the Chief Executive and Leader of the Council.)

1. Executive Summary

This report provides an update on the progress of a range of Health and Safety matters across the organisation. These include:

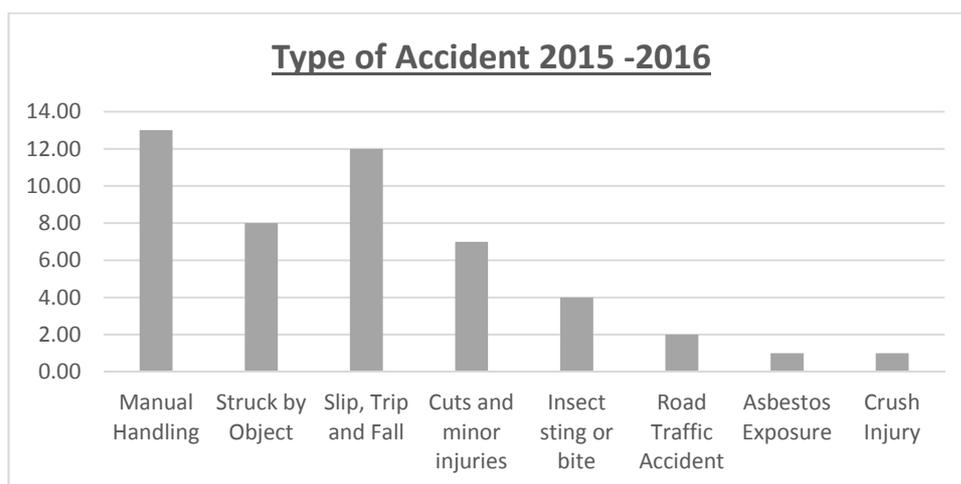
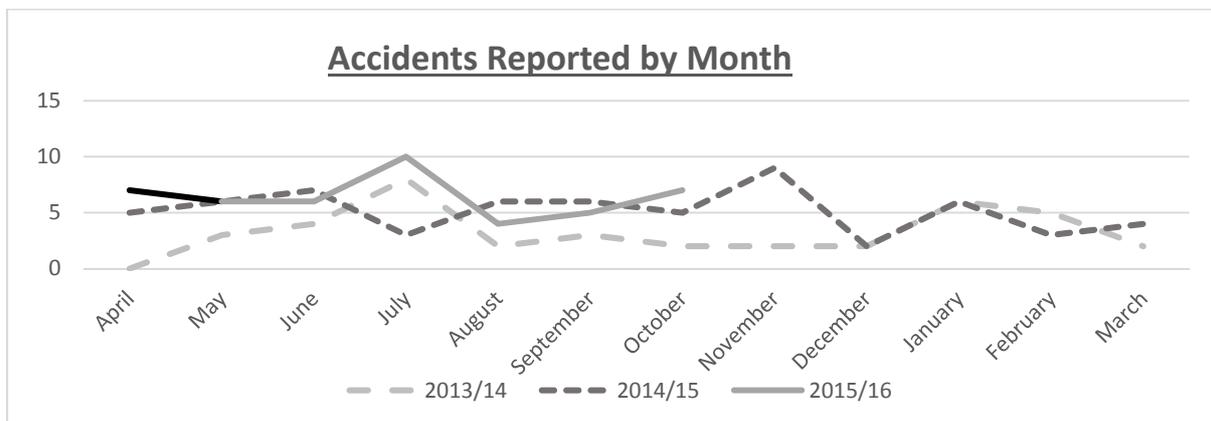
- Accident and Incident Data for the period
- Monitoring Health and Safety Performance
- Report on actions agreed by Health and Safety Committee
- Policy updates
- Key activities of the Health and Safety Advisor

2. Accident and Incident Data for the period

Figures provided up to end of November 2015. Figures listed for 2014 – 2015 below for comparison.

TDBC Accident Totals 1st April 2014 - 31st March 2015				
Classification	TDBC	DLO & Crematorium	Public	Tenants (public areas)
Reportable	0	3	0	1
Non-reportable	9	48	5	2
Near Miss	0	9	0	0
Period Total	9	60	5	3

TDBC Accident Totals 1st April 2015 - 31st October 2015				
Classification	TDBC	DLO & Crematorium	Public	Tenants (public areas)
Reportable	0	1	0	1
Non-reportable	6	33	1	0
Near Miss	1	7	0	0
Period Total	6	40	2	1



The tables above show numbers of accidents and near misses reported by month and by type for the year 2014 – 15 and 2015 to date. 12 accident forms have been issued to managers to date and all actions have been completed where required, unless being dealt with as part of a wider action plan e.g. asbestos RIDDOR. There has been a recent increase in near miss cards submitted as a result of the drop in sessions for DLO employees and the asbestos investigation.

Ongoing Investigation Work

RIDDOR

A RIDDOR reportable incident whereby a gas flue pipe was removed has prompted significant investigation into the work of the asbestos task team.

Work at height non compliance

Investigation of use of mobile elevated working platform on the flagpole at Deane House without use of a harness as per safe working practices.

Wellington Park zip wire accident investigation.

Accident to a child who fell whilst playing on the zip wire type play equipment. Met on site with parent and child who described what happened in the accident and independent play equipment inspector who recommended that the equipment was not taken out of use as it had been installed and maintained correctly and was not defective.

Hudson Way Play equipment accident

Visit undertaken with Parks Supervisor. The equipment was found to have been installed and maintained in a safe condition.

3. Monitoring Health and Safety Performance

Monitoring of health and safety performance against the key performance indicators has been carried out since 1 April 2014. Key performance indicators have been revised from the standards set in 2014 -15 as a result of 1) accident reporting having increased to a level commensurate with the size and nature of the organisation 2) the previous audit targets proving unachievable, and having been set as “test targets”.

KPIs Monitored from 1 April 2015

1. Target to monitor accident reporting to ensure that it stays within 10% of baseline figure provided during 2014-15

Increase in accidents reported (although the vast majority of these remain trivial / minor injuries)

2. Target to carry out accident investigation within 2 weeks

Investigations carried out / started within 2 weeks.

3. Target to carry out 2 audits per quarter

Quarter 1 – 2 completed (Print room, Deane DLO Nurseries)

Quarter 2 – 2 completed (Street cleansing, Tourist information centre)

4. 100% of audit reports completed within 2 weeks

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4. The arrangements for the Health and Safety Committee and agreed actions

The full Joint Unison H&S Committee met on 16th July 2015 and 23rd October 2015.

The committee considered accident reporting for the period.

July matters discussed:

Safety Action Notes – escalation policy.

Catrin Brown presented and detailed the Safety Action Notes – escalation policy.

- This had been passed through all the Assistant Directors and was presented for the committee’s approval and any further comment.

Terms of Reference for the committee were agreed with an annual review required.

October matters discussed:

Stress survey results

Asbestos review being carried out by Savill's Property consultants

5. Policy updates

The health and safety policy statement has been signed by the leaders of both councils and has been published on the intranet.

6. Key activities of the Health and Safety Advisor

There has been significant input from the H&S service to a root and branch review of all of the council's processes that might involve asbestos. The H&S team have been responsible for monitoring the action plan and have been involved in producing plans of work and risk assessments for the Deane DLO non licensed asbestos task team.

On 6th October CB and KW visited the swimming pool construction site at Blackbrook Pavilion. Met with site manager and reviewed the health and safety processes in place. Good standards and practices observed at the time of the visit. Receive regular updates following regular clerk of works inspections.

Gave advice on CDM enquiry regarding changes in legislation and Mace ending their role as CDMC from 6th October.

Deane House relocation project - advice give on access / egress for interview rooms.

Regular reports to Leadership Team Operations on stress survey

Learning Portal – review and input into H&S training information.

7. Finance Comments

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

8. Legal Comments

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

9. Links to Corporate Aims

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

10. Environmental Implications

There are no environmental implications arising from this report.

11. Community Safety Implications

There are no community safety implications arising from this report.

12. Equalities Impact

There are no equalities impacts over and above those already required to be identified in the Theme delivery plans and existing arrangements.

13. Risk Management

Failure to meet minimum health and safety statutory requirements has been identified in the Corporate Risk Register. There are no significant risks or incidents to report.

14. Partnership Implications

The Health and Safety Strategy sets out the majority of the work programme for delivery by the Corporate Health and Safety Team.

The strategy continues to involve the expertise of SWAP, reducing resource requirements and delivering an integrated approach.

15. Recommendations

The Committee are asked to note the progress made on the implementation of the Health and Safety strategy and its delivery and the initiatives to improve our operating culture.

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