

# Taunton Deane Borough Council

## Corporate Governance Committee – 3<sup>rd</sup> December 2018

### Report on Health and Safety Performance

This matter is the responsibility of The Chief Executive and Leader of the Council

Report Author: Erica Lake, Environmental Health Manager

#### 1 Executive Summary / Purpose of the Report

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
- Report on actions agreed by Health and Safety Committee
- Policy updates

#### 2 Recommendations

The committee are asked to note the ongoing actions to continuously improve our health and safety operating culture.

3 **Risk Assessment** Not required – twice yearly update report.

#### 4 Background and Full details of the Report

##### 4.1 Accident and Incident Data for the period

Fig 1. Accident and incident statistics 1 April 2016 – 31<sup>st</sup> March 2017 as a comparison

<b>TDBC Accident Totals 1st April 2016 - 31st March 2017</b>				
Classification	TDBC & WSC	DLO & Crematorium	Public	Tenants (public areas)
Reportable	0	1	0	0
Non-reportable	12	40	5	6
Near Miss	4	16	0	0
Period Total	<b>16</b>	<b>57</b>	<b>5</b>	<b>6</b>

Fig 2. 1 April 2017 – 31<sup>st</sup> March 2018

TDBC Accident Totals 1st April 2017 - 31 March 2018				
Classification	TDBC & WSC	Deane Depot & Crematorium	Public	Tenants (public areas)
Reportable	0	4	0	0
Non-reportable	6	36	8	2
Near Miss	18	13	2	2
Period Total	<b>24</b>	<b>53</b>	<b>10</b>	<b>4</b>

Fig 3. 1 April 2018 – present

TDBC Accident Totals 1st April 2018 - present				
Classification	TDBC & WSC	Deane Depot & Crematorium	Public	Tenants (public areas)
Reportable	0	3 (+2 HAVS)*	0	0
Non-reportable	12	24	2	0
Near Miss	0	0	0	0
Period Total	<b>12</b>	<b>29</b>	<b>2</b>	<b>0</b>

\*2 cases of Hand Arm Vibration Syndrome reported to HSE Nov 2018.

Fig 3. Accidents by month for 2015/16, 2016/17 and 2017/18 (figures for 2018-19 not included)

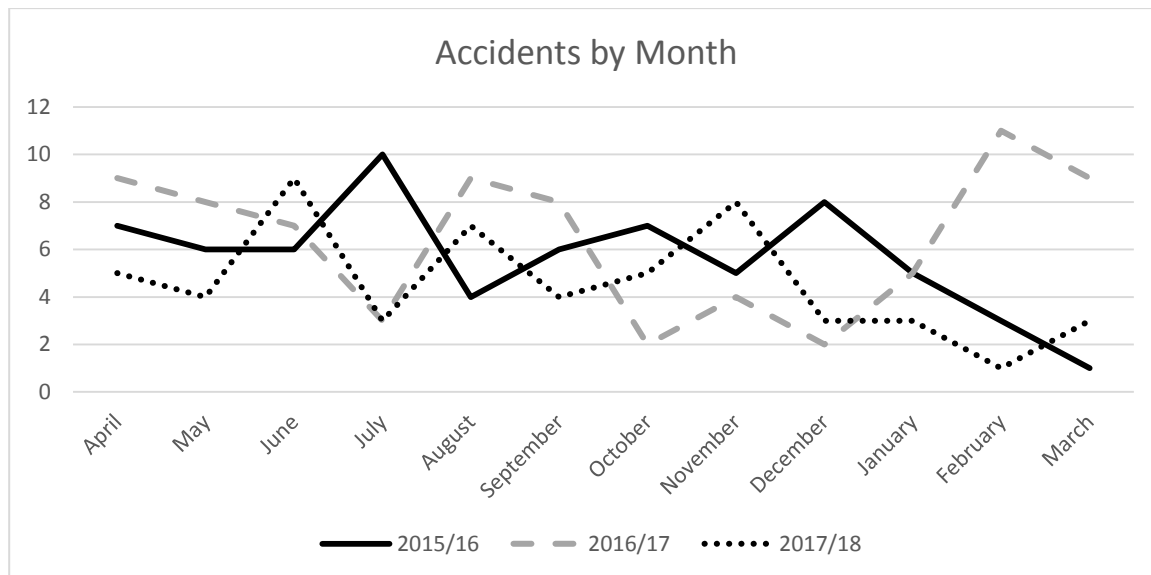
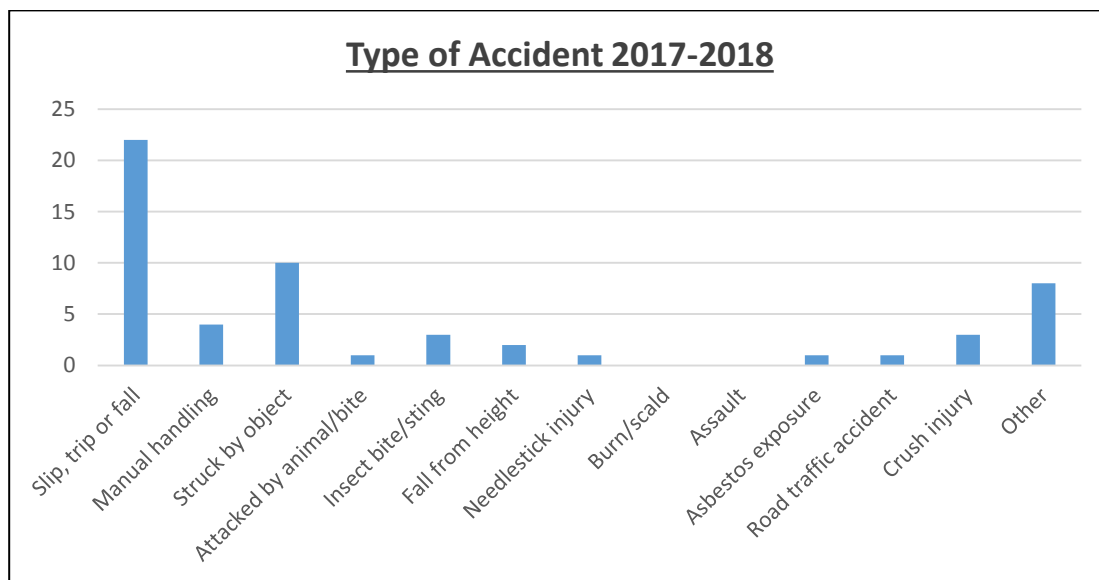


Fig. 4 Accidents by Type 2017 – 18 (figures for 2018-19 not included)



#### 4.2 Analysis of data for 2018 - present

5 reports were made to HSE during 2018 – for notifiable diseases or injuries which meant that the employee was off work for more than 7 days.

- 1 cut to finger using hand tools and 1 fall down stairs
- 2 cases of Hand Arm Vibration Syndrome. This is a notifiable disease reportable to HSE.

#### Controls for Hand Arm Vibration Syndrome (HAVS)

The following interventions have been put in place to control the risk of HAVS:

- Updates to generic risk assessments
- Personal risk assessments completed
- Additional information and advice provided by the H&S advisor to individual employees and supervisors
- Exposure to equipment with high levels of vibration prohibited
- Tool box talks to be planned for all staff exposed and their supervisors
- Tools to be assessed for vibration
- Levels of vibration taken into account when allocating jobs

#### 4.3 Report on actions agreed by Health and Safety Committee

Meetings of the Health and Safety committee continue to be eight weekly to reflect changes ongoing with the Transformation and Accommodation projects which could potentially increase risks to the safety and wellbeing of employees.

At the meeting on 4<sup>th</sup> October 2018 an update was provided on an incident which occurred in the West Somerset House reception area during September 2018. A member of the public became extremely aggressive towards staff based at WSH and attempted to enter the restricted staff area. As a result of the incident this person was banned from council buildings for 3 months, risk assessments updated and a report will

be presented to the H&S Committee on 28<sup>th</sup> November 2018 outlining options to reduce and control the risk to staff working in this area. Risk assessments for the new reception area at Deane House have also been reviewed as a result of this incident as we move towards a shared reception space with Avon and Somerset Police.

The Committee will reviewed the arrangements in place in respect of the shared reception and office space at Deane House and a draft working protocol has also been sent to Unison for consultation.

#### **4.4 Policy Updates**

Updates to a wide range of policies will be required as we move through transformation and the establishment of the new council. These will need to reflect the vision and values of the organisation and detail how we manage and monitor health and safety performance.

#### **5 Links to Corporate Aims / Priorities**

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

#### **6 Finance / Resource Implications**

There are no direct finance / resource implications arising from this report. Any remedial actions arising will be financed from existing budgets.

#### **7 Legal Implications (if any)**

There are no direct legal implications as a result of the report.

#### **8 Environmental Impact Implications**

There are no environmental implications arising from the report.

#### **9 Safeguarding and/or Community Safety Implications (if any)**

There are no safeguarding /community implications arising from the report.

#### **10 Equality and Diversity Implications (if any)**

There are no equality and diversity implications arising from the report.

#### **11 Social Value Implications (if any)**

There are no social value implications arising from the report.

#### **12 Partnership Implications**

There are no partnership implications arising from the report

#### **13 Health and Wellbeing Implications**

The report supports health and wellbeing strategies for employees of Taunton Deane and West Somerset Council.

**14 Asset Management Implications**

There are no Asset Management implications arising from the report

**15 Consultation Implications (if any)**

There are no Asset Management implications arising from the report

**16 Scrutiny Comments / Recommendation(s) (if any)**

There are no comments.

**Democratic Path:**

- **Scrutiny / Corporate Governance or Audit Committees – Yes**
- **Cabinet/Executive – No** (delete as appropriate)
- **Full Council – No** (delete as appropriate)

**Reporting Frequency :**  **Once only**  **Ad-hoc**  **Quarterly**

**Twice-yearly**  **Annually**