



REPORT of DIRECTOR OF SERVICE DELIVERY

to
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE
25 FEBRUARY 2021

HEALTH AND SAFTY UPDATE - QUARTER 3

1. PURPOSE OF THE REPORT

- 1.1 To provide an update on health and safety statistics and activity during quarter 3 (October 2020 to 31 December 2020).

2. RECOMMENDATIONS

- (i) To note the accident and incident statistics;
- (ii) To note the health and safety activity for quarter 3.

3. SUMMARY OF KEY ISSUES

- 3.1 There were two accidents during this quarter: one involving a member of staff within the Parks team slipping on an access ramp - remedial work done to prevent further slips; and one involving staff whilst setting off the maroon firing to mark the start of the 2-minute silence on 5 November 2020 – an accident investigation was undertaken to find out what went wrong.
- 3.2 There were two incidents of unacceptable behaviour: these were in waste and both were followed up in line with the Council’s procedures.
- 3.3 In October 2020, an Inspector from the Health and Safety Executive (HSE) raised his concerns about the management of hand arm vibration (HAVS) risks for the Parks Team. The Inspector required the following actions to be taken within the specified timescales – the action taken by the Council to date is highlighted in **bold** type.

Action Required & Timescales:

- 1. Confirmation that health surveillance for HAVS is (or will be) completed annually – by 21 October 2020. **Health surveillance is now being undertaken annually for staff who are exposed to this risk (this was being undertaken but only biennially).**
- 2. Complete exposure calculations for individual employees or job roles (if exposure will be identical), taking into account multiple tools, representative vibration magnitude data and accurate estimations of trigger times (the HSE Vibration Calculator and ‘Sources of Vibration Magnitude Data’ document will assist with

this) – by 28 October 2020. **Specific measurements of equipment that may expose employees to risk was undertaken by an external company in December 2020 – awaiting results.**

3. Write a suitable and sufficient risk assessment in line with the guidance in L140 (Guidance on Vibration Regulations) – by 28 October 2020. **A risk assessment was drafted and submitted to the HSE inspector.**
4. Undertake suitable training for operatives, supervisors, managers and others involved in the management of HAVS – by 5 November 2020. **This training was undertaken by staff in December 2020.**
5. Draft a comprehensive and encompassing HAVS policy including details of how HAVS will be controlled, monitored, supervised, managed and reviewed – to be confirmed following action taken above. **A draft policy has been drafted, but awaiting stakeholder feedback, including the results from the external company relating to machine measurements.** Once the draft policy has been finalised, it will be brought before Members for approval.

3.4 Progress with the Health and Safety Action Plan for 2020-21 has been identified in **APPENDIX 1**. Although there has been limited progress on the original action plan, other health and safety work has been undertaken where a need has been identified, e.g.: -

- evolving COVID risk assessments based on updated government guidance;
- work on HAVS as outlined in section 3.3 above; and
- additional Institute of Operational Safety and Health (IOSH) Working Safely training.

4. CONCLUSION

4.1 There were very few accidents or incidents during quarter 3.

4.2 As a result of Covid demands there has been little proactive work on the health and safety action plan, however, first aid training has been progressed.

4.3 Other areas that were not identified on the health and safety action plan have received attention, e.g. Covid 19, HAVS and additional safety training.

5. IMPACT ON STRATEGIC THEMES

5.1 Managing health and safety well helps protect the workforce and wider community who may be affected by the Council's activities ensuring that communities stay safe and healthy.

6. IMPLICATIONS

- (i) **Impact on Customers** – Good health and safety management reduces the number of accidents and injuries to both customers and employees alike.

Reduced staff absence resulting from work related injuries or ill health ensures a better service is provided to customers.

- (ii) **Impact on Equalities** – None
- (iii) **Impact on Risk** – Poor management of health and safety can lead to accidents, injuries, occupational ill health or dangerous occurrences. This may result in avoidable sickness absence and these incidents may be investigated by the Health and Safety Executive (HSE). This could result in prosecution with fines or custodial sentences and an award of costs if found guilty by the courts. In addition, the HSE has adopted a “Fee for Fault” policy in which it recharges the cost of investigations if liability is identified. Civil claims by individuals could lead to significant pay outs which in turn could lead to increased insurance premiums. It can also lead to poor publicity, reputational damage and impacts on staff morale.
- (iv) **Impact on Resources (financial)** – No additional resources required, however, by managing health and safety, there should be less impact on financial resources as identified in (iii) above.
- (v) **Impact of Resources (human)** – No additional resources are required, however, by preventing accidents and ill health, there should be less impact on human resources.
- (vi) **Impact on the Environment** – Good health and safety management of the workplace, for example, management of asbestos and legionella, helps provide a safer and healthier environment in which to live and work.
- (vii) **Impact on Strengthening Communities** - None

Background Papers: accident and incident reports (data protected)

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