



**REPORT of
DIRECTOR OF SERVICE DELIVERY**

**to
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE
10 JUNE 2021**

HEALTH AND SAFTY UPDATE - QUARTER 4

1. PURPOSE OF THE REPORT

- 1.1 To provide an update on health and safety statistics and activity during quarter 4 (1 January 2021 to 31 March 2021).

2. RECOMMENDATIONS

- (i) That Members review the information as set out in the report and associated appendices;
- (ii) That Members confirm they are assured that through this update health and safety is being managed effectively.

3. SUMMARY OF KEY ISSUES

- 3.1 There was 1 accident and 1 near miss during this quarter, both involving staff: whilst shoring up a grave, a piece of equipment fell on the employee working within the grave and a Council vehicle reversed into an employee's parked car causing damage to it.
- 3.2 There were 0 incidents of unacceptable behaviour.
- 3.3 There has been no further progress with the health and safety action plan during quarter 4, due to other commitments, e.g. Covid response.
- 3.4 Amendments are being made to the first aid arrangements which will better reflect the current structure and job roles.
- 3.5 Risk assessments are being undertaken or reviewed and updated, for example, elections.

4. CONCLUSION

- 4.1 There were very few accidents or near misses during quarter 4 and no incidents of unacceptable behaviour.
- 4.2 There has been no proactive work on the Health and Safety Action Plans (attached at **APPENDIX 1 and 2**) this quarter due to other priorities. It is hoped progress can be made during 2021 as Covid demand eases in line with the Government roadmap.

4.3 Other health and safety work that has been undertaken: -

- risk assessment for elections;
- arrangements around first aid that better reflects the current structure and job roles.

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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