



REPORT of DIRECTOR OF RESOURCES

**to
FINANCE AND CORPORATE SERVICES COMMITTEE
28 NOVEMBER 2017**

CORPORATE HEALTH AND SAFETY

1. PURPOSE OF THE REPORT

- 1.1 To provide an update on corporate health and safety activity from 1 July 2017 to 30 September 2017 (quarter 2).
- 1.2 To show progress with the health and safety action plan for 2017/18.

2. RECOMMENDATIONS

- (i) that Members review and comment on accident and incident statistics for quarter two; and
- (ii) that Members review and comment on progress with the health and safety action plan for 2017 / 18.

3. SUMMARY OF KEY ISSUES

- 3.1 There were three accidents during quarter 2.
 - A member of the public complained that her child had an allergic reaction to the water in the Splash Park, however, there were no other complaints of a similar nature and staff checked the chemical levels and all was found to be in order.
 - There were two accidents involving falls whilst the Parks team were working out on site.
- 3.2 None of the accidents needed to be reported to the Health and Safety Executive (HSE) or required further follow up action.
- 3.3 There were four incidents of unacceptable behaviour reported during quarter 2 (the same as for quarter 1) involving staff in Customer Services, Revenues and Benefits, Environmental Health and a referral by Essex Police. Conflict management and lone worker training took place on 18 July 2017, this work was carried over from last year's work plan.
- 3.4 Progress with the health and safety action plan for 2017 / 18 can be seen in **APPENDIX 1**, progress during quarter 2 has been emboldened.

- 3.5 The Parks team were visited by the HSE on 19 July 2017 as part on an intelligence gathering exercise on Hand Arm Vibration (HAV). On 30 August 2017, we were advised that this intelligence had been inputted into a toolkit used by the HSE and this had raised some concerns. We were advised that an inspector would contact the Council in due course to arrange a visit. To date, the Council has not been contacted so a chasing email was sent to the HSE in October 2017, but, they have not yet responded.
- 3.6 A fire safety audit was arranged for 18 October 2017 to ensure our processes remain up to date and valid following the increased occupancy of the building and changes to some of the means of escape.

4. CONCLUSION

- 4.1 There were very few accidents during quarter 2 and none required further action. The number of unacceptable behaviour incidents remains constant. Conflict management training was delivered this quarter which will assist officers when dealing with difficult behaviour.
- 4.2 Work on the action plan for 2017 / 18 is progressing. Procedures have been reviewed to ensure they are up to date and to spread awareness of the Council's procedures.
- 4.3 A visit from the HSE has indicated that our procedures around hand arm vibration may need to be improved.

5. IMPACT ON CORPORATE GOALS

- 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.

Background Papers: None.

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