

# BARNSELY METROPOLITAN BOROUGH COUNCIL

This matter is not a Key Decision within the Council's definition and has not been included in the relevant Forward Plan

**Report of the Executive  
Director of Core Services**

## **Health and Safety Report 2017/2018**

### **1. Purpose of Report**

This report seeks to present issues raised in the 2017/2018 Health and Safety Report. The 2017/2018 report provides a comprehensive overview of health and safety performance within the Authority.

### **2. Recommendations**

- 2.1 That the Authority's health and safety performance for 2017/2018 is noted and continuous efforts made to improve upon performance in this area.

### **3. Introduction**

#### **3.1 Health and Safety Report 2017/2018: Executive Summary**

3.1.1 The year April 2017 to March 2018 has seen further improvements in the Council's health and safety performance and also the implications of challenges faced in delivery of these services and maintenance of this performance. Positive indicators seen in 2017/2018 are shown below (with comparative data for 2016/2017 shown in parentheses):

- A decrease in accidents reported to 148 (151) accidents (accompanied by a maintained reporting rate of around 100%)
- The majority (83.9%) of audits show a satisfactory level of compliance with the Council's governance arrangements for health and safety
- The Council's RIDDOR reportable accident performance when compared to national statistics remaining favourable
- An improvement in compliance with requirements to develop risk assessments to 76% (74%) – (83% (77%) corporately and 60% (69%) in schools)
- A decrease in reported incidents of violence and aggression to 158 (205)
- A decrease in days lost due to incidents of violence and aggression to 57 (69)
- A decrease in the total number of employer's liability claims to 21 (23) with 15 (11) related to accidents and 6 (12) to work related ill health

3.1.2 However, some negative indicators are also seen:

- An increase in days lost due to accidents to 564 (323) with an increase in

the associated costs

- An increase in RIDDOR recordable accidents with 16 (14) over three day injuries; and an increase in RIDDOR reportable accidents with 15 (7) over seven day injuries and 1 (0) specified injuries
- An under-reporting of near miss accidents and lower level incidents of violence and aggression

Overall a number of opportunities for improvements exist with these outlined below along with proposals to address them:

Priority from 2017/2018	Action required in 2018/2019
1. All Business Units and/or Services will implement the Council's Occupational Health and Safety Management System to a standard that would meet the Health, Safety and Emergency Resilience Service's "Good" rating upon audit, with a good rating of 90%.	The audit programme will continue during 2018/2019 and each previous audit has produced a prioritised plan of action to allow this target to be met. This target requires Business Units and services to implement the Council's occupational health and safety management system in a proportionate manner to the risks they face.
2. Each Business Unit and/or Service (as appropriate) will produce all required risk assessments.	This target requires Business Units and services to implement the Council's occupational health and safety management system in a proportionate manner to the risks they face.
3. Each Business Unit and/or Service (as appropriate) will have an action plan to implement the health and safety competencies detailed in Section 8 of the Corporate Health and Safety Policy.	When implementing the Council's performance and development review process, services should include necessary competencies relating to health and safety. Training that supports achievement of this is provided by the Health, Safety and Emergency Resilience Service.
4. Reporting of near misses is far lower than reasonably expected.	The need for near miss reporting is included in the training provided by the Health, Safety and Emergency Resilience Service and the Council's occupational health and safety management system. It is proposed to run a specific campaign relating to the reporting of both near misses and incidents of violence and aggression during 2018/2019.
5. The majority of reported accidents have basic causes indicating the need to focus on basic health and safety management.	Risk management is the holistic aim of the Council's occupational health and safety management system and requires. Implementation of the system should support services to identify and control risks.

<p>6. Reports of violence and aggression account for the majority of incidents reported.</p>	<p>The need for violence and aggression reporting is included in the training provided by the Health, Safety and Emergency Resilience Service and the Council's occupational health and safety management system. It is proposed to run a specific campaign relating to the reporting of both near misses and incidents of violence and aggression during 2018/2019.</p>
<p>7. To develop and implement an action plan to address the opportunities for improvement in the Employee Survey 2017</p>	<p>There is a need to both ensure the competence of employees (see 3 above) and also ensure that all employees at all levels contribute to making health and safety a core priority. An action plan and campaign will be developed and implemented in 2018/2019 to challenge all staff to think about how they contribute raising health and safety standards.</p>

3.1.3 Despite these negatives, reflecting the Council's overall performance in this area, the Council has not experienced any formal enforcement action by the Health and Safety Executive or South Yorkshire Fire and Rescue and achieved the Royal Society for the Prevention of Accidents (RoSPA) Order of Distinction for Occupational Safety and Health and the British Safety Council International Safety Award.

3.1.4 This year reiterates the need for a greater reliance on Business Units to fulfil aspects of the overall health and safety function and ensure that good health and safety practice is embedded within services.

### **3.2 Overview of the content of the Health and Safety Report 2017/2018**

3.2.1 The report identifies the major causes and effects of accidents to employees and outlines remedial, responsive and proactive measures to reduce the risk of injury and work-related ill-health.

3.2.2 This report contains data in respect of the causes of accidents, the types of injury occurring and the parts of body injured. The report provides details of the cost of accidents to the Authority. Whilst the primary concern of the Authority is the health, safety and well being of its employees, this is nevertheless an important issue in economic terms. This issue is considered further with the incorporation of details provided by the Service Director Finance regarding Employer's Liability Claims.

3.2.3 The report deals with the issue of Work Related Violence to Employees. It outlines the number of reported work related violent incidents to employees. It also provides details of the services of the Health, Safety and Emergency Resilience Service as they relate to statutory occupational health.

## **4. Consideration of alternative approaches**

4.1 Due to the nature of this report, alternative approaches are not considered. However,

as discussed above, the current challenges faced by the Council may lead to further reports to Cabinet on this matter in due course.

**5. Proposal and justification**

- 5.1 Accept the annual Health and Safety Report 2017/2018 as a summary of current health and safety performance within the Authority. This supports the Corporate Health and Safety Policy, the statutory requirement for the management of health and safety and internal governance arrangements.

**6. Delivering Sustainable Community Strategy Ambitions and Local Area Agreement Outcomes**

- 6.1 There are no foreseen implications of this report.

**7. Long term sustainability of the proposal**

- 7.1 The Report emphasises the need for maintained focus on the overall health and safety function in order to uphold standards.

**8. Impacts on local people**

- 8.1 There are no foreseen implications of this report.

**9. Compatibility with European Convention on Human Rights**

- 9.1 There are no foreseen implications of this report.

**10. Promoting equality and diversity and social inclusion**

- 10.1 There are no foreseen implications of this report.

**11. Reduction of crime and disorder**

- 11.1 There are no foreseen implications of this report.

**12. Conservation of bio-diversity**

- 12.1 There are no foreseen implications of this report.

**13. Risk management issues including health and safety**

- 13.1 The report contributes to the Council's strive to maintain high standards of health and safety. The report identifies risks and proposes appropriate control measures.

**14. Financial implications**

- 14.1 Whilst there are no financial implications stemming directly from the report, unless health and safety matters are continually addressed, the costs detailed in the Report may escalate.

- 14.2 The Health, Safety and Emergency Resilience Service, by development and implementation of the Occupational Health and Safety Management Strategy, can

develop policies and procedures on health and safety, but without the day to day commitment of senior managers, managers, and those in supervisory roles, to ensure that these policies and procedures are effected, these measures are impotent

- 14.3 To appreciate the financial implications of health and safety, the report gives a detailed breakdown of the total number of accidents reported in 2017/2018 for the Authority, and the number of these that resulted in the injured person being absent from work.

**15. Employee implications**

- 15.1 Improvements in health and safety across the Council enrich the quality of employees' working life.

- 15.2 It is pleasing to note that in the 2017 Employee Survey over 92% of staff responded positively to the statement "I know what I need to do in my role to minimise health and safety risks". A further 5% did not disagree with the statement (albeit that they additionally did not agree but this does imply that they at least in part know what to do to minimise risks and have sufficient competence to recognise the opportunity for improvement) with only 1.5% of the workforce disagreeing (but again this is recognised by staff who can then raise their concern with their managers and/or Safety Representative).

**16. Glossary**

- 16.1 Not applicable

**17. List of appendices**

Appendix A – Health and Safety Report 2017/2018.

**18. Background Papers**

- 18.1 See Appendix A

## **19. Annex – consultations**

### **19.1 Financial implications**

Whilst there are no financial implications stemming directly from the report, unless health and safety matters are continually addressed, the costs detailed in the report may escalate.

### **19.2 Employee implications**

Improvements in health and safety across the Council enrich the quality of employees' working life.

It is pleasing to note that in the 2017 Employee Survey over 92% of staff responded positively to the statement "I know what I need to do in my role to minimise health and safety risks". A further 5% did not disagree with the statement (albeit that they additionally did not agree but this does imply that they at least in part know what to do to minimise risks and have sufficient competence to recognise the opportunity for improvement) with only 1.5% of the workforce disagreeing (but again this is recognised by staff who can then raise their concern with their managers and/or Safety Representative).

### **19.3 Legal implications**

The report assists the Council to fulfil its statutory duties under the Health and Safety at Work etc. Act 1974, the Civil Contingencies Act 2004 and the Fire Safety (Regulatory Reform) Order 2005 and associated legislation

### **19.4 Policy implications**

The report supports the Council's Corporate Health and Safety Policy. There are no foreseen implications of this report.

### **19.5 ICT implications**

There are no foreseen implications of this report.

### **19.6 Local Members**

There are no foreseen implications of this report.

### **19.7 Health and safety considerations**

The report assists the Council to fulfil its statutory duties under the Health and Safety at Work etc. Act 1974 and associated legislation. The report supports the Council's Corporate Health and Safety Policy.

### **19.8 Property implications**

The report supports the Council's Corporate Health and Safety Policy as it applies to the safety of premises. There are no foreseen implications of this report.

### **19.9 Implications for other services**

Measures outlined in the report impact upon all departments within the Council.

### **19.10 Implications for service users**

The report assists the Council to fulfil its statutory duties under the Health and Safety at Work etc. Act 1974 and associated legislation.

### **19.11 Communications implications**

There are no foreseen implications of these proposals.

**Simon Dobby, Head of Corporate Health, Safety and Emergency Resilience;**

**10<sup>th</sup> July 2018;**

**Telephone extension 2289**