

Health and Safety Report 2018/2019 – interim performance April to September 2019

The information below provides an update on priorities identified in the Health and Safety Report 2017/2018 along with interim health and safety statistics for 2018/2019. Full year data will be available in the 2018/2019 Health and Safety Report which will be considered by the Senior Management Team and Cabinet in summer 2019.

Priorities from Health and Safety Report 2017/2018	Proposed action in 2018/2019	Progress update
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 an increased 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.	This target has been achieved by 80% of services audited (and 100% of schools). Whilst less than optimum all services audited do now have a prioritised action plan to allow this target to be met.
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.	Of the accidents reported in the period the manager responsible for the service concerned only stated that in 64% of accidents was there a risk assessment for the task being undertaken prior to the accident. All accident forms are followed up and the service concerned supported to ensure that these assessments are in place and implemented in line with existing Council policy.
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.	Linked to target number 1, where this has been identified as a concern in the audit process it has been included in the action plan arising from the audit.
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	Introduction of a simplified near miss reporting regime for staff based at Smithies Depot has greatly improved reporting at the local level.

	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. Reports of violence and aggression account for the majority of incidents reported.	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.	Reporting campaign has been designed with support from Communications and Marketing and will be launched in Spring 2019.
6. To develop and implement an action plan to address the opportunities for improvement in the Employee Survey 2017	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.	'Safer Together' campaign has been designed with support from Communications and Marketing and will be launched in Spring 2019. Specific ' <i>Safety Culture</i> ' project is being undertaken in Environment and Transport Business Unit with a view to learning lessons that may be applied across the Council.

	Reported accidents (received by the Health, Safety and Emergency Resilience Service)	Lost time accidents (i.e. those which resulted in an employee recording absence from work)	RIDDOR 'recordable' over 3 day accidents	RIDDOR 'reportable' over 7 day accidents (i.e. accidents which are recordable and additionally reportable)	RIDDOR 'reportable' specified injury accidents	First aid accidents (i.e. those which resulted in an employee seeking first aid)	Medical treatment accidents (i.e. those which resulted in an employee attending hospital or their GP)	Days lost due to accidents	Members of the public taken directly to hospital from the scene of the accident	Reported incidents of violence and aggression (received by the Health, Safety and Emergency Resilience Service)	Days lost incidents of violence and aggression
April to September 2018	75	16	15	11	0	21	11	516	1	89	2
Total 2017/2018	148	24	16	15	1	36	31	564	8	158	57

Figure 1 above summarises accidents for April to September 2018. Of the days lost: one accident resulted in 146 days lost due to an ankle injury; 282 days lost (8 accidents) were attributed to a single service (ranging from 7 to 98 days lost – slips and trips, manual handling and road traffic collision); with 59 days lost at one school – these accidents account for 487 (94%) of days lost. The remaining lost time incidents (4) account for the balance of days lost.