

Subject: Health and Safety Annual
Performance Review

Status: For Publication

Report to: Performance Scrutiny Committee

Date: 13th March 2008

Report of: Corporate Health and Safety Adviser

Portfolio

Holder: A Well Managed Council

Key Decision: No

Forward Plan

General Exception

Special Urgency

1. PURPOSE OF REPORT

1.1 To report on the joint working arrangement with Burnley Borough Council for the provision of competent health and safety advice.

1.2 To report on the number of days lost due to accidents at work 2007/8.

2. CORPORATE PRIORITIES

2.1 The matters discussed in this report do not impact directly on corporate priorities and associated corporate objective.

- Improving health and well being across the Borough
- Well Managed Council

3. RISK ASSESSMENT IMPLICATIONS

3.1 There are no specific risk issues for members to consider arising from this report. The provision of good health and safety practices is a basic requirement of current health and safety legislation and covers all employees and other persons who may be affected by the Council's undertakings.

4. BACKGROUND AND OPTIONS

Joint Working with Burnley Borough Council

- 4.1 The joint working arrangement for the provision of health and safety advice from Burnley Borough Council commenced on 1st October 2007. For a fixed fee Burnley provide a comprehensive health and safety service over 7 days a week on a full time basis.
- 4.2 The contract has led to significant improvements in health and safety performance with the introduction of health and safety audits in all Service Areas. The audit process ensures that Service Areas have the necessary health and safety documentation in place and that employees are aware of procedures and where to access information.
- 4.3 There have been a number of revised and new policies and forms have been introduced and they have been put on to the intranet so they are readily available. These include:
- Service Area specific health and safety responsibilities
 - Accident Reporting and Investigation
 - Conducting Risk Assessments
 - Violence & Aggression
 - Lone Working
 - Working with Young People
- 4.4 The priorities for 2008/9 are:
- Carry out audits and inspections to ensure progress
 - Continue to monitor accident statistics and trends with a target of 10% reduction
 - Prepare a Well Being strategy for Council employees
 - Revise and update key health and safety policies
 - Implement data sharing protocols for information regarding potentially violent people

Accident Statistics

- 4.5 During 2007/8 the monitoring and recording of accidents has been changed so that the number of days lost due to accidents is considered as well as the number of reportable incidents. This allows accident severity to be calculated and will include lost time incidents (days lost but not reportable).

$$\text{Accident Severity} = \text{Number Days Lost} * 1000 / \text{Hours worked}$$

- 4.6 During 2006/7 there were two reportable accidents with 13 days lost, giving an accident severity of 0.02.

Summary Reportable & Lost Time Accidents in 2006/7			No. Days Lost
10-Aug	Streetscene	Pulled back when pulling commercial bin	8
25-Oct	Streetscene	Slipped on path	5

- 4.7 During 2007/8 to date (end February) there has been an increase to 4 reportable accidents with 69 days lost, giving an accident severity of 0.95

Summary Reportable & Lost Time Accidents in 2007/8			No. Days Lost
02-Oct	Streetscene	Pulled shoulder after moving bins up steps	26
11-Oct	Streetscene	Getting out of cab twisted leg	20
15-Nov	Streetscene	Working in park allegedly attacked by youths	agency
03-Jan	Streetscene	Lifted up by tail lift on van fractured rib	23

- 4.8 This increase is attributable to the revision of the accident reporting procedure and the introduction of a new accident reporting form which replaces four forms used previously. The form is also now available on the intranet.
- 4.9 Sickness absences are also cross checked with accident forms to ensure that all industrial injuries are recorded.
- 4.10 Accident statistics and graphs are reviewed at the Joint Consultative Committee and the Streetscene & Neighbourhood Health and Safety Forum.

COMMENTS FROM STATUTORY OFFICERS:

5. SECTION 151 OFFICER

- 5.1 Though not quantified there are indirect financial consequences on not implementing robust health and safety practices.
- 5.2 The Council has in place both public and employees liability insurance, improved performance in areas of health and safety will have a positive impact on the annual premiums the Council pays.

6. MONITORING OFFICER

- 6.1 Compliance with health and safety legislation safeguards the Council from legal action.

7. HEAD OF PEOPLE AND ORGANISATIONAL DEVELOPMENT (ON BEHALF OF THE HEAD OF PAID SERVICE)

- 7.1 No HR implications.

8. CONCLUSION

- 8.1 The joint working arrangement with Burnley Borough Council is effective in promoting a health and safety culture.

8.2 Accident trends will continue to be monitored and areas of concern will be identified and action taken to reduce the number of incidents and days lost.

9. RECOMMENDATION(S)

9.1 That this report be noted.

10. CONSULTATION CARRIED OUT

10.1 Liz Murphy Head of People & Organisational Development.

11. EQUALITY IMPACT ASSESSMENT

Is an Equality Impact Assessment required No

Is an Equality Impact Assessment attached No

12. BIODIVERSITY IMPACT ASSESSMENT

Is a Biodiversity Impact Assessment required No

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Background Papers	
Document	Place of Inspection
No background papers	