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**CORPORATE HEALTH AND SAFETY REPORT 2011/12**

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**SUMMARY REPORT**

**Purpose of Report**

1. The purpose of this report is to enable the Audit Committee to review performance on health and safety. The report details both progress and future actions associated with implementation of the Council's plans for health and safety management.

**Summary**

2. The proactive approach to occupational health and safety adopted across the Council has over the years proven to be effective with year on year reduction in accidents and lost time as a result of accidents.

**Recommendation**

3. It is recommended that the progress to date and key planned actions for 2012/13 be noted.

**Paul Wildsmith**  
**Director of Resources**

Joanne Skelton : Ext. 4520

**Background Papers**

No background papers used in the compilation of this report.

S17 Crime and Disorder	There is no specific crime and disorder impact.
Health and Well Being	The report addresses improved health and safety across the authority.
Carbon Impact	There is no specific carbon impact.
Diversity	Diversity issues are incorporated into health and safety managers training.
Wards Affected	All wards equally.
Groups Affected	Employees, members of the public and pupils in schools.
Budget and Policy Framework	This report does not affect the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision.
One Darlington: Perfectly Placed	Action detailed in the report supports the Healthy Darlington aspect of the SCS.
Efficiency	Good health and safety performance has a positive impact on efficiency.

## MAIN REPORT

### Information and Analysis – Reviewing Initiatives set for 2011/12

4. A number of issues have been addressed during the period under review. However the main focus has been predominantly in Services for Place and Educational Services.
5. This year has seen the number of reportable accidents (major and over three day absence) reduce from the previous year. All reportable accidents are subject to an investigation by management to establish the cause and identify further control measures required to prevent a reoccurrence. Risk assessments are then reviewed to update with changes i.e. to the safe system of work. A break down of reportable accidents is provided in **Appendix 1**.
6. There have been three major accidents in 2011/12, all slips, trips and falls. Investigations identified root causes due to behavioural safety issues as employees were not following the established safe systems of work. This has been addressed by management through the delivery of refresher training and ensuring effective communication of risk assessments.
7. Slips, trips, falls continue for another year, to also be the main type of over 3 day reportable accidents. The root causes are a combination of behavioural safety issues and environmental factors eg weather conditions. The number of reportable manual handling accidents has reduced significantly, indicating health and safety management initiatives i.e. safe systems of work and training have proved successful. A break down is provided in **Appendix 2**.
8. Four cases of occupational diseases were diagnosed in 2011/12 which is an increase on the previous year. The diseases were in relation to Hand Arm Vibration (HAV) Syndrome. Following submission of these reports the Health and Safety Executive (HSE) visited the

Authority (May 12) to investigate. The organisation received positive feedback that the need for improvements in HAV management had been identified internally and that the current processes were under review with the aim of ensuring a robust system be implemented across the Authority. However, the HSE issued an Improvement Notice in relation to Hand Arm Vibration management in Highway Construction, and the Authority was given 6 weeks to address the issue. The HSE returned in August 12 to review action in relation to the notice, were satisfied with the improvements taken and lifted the notice.

9. Lost time as a result of accidents during 2011/12 decreased by over 30% from the previous year. Four accidents resulted in long term sickness and contributed to over half of the total lost time. Three of these were the major injury accidents detailed above and appropriate management actions have been taken to prevent reoccurrence and share learning points. A break down of performance is provided in **Appendix 3**
10. Once again, the reporting of near miss occurrences has been encouraged across the organisation including a near miss awareness campaign; however, the number of reports has remained low. Key to success in reducing the number of accidents is to increase near miss reports and ensure effective corrective action is taken.
11. The HSE carried out a return visit to the Authority as part of their initiative to investigate waste management operations. They reviewed action taken by Environmental Services in relation to issues identified during their initial visit (January 11) and were satisfied with the progress made, including the decision taken by the Authority to implement wheeled bin refuse collection as a means of reducing the risk of manual handling and cut/puncture injuries to employees.
12. The authority remained free from enforcement action by the HSE in 2011/12.

### **Brief outline of key objectives for 2012/13**

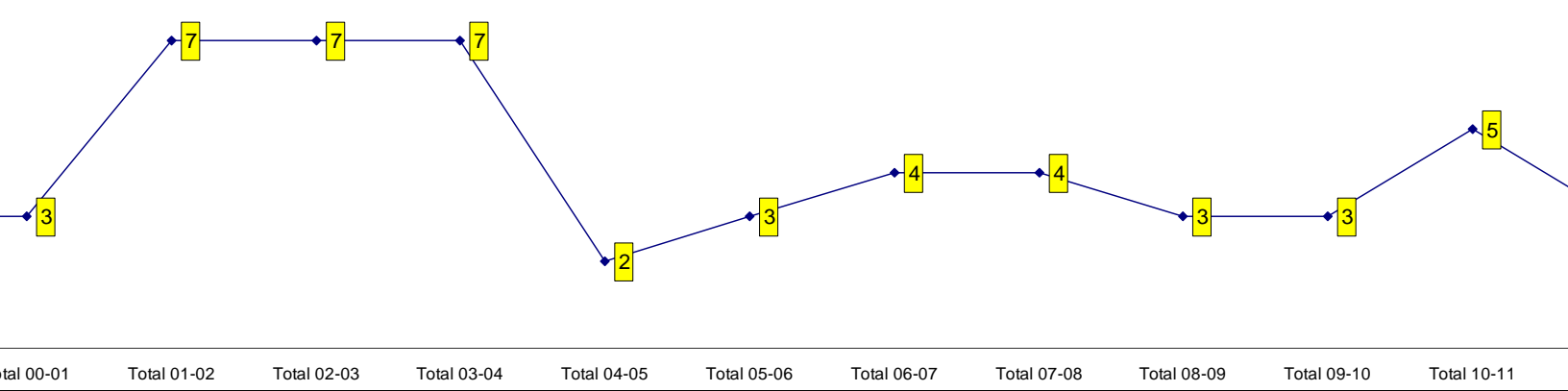
13. To ensure the organisation maintains its commitment for continual improvement in health and safety the following strategic priorities have been identified as applicable for the whole of the authority. Each element compliments and supports the other in achieving the main aim of a Safe and Healthy Workforce.
  - (a) Completion of a Health and Safety Management Project to assist the organisation refocus and review health and safety arrangements in a strategic and structured manner, following a period of significant restructure and change.
  - (b) Review the Corporate Health and Safety Policy and effectively communicate to all employees within the Authority.
  - (c) Ensure the health and safety management system is embedded within the Authority, by continuing the plan for hazard identification, risk assessment and risk control to include routine and non routine activities as well as addressing behavioural issues.
  - (d) Focus on the successful implementation of health and safety arrangements and effective self monitoring by services.

- (e) Continue to introduce effective health and safety documentation and data control of the health and safety management system.
  - (f) Continue to ensure emergency preparedness and response, First Aid, Fire etc.
  - (g) Continue to measure and monitor performance (key performance indicators) utilising both proactive and reactive measures.
  - (h) Carryout a programme of audits ensuring non-conformance and corrective and preventive actions are followed up and closed out.
14. Delivery of these strategic priorities will also help enable the Council to respond positively to an HSE visit to review health and safety management systems scheduled for 2013.

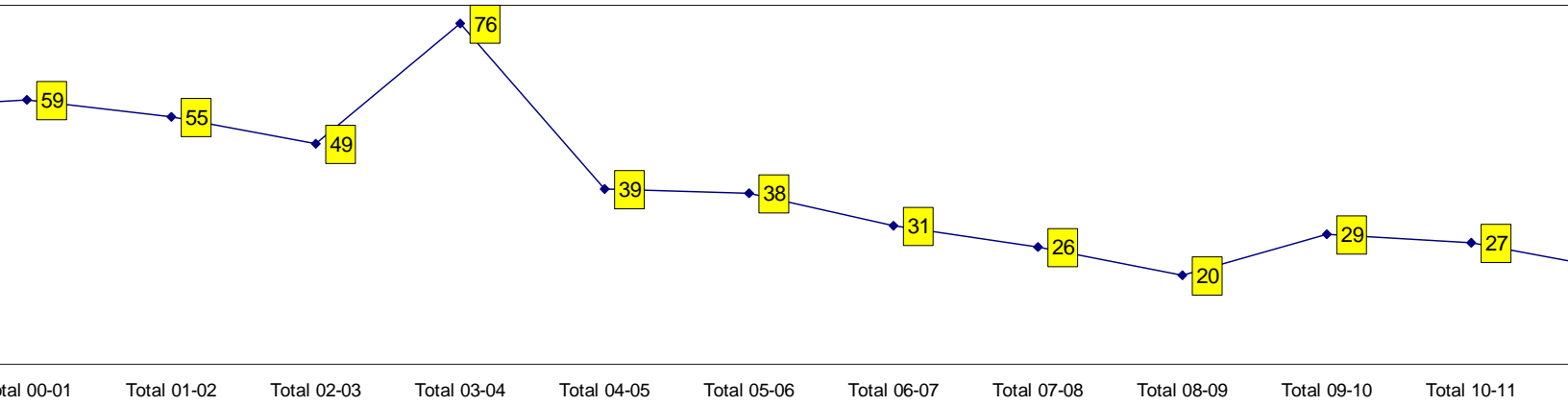
**Outcome of Consultation**

15. There was no formal consultation undertaken in production of this report

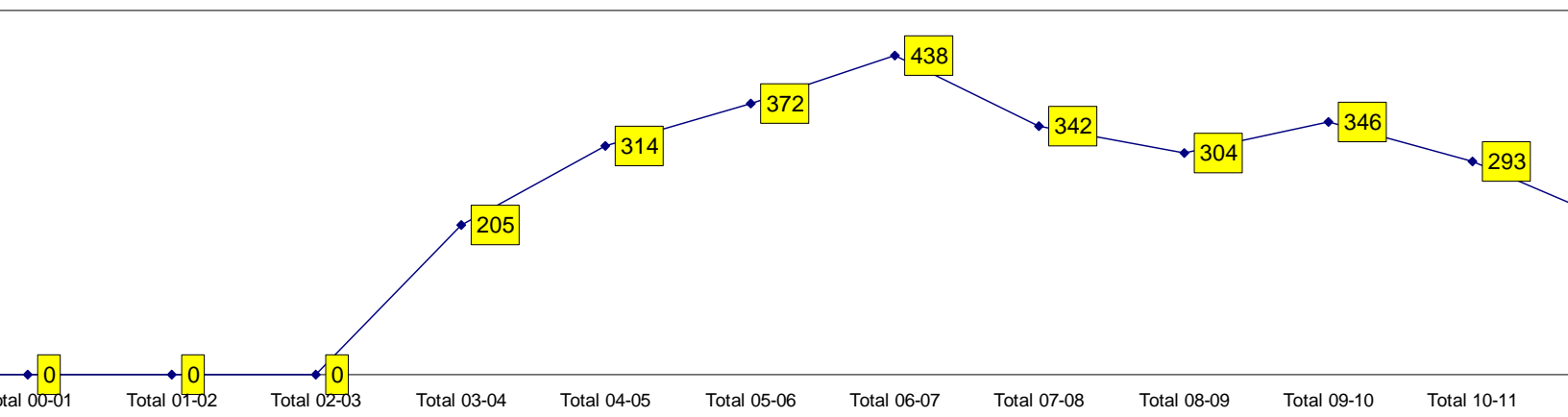
### Year on Year Overview of Major Accidents



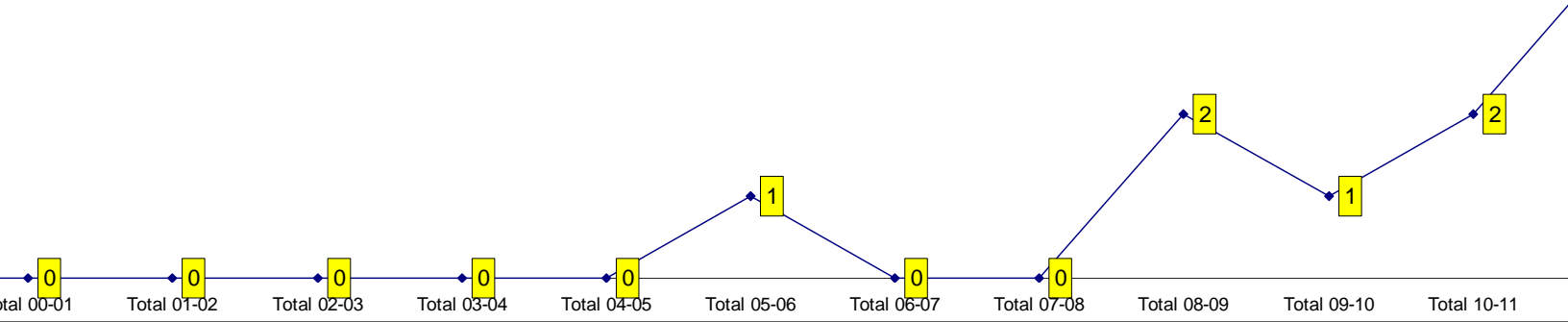
### Year on Year Overview of Over Three Day Accidents



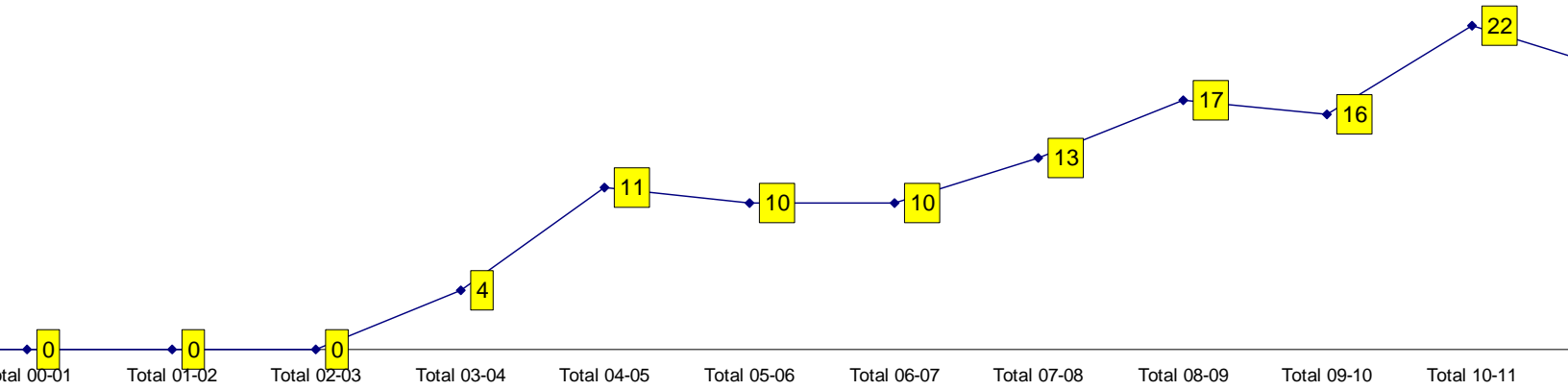
### Year on Year Overview of Minor Accidents



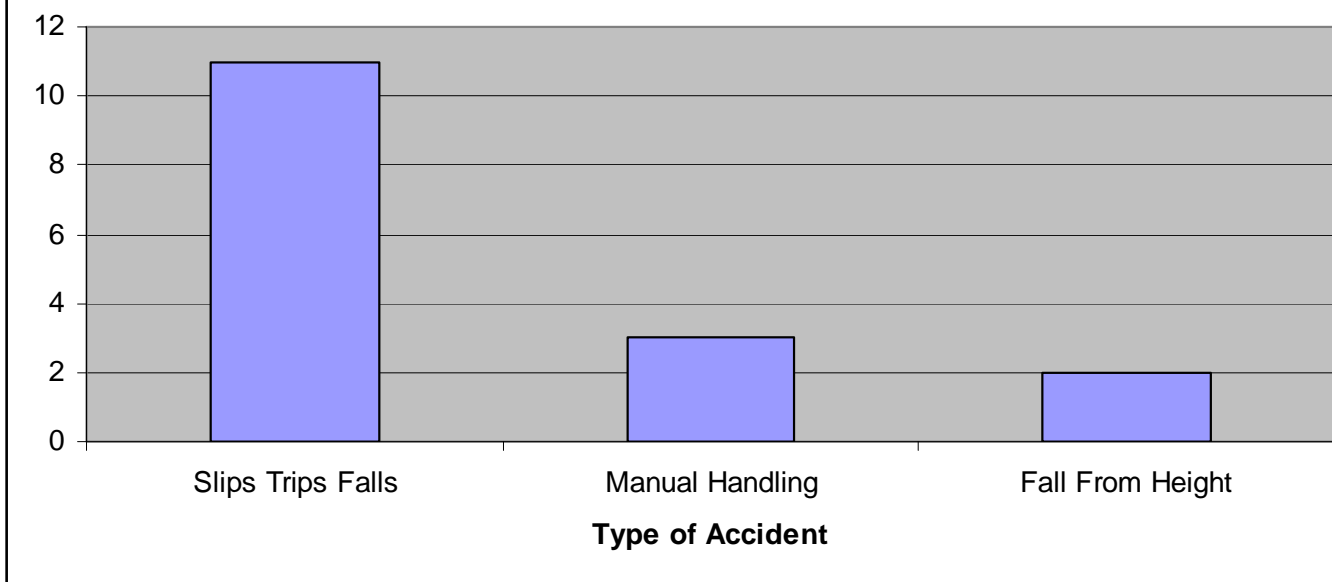
### Year on Year Overview of Disease



### Year on Year Overview of Near Miss Incidents



### Main Categories of Employee Reportable Accidents





Year on Year Days Lost as a Result of Accidents

