

**EMPLOYMENT, HEALTH & SAFETY COMMITTEE
WEDNESDAY 29 JUNE 2022 AT 10AM
CIVIC CENTRE, RIDLEY STREET,
REDCAR, YORKSHIRE, TS10 1TD**



CONTACT

Mrs Sue Fenwick
(01642) 444413
20 June 2022

CIRCULATION

Councillors I Nightingale (Chair), Baldwin (Vice Chair), Ayre, Brook, Brown, Cawley, Craig, Head, Lockwood, Rider, Waterfield, Wells and Westbury.

Officials:

Managing Director (Head of Paid Service)
Governance Director and Monitoring Officer
Executive Management Team
John Summers, Joe Moutter, Jane Garnett, Vikki Smith
The Press [except for Confidential item(s)]

Union Representatives:

UNISON - Andrew Tickle, Mike Breslin, Adam Beeforth and Patrick Knight;
NASUWT - Richard Matkin; GMB – Julie Wynn; UNITE - Ray Sanderson James Smuk;
NAHT – Dave Marshall, NEU J Myers

A G E N D A

	<u>Pages</u>
1. Apologies for Absence.	
2. To confirm the Minutes of the meeting held on 6 April 2022	2-3
3. Declarations of Interest.	
4. Report of the Managing Director (Head of Paid Service)	
a. Health & Safety Update - Presentation	4-26
5. Any items the Chair certifies as urgent.	

EMPLOYMENT, HEALTH & SAFETY COMMITTEE

6 April 2022

EMPLOYMENT, HEALTH & SAFETY COMMITTEE	
	A meeting of the Employment, Health & Safety Committee was held on 6 April 2022 in the Civic Centre, Redcar.
PRESENT	Councillor I Nightingale (Chair), Councillors Ayre, Baldwin, Head, Lockwood, V Smith, Wells and Westbury.
OFFICIALS	A Carter, S Fenwick, R Hoof, V McLeod, C Mahoney, R Mitchell, C Moon, S Newton, J Sampson, V Smith, C Styles, V Wilson and P Winstanley
	AN APOLOGY for absence was submitted on behalf of Councillor Rider.
17.	MINUTES
	RESOLVED that the minutes of the meeting held on 2 March 2022 be confirmed and signed by the Chair as a correct record.
18.	HEALTH & SAFETY UPDATE – PRESENTATION. This item was deferred to the next meeting.
19.	NEW WAYS OF WORKING.
	The Managing Director (Head of Paid Service) presented a report which provided feedback in relation to the 6-month pilot of the New Ways of Working Policy and recommended introduction of the policy on a permanent basis, with some revisions and associated measures in place to take account of learning points that had arisen within that period.
	RESOLVED that: A) A revised New Ways of Working Policy be introduced with immediate effect as attached at Appendix 1 (not reproduced) to this report; B) The committee noted the practical and operational measures to be introduced as set out within the report, in order to address specific issues/concerns, and C) The policy be subject to an annual review
20.	EMERGENCY ON CALL PAYMENT. The Managing Director sought approval for the implementation of some revisions to emergency on-call payments and the introduction of a non-

EMPLOYMENT, HEALTH & SAFETY COMMITTEE

6 April 2022

emergency standby payment.

RESOLVED that the Employment, Health and Safety Committee:

- A) Approves the equalisation of on-call payments for operatives with the bronze command payment at the rate of £190 per week, with effect from 1 April 2022;
- B) Approves the implementation of non-emergency standby payments at the rate of £190 per week with effect from 1 April 2022.



Health and Safety Update

John Summers

Health and Safety Manager

Health and Safety Performance 2021/22



During the period 01 April 2021 to the end of March 2022, 65 accidents were recorded from all directorates and services within the council.

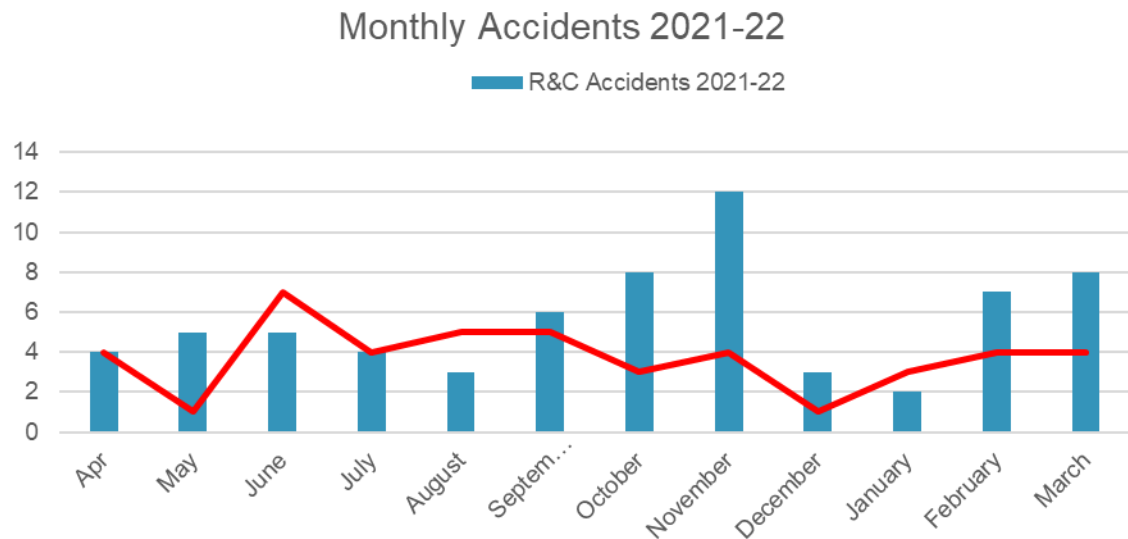
- 55 of these accidents were recorded as a minor injury
- 8 were reported to the HSE where working time was lost in excess of seven days
- 2 were reported to the HSE as major injuries



Health and Safety Performance 2021/22

Accident Statistics 2022 – By monthly breakdown

Period	R&C Accidents 2021-22
Apr	4
May	5
June	5
July	4
August	3
September	6
October	8
November	12
December	3
January	2
February	7
March	8



Health and Safety Performance 2021/22



	Minor				
	Q1	Q2	Q3	Q4	Total
Adults & Communities	5	5	17	5	32
Children and Families	0	0	0	1	1
Resources & Growth	3	1	2	0	6
Schools	5	4	1	4	14
Total for financial year to date	13	10	20	12	55

	Greater than 7 day absence				
	Q1	Q2	Q3	Q4	Total
Adults & Communities	0	3	3	1	7
Children and Families	0	0	0	0	0
Resources & Growth	0	0	0	0	0
Schools	0	0	0	1	1
Total for financial year to date	0	3	3	2	8

	Major				
	Q1	Q2	Q3	Q4	Total
Adults & Communities	1	0	0	1	2
Children and Families	0	0	0	0	0
Resources & Growth	0	0	0	0	0
Schools	0	0	0	0	0
Total for financial year to date	1	0	0	1	2



Health and Safety Performance 2021/22

- Total Accident Rates

Accident frequency rate per 1000 employees 1st April 2021 - 31st March 22	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
Adults and Communities												
Minor accident frequency	2.99	2.00	1.66	1.74	1.79	1.66	2.28	3.11	2.99	2.89	2.71	2.73
Reportable +7 Day accident frequency	0.00	0.00	0.00	0.25	0.40	0.50	0.43	0.62	0.66	0.60	0.54	0.58
Major accident frequency	0.00	0.50	0.33	0.25	0.20	0.17	0.14	0.12	0.11	0.10	0.09	0.17
Total accident frequency	2.99	2.50	2.00	2.24	2.39	2.32	2.85	3.86	3.76	3.58	3.35	3.48
Children's Services												
Minor accident frequency	0.00	1.10	1.81	1.63	1.30	1.63	1.56	1.37	1.22	1.10	1.50	1.56
Reportable +7 Day accident frequency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.09
Major accident frequency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total accident frequency	0.00	1.10	1.81	1.63	1.30	1.63	1.56	1.37	1.22	1.10	1.60	1.65
Resources												
Minor accident frequency	2.28	2.29	2.28	1.71	1.37	1.51	1.62	1.70	1.51	1.36	1.23	1.51
Reportable +7 Day accident frequency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Major accident frequency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total accident frequency	2.28	2.29	2.28	1.71	1.37	1.51	1.62	1.70	1.51	1.36	1.23	1.51
All departments												
Minor accident frequency	1.70	1.70	1.84	1.68	1.52	1.62	1.88	2.17	2.03	1.91	1.97	2.05
Reportable +7 Day accident frequency	0.00	0.00	0.00	0.11	0.17	0.21	0.18	0.26	0.28	0.25	0.27	0.28
Major accident frequency	0.00	0.21	0.14	0.11	0.08	0.07	0.06	0.05	0.05	0.04	0.04	0.07
Total accident frequency	1.70	1.92	1.98	1.90	1.78	1.90	2.12	2.49	2.36	2.21	2.28	2.40



Health and Safety Performance 2021/22

Causes of Accidents

Slip , trip and Fall and Manual Handling incidents continue to account for the majority of accidents reported.

It should be noted that the 7 incidents where staff were physically assaulted by a person all involved children with special educational needs where the assailant will not have made a conscious decision to assault the staff member

Description	Totals	RCBC % (to date 2021/22)
Slipped, tripped or fell on same level	21	32%
Injured whilst handling, lifting or carrying	19	29%
Hit something fixed or stationary	1	2%
Physically assaulted by a person	7	11%
Hit by moving, flying or falling object or person	7	11%
Exposed to, or in contact with a harmful substance	4	6%
Another kind of accident	0	0%
Contact with moving machinery	2	3%
Injured by an Animal	2	3%
Fall from height	0	0%
Hit by moving vehicle	2	3%
TOTAL	65	100%

Health and Safety Performance 2021/22



Near Miss Reporting

To the year end 2021/22 the Health and safety team have recorded 35 near Miss occurrences

- 11 of these incidents occurred within Adults and Communities
- 10 occurred within Children and Families
- 9 Occurred within Schools
- 5 occurred within Resources

A significant campaign was undertaken by the Health and Safety team in January 2022 to encourage staff to report Near Miss occurrences which has resulted in increased Near Miss reporting, 16 of the 35 reports have been received since January 2022

Health and Safety Performance 2021/22



Notification of Assault

To the year end 2021/22 the Health and safety team have recorded 18 Notification of Assaults .

- 11 of these incidents involved verbal assault
- 7 involved physical assault

Of the physical assaults, 5 of the 7 reports involved a child

Outstanding Audit Actions



To assist management in using our reports, we categorise our management actions according to the level of priority as follows:

<u>Priority Rating</u>	<u>Definition</u>
1 - Fundamental	A fundamental risk exists to the achievement of the system/service objectives/major deficiency leading to a breach of health and safety legislation and it is of an unacceptable level. Management should initiate immediate action to address this system weakness.
2 - Significant	A significant risk exists which has the potential to adversely affect the achievement of the system/service objectives/numerous significant defects exist. Management should initiate timely action to address the weakness.
3 - Prudent	System objectives and few minor deficiencies found but are not exposed to significant risk but the issue merits attention by management as it offers service improvements by complying with best practice, and strengthening the overall control environment.



Outstanding Audit Actions

On the 31st March 2022 there were 35 actions that remained outstanding. This equates to:

- **Priority 1 X 1**
 - **Priority 2 X 23**
 - **Priority 3 X 11**
- Please note: that these figures change from week to week as actions are completed and new ones become outstanding.

Health and Safety Performance 2022/23



To the end of May 2022, 9 accidents have been recorded from all directorates and services within the council.

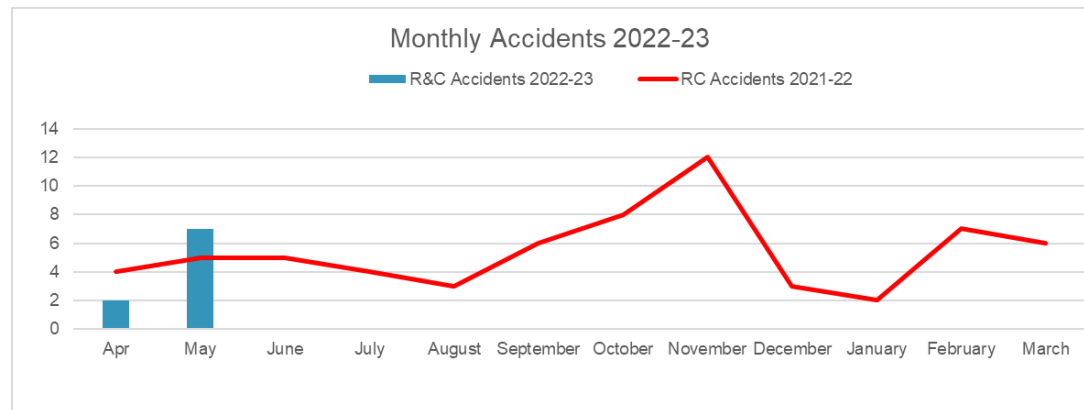
- 7 of these accidents were recorded as a minor injury
- 2 were reported to the HSE where working time was lost in excess of seven days
- 0 have been reported to the HSE as a major injury



Health and Safety Performance 2022/23

Accident Statistics 2022 – by monthly breakdown

Period	R&C Accidents 2022-23
Apr	2
May	7
June	
July	
August	
September	
October	
November	
December	
January	
February	
March	



Health and Safety Performance 2022/23



	Minor				
	Q1	Q2	Q3	Q4	Total
Text					
Adults & Communities	5			0	5
Children and Families	0			0	0
Resources & Growth	2			0	2
Schools	0			0	0
Total for financial year to date	7	0	0	0	7

	Greater than 7 day absence				
	Q1	Q2	Q3	Q4	Total
Adults & Communities	2				2
Children and Families	0				0
Resources & Growth	0				0
Schools	0				0
Total for financial year to date	2	0	0	0	2

	Major				
	Q1	Q2	Q3	Q4	Total
Adults & Communities	0				0
Children and Families	0				0
Resources & Growth	0				0
Schools	0				0
Total for financial year to date	0	0	0	0	0



Health and Safety Performance 2022/23

- Total Accident Rates

Accident frequency rate per 1000 employees												
1st April 2022 - 31st March 23	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23
Adults and Communities												
Minor accident frequency	0.98	2.43										
Reportable +7 Day accident frequency	0.98	0.97										
Major accident frequency	0.00	0.00										
Total accident frequency	1.96	3.40										
Children's Services												
Minor accident frequency	0.00	0.00										
Reportable +7 Day accident frequency	0.00	0.00										
Major accident frequency	0.00	0.00										
Total accident frequency	0.00	0.00										
Resources												
Minor accident frequency	0.00	2.31										
Reportable +7 Day accident frequency	0.00	0.00										
Major accident frequency	0.00	0.00										
Total accident frequency	0.00	2.31										
Schools												
Minor accident frequency	0.00	0.00										
Reportable +7 Day accident frequency	0.00	0.00										
Major accident frequency	0.00	0.00										
Total accident frequency	0.00	0.00										
All departments												
Minor accident frequency	0.42	1.47										
Reportable +7 Day accident frequency	0.42	0.42										
Major accident frequency	0.00	0.00										
Total accident frequency	0.84	1.89										



Health and Safety Performance 2022/23

Causes of Accidents

Manual Handling incidents continue to account for the majority of accidents recorded.

Description	Totals	RCBC % (to date 2022/23)
Slipped, tripped or fell on same level	1	11%
Injured whilst handling, lifting or carrying	4	44%
Hit something fixed or stationary		0%
Physically assaulted by a person		0%
Hit by moving, flying or falling object or person	2	22%
Exposed to, or in contact with a harmful substance	2	22%
Another kind of accident		0%
Contact with moving machinery		0%
Injured by an Animal		0%
Fall from height		0%
Hit by moving vehicle		0%
TOTAL	9	100%

Health and Safety Performance 2022/23



Near Miss Reporting

To the end of May 2022 the Health and safety team have recorded 9 near Miss occurrences

- 4 of these incidents occurred within Adults and Communities
- 3 Occurred within Children and Families
- 1 Occurred within Schools
- 1 occurred within Resources



Health and Safety Performance

Notification of Assault

To the end of May 2022 the Health and safety team have recorded 5 Notification of Assaults

- 1 of these incidents involved verbal assault
- 4 involved physical assault

1 assault was recorded in Adults and Communities
4 assaults were recorded in Children's and Families.



Outstanding Audit Actions

On the 31st May 2022 there were 21 actions that remained outstanding. This equates to:

- **Priority 1 X 1**
 - **Priority 2 X 11**
 - **Priority 3 X 9**
- Please note: that these figures change from week to week as actions are completed and new ones become outstanding.



Health and Safety Update

Training

- Resumption of face to face training
- Delivery via Teams
- Delivery via Talent Management online training platform



Health and Safety Update

Changes to H&S Legislation

- Revision to Personal Protective Equipment Regulations
- Changes to legislation regarding use of hand held devices whilst driving



Health and Safety Update

Health and Safety Recruitment

- Recruitment of Asbestos Officer
- Recruitment of Health and Safety Compliance Officer



Any Questions?

