

# Public Document Pack

Penallta House,  
Tredomen Park,  
Ystrad Mynach,  
Hengoed CF82 7PG

Ty Penallta,  
Parc Tredomen,  
Ystrad Mynach,  
Hengoed CF82 7PG



[www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)  
[www.caerffili.gov.uk](http://www.caerffili.gov.uk)

For all enquiries relating to this agenda please contact Rebecca Barrett  
(Tel: 01443 864245 Email: [barrerm@caerphilly.gov.uk](mailto:barrerm@caerphilly.gov.uk))

**Date: 8th November 2021**

Dear Sir/Madam,

A digital meeting of the **Corporate Health and Safety Committee** will be held via Microsoft Teams on **Monday, 15th November, 2021 at 10.00 am** to consider the matters contained in the following agenda. Councillors and the public wishing to speak on any item can do so by making a request to the Chair. You are also welcome to use Welsh at the meeting, both these requests require a minimum notice period of 3 working days.

This meeting will be recorded and made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the recording on the Council website at [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Christina Harrhy'.

**Christina Harrhy**  
CHIEF EXECUTIVE

## A G E N D A

Pages

1 To receive apologies for absence.

2 Declarations of Interest.

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

**A greener place Man gwyrddach**



To approve and sign the following minutes:-

- 3 Corporate Health and Safety Committee held on the 21st June 2021. 1 - 8

To receive and consider the following report(s):-

- 4 Health and Safety Overview - Presentation.
- 5 Health and Safety Action Plan Update. 9 - 20
- 6 Asbestos and Fire Update - Presentation.

To receive and consider the following information item(s)\*:-

- 7 Recent Health and Safety Executive Updates. 21 - 26
- 8 Accident Statistics Report for April 2021-September 2021. 27 - 54

*\* If a member of the Committee wishes for either of the above information items to be brought forward for discussion at the meeting please contact Rebecca Barrett, Tel. 01443 864245 by 10.00 am on Friday 12<sup>th</sup> November 2021.*

**Circulation:**

Councillors C.J. Gordon, M.A. Adams, P.J. Bevan, D.T. Hardacre, D. Havard, A.G. Higgs, S. Kent and W. Williams

Trade Union Representatives.

And Appropriate Officers

**HOW WE WILL USE YOUR INFORMATION**

Those individuals that attend committee meetings to speak/give evidence will be named in the minutes of that meeting, sometimes this will include their place of employment or business and opinions expressed. Minutes of Meetings including details of speakers will be publicly available to all via the Council website at [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk). except for discussions involving confidential or exempt items.

You have a number of rights in relation to your information, including the rights of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed. For further information on how we process your information and your rights please view the [Full Committee Meetings Privacy Notice](#) on our website or contact Legal Services by email [griffd2@caerphilly.gov.uk](mailto:griffd2@caerphilly.gov.uk) or telephone 01443 863028.



## **CORPORATE HEALTH AND SAFETY COMMITTEE**

### **MINUTES OF THE REMOTE MEETING HELD VIA MICROSOFT TEAMS ON MONDAY, 21ST JUNE 2021 AT 10.00 A.M.**

---

PRESENT:

Councillors:

M. Adams, P. Bevan, D. Hardacre, D. Havard, S. Kent, W. Williams.

Councillor C. Gordon (Cabinet Member for Corporate Services)

Together with:

R. Edmunds (Corporate Director for Education and Corporate Services), E. Townsend (Health and Safety Manager), L. Donovan (Head of People Services), S. Richards (Head of Education Planning and Strategy), A. Evans (Principal Health and Safety Training Officer), A. Wigley (Principal Health and Safety Officer) and R. Barrett (Committee Services Officer).

Trade Union Representatives: L. Dallimore (UNISON), J. Garcia (UNISON), N. Funnell (GMB)

#### **1. TO APPOINT A CHAIR AND VICE-CHAIR FOR THE ENSUING YEAR**

It was moved and seconded that Councillor D. Havard be appointed as Chair and Councillor S. Kent be appointed as Vice-Chair for the ensuing year. By a show of hands up this was unanimously agreed.

RESOLVED THAT Councillor D. Havard be appointed as Chair for the ensuing year and Councillor S. Kent be appointed as Vice-Chair for the ensuing year.

#### **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor A.G Higgs, together with D. Beecham (Electoral Services Manager), C. Edwards (Environmental Health Manager), J. Edwards (Service Manager Children's Services) and M. Williams (Interim Head of Property Services).

#### **3. DECLARATIONS OF INTEREST**

There were no declarations of interest received at the commencement or during the course of the meeting.

#### **4-5. MINUTES – 16TH NOVEMBER 2020**

It was moved and seconded that the minutes of the Corporate Health and Safety Committee held on 16th November 2020 be approved as a correct record and by a show of hands up this was unanimously agreed.

RESOLVED that the minutes of the Corporate Health and Safety Committee held on 16th November 2020 be approved as a correct record.

Arising from the minutes of the last meeting in relation to a discussion on Home Working DSE, the Chair expressed his praise for the technical support and backup offered by IT Services during the Covid-19 pandemic in order to facilitate home working for Council staff.

A discussion followed in relation to homeworking and initial feedback from a recent staff survey on agile working, the results of which will be reported to Members in due course. Trade Unions representatives referred to the cancellation of the February 2021 committee meeting and emphasised the importance and value of regular meetings to provide staff reassurance on Health and Safety matters. They also expressed the importance of ensuring that all staff have the equipment and support mechanisms in place to work from home. In response, Officers highlighted the need for the Health and Safety team to reprioritise their workloads during the pandemic and reiterated that even though the last meeting had been cancelled, the Health and Safety team were still fully available to engage and communicate with staff in regards to their homeworking needs.

Questions were received from Members regarding home working DSE assessments for staff. Officers explained that the Council does not have the resources to individually assess the homeworking facilities of every single Council employee but that the Council has numerous resources and training videos in place to assist staff with their homeworking needs. Support is also offered upon request through the Microsoft Teams platform, where Council staff can show Health and Safety officers their homeworking setup and receive suitable advice.

Discussion also centred around an exercise by Heads of Service to determine which roles can be carried out at home and queries were received on where liability would rest if an employee requires special equipment (such as for a musculoskeletal condition) and is required to work from home but does not have the space to accommodate this equipment.

The Corporate Director for Education and Corporate Services provided clarification on this exercise and emphasised that this will involve triangulation between the Head of Service and the employee to determine where roles are delivered from in future. The Corporate Director also highlighted that in September 2020, Cabinet allocated £0.5m towards agile working and the provision of equipment and he encouraged the Trade Unions to remind their members that there is money set aside to access the right equipment for their needs. In addition, the Corporate Director emphasised the difficulties over the past 12 months, the learning that had been achieved and the areas for improvement that had been identified, and gave reassurances that mechanisms are already in place to make sure staff are supported. He explained that in scenarios where employees do not have the space for their equipment at home, they should talk to their line manager in these exceptional circumstances so that alternative arrangements can be made, such as working from office accommodation instead.

#### **REPORTS OF OFFICERS**

Consideration was given to the following reports.

## 6. HEALTH AND SAFETY OVERVIEW – PRESENTATION

Emma Townsend (Health and Safety Manager) gave a presentation to the Committee which reflected on the work of the Council's Health and Safety Team over the last 15 months and the position going forward.

Members were advised that 2020 had been a challenging year for the department, particularly given the demands on workloads as a result of the Covid-19 pandemic. At the start of the pandemic, the team had to allocate all available resources into developing guidance and templates to support service areas and managers in providing Covid-safe arrangements, which had to be updated frequently in line with changing Welsh Government guidance, and so the workload has been hugely challenging and Covid-reactive. It was explained that the team had also faced some staff shortages at the start of the pandemic due to Officers leaving or retiring (although these posts have since been filled).

The team have concentrated on producing Health and Safety bulletins (with at least 20 editions produced to reflect the ever-changing guidance), risk assessments have been carried out, work has been done with Procurement to order and deliver PPE and hand sanitizer, and countless visits have been carried out to reopen Council premises such as leisure centres and libraries. Every school in the county borough has had a visit and continues to receive visits. The Team have also assisted in Covid-related investigations where necessary.

The current position is that Covid remains a significant priority and is becoming part of the routine workload as service areas look to adapt post-Covid. The routine Health and Safety workload also remains, which was pushed back due to Covid and has now become a key priority. Reactive unplanned workloads have also continued, together with projects such as election work (where the team have provided support around the Covid-safe management of polling stations), migration of the RAMIS system to a new module and an asbestos review.

Members were advised that progress has been made in respect of the RAMIS migration, general inspections under a risk prioritised programme, fire risk assessments, staffing (which will form part of a corporate review), the asbestos review, training and adapting to new ways of working, and regular attendance/briefings at management meetings to promote health and safety engagement.

Going forward, the Health and Safety Team have a plan to meet demands post-Covid, including the realignment of workload to the Corporate Health and Safety action plan., and Mrs Townsend offered to bring an update report to the next Committee to provide Members' reassurance on the latest position across the department. The key importance of communication through the Health and Safety team was emphasised, which is being delivered through corporate messages, training and statistics and a renewed focus on engagement and visibility. Overall, staff are being encouraged to think about health and safety and the risks that they encounter or the risks that they are managing. The Team are also examining the introduction of an escalation procedure across all directorates which will be particularly significant for general inspections. Health and Safety are also carrying out a piece of work to look at ensuring health and safety training is linked to key roles and make it easier for managers and employees to identify the minimum training needed to carry out key roles. In closing, Mrs Townsend emphasised the need to consolidate successes to date and continue to review areas for improvement.

Mrs Townsend was thanked for her presentation and Members acknowledged the hard work and efforts of the Health and Safety Team over the last 15 months. Reference was made to the importance of regular Corporate Health and Safety committee meetings and whether the frequency of meetings could be increased. Mrs Townsend suggested that the frequency

could be discussed at another time but gave reassurances that the regularly scheduled meetings held three times a year would be back on track for the November 2021 meeting, and also encouraged Members to approach her with any items for discussions at future meetings.

Following consideration of the presentation the Committee noted its contents.

## **7. HEALTH AND SAFETY TRAINING OVERVIEW - PRESENTATION**

Ali Evans (Principal Health and Safety Training Officer) gave a presentation to the Committee which outlined details of the training programmes being delivered by the Health and Safety Team.

Members were provided with an overview of the Health and Safety team structure, with it noted that the department are a relatively small team with numerous responsibilities. It was explained that Health and Safety training is of fundamental importance for a number of reasons, including legal compliance, the reduction of workplace accidents and injuries, increased employee productivity, protection against liability claims, cost effectiveness, and the Council's moral obligation to keep all its employees safe. Members were also provided with examples of the in-house training delivered by Health and Safety (such as IOSH) and the considerable savings that can be made when compared to external providers. The Health and Safety team also deliver specialist training to neighbouring local authorities in the region which creates income generation opportunities for the Authority.

The Committee were provided with an overview of the department's Training Directory with a portfolio of 28 courses currently on offer. Health and Safety also offer management of refresher training, support with training needs analysis for all service areas, bespoke packages designed and delivered across the Authority to meet service needs, effective record keeping to support managers and employees, together with the training delivery to other local authorities and partners/private companies such as Welsh Water, local health boards and Network Rail. It was explained that the ITrent system is used to manage all training interventions which means that managers can easily access training records for themselves and their teams.

During the height of the Covid-19 pandemic, it was quickly realised that classroom training was not an option and many trainers were redeployed to help in other areas such as free school meals delivery, setting up service hubs and working with other service areas, and work was also undertaken to provide and fit PPE for Council key workers. It was recognised that training would need to continue to ensure staff safety but the method of delivery would need to quickly adapt, and so the department created a number of training videos and toolbox talks to deliver key messages. The Team received some direction from the HSE around extending some specific certificates (such as first aid), so were able to extend some timescales, but quickly realised that training would have to be delivered in a different way.

A blended learning approach was subsequently undertaken, which has brought new opportunities and is something the Team will continue to utilise and develop moving forward, along with the video resources available. It was explained that during the pandemic, a question emerged around whether the training needs of staff needed to increase or change, (particularly in terms of temporary redeployment) and subsequently the Team issued managers with resources to ensure that staff could safely carry out their new duties. Moving forward to the Covid-19 recovery stage, this will generate further training needs due to changes in staff responsibilities or the way in which they work.

It has been established that digital training works well for many types of training as it

minimises travelling and the need to secure venues, but that where classroom training is needed for practical elements such as first aid training and asbestos, the Team will continue with this but with Covid-secure processes in place. It was noted that the Team were commended by Environmental Health following one first aid course where a delegate had tested positive for Covid-19 but none of the other attendees were affected because they had appropriate processes such as social distancing in place.

The Committee were advised that the Health and Safety Team delivered 139 training courses between April 2020 and March 2021. 872 delegates were trained and £51,592 of income was generated from this training. Overall, it has been a successful year training-wise, although there is still work to do and the Team are currently working on a number of projects such as an accident investigation reporting video for managers, a refresher for premises managers, and will continue to deliver a blended learning approach in order to respond to the ever-changing situation.

Mrs Evans was thanked for her presentation and Members were pleased to note the level of training and commended the Health and Safety Team for the work they have carried out and the service that is offered, particularly given the many challenges over the past year. They also expressed the need to ensure that priorities and investment continue to be put in place (particularly around fire safety measures) and for the Team to continue this momentum moving forward.

Following consideration of the presentation the Committee noted its contents.

## **8. RECENT HEALTH AND SAFETY EXECUTIVE UPDATES**

Andrew Wigley (Principal Health and Safety Officer) presented the report, which provided the Committee with information about the recent relevant accident, incidents and prosecutions by the Health and Safety Executive (HSE) since the last Committee report in November 2020.

Members were asked to note the contents of the report, which was provided as information for the Committee to ensure they are kept informed of any matters that could impact on the management of health and safety within the Council.

Mr Wigley drew Members' attention to the prosecution of London Council after a child died when playground equipment collapsed on her in a park, which resulted in a fine of £330,000 plus costs. Mr Wigley has since contacted Caerphilly Council's Parks Department in relation to the reopening of Cwmcarn Forest Drive who have confirmed they do not have any such play equipment on site. During the conversation with Parks, an issue was raised around rope swings being installed by members of the public from trees on Council land, with it confirmed by Parks that where these are found on Council land, these will be removed.

Members were advised of the prosecution of Cheshire Council for failing to maintain safety railings at a city centre location, leading to a child's fall, and which resulted in a fine of £300,000 plus costs. Mr Wigley advised that he has contacted Caerphilly's Town Centre Management Team, who have confirmed that they have inspection procedures in place for any similar equipment.

The Committee were informed of the prosecution of a school in Cambridge (not Local Authority maintained) due to a low wall posing a trip hazard, with it found that the school had failed to ensure the area was adequately lit and that a pedestrian site safety assessment had failed to identify the risk of tripping over the wall. The school was fined £52,800 plus costs.

Mr Wigley explained that Caerphilly Council will incorporate this check into school general inspection reports.

Mr Wigley also referred to a prosecution in Northamptonshire where a private waste company was fined £1.2m after a worker was fatally injured by a reversing vehicle. Mr Wigley stated that he has contacted Caerphilly's Refuse and Cleansing department who have confirmed that route risk assessments are in place, together with adequate training and supervision measures.

Mr Wigley was thanked for his update and questions were invited from Members. A query was received regarding new play equipment at Morgan Jones Park and the need for the installation of a safety gate to separate the high-speed swing equipment from passing pedestrians. Mr Wigley confirmed that a temporary barrier had been installed at the entrance to the play equipment, but he would follow up this matter with the Parks department.

A query was also received regarding wooden structures located in school playgrounds and the maintenance/safety checks in place for these. Mr Wigley explained that in relation to external play equipment, schools are recommended to have a post-installation examination carried out by an independent inspector, to verify that the equipment has been manufactured and installed in accordance with the relevant European safety standard. Members were advised that following any accident, it would be recommended to the school that they arrange an independent examination of the equipment in order to defend any civil claims. In regard to ongoing maintenance, it is recommended to the school that they have an annual inspection which is then uploaded onto RAMIS. Therefore there are procedures in place, but the onus is on the school to follow the recommendations of the Health and Safety Team.

Following consideration of the report the Committee noted its contents.

## **9. ACCIDENT STATISTICS REPORT FOR APRIL 2020 - MARCH 2021**

Andrew Wigley (Principal Health and Safety Officer) presented the report, which provided the Committee with the numbers and types of work-related accidents/ incidents for the Council that occurred during the period of April 2020 to March 2021 (inclusive). Accident statistics are produced for each quarter and presented to the members of the Health and Safety Committee for information. Appended to the report were graphs illustrating these statistics which included the previous 2 years for comparison, and the Committee were asked to note the contents of the report.

It was noted that not all accidents reported to the Health and Safety Team are necessarily considered as recordable, and so only those instances that arise out of a connection with work are recorded. Members were advised that accident statistics remain consistently low, with the majority of accidents being minor injuries, and those that are reported are typically over 7 days incapacitation or 7 days absence from work.

Mr Wigley was thanked for the update and questions were invited from Members. Clarification was sought on the circumstances of a physical assault by a person that was included at Appendix 5 of the report and Officers provided further information regarding this incident. A Member asked if there were any accidents reported as a result of staff working at home. Mr Wigley confirmed that there were none but added that this would only be recorded as work-related if, for example, there was a fault arising from the Council work equipment that had been provided for them to use at home.

Following consideration of the report the Committee noted its contents.



The meeting closed at 11.27 am.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 15th November 2021, they were signed by the Chair.

---

CHAIR

This page is intentionally left blank



## **CORPORATE HEALTH AND SAFETY COMMITTEE – 15TH NOVEMBER 2021**

**SUBJECT: HEALTH AND SAFETY ACTION PLAN UPDATE**

**REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE SERVICES**

---

### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to update Corporate Health and Safety Committee Members on the health and safety action plan (Appendix 1).

### **2. SUMMARY**

- 2.1 The report is provided as information for members of the Committee, to ensure that they are kept informed of any matters that could impact on the management of health and safety within the Council. The action plan for the Health and Safety Division allows resources to be prioritised to areas considered to be an organisational risk.

### **3. RECOMMENDATIONS**

- 3.1 That the content of the report is noted.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 For Committee to be updated with regards to the priorities of the Health and Safety Division and the impact of Covid-19 on meeting these objectives.

### **5. THE REPORT**

- 5.1 The Health and Safety Action Plan 2019/2021 (Appendix 1) established key high level organisational priorities which were to form the workload of the team for that period. Accordingly, it did not identify all organisational risks. These priorities were based on legislative requirements, accidents/incidents and gap analysis that had identified areas where work was needed with regard to risk across the organisation. It was recognised that staffing issues and/or major Health and Safety issues may have required resources to be reprioritised resulting in some priorities being carried forward.

5.1.2 The Health and Safety Action Plan 2019/2021 set out priorities and workload for the team in addition to day-to-day tasks such as:

- Accident investigation, reporting and entry onto the RAMIS database.
- Supporting Risk Management in collating information to defend claims.
- Day to Day advice/support on a wide variety of issues.
- Administering the Employee Protection Register (EPR). This includes processing Violent Incident Report forms, entry onto the EPR, supporting with any recommended action e.g. site exclusions, following up with collating information in preparation for submission to exemption panel if required.
- Policy/guidance/procedure development and review.
- Administration of the Sypol (COSHH Management) database.
- Administration of the RAMIS database including running reports, training and supporting premises managers and contractors in its use, monitoring of closing out of tasks.
- Attendance at Directorate/Service area Health and Safety Meetings e.g. Communities Health and Safety Board.
- Contractor vetting.

5.1.3 The Covid-19 pandemic has significantly impacted on the ability of the Health and Safety team to progress the targets within the action plan within the agreed timeframes. Covid challenges resulted in the team being required to support with the organisation with all Covid safety arrangements and guidance, which continue to be subject to change. Whilst Covid remains a considerable operational pressure, core workload and the corporate action plan priorities are increasingly being prioritised and the team have a clear set of goals that can be monitored throughout 2021/22.

5.1.4 The action plan will shortly be further reviewed to ensure that it fully reflects current health and safety risk and to cover priorities for 2022-24.

## **5.2 Conclusion**

The action plan sets out a clear targeted, measurable plan for the Health and Safety Division to work against. Directorate action plans are in the process of being developed to allow targeting of resources at more localised health and safety issues. Whilst Covid has impacted on timescales the corporate health and safety action plan is still valid and continues to set the direction and key targets around health and safety compliance. The action plan allows health and safety progress to be easily monitored and allows Committee members to better review health and safety progress across the Council.

## **6. ASSUMPTIONS**

6.1 No assumptions have been made regarding the information contained in this report.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 This report is for information only and so an Integrated Impact Assessment is not required.

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no financial implications.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no personnel implications.

## **10. CONSULTATIONS**

10.1 All comments from consultees have been included in the report.

## **11. STATUTORY POWER**

11.1 The Health and Safety at Work etc. Act 1974 and Management of Health and Safety at Work Regulations 1999.

Author: Emma Townsend, Health and Safety Manager, townsej@caerphilly.gov.uk

Consultees: Dave Street, Acting Chief Executive, streed@caerphilly.gov.uk  
Richard Edmunds, Corporate Director for Education & Corporate Services,  
edmunre@caerphilly.gov.uk  
Mark S Williams, Corporate Director for Economy and Environment,  
willims@caerphilly.gov.uk  
Lynne Donovan, Head of People Services, donovl@caerphilly.gov.uk  
Cllr Gordon, Cabinet Member for Corporate Services,  
gordocj@caerphilly.gov.uk  
Dave Street, Acting Chief Executive  
Mark S Williams, Corporate Director for Economy and the Environment

Appendices:

Appendix 1 Health and Safety Action Plan

This page is intentionally left blank

Health and Safety – Action Plan 2019/21

Ref. No.	Action	Current Position	Success Criteria	Responsibility	Timescale	Update
01	<p><b>H&amp;S Structure</b></p> <ul style="list-style-type: none"> <li>- Agree and communicate new H&amp;S Structure</li> <li>- Report to Committee</li> <li>- Appoint to new positions within structure</li> <li>- Monitor effectiveness of new structure</li> </ul>	<p>Structure Agreed Committee Report June 2019 Senior Officer Posts to be evaluated and appointed to</p> <p>Structure was in place and working prior to the Covid pandemic. Staff movement and changing demands mean a further review is needed.</p>	<p>New Structure in place and working effectively</p>	<p>ET</p>	<p>October 2019</p>	<p>June 2022</p>
02	<p><b>GLAZING</b></p> <ul style="list-style-type: none"> <li>- Establish an agreed position for the ongoing management of glazing in CCBC premises</li> <li>- Report to CMT with options for managing the risk.</li> <li>- Implementation of agreed approach</li> <li>- Generic risk assessment for Building Managers</li> <li>- Guidance for Building Managers on managing the risk.</li> <li>- Monitor ongoing compliance through general inspections and H&amp;S management audits.</li> </ul>	<p>Discussed at Statutory Maintenance Group</p> <p>Property Services tasked with arranging peel tests on 5 CCBC sites (March 2021) to evaluate likely effectiveness of existing filming.</p>	<p>Approach agreed and implemented</p>	<p>H&amp;S</p>	<p>August 2019 – report to CMT</p>	<p>June 2022</p>

		Report circulated to Statutory Maintenance Group. Further report will be required following outcome of peel tests.				
03	<b>Contractor Management</b> <ul style="list-style-type: none"> <li>- Develop new guidance on contractor management</li> <li>- Review existing CDM guidance</li> <li>- Arrange CDM training (Schools? Building Managers?) to reflect staffing changes and as a refresher.</li> <li>- Monitor compliance through audit programme.</li> </ul>	CDM guidance in place Training provided 2015	Guidance in place and communicated Training delivered	H&S	December 2019	June 2022
04	<b>DISPLAY SCREEN EQUIPMENT</b> <ul style="list-style-type: none"> <li>- Review DSE policy/CMA</li> <li>- Re-establish process for DSE Assessments (consider online assessment)</li> <li>- DSE Training (online together with DSE assessment?)</li> <li>- Establish process for complex assessments</li> <li>- Communicate new arrangements</li> <li>- Monitor compliance through audit programme</li> </ul>	<p>Existing policy in place Assessments via trained DSE Assessors in Service areas Complex assessments via H&amp;S or private contractor depending on complexity</p> <p>Draft policy written. On hold as will need to reflect any changes required as a result of agile working. Interim guidance and video produced to cover DSE and homeworking during covid.</p>	Revised policy approved and effective	RM	April 2020	June 2022



05	<b>RAMIS</b> <ul style="list-style-type: none"> <li>- Add statutory tasks not currently on RAMIS e.g. pressure vessels, hoists, lightening conductors</li> <li>- Discuss with BC/FM and Statutory Maintenance Group as required plans, implications and timescales before activating tasks</li> <li>- consider adding additional items to RAMIS where there is a maintenance requirement under PUWER but not a specific legal requirement to test at set intervals</li> </ul>	<p>Tasks already added</p> <p>Migration to new RAMIS database took place in March 2021.</p> <p>Review via Statutory Maintenance Group required of any further tasks that may need reporting via RAMIS.</p>	RAMIS used for all statutory tasks	AW	April 2020	June 2022
06	<b>Radiation Review</b> <ul style="list-style-type: none"> <li>- Review of internal competence</li> <li>- Audit programme of schools with radiation sources</li> <li>- Review of training</li> </ul>	<p>Radiation Protection Officer (RPO) training took place 1/7/19</p> <p>Schools with Radiation sources provided written confirmation of their compliance January 2018</p> <p>Audit of compliance commenced.</p>	RPO Training completed Audit completed Training needs	BM	April 2020	April 2022
07	<b>Sypol Review</b> <ul style="list-style-type: none"> <li>- Review of assessments current on Sypol</li> <li>- Reduction of the number of live assessments in line with the current contract to 250</li> </ul>	<p>Assessment review underway</p> <p>Number of assessments reduced from approx. 700 to 360</p>	Sypol assessments current and within numbers Agreed approach for	AW	April 2020	March 2022

	<ul style="list-style-type: none"> <li>- Consideration of how we use Sypol moving forward in terms of cost benefit and options</li> </ul>	<p>Work ongoing to:</p> <ul style="list-style-type: none"> <li>- reduce number of assessments</li> <li>- consider future use of sypol system.</li> </ul>	managing COSHH compliance			
08	<p><b>VEHICLE/PEDESTRIAN SAFETY</b></p> <ul style="list-style-type: none"> <li>- Revise Inspection Checklist &amp; Risk Assessment for traffic management on CCBC sites</li> <li>- Target high risk premises e.g. those with introduced traffic management risks and support with completion of risk assessments</li> <li>- Audit % across each Directorate.</li> </ul>	<p>Revised checklist in place Programme of high risk premises has commenced 2 e-mails to school reminding of need to review RA and manage risk. SLA Officers working with schools to</p> <p>School traffic management RA's in place and being reviewed. Small number of high-risk schools being supported with joint approach and observations with Education. Some visits and recommendations commenced pre-covid. Programme needs to recommence.</p>	Traffic management risk assessments in place for all sites with onsite traffic management Arrangements effective	H&S	April 2020	

09	<b>Directorate Action Plans</b> <ul style="list-style-type: none"> <li>- Develop directorate action plans setting out work plan and priorities</li> <li>- Monitor progress against plan</li> </ul>	<p>Senior Officers to be appointed to develop plans</p> <p>Recruitment complete but changes to demands due to covid mean plans require review</p>	<p>Plans in place and used to improve health and safety standards</p>	H&S	December 2019	March 2022
09	<b>Employee Protection Register (EPR) Review</b> <ul style="list-style-type: none"> <li>- review those with access to database. Write out to all employees with access asking for conformation that they still require access and their Managers name.</li> <li>- Establish criteria involving Legal Services for those individuals who are not notified that they are on the Register</li> <li>- Revise guidelines and procedure</li> <li>- Use of Privacy Notice</li> </ul>	<p>EPR Process review underway Write out to those with access commencing June 2019 Process agreed with Legal for all cases where the individual is not be notified to be taken to Exemptions Panel Privacy Notice with Information Unit</p> <p>EPR review completed.</p> <p>VAW Policy to be reviewed, consulted upon and along with EPR reported to next Corporate Health and Safety Committee in February 2022.</p> <p>Revised Violence at Work (VAW) policy and</p>	<p>EPR Procedure revised EPR Database working effectively with access controlled</p>	H&S	October 2019	April 2022

		EPR process to be communicated.				
10	<b>AUDIT SYSTEM</b> <ul style="list-style-type: none"> <li>- Establish an audit system for all CCBC premises based on a risk prioritised programme.</li> <li>- Risk band all Premises and implement a rolling programme of audits.</li> <li>- Generate audit reports and implement escalation procedure for outstanding actions across Authority.</li> <li>- Monitor progress.</li> </ul>	<p>Audits have commenced on a risk basis Work has started to prioritise buildings</p> <p>Audit system agreed and audits commenced over Summer 2021.</p>	Auditing undertaken in accordance with agreed plan	H&S	September 2019 for prioritised list Ongoing for auditing	
11	<b>ACCIDENT REPORTING &amp; INVESTIGATION</b> <b>REVIEW ACCIDENT REPORTING POLICY AND CMA</b> <ul style="list-style-type: none"> <li>- Build in revised near miss reporting arrangements</li> <li>- Review training around accident investigation – consider accident investigation training for Managers and also policy briefings</li> <li>- Monitor effectiveness of policy</li> <li>- Provide information and statistics to H&amp;S Committee as part of quarterly report.</li> </ul>	<p>Existing policy in place which include near miss reports</p> <p>Revised Policy approved and communicated to Management Network.</p> <p>Further communication planned. H&amp;S Training Team working on video to support with wider communication of the revised policy (briefing sessions were originally planned but have been reconsidered due to Covid).</p>	Revised policy in place Increased number of near misses reported	H&S	December 2019	March 2022

12	<b>GDPR</b> <ul style="list-style-type: none"> <li>- Ensure privacy notices are signed off by Information Unit and summary notices added to documents</li> <li>- Review electronic filing system – simplify and clear-out.</li> <li>- Establish consistency across team</li> <li>- Monitor compliance</li> </ul>	Privacy Notices written and with Information Unit GDPR training provided at team meeting O drive structure discussed	All records managed in accordance with GDPR requirements. Clear electronic and paper	H&S	April 2020	
----	--	--	--	-----	------------	--

This page is intentionally left blank



## **CORPORATE HEALTH AND SAFETY COMMITTEE – 15TH NOVEMBER 2021**

**SUBJECT: RECENT HEALTH AND SAFETY EXECUTIVE UPDATES**

**REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE SERVICES**

---

### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to inform the Committee about recent relevant accidents, incidents and prosecutions by the Health and Safety Executive (HSE).

### **2. SUMMARY**

- 2.1 The report is provided as information for members of the Committee, to ensure that they are kept informed of any matters that could impact on the management of health and safety within the Council.

### **3. RECOMMENDATIONS**

- 3.1 That the Committee note the contents of the report.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To keep the Committee up to date on any health and issues that may be relevant or may require further consideration.

### **5. THE REPORT**

#### **5.1 Good ventilation essential for reducing the risk of covid-19 infection spread within the workplace**

- 5.1.1 As more people return to the workplace, the Health and Safety Executive (HSE) is stressing the importance of good ventilation to support organisations minimise the risk of coronavirus infection spread within the workplace and work vehicles.

- 5.1.2 Alongside cleaning, hygiene and handwashing, the HSE advises that good ventilation

is one of the best ways to reduce the spread of coronavirus in the workplace as it reduces the amount of virus in the air helping protect workers and their families.

- 5.1.3 As coronavirus spreads through the air, the virus can build up in poorly ventilated areas which increases the risk of infection and it is a legal requirement that employers must make sure there's an adequate supply of fresh air (ventilation) in enclosed areas of the workplace.
- 5.1.4 HSE's updated guidance looks at how to identify poorly ventilated areas, the use of carbon dioxide (CO<sub>2</sub>) monitors, how to improve natural and mechanical ventilation, balancing ventilation with keeping warm and ventilation in vehicles.
- 5.1.5 The HSE's latest guidance, and a simple guide video explaining the benefits of ventilation and methods of identifying areas of poor ventilation, is available on their website <https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation/index.htm>

## **5.2 HSE safety notice regarding use of wheeled loading shovels.**

- 5.2.1 The HSE have issued a safety notice regarding the use of wheeled loading shovels, widely used in the waste and recycling sector. It follows nine fatal vehicle-pedestrian collisions in the past four years; six of which occurred in the waste and recycling sector, with the remainder involved moving wood chip
- 5.2.2 The HSE identified issues of poor visibility caused by the bucket and load, the engine at the rear and the cab pillars, significantly reducing the drivers' ability to see pedestrians and, to a lesser extent, other vehicles. The use of larger capacity buckets, which has become common practice where low-density material is being moved, makes forward visibility significantly worse.
- 5.2.3 Regulation 4 of The Provision and Use of Work Equipment Regulations 1998 (PUWER) requires machinery to be suitable for the purpose for which it is used. This also applies if the equipment is adapted, for example by fitting a larger bucket.
- 5.2.4 Manufacturers and other specialist suppliers have attempted to address the problem by adding 'visibility slots' or mesh at the top of buckets, but evidence from investigations suggests these are ineffective when the bucket is in the carry position or obscured by the load. Camera systems have been under development for some time, but their effectiveness remains unproven and are not widely available.
- 5.2.5 The safety notice advises that before using wheeled loaders (or making changes to them), dutyholders should review their workplace transport risk assessments to ensure they will be safe to use in your environment and in the way that you intend to use them, and that such assessments should consider:-
  - the site, particularly in relation to rigorous segregation between pedestrians and vehicles, including review of the site layout, barriers, one-way systems, and other measures to ensure they give the best segregation of vehicles and pedestrians
  - the vehicle -
    - not assume wheeled loaders come supplied with the most appropriate or comprehensive mirrors etc for specific needs (particularly important with second-hand machines) - critically assess the visibility and consider fitting



- additional mirrors, cameras etc if necessary.
  - When fitting items of interchangeable equipment, such as larger capacity buckets, ensure the modified machine meets essential health and safety requirements by consulting with the manufacturer of the interchangeable equipment or the base machine manufacturer.
  - Where modifications reduce forward visibility, consider what additional aids can be fitted to help the driver and what additional risk controls can be implemented to protect pedestrians. (Some manufacturers have developed apps which flag the additional visibility aids required if larger capacity buckets are selected.)
  - If oversized buckets are fitted, be able to demonstrate that the risks are adequately controlled through the risk assessment. Daily checks of mirrors and other safety features are vital – if they are damaged or broken, the vehicle should not be used
- The driver -
  - Drivers should be trained and competent to drive the vehicles they will use – training should take account of any adaptations such as fitting oversized buckets or additional visibility aids
  - Training should cover adjustments to seat, mirrors and other visibility aids and optimum travel or carry position of the bucket should be covered
- Other considerations
  - non-driving workers appreciate how limited the view from the cab is, eg sit them in the vehicle cab and identify the blind spots.
  - Monitor compliance with site rules – CCTV and Supervisors/Foremen/Managers have a key role here. If control measures (eg segregated areas or pedestrian routes) are not effective or enforced, take action to rectify this..

### **5.3 Educational Academy Trust fined after worker injured in fall from ladder.**

- 5.3.1 An educational academy Trust has been prosecuted by the Health and Safety Executive (HSE) and fined after a worker fell from a ladder.
- 5.3.2 Chelmsford Magistrates' Court heard how, on 19 February 2019, the injured person was using an unsecured ladder at the school to dismantle a canopy roof when the ladder slipped, causing the worker to fall and sustain fractures to his face, a fractured femur and other injuries.
- 5.3.3 An investigation by Health and Safety Executive (HSE) found that the school did not have a risk assessment or safe system for dismantling the canopy roof which resulted in the work being conducted unsafely. No assessment was made as to the fragility of the roof before accessing it, suitable equipment was not provided, the injured person was not trained and the work was not supervised. The investigation also found that other work at height at the school was also carried out without specific planning, supervision and was not carried out safely.
- 5.3.4 Southend High School for Boys Academy Trust pleaded guilty to breaching Section 2(1) of the Health and Safety at Work etc Act 1974 and was fined £24,000 and ordered to pay costs of £5,446

#### **5.4 Educational Academy Trust fined after failing to control the risk to humans from infectious diseases carried by animals.**

- 5.4.1 Another educational academy Trust has also been fined after failing to control the risk to humans from infectious diseases carried by animals.
- 5.4.2 Southern Derbyshire Magistrates' Court heard how the Trust, which operates 12 schools, failed to properly control the risk from zoonotic diseases to employees, pupils and visitors at one of its academies. The academy school was home to several animals including goats, pigs and rabbits.
- 5.4.3 An investigation by the HSE found that the trust had failed to provide adequate washing facilities to control the risks of disease to employees, pupils and visitors to the academy. The academy had also failed to provide suitable housing for the animals to minimise the risk to children as well as adequate training for staff..
- 5.4.4 The Spencer Academies Trust, Arthur Mee Road, Stapleford, Nottingham, pleaded guilty to breaching Sections 2(1) and 3(1) of the Health and Safety at Work etc Act 1974. They were fined £20,000 and ordered to pay full costs of £7,304.10 and a victim surcharge of £170.

#### **5.5 Care provider prosecuted after employee attacked by a service user.**

- 5.5.1 The care provider, The Action Group, which provides support to children and adults, has been fined £20,000 after the HSE investigated how risks to staff were assessed, in the wake of an attack on an employee by one of its service users.
- 5.5.2 Edinburgh Sheriff Court heard that a female employee of the Action Group was abducted, assaulted, sexually assaulted and raped in 2018 while visiting the home of a male service user to provide support and care.
- 5.5.3 An investigation by the Health and Safety Executive (HSE), prompted by the police's investigation into the attack, found that the Action Group failed to carry out a suitable and sufficient assessment of the risks to the safety of their female employees posed by this service user. This was despite evidence indicating that concerns had been raised by support staff about their safety with this service user from as early as 1994.
- 5.5.4 The Action Group pleaded guilty to breaching Sections 2(1) and 33(1)(c) of The Health and Safety at Work etc Act 1974 and Regulation 3(1)(a) of The Management of Health and Safety at Work Regulations 1999, and fined £20,000.

#### **5.6 Conclusion**

Health and Safety remains a key priority for Local Authority consideration. Although the HSE are less pro-active than previously, they will investigate and prosecute if there are health and safety failings. As an Authority we ensure that we keep up to date with knowledge of recent prosecutions or safety notices to enable us to implement any learning from such actions within Local Authority services if applicable. Ensuring that health and safety is considered, and risks assessed and controlled, assists the Authority in meeting its legal obligations, in protecting the health and safety of employees and others.

## **6. ASSUMPTIONS**

6.1 No assumptions have been made regarding the information contained in this report.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 This report is for information only and so an Integrated Impact Assessment is not required

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no financial implications.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no personnel implications

## **10. CONSULTATIONS**

10.1 All comments from consultees have been included in the report.

## **11. STATUTORY POWER**

11.1 The Health and Safety at Work etc. Act 1974 and Management of Health and Safety at Work Regulations 1999.

Author: Andrew Wigley, Principal Health and Safety Officer, wiglea@caerphilly.gov.uk

Consultees: Dave Street, Acting Chief Executive, streed@caerphilly.gov.uk  
Richard Edmunds, Corporate Director for Education & Corporate Services,  
edmunre@caerphilly.gov.uk  
Mark S Williams, Corporate Director for Economy and Environment,  
willims@caerphilly.gov.uk  
Lynne Donovan, Head of People Services, donovl@caerphilly.gov.uk  
Cllr Gordon, Cabinet Member for Corporate Services,  
gordocj@caerphilly.gov.uk  
Emma Townsend, Health and Safety Manager, townsej@caerphilly.gov.uk

This page is intentionally left blank



## **CORPORATE HEALTH AND SAFETY COMMITTEE – 15TH NOVEMBER 2021**

**SUBJECT: ACCIDENT STATISTICS REPORT FOR APRIL 2021 -  
SEPTEMBER 2021**

**REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE  
SERVICES**

### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to inform the Committee of the numbers and types of work-related accidents/incidents that occurred during the period of April 2021 – September 2021 (inclusive).

### **2. SUMMARY**

- 2.1 The following report provides accident statistics for April 2021 – September 2021 (inclusive).

Accident statistics are produced for each quarter and presented to the members of the Health and Safety Committee for information. The appendices are graphs illustrating these statistics, and include for the previous 2 years for comparison.

### **3. RECOMMENDATIONS**

- 3.1 That the Committee note the contents of the report.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To keep the Committee up to date on any health and issues that may be relevant or may require further consideration.

### **5. THE REPORT**

- 5.1.1 The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 require accidents which arise as a result of, or in connection with, work to be categorised as follows and reported to the Health and Safety Executive

(HSE):

- All deaths to workers and non-workers, with the exception of suicides,
- 'Specified injury' - including a fracture, other than to fingers, thumbs and toes; amputations; any injury likely to lead to permanent loss or reduction of sight; any crush injury to the head or torso causing damage to the brain or internal organs; serious burns (including scalding) covering more than 10% of the body, or causing significant damage to eyes, respiratory system or other vital organs); scalpings (separation of skin from the head) requiring hospital treatment; loss of consciousness caused by head injury or asphyxia; and any other injury arising from working in an enclosed space which leads to hypothermia or heat-induced illness or requires resuscitation or admittance to hospital for more than 24 hours.
- Accidents which cause an employee to be away from work or unable to perform their normal work duties for more than seven consecutive days (not counting the day of the accident) as a result of their injury.
- Work-related accidents involving members of the public or people who are not at work (including pupils) if the injured person is taken from the scene of the accident directly to hospital for treatment to that injury.
- Dangerous occurrences are specified near-miss events that do not cause injury or ill health but had potential to do so as defined in RIDDOR, such as failure of collapse of lifting equipment or accidental release of a hazardous substance.

5.1.2 The term 'minor injury' refers to any accident or incident causing injury that is not included in point 5.1.1 and therefore is not reportable to the Health and Safety Executive. Accidents in this classification need only be reported to the Health and Safety Division if they affect:

- Employees while they are at work.
- Pupils, clients and members of the public who are injured as a result of work activity while they are on Council premises or using the facilities.
- Any persons who are injured as a result of any work activity carried out by or on behalf of the Authority

5.1.3 The term 'near miss' refers to any significant work-related incident reported that caused no injury but had potential to cause at least one person to be injured or put at risk of ill-health as a consequence of the incident, but not meeting the legal definition in RIDDOR of a 'dangerous occurrence.'

5.1.4 Appendix 1 provides details on all of the accidents for the Authority that were reported to the Health and Safety Division between July to September 2021  
Appendix 2 provides details for the period April – June 2021  
Appendix 3 provides details for the period January – March 2021;  
Appendix 4 provides details for the period October – December 2020  
These are categorised by accident or incident type, ie reasons as set out in points 5.1.1, 5.1.2 and 5.1.3,.

5.1.5 For comparison, tables for the same quarter periods during 2019 and 2020 are provided as Appendices 9-14.

5.1.6 Appendix 5 shows the RIDDOR-reportable accidents per directorate between July to September 2021 and the injury causation;  
Appendix 6 provides details for the period April to June 2021  
Appendix 7 provides details for the period January – March 2021;  
Appendix 8 provides details for the period October – December 2020

For comparison, tables for the same periods during 2019 and 2020 are provided as Appendices 15-20.

- 5.1.7 There were no RIDDOR-reportable accidents in the period April - June 2021, but one during the period July - September 2021, in the Communities Directorate.
- 5.1.8 There was two RIDDOR-reportable accidents in the April - June 2021, and four during the period July - September 2021 in the Social Services and Housing Directorate. In addition, one 'near-miss' incident was recorded.
- 5.1.9 There was no RIDDOR-reportable accidents in the period April - September 2021 in the Education and Corporate Services Directorate. However, one 'near-miss' incident was recorded.
- 5.1.10 For the purposes of reporting, staff who are working for the Authority via an agency are treated as employees. It should also be noted that when making comparisons with earlier years' reports there has been a change in the management structure within the Authority, with certain service areas now falling under different Directorates.
- 5.1.11 All RIDDOR-reportable incidents reported since April have related to over-7-day injuries.
- 5.1.12 There has been no follow up action from the HSE with regard to any of the above RIDDOR-reportable accidents. There were no common themes or linked accidents in a particular service area.
- 5.1.13 There have been no RIDDOR-reportable diseases or dangerous occurrences throughout 2021.

## **5.2 Conclusion**

- 5.2.1 Near-miss reporting remains low. The corporate Accident/Incident Reporting and Investigation Policy has been reviewed and includes new arrangements for reporting near miss incidents to improve reporting rates.
- 5.2.2 RIDDOR-reportable incidents remain consistently low. This is encouraging and demonstrates the positive benefits of interventions of Health and Safety Officers regarding audits of workplaces and work activities, and the provision of health and safety related training.
- 5.2.3 The updated Accident/Reporting and Investigation Policy requires supporting by a poster campaign and policy briefing sessions and a team talk for Managers to deliver as part of their team meetings. Work is ongoing to develop an online training video to support this. It is anticipated that increasing managers and employees understanding of the policy and its application will result in a better appreciation of the importance of reporting both accidents and near-misses. The covid-19 pandemic has significantly changed priorities leading to a delay in progressing. Due to staff working from home and social distancing new solutions such as video briefings are being considered.

## **6. ASSUMPTIONS**

- 6.1 No assumptions have been made regarding the information contained in this report.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 This report is for information only and so an Integrated Impact Assessment is not required

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no financial implications.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no personnel implications

## **10. CONSULTATIONS**

10.1 All comments from consultees have been included in the report.

## **11. STATUTORY POWER**

11.1 The Health and Safety at Work etc. Act 1974 and the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

Author: Andrew Wigley, Principal Health and Safety Officer, wiglea@caerphilly.gov.uk

Consultees: Dave Street, Acting Chief Executive, streed@caerphilly.gov.uk  
Richard Edmunds, Corporate Director for Education & Corporate Services, edmunre@caerphilly.gov.uk  
Mark S Williams, Corporate Director for Economy and Environment, willims@caerphilly.gov.uk  
Lynne Donovan, Head of People Services, donovl@caerphilly.gov.uk  
Cllr Gordon, Cabinet Member for Corporate Services, gordocj@caerphilly.gov.uk  
Emma Townsend, Health and Safety Manager, townsej@caerphilly.gov.uk

Appendices:

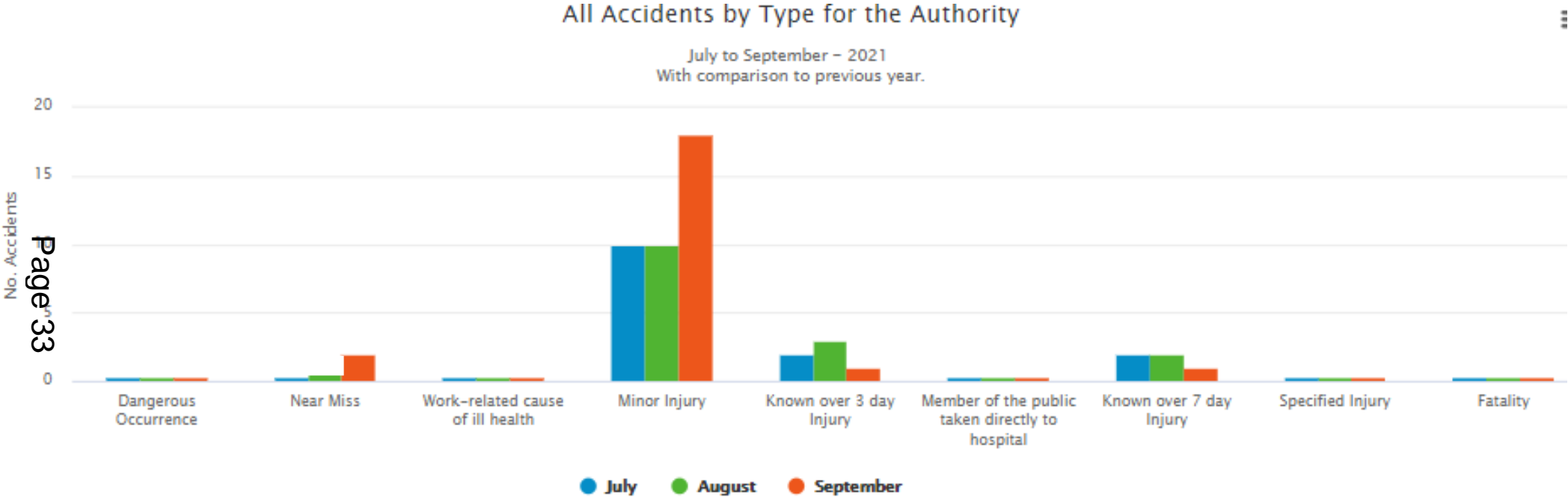
Appendix 1 All accidents by Type for the Authority between July - September 2021  
Appendix 2 All accidents by Type for the Authority between April – June 2021  
Appendix 3 All accidents by Type for the Authority between January – March 2021  
Appendix 4 All accidents by Type for the Authority between October - December 2021  
Appendix 5 RIDDOR reportable accidents by Type and Directorate between July - September 2021  
Appendix 6 RIDDOR reportable accidents by Type and Directorate between April – June 2021



- Appendix 7 RIDDOR reportable accidents by Type and Directorate between January – March 2021
- Appendix 8 RIDDOR reportable accidents by Type and Directorate between October - December 2020
- Appendix 9 All accidents by Type for the Authority between July - September 2020
- Appendix 10 All accidents by Type for the Authority between April – June 2020
- Appendix 11 All accidents by Type for the Authority between January – March 2020
- Appendix 12 All accidents by Type for the Authority between October - December 2019
- Appendix 13 All accidents by Type for the Authority between July - September 2019
- Appendix 14 All accidents by Type for the Authority between April – June 2019
- Appendix 15 RIDDOR reportable accidents by Type and Directorate between July– September 2020
- Appendix 16 RIDDOR reportable accidents by Type and Directorate between April – June 2020
- Appendix 17 RIDDOR reportable accidents by Type and Directorate between January – March 2020
- Appendix 18 RIDDOR reportable accidents by Type and Directorate between October - December 2019
- Appendix 19 RIDDOR reportable accidents by Type and Directorate between July - September 2019
- Appendix 20 RIDDOR reportable accidents by Type and Directorate between April – June 2019

This page is intentionally left blank

Appendix 1 - All accidents by Type for the Authority between July - September 2021

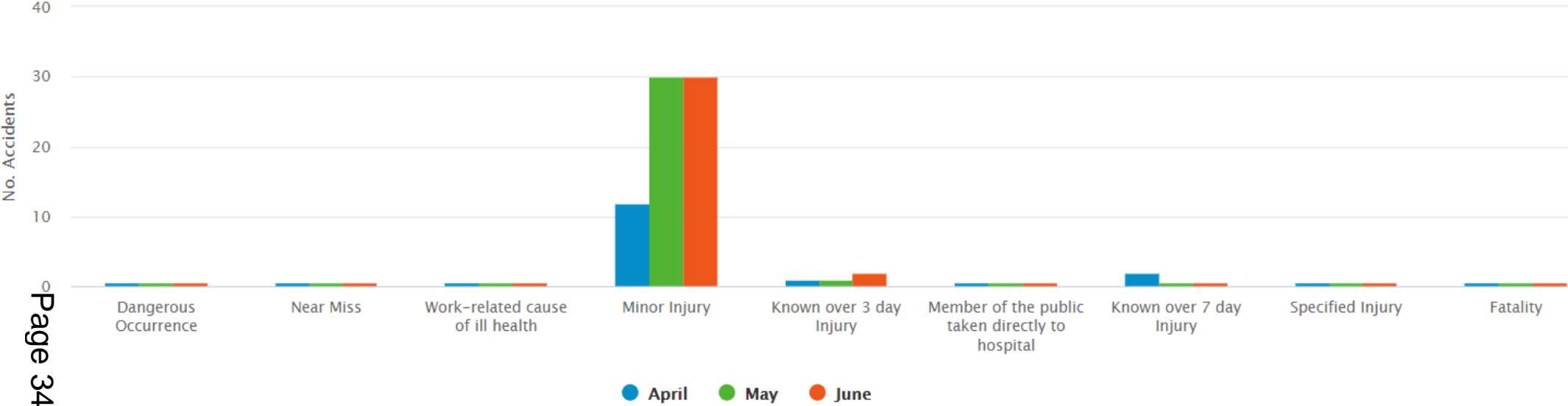


No. Accidents  
Page 33

Appendix 2 - All accidents by Type for the Authority between April - June 2021

All Accidents by Type for the Authority

April to June - 2021

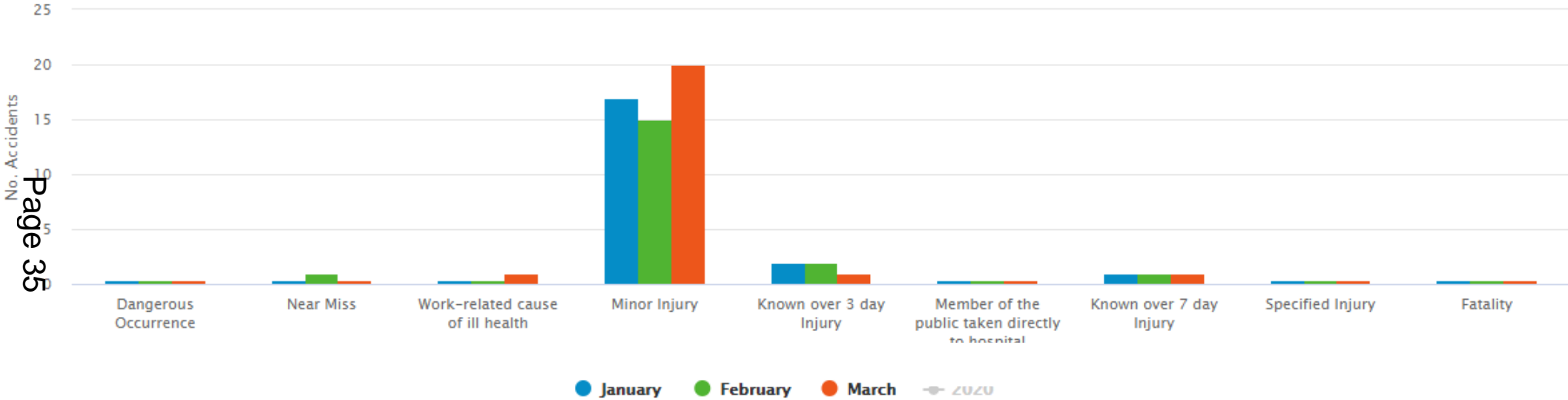


Appendix 3 - All accidents by Type for the Authority between January - March 2021

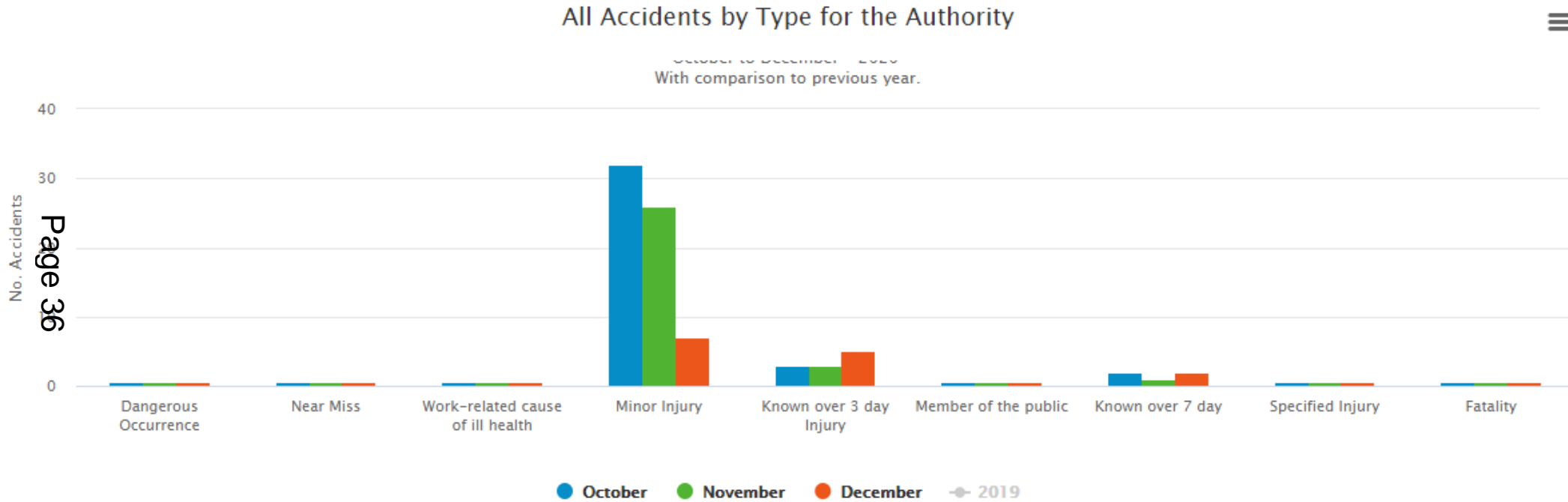
All Accidents by Type for the Authority



With comparison to previous year.



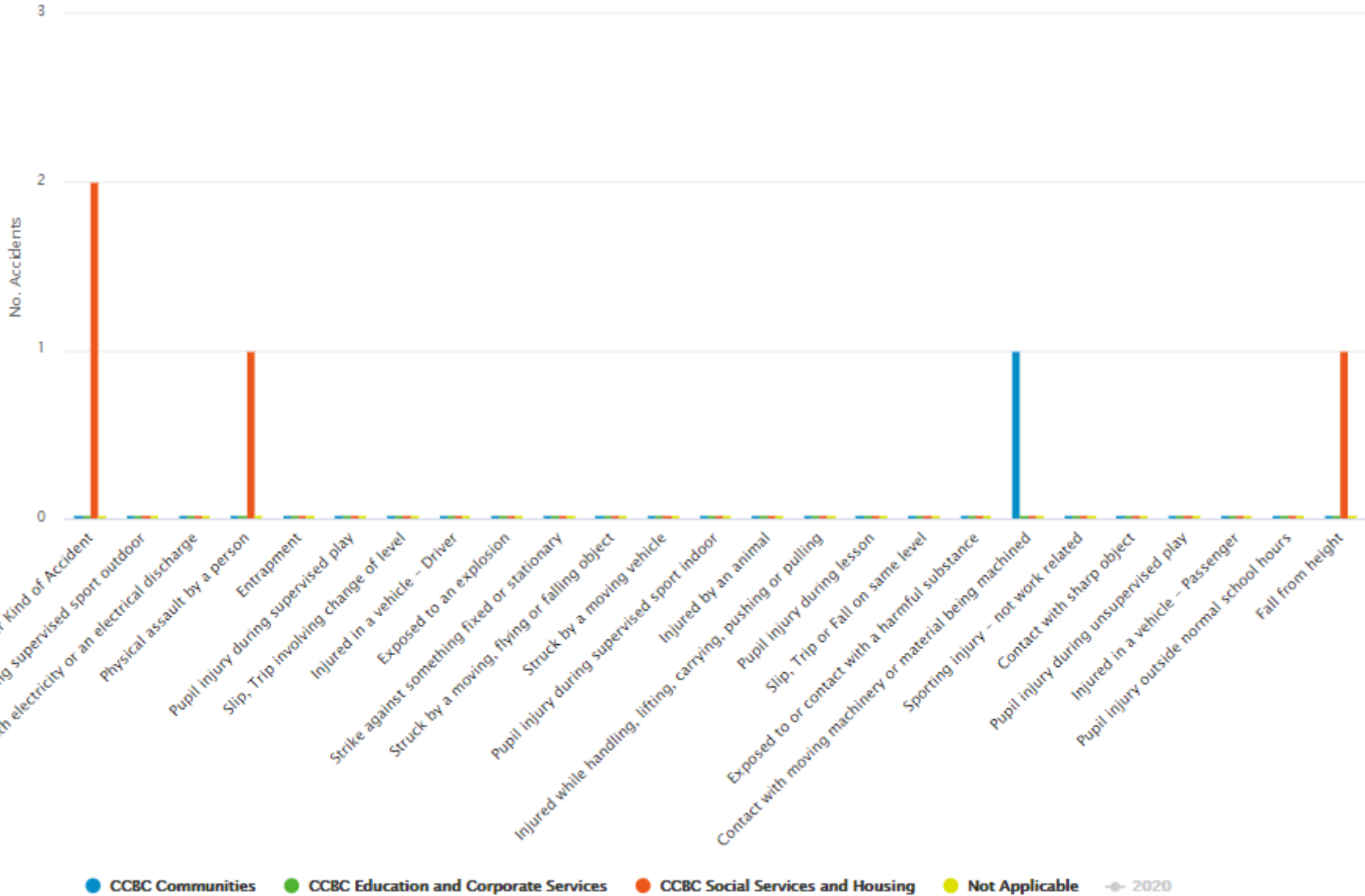
Appendix 4 - All accidents by Type for the Authority between October – December 2020



Appendix 5 – RIDDOR reportable accidents by Type and Directorate between July - September 2021

RIDDOR Reportable Accidents by Cause and Directorate

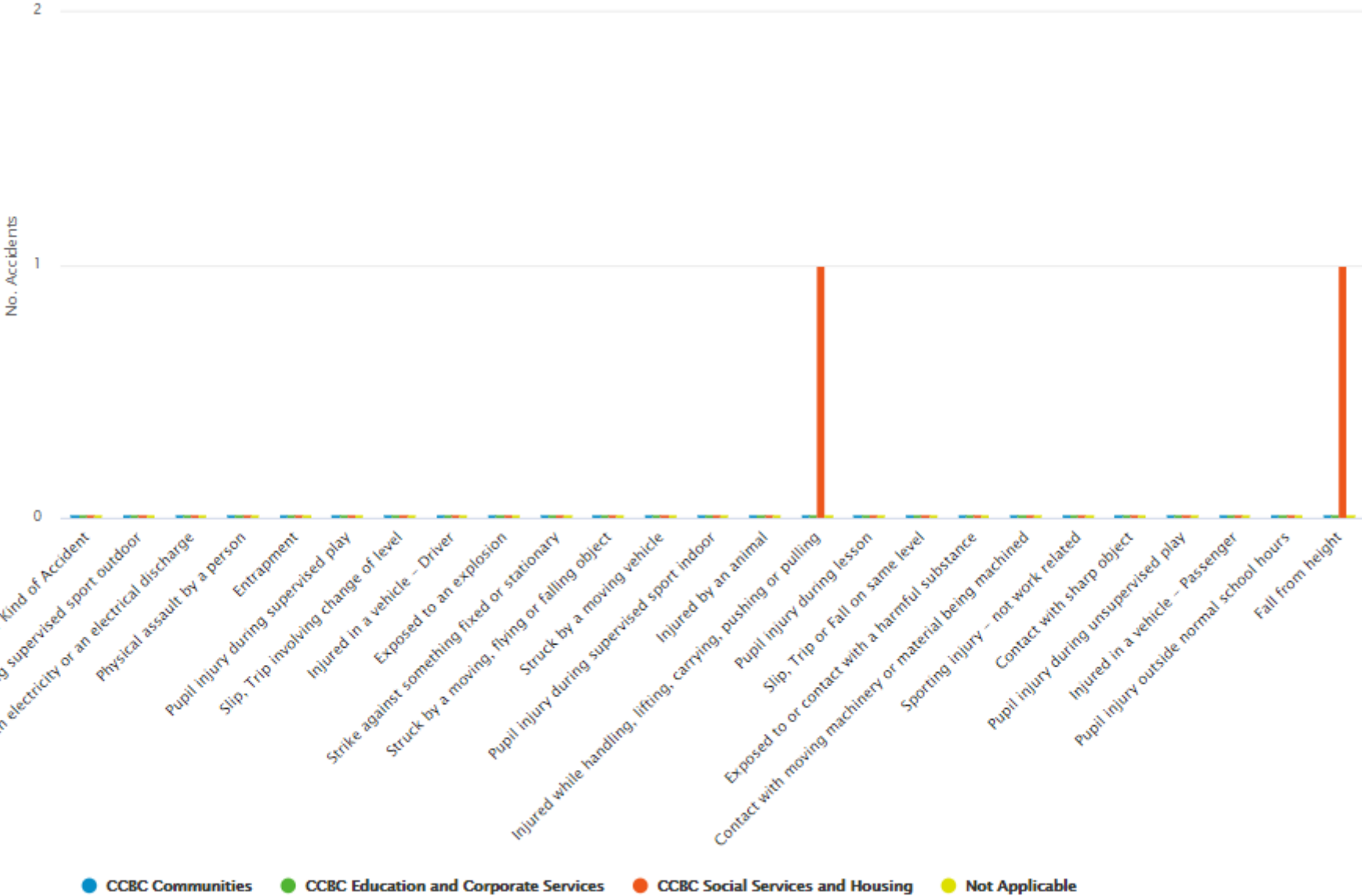
Between 01/07/2021 and 30/09/2021



Appendix 6 – RIDDOR reportable accidents by Type and Directorate between April - June 2021

RIDDOR Reportable Accidents by Cause and Directorate

Between 01/04/2021 and 30/06/2021



Page 38

Appendix 7 – RIDDOR reportable accidents by Type and Directorate between January - March 2021



# RIDDOR Reportable Accidents by Cause and Directorate



Between 01/01/2021 and 31/03/2021

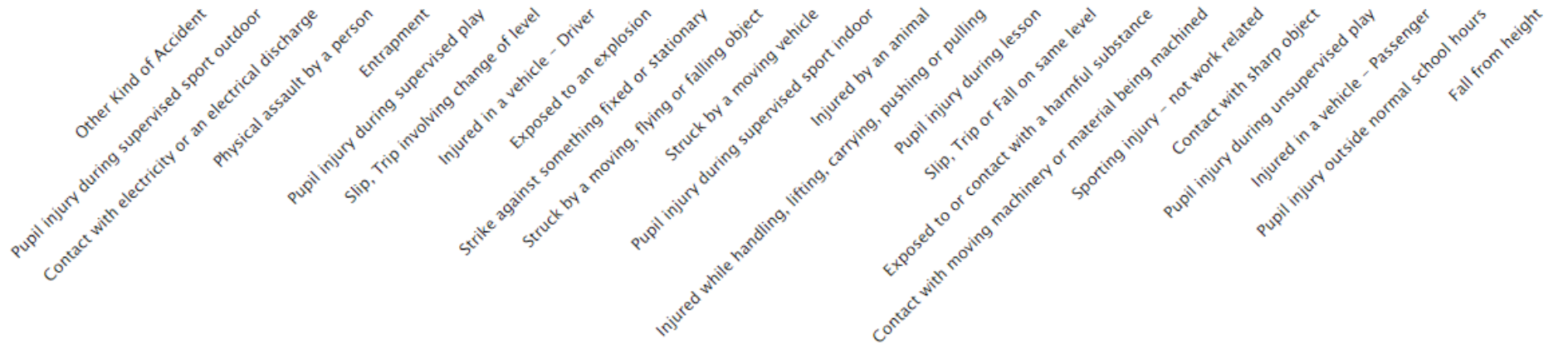
2

No. Accidents

1

0

Page 39



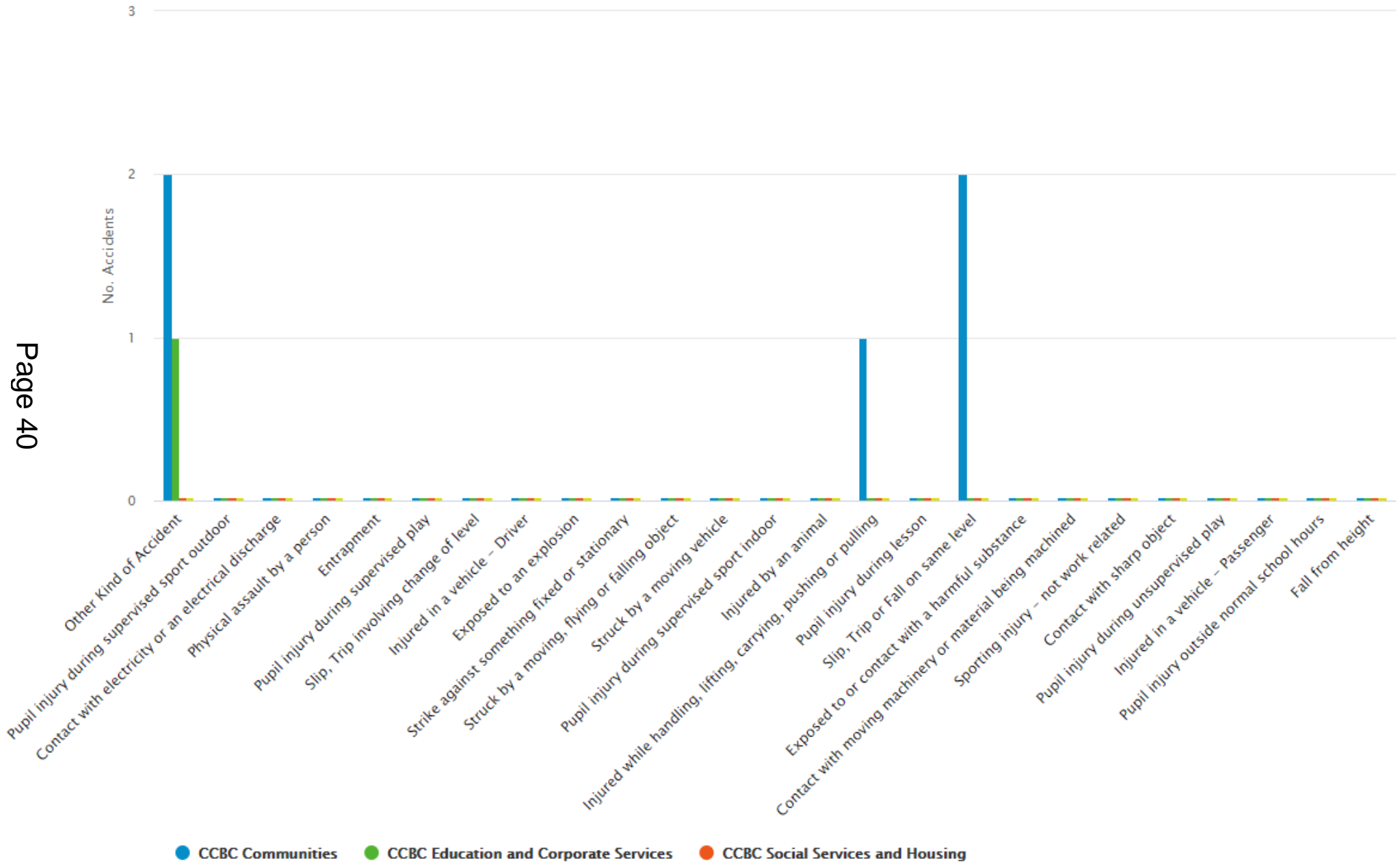
● CCBC Communities ● CCBC Education and Corporate Services ● CCBC Social Services and Housing ● Not Applicable → 2020



RIDDOR Reportable Accidents by Cause and Directorate

Between 01/10/2020 and 31/12/2020

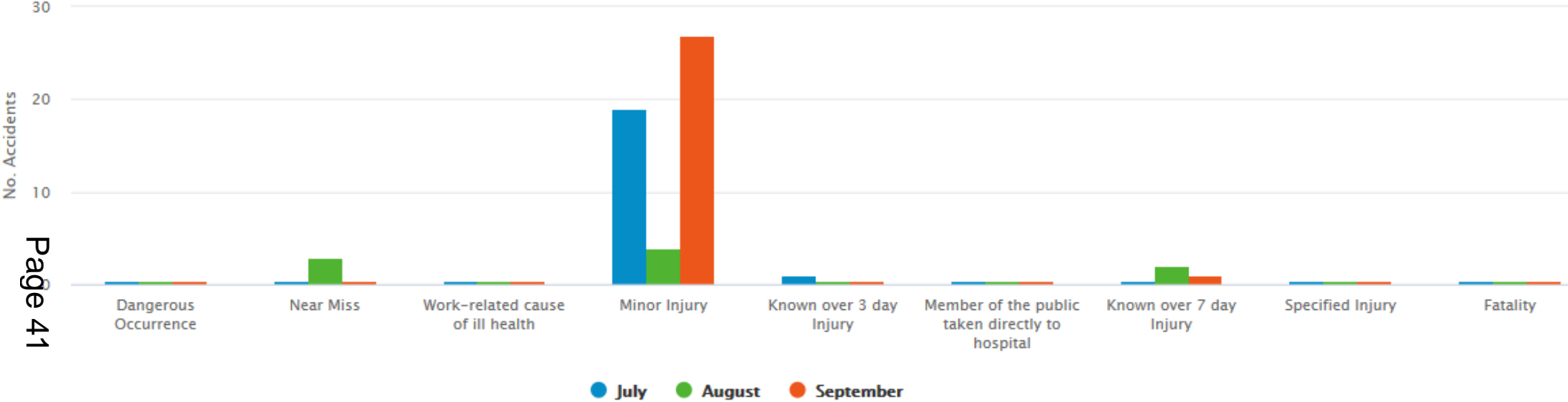
Page 40



Appendix 9 - All accidents by Type for the Authority between July - September 2020

All Accidents by Type for the Authority

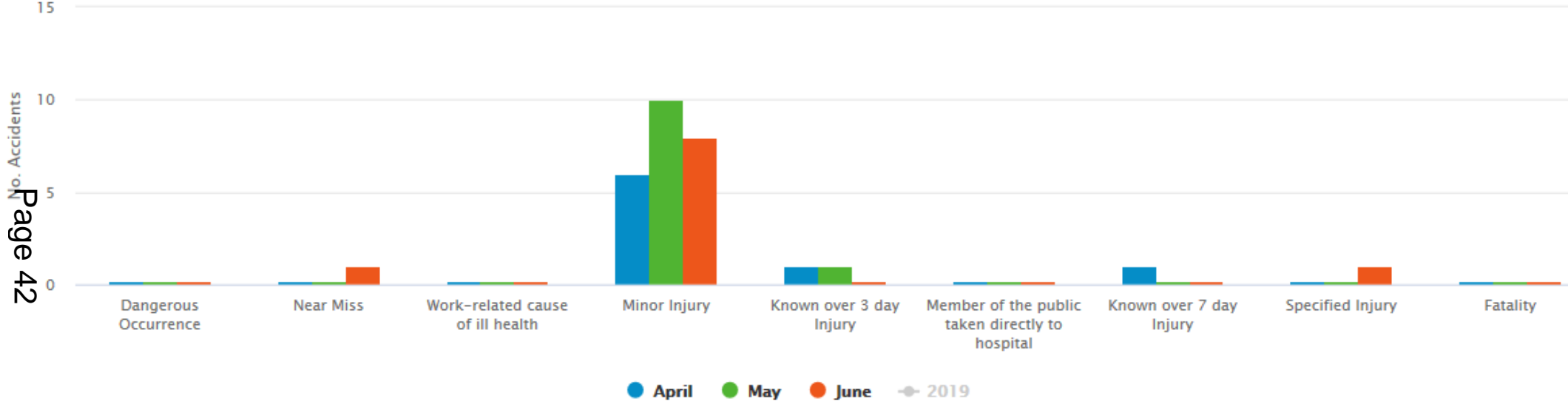
July to September - 2020  
With comparison to previous year.



Appendix 10 - All accidents by Type for the Authority between April - June 2020

All Accidents by Type for the Authority

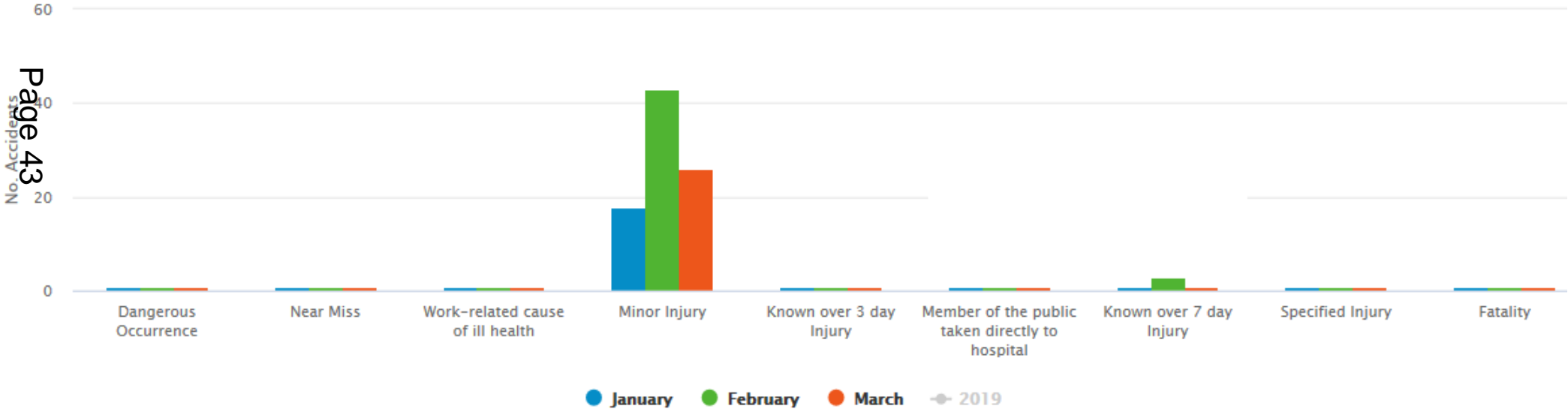
With comparison to previous year.



Appendix 11 - All accidents by Type for the Authority between January – March 2020

### All Accidents by Type for the Authority

January – March 2020  
with comparison to previous year.

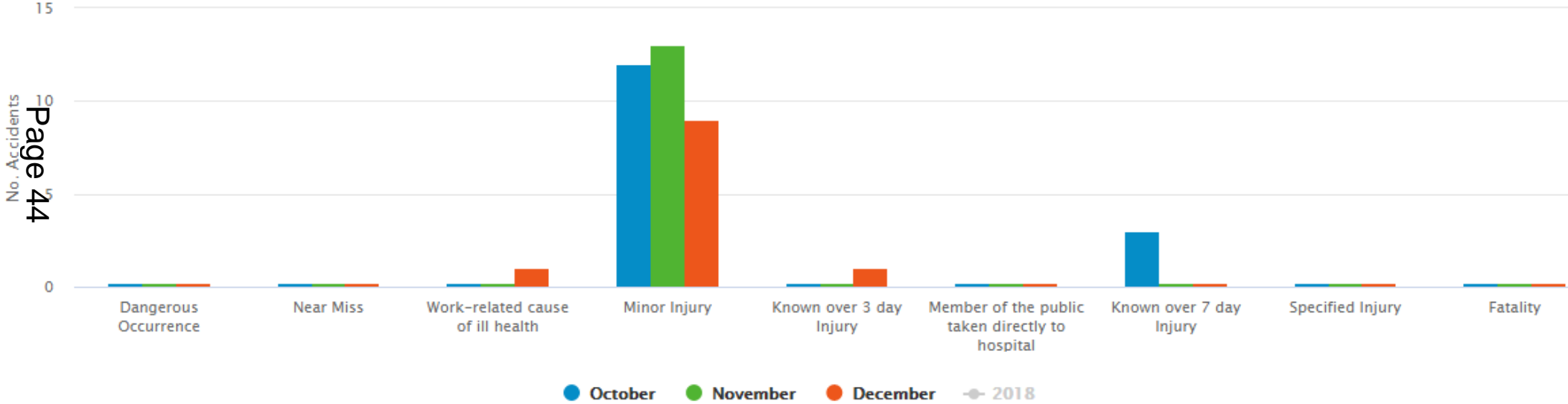


No. Accidents  
Page 43

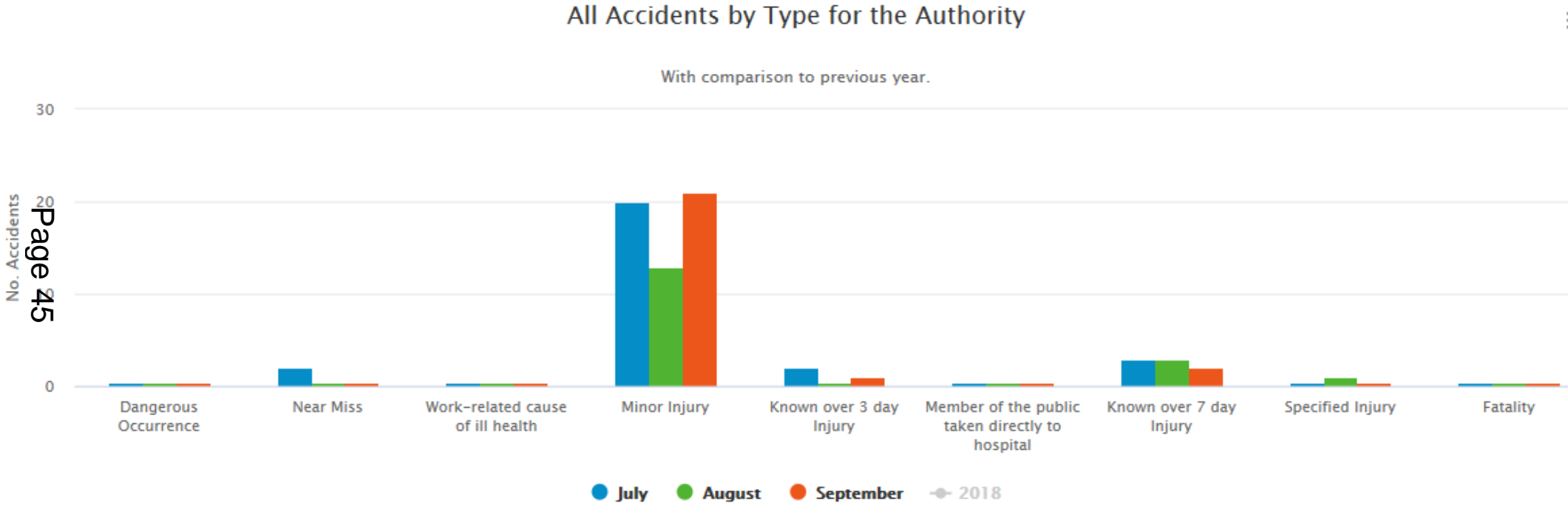
Appendix 12 - All accidents by Type for the Authority between October - December 2019

All Accidents by Type for the Authority

With comparison to previous year.



Appendix 13 - All accidents by Type for the Authority between July - September 2019

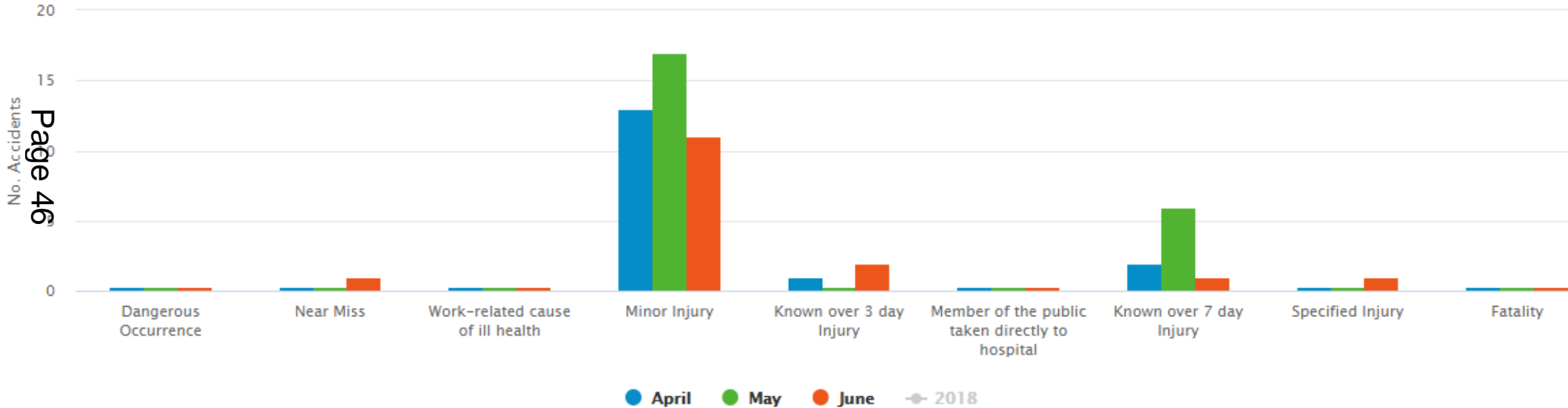


No. Accidents  
Page 45

Appendix 14 - All accidents by Type for the Authority between April - June 2019

All Accidents by Type for the Authority

With comparison to previous year.

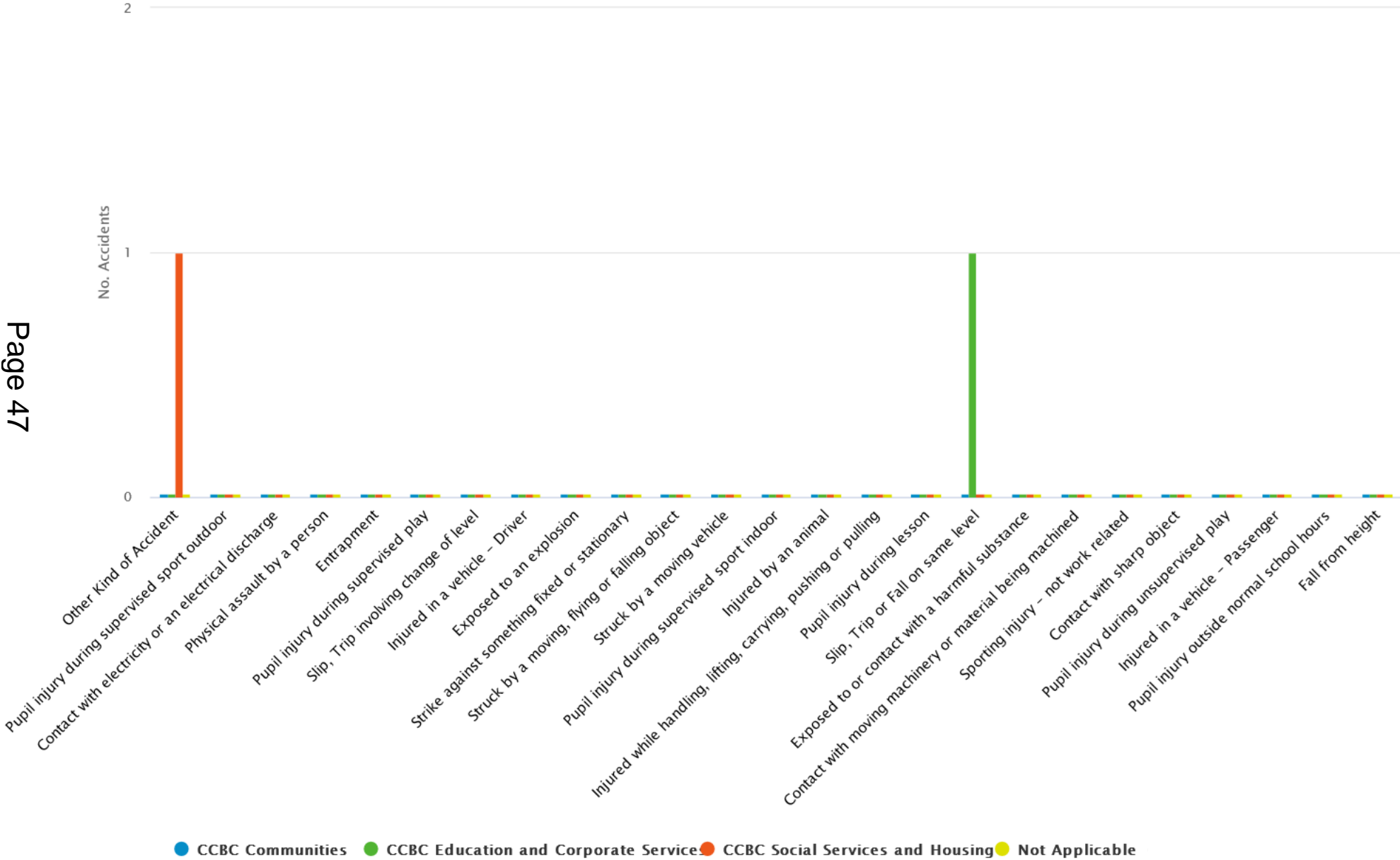




Appendix 15 – RIDDOR reportable accidents by Type and Directorate between July - September 2020

RIDDOR Reportable Accidents by Cause and Directorate

Between 01/07/2020 and 30/09/2020

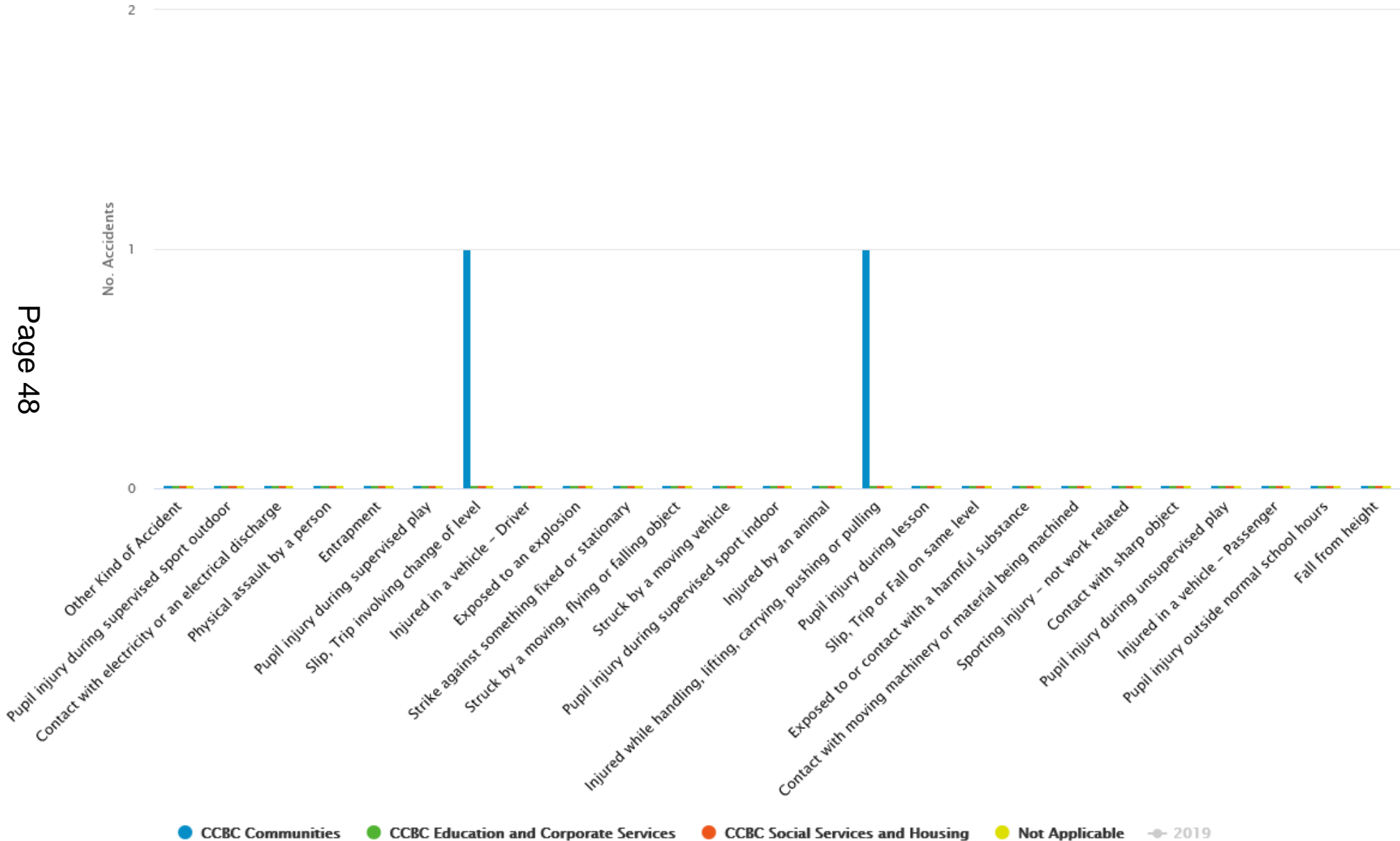


RIDDOR Reportable Accidents by Cause and Directorate

Between 01/04/2020 and 30/06/2020



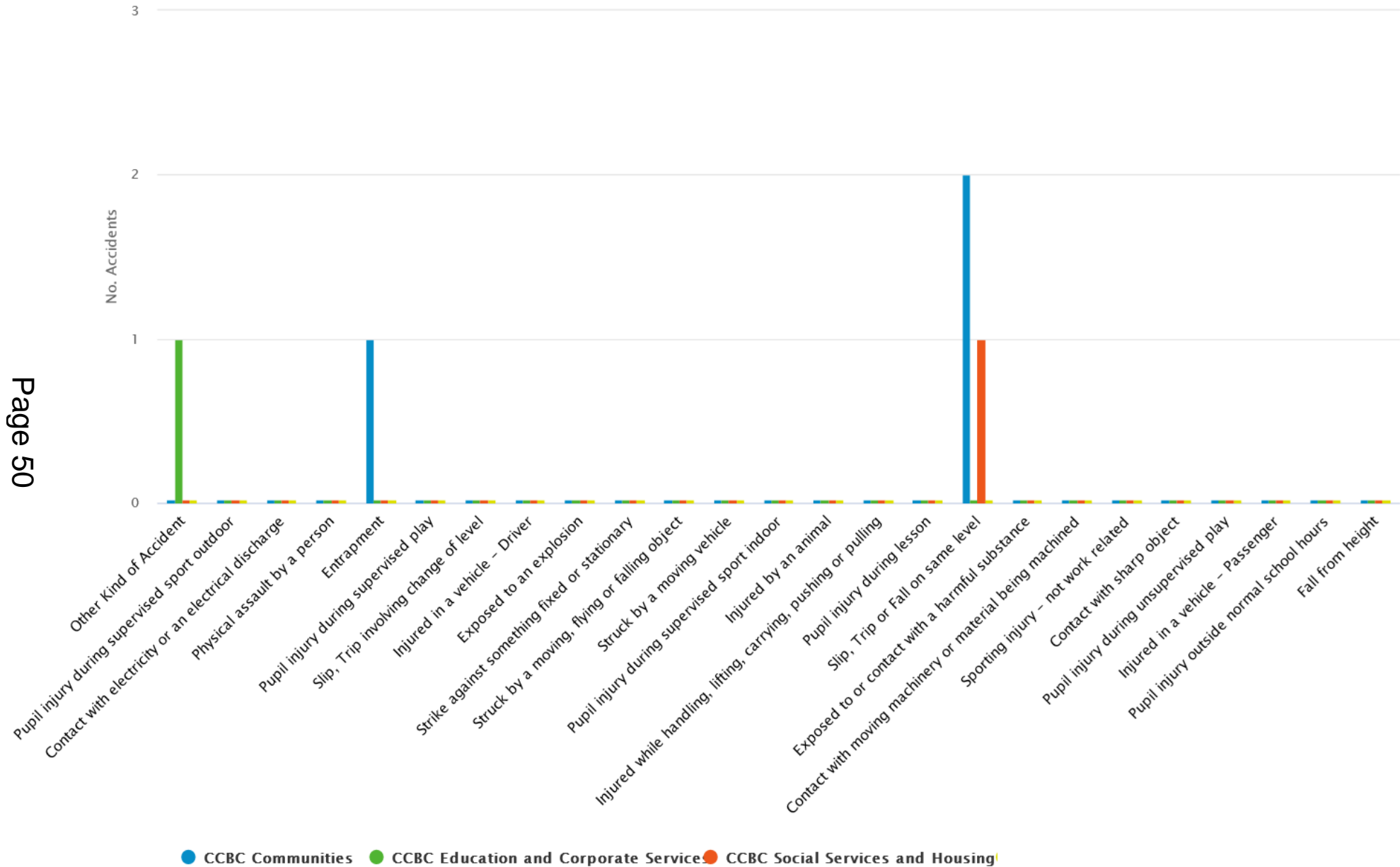
Page 48



**Appendix 17 – RIDDOR reportable accidents by Type and Directorate between January - March 2020**

# RIDDOR Reportable Accidents by Cause and Directorate

Between 01/01/2020 and 31/03/2020



Page 50

# RIDDOR Reportable Accidents by Cause and Directorate

Between 01/10/2019 and 31/12/2019

2

Page 51

No. Accidents

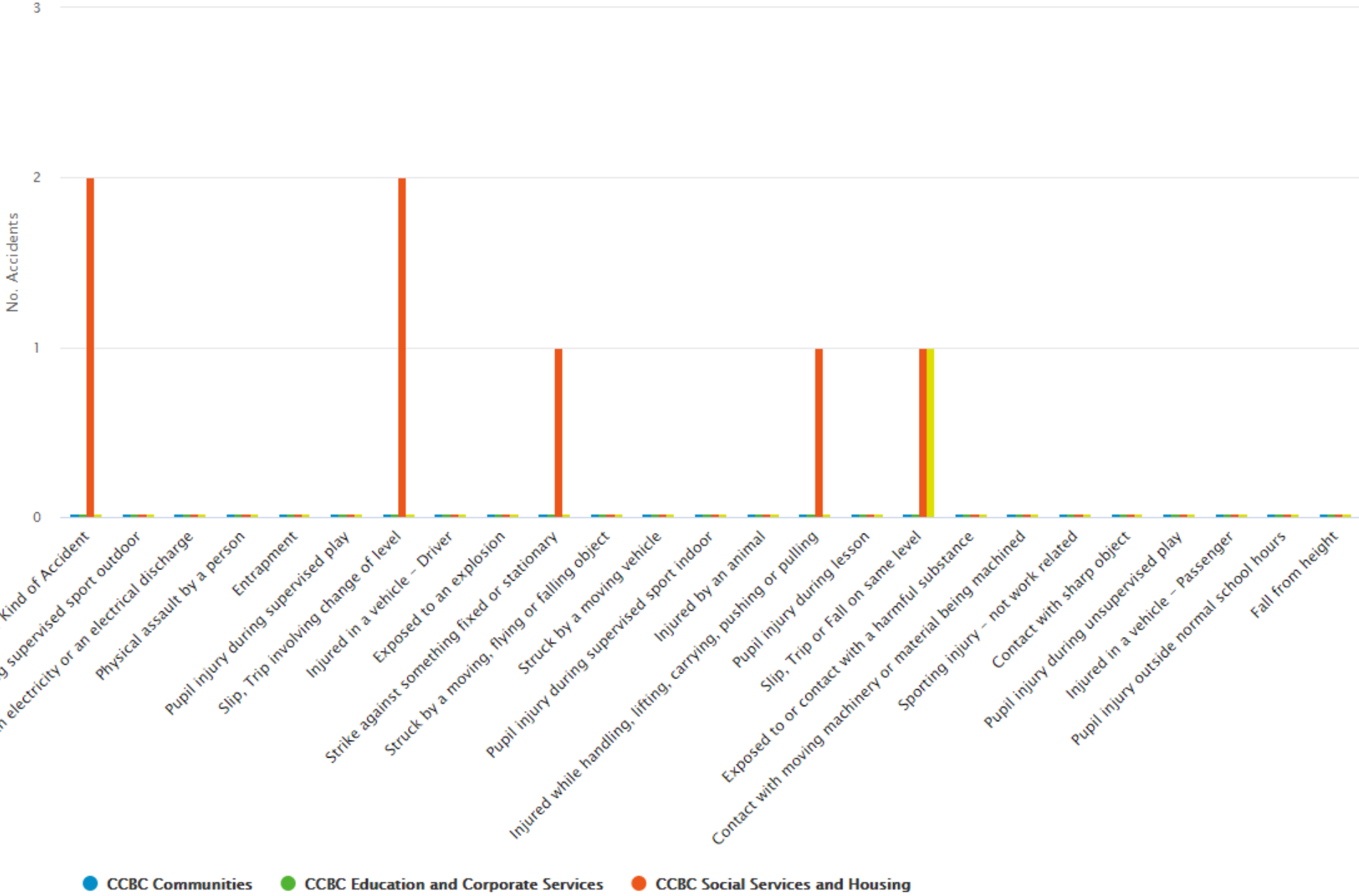


Appendix 19 RIDDOR reportable accidents by Type and Directorate between July - September 2019

RIDDOR Reportable Accidents by Cause and Directorate

Between 01/07/2019 and 30/09/2019

Page 52



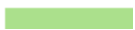
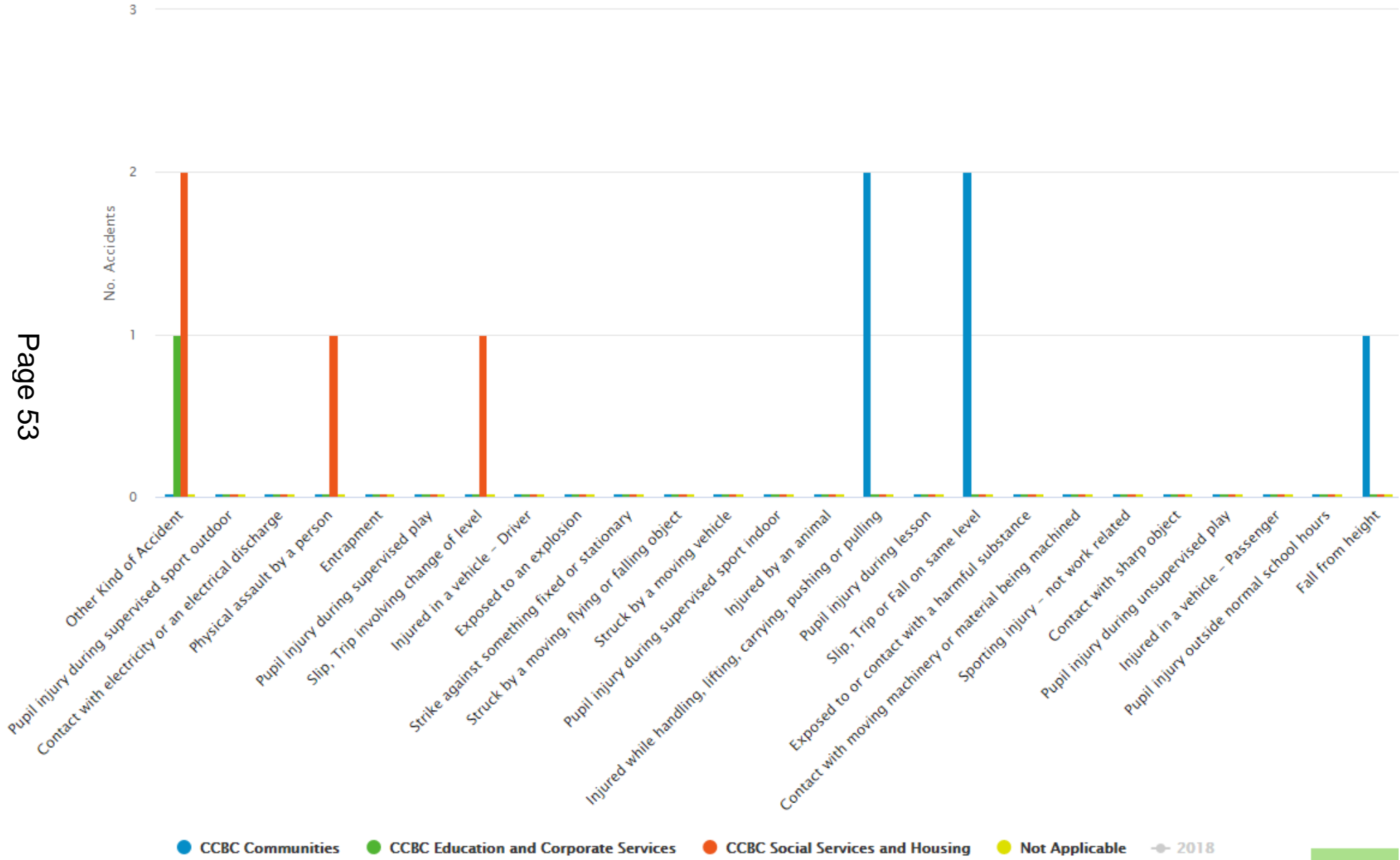
# Appendix 20 RIDDOR reportable accidents by Type and Directorate between April - June 2019

## RIDDOR Reportable Accidents by Cause and Directorate

Between 01/04/2019 and 30/06/2019



Page 53



This page is intentionally left blank