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For all enquiries relating to this agenda please contact Amy Dredge
(Tel: 01443 863100 Email: dredga@caerphilly.gov.uk)

Date: 18th June 2019

Dear Sir/Madam,

A meeting of the **Corporate Health and Safety Committee** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Monday, 24th June, 2019** 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, and a simultaneous translation will be provided if requested.

All Committee meetings are open to the Press and Public, observers and participants are asked to conduct themselves with respect and consideration for others. Please note that failure to do so will result in you being asked to leave the meetings and you may be escorted from the premises.

Yours faithfully,

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

Christina Harrhy
INTERIM CHIEF EXECUTIVE

AGENDA

- | | Pages | |
|---|---|--|
| 1 | To appoint a Chair and Vice-Chair for the ensuing year. | |
| 2 | To receive apologies for absence. | |

A greener place Man gwyrddach

Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat



3 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.

4 To approve and sign the following minutes:-

5 Corporate Health and Safety Committee held on the 18th February 2019.

1 - 4

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

6 South Wales Fire and Rescue Service - Presentation.

7 Health and Safety Policies - Review Timetable.

5 - 8

8 Health and Safety SLA Update.

9 - 12

9 Health and Safety Structure and Action Plan.

13 - 22

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

10 Recent HSE Updates.

23 - 26

11 Accident Statistics Report for January - March 2019.

27 - 36

** 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 Amy Dredge, Tel. 01443 863100 by 10.00 am on Friday 21st June 2019.*

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

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CORPORATE HEALTH AND SAFETY COMMITTEE

**MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON
MONDAY, 18TH FEBRUARY 2019 AT 10 A.M.**

PRESENT:

Councillor D. Havard (Chair)

Councillors:

M. Adams, D.T. Hardacre, A G Higgs, and W. Williams.

Councillor C. Gordon (Cabinet Member for Corporate Services).

Together with:

L. Donovan (Head of People Services), S. Richards (Head of Education, Planning and Strategy), M. Williams (Interim Head of Property Services), E. Townsend (Health and Safety Manager), A. Wigley (Principal Health and Safety Officer), R. Phillips (Team Manager - Asbestos and Fire), A. Rees Evans (Senior Health and Safety Trainer) and A. Dredge (Committee Services Officer).

There were no Trade Union Representatives in attendance.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors P.J. Bevan and S. Kent (Vice-Chair), R. Edmunds (Corporate Director – Education and Corporate Services), D. Beecham (Electoral Services Manager) and A. Williams (UNITE).

2. DECLARATIONS OF INTEREST

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

3. MINUTES – 19TH NOVEMBER 2018

RESOLVED that subject to it being recorded that Councillor C. Gordon (Cabinet Member for Corporate Services) had been in attendance, the minutes of the Corporate Health and Safety Committee held on Monday, 19th November 2018 be approved as a correct record and signed by the Chair.

REPORTS OF OFFICERS

Consideration was given to the following reports:

4. HEALTH AND SAFETY COMMITTEE FORWARD WORK PROGRAMME 2019-2020

The Health and Safety Manager presented the work programme that set out the reports scheduled for future Committee meetings from June 2019 to February 2020.

Members were advised that under the Safety Representatives and Safety Committees Regulations 1977, the Committee has the function of reviewing the measures taken to ensure the health and safety at work of the Council's employees. Establishing a work programme will enable a more thorough review of health and safety actions and will allow the Committee to prioritise areas they consider an organisational risk in a structured manner. Members were asked to consider the work programme and make any suggestions/amendments regarding future reports.

Following consideration and discussion and in noting there were no changes proposed to the forward work programme appended to the report, the Corporate Health and Safety Committee noted its contents.

5. ASBESTOS MANAGEMENT UPDATE

The Team Manager for Asbestos and Fire presented the report that updated the Committee with the work of the Asbestos Team and of the progress made with regard to Asbestos management. The work was undertaken across the Authority's non domestic building portfolio during the period April 2017 to December 2018. In 2011, the Health and Safety Division developed an Asbestos Management Team to provide Asbestos management and support to all departments in relation to the Authority's building portfolio of approximately 11,000 domestic and non-domestic properties. The report sets out some of the priorities moving forward.

The structure and function of the Asbestos Team was set out and it was explained that the responsibility of the Team is to ensure the Authority is compliant with relevant legislation i.e. Control of Asbestos Regulations 2012

Members were referred to paragraph 5.3 in the report that provides comparative data regarding the work undertaken by the Team during the period April 2017 to March 2018 and April 2018 to Dec 2018. It was noted that the Council has invested considerable resources in asbestos management and has made significant progress in terms of addressing the risk. Although progress has been robust, this needs to be maintained a considerable amount of work is still required. There is a need to ensure that effective Asbestos management remains a key priority for the Council and that this is supported at all levels throughout the organisation. In recent months the team has been reduced from 3 to 2 Asbestos Officers due to the Council's Medium Term Financial Plan (MTFP). Also, 50% of one Asbestos Officer's time is allocated to training. However, this has provided the team with an opportunity to consider workload and priorities and to develop a work plan for the next year and continuing into future years (which is currently being produced).

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that the contents of the report be noted.

6. FIRE SAFETY UPDATE

The Team Manager for Asbestos and Fire introduced the report that provided Members with an update regarding the work undertaken by the Fire Safety Team and of the progress made with the Fire Risk Assessments. The Assessments were undertaken across the Authority's non domestic building portfolio during the period April 2017 to December 2018. The team also supports managers with advice and guidance to ensure they progress any recommendations and are effectively managing fire risks.

Members were advised that the frequency of Fire Risk Assessments varies across the property portfolio between annual to four yearly. The frequency of risk Assessments are dependent on the risk profile of the premises and takes into account building construction, occupancy, use and management. The Committee noted that 62 fire risks assessments had been undertaken from April 2017 to March 2018 and 52 between April 2018 and December 2018. The Officer explained that following the tragic fire at Grenfell Towers in June 2017, fire safety has gained a much higher profile and is subject to greater scrutiny. National Fire Safety guidance is currently under review and local Fire Services responsible for enforcement are applying much more stringent standards to compliance than was previously the case. Members were referred to paragraph 5.5 in the report that sets out the other work undertaken by the Team and the support that is provided.

Members discussed the fire training available to Community Centres and Officers explained that any issues that arise are logged on the RAMIS system. The Council has robust procedures in place regarding training and support. If a Community Centre is not owned by the Council, training and support would not be provided. Members were advised that should they have any concerns in respect of individual Community Centres then they should contact the Team for clarification/advice.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that the contents of the report be noted.

7. HEALTH AND SAFETY TRAINING UPDATE

The senior Health and Safety Trainer introduced the report that provided the Committee with an update on the delivery of Health and Safety training across the Authority. Since 2009 the Health and Safety Division has provided a range of training programmes across the Authority to ensure legal compliance, develop best practice and introduce considerable cost savings whilst safeguarding the organisation from prosecution and/or liability claims.

The structure of the Team was set out and it was noted that a second Training Officer has recently been employed on a 12 month fixed term contract. This post is self-funded that will bring opportunities for further training delivery both internally and externally through income generation. The team currently offers 27 standard courses, many of which are accredited,, details of which are set out in paragraph 5.1.1. in the report. In addition to the standard packages, the team support service areas with bespoke training. Members were advised that in May 2017 a Respiratory Protective Equipment (RPE) and Face Fit workshop was designed and delivered for Highways Operatives working with silica dust. In 2016, 2017 and 2018 a bespoke briefing seminar was delivered to School Crossing Patrol Officers.

The Committee were pleased to note that in July 2018, the Team were recognised for their asbestos training when awarded with the United Kingdom Asbestos Training Association (UKATA) Excellence in Workforce Development Award. Members congratulated the Team for their hard work in achieving this Award.

The Officer provided an overview of the training that was provided during April 2017 to December 2018 which generated an income of £91,203.74 during this period. In addition, she has been working with other departments to look at opportunities for bringing training in house. Examples of service area support with training provided were discussed. In terms of joint working, it was noted that the Officer worked with Property Services in 2018 to develop a Premises Managers Handbook and deliver training on Premises Managers responsibilities to staff with premises responsibilities. Further courses will be run periodically dependant on demand.

External Customer Provision was also discussed and it was explained that for the Institute of Occupational Safety and Health (IOSH), UKATA and First Aid courses, the membership and training portfolio is listed publicly. This enables external companies and individuals to book onto events thus broadening the customer base. The Team also offer training to neighbouring Authorities and currently deliver to Rhondda Cynon Taff, Merthyr Tydfil and Cardiff Councils.

Members were referred to paragraph 5.1.5 in the report that sets out the Key Priorities for 2019. These include developing the external customer base whilst recognising the need to balance this with ensuring that internal health and safety needs are met.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that the contents of the report be noted.

8. INFORMATION ITEMS

The Committee noted the following items for information, full details of which were included in the Officer's Reports:

1. Recent Hse updates.
2. Accident Statistics Report for October – December 2018

The meeting closed at 10.45 am.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 24th June 2019, they were signed by the Chair.

CHAIR



CORPORATE HEALTH AND SAFETY COMMITTEE – 24TH JUNE 2019

SUBJECT: HEALTH AND SAFETY POLICIES – REVIEW TIMETABLE

REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide Health and Safety Committee Members with the timetable for review of current Health and Safety policies.

2. SUMMARY

- 2.1 In addition to the Corporate Health and Safety Policy the Authority has in place a number of policies setting out the Authority's approach to managing key health and safety risks. Most policies are currently overdue for review and a programme of policy review has recently commenced.

3. RECOMMENDATIONS

- 3.1 That the contents of the report be noted.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 For Committee to be updated with regard to the timescale for review of Health and Safety policies.

5. THE REPORT

- 5.1 The following table sets out the proposed revised policies to be considered by Health and Safety Committee for 2019/20:

November 2019	Corporate Health and Safety Policy Accident/Incident Reporting and Investigation Policy and Corporate Management Arrangements * Electrical Safety Policy and Corporate Management Arrangements Corporate Asbestos Management Plan Domestic Asbestos Management Plan Legionella Control Policy – new policy Lone Working Policy and Corporate Management Arrangements.
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February 2020	First Aid at Work Policy and Corporate Management Arrangements Manual Handling Policy and Corporate Management Arrangements Fire Safety Policy and Corporate Management Arrangements Risk Assessment Policy and Corporate Management Arrangements Violence at Work Policy and Corporate Management Arrangements Display Screen Equipment Policy and Corporate Management Arrangements
June 2020	Control of Hand Arm Vibration Exposure Policy and Corporate Management Arrangements Noise at Work Policy and Corporate Management Arrangements Employee Well-Being Management Policy and Corporate Management Arrangements *

* Indicates that a significant re-write is expected

- 5.1.1 The programme may be subject to change depending on issues that may become topical, any new HSE/Fire Service guidance and workload.
- 5.1.2 Where policies are subject to minor changes then one report summarising the changes will be brought to committee covering a number of policies.

5.2 **Conclusion**

The programme for policy review will allow Committee members to

6. **ASSUMPTIONS**

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

7. **LINKS TO RELEVANT COUNCIL POLICIES**

- 7.1 This report links to the Corporate Health and Safety Policy and all other CCBC Health and Safety Policies listed above.

7.2 **Corporate Plan 2018-2023**

The report content contributes towards or impacts the Corporate Well-being Objectives:

Objective 1 - Improve education opportunities for all. Through affording Health and Safety training opportunities both for our employees and for others across the borough which will support with developing skills and improving employability.

Objective 2 - Enabling employment. Through ensuring that CCBC employees and others affected by our work activities are kept safe and healthy whilst at work and able to remain in employment.

Objective 5 - Creating a County Borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015. Through ensuring that the health risks associated with work are assessed, controlled and managed in accordance with the relevant health and safety policy and that health and safety training provided in schools ensures that Managers and employees are aware of the Health and Safety policies and practises that support good health and well-being.

Objective 6 - Support citizens to remain independent and improve their well-being. Through ensuring that our health and safety policies and practises promote good health and well-being.

8. WELL-BEING OF FUTURE GENERATIONS

8.1 This report contributes to the Well-being Goals as set out in the Well-being of Future Generations (Wales) Act:-

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales

It is also consistent with the five ways of working as defined within the sustainable development principle in the Act in that we will seek to consider the long-term impact of Health and Safety policies, practices and training, we will seek to prevent any ongoing issues and ensure that Health and Safety training and subsequent practise is integrated into good management. We will also ensure there is effective collaboration and involvement as required in order to meet our legal Health and Safety objectives in line with the act. This will assist in safeguarding the health and safety of our employees, residents, service users and visitors and ensure that the Council as a public body and social landlord meets its regulatory duties and corporate objectives.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implications.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications.

12. CONSULTATIONS

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

13. STATUTORY POWER

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

Author: Emma Townsend, Health and Safety Manager, townsej@caerphilly.gov.uk
Consultees: Richard Edmunds, Corporate Director for Education and Corporate Services,
edmure@caerphilly.gov.uk
Lynne Donovan, Head of People Services, donovl@caerphilly.gov.uk
Cllr Gordon, Cabinet Member for Corporate Services, gordocj@caerphilly.gov.uk
Richard Phillips, Team Manager, Asbestos and Fire, phillr2@caerphilly.gov.uk



CORPORATE HEALTH AND SAFETY COMMITTEE – 24TH JUNE 2019

SUBJECT: HEALTH AND SAFETY SLA UPDATE

REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Health and Safety Committee Members on the Health and Safety SLA Service offered to schools.

2. SUMMARY

- 2.1 Since 2009 a health and safety SLA has been provided to all Caerphilly schools. Following requests from Head Teachers for additional health and safety support a premium SLA service was introduced in 2015. This report provides an overview of the support provided to Caerphilly Schools over the past year.

3. RECOMMENDATIONS

- 3.1 That the contents of the report be noted.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 For Committee to be updated with regard the progress of the Health and Safety SLA in Schools.

5. THE REPORT

- 5.1 All Caerphilly Schools buy into a health and safety SLA which is a fully income funded service providing specific health and safety support to schools. The core SLA provides 5 days of health and safety officer time of which 3 days per annum are allocated to mandatory inspections; General Health and Safety Inspection, Fire Risk Assessment and Health and Safety Management Audit. The 2 remaining days can be used by the schools as they see fit to assist them with managing their health and safety risk.

5.1.1 Premium Health and Safety SLA

The Premium Health and Safety SLA Service provide the schools with a named Health and Safety Officer who visits the school on a monthly or fortnightly basis. The range of tasks undertaken by the Health and Safety SLA Officer is vast and includes:

- Completion of risk assessments
- Completion of DSE assessments
- Pupil and staff assessments
- Site Inspections
- Updating RAMIS for statutory inspections
- Physical Access Strategy Reviews
- Supporting the School Educational visit Co-ordinator in developing and reviewing risk assessments for offsite visits.
- Accident reporting and investigation
- Arranging specialist training e.g. choking, epilepsy
- Legionella Temperature Checks
- Monitoring Asbestos in Situ
- Production of Governors Health and Safety Reports and attending Governors Meetings to report/update on health and safety

Health and Safety training remains a significant part of the role and ensures that the schools comply with their legal obligation to provide staff with information, instruction and training on health and safety. During 18/19 the following training briefings were provided:-

	Number of Sessions	Number Trained
Fire Awareness/Fire Awareness Refresher	34	1176
Lying/Standing Change Instruction	1	2
Changing Bed Instruction	1	6

Most Primary Schools (67 out of 73 for 18/19) continue to buy into the Premium Health and Safety SLA Service. The Learning Centre, Pupil Referral Unit and Trinity Fields School and Resource Centre also continue to opt into the Premium H&S SLA Service. We are seeing an increasing number of schools choosing to opt for a monthly service. This is a reflection of the level of support they have received since the services commenced with many schools having in place comprehensive and effective health and safety arrangements and feeling more confident in their ability to manage health and safety risk.

The service remains valued by Head Teachers. Two schools have dropped out of the service since its introduction, one of which has since chosen to buy-back in. The school who recently opted out of the premium SLA advised that this decision was purely financial.

5.1.2 Secondary Schools

The Premium SLA was extended to all Secondary School across the Borough from 3rd June 2019 for one year through central funding. This decision was made to enable better engagement with secondary schools and to help support schools in identifying and addressing their risks. At the end of the year of premium support schools will have the option of continuing to buy into the premium service or revert to the core SLA. This arrangement is mutually beneficial in that schools benefit from support and expertise which will improve health and safety compliance and standards and the Authority will have a better understanding of the key health and safety issues across secondary schools allowing more targeted guidance and support.

5.1.3 Core Health and Safety SLA

The 6 primary schools who chose not to buy into the premium service receive a standard Health and Safety SLA. This means they receive either a general inspection or a health and safety management audit annually and a fire risk assessment (frequency determined by risk), they also have 2 days of Officer support each year to use as they choose e.g. delivering H&S training, supporting on risk assessments. Telephone support is available to all schools regardless of levels of support during normal office hours.

5.2 Conclusion

The Health and Safety SLA appears to be working well and is well perceived. Continuing to work with schools and to build strong relationships means the service is best placed to provide effective health and safety support. Health and Safety performance is increasingly being scrutinised internally and whilst the HSE are generally less proactive the penalties for health and safety breaches are a strong incentive to ensure that health and safety risk is managed. The Health and Safety Division will continue to work closely with schools and to review and monitor their performance, ensuring that the level and type of health and safety support provided remains effective.

6. ASSUMPTIONS

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

7. LINKS TO RELEVANT COUNCIL POLICIES

7.1 This report links to the Corporate Health and Safety Policy and other CCBC Health and Safety Policies e.g. Asbestos, Fire and Lone Working.

7.2 Corporate Plan 2018-2023

The report content contributes towards or impacts the Corporate Well-being Objectives:

Objective 1 - Improve education opportunities for all. Through affording Health and Safety training opportunities both school based employees which will support with developing skills and improving employability.

Objective 2 - Enabling employment. Through ensuring that CCBC employees and others affected by our work activities are kept safe and healthy whilst at work and able to remain in employment. Relevant, targeted and effective health and safety training which is provided as part of the health and safety SLA contributes to this objective.

Objective 5 - Creating a County Borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015. Through ensuring that the health risks associated with work are assessed, controlled and managed and that health and safety training provided in schools ensures that Managers and employees are aware of the Health and Safety policies and practises that support good health and well-being.

Objective 6 - Support citizens to remain independent and improve their well-being. Through ensuring that our health and safety training reflects our health and safety policies and practices which promote good health and well-being.

8. WELL-BEING OF FUTURE GENERATIONS

8.1 This report contributes to the Well-being Goals as set out in the Well-being of Future Generations (Wales) Act:-

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales

It is also consistent with the five ways of working as defined within the sustainable development principle in the Act in that we will seek to consider the long-term impact of Health and Safety policies, practices and training, we will seek to prevent any ongoing issues and ensure that Health and Safety training and subsequent practise is integrated into good management. We will also ensure there is effective collaboration and involvement as required in order to meet our legal Health and Safety objectives in line with the act. This will assist in safeguarding the health and safety of our employees, residents, service users and visitors and ensure that the Council as a public body and social landlord meets its regulatory duties and corporate objectives.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implications.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications.

12. CONSULTATIONS

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

13. STATUTORY POWER

13.1 The Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Regulation 1999.

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

Consultees: Richard Edmunds, Corporate Director for Education and Corporate Services, edmure@caerphilly.gov.uk

Lynne Donovan, Head of People Services, donovl@caerphilly.gov.uk

Cllr Gordon, Cabinet Member for Corporate Services, gordocj@caerphilly.gov.uk



CORPORATE HEALTH AND SAFETY COMMITTEE – 24TH JUNE 2019

SUBJECT: HEALTH AND SAFETY STRUCTURE AND ACTION PLAN

REPORT BY: CORPORATE DIRECTOR – EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to update Corporate Health and Safety Committee Members on the structure of the Health and Safety Division (appendix 1) and the work programme for 2019-2021 (appendix 2).

2. SUMMARY

- 2.1 The revised structure reflects the best use of resources within existing budget constraints. 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 discussed.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 For Committee to be updated with regards to the structure and priorities of the Health and Safety Division.

5. THE REPORT

- 5.1 The Health and Safety Division has undergone numerous changes over the past 18 months. A number of Health and Safety Officers left the Authority affording the Authority the opportunity to review the structure and ensure that it reflects the organisational needs and best utilises resources allocated to Health and Safety.
- 5.1.1 The team structure (appendix 1) is currently in place with the exception of the 2 grade 9 posts which are in the process of having job descriptions developed to allow the posts to be evaluated. Appointing to these posts will mean that the core team is fully staffed and this will allow resources to be prioritised to work through the Corporate Health and Safety Action Plan. One of the senior posts will be funded through loss of an Officer post enabling the structure to come within existing budget. One SLA post is also vacant due to ongoing difficulties with recruitment.

- 5.1.2 The Health and Safety Division consists of one Health and Safety Manager, one Principal Health and Safety Officer, two Senior Health and Safety Officers, two Health and Safety Officers, a Manual Handling Assessor/Trainer (50% funded by the Education and Corporate Services Directorate) and a Health and Safety Apprentice. There is a further Health and Safety Officer within the structure funded directly via WHQS/HRO (60%) and Communities (40%) and a Health and Safety Officer directly funded by Flying Start. Although these two posts sit within the Health and Safety Division and are managed within the division the post holders have set responsibilities directed by the Service areas. The division also employs seven SLA Health and Safety Officers who are directly funded by schools and are based at their allocated schools. The Authority also employs a H&S Officer to support WHQS/HRO and a H&S Officer to support Highways. These posts sit outside of the central Health and Safety Structure and report directly to their respective service areas.
- 5.1.3 The Health and Safety Division includes the Health and Safety Training team which consists of one Principal Health and Safety Trainer, two Health and Safety Trainers (one fixed term funded through income generation) and a System Support Officer.
- 5.1.4 The wider Health and Safety Division also consists of a Asbestos and Fire Team Manager, two Fire Officers (60% FTE posts) and two Asbestos Officer (one of whom spends 50% of their time delivering Asbestos Training). The Asbestos and Fire Team Manager reports directly to the Head of People Services. The Asbestos, Fire and Health and Safety Officers work closely due to the overlapping actions. This enables the division to provide the best possible level of support to Managers.
- 5.1.5 The Health and Safety Action Plan 2019/2021 (appendix 2) identifies key high level organisational priorities which form the workload of the team over the next 18 months. The priorities are based on legislative requirements, accidents/incidents and gap analysis to identify areas where work is needed to ensure the organisation is best placed to defend both civil and criminal action. The action plan does not identify all organisational risks as the plan is aligned to the capacity of the team to deliver on these key priorities. It is recognised that staffing issues and/or major Health and Safety issues may require resources to be reprioritised resulting in some priorities being carried forward.
- 5.1.6 The Health and Safety Action Plan 2019/2021 (appendix 2) sets out priorities and workload for the team which form the work stream 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 Reports forms, entry onto the EPR, supporting with any recommended action e.g. site bans, 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, RAMIS training, monitoring of closing out of tasks
 - Attendance at Directorate/Service area Health and Safety Meetings e.g. Communities Health and Safety Board

5.2 **Conclusion**

The revised Health and Safety Division structure and action plan sets out a clear staffing resource and a targeted, measurable plan for the Health and Safety Division to work against. This will allow H&S progress to be more easily monitored and will allow 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. LINKS TO RELEVANT COUNCIL POLICIES

7.1 This report links to the Corporate Health and Safety Policy and other CCBC Health and Safety Policies e.g. Asbestos, Fire, Lone Working.

7.2 Corporate Plan 2018-2023

The report content contributes towards or impacts the Corporate Well-being Objectives:

Objective 1 - Improve education opportunities for all. Through affording H&S training opportunities both for our employees and for others across the borough which will support with developing skills and improving employability.

Objective 2 - Enabling employment. Through ensuring that CCBC employees and others affected by our work activities are kept safe and healthy and able to remain in employment.

Objective 5 - Creating a county borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015. Through ensuring that the health risks associated with work are assessed, controlled and managed and ensuring that H&S policies and practises support good health and well-being.

Objective 6 - Support citizens to remain independent and improve their well-being. Through ensuring that our health and safety policies and practises promote good health and well-being.

8. WELL-BEING OF FUTURE GENERATIONS

8.1 This report contributes to the Well-being Goals as set out in the Well-being of Future Generations (Wales) Act:-

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- A healthier Wales
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It is also consistent with the five ways of working as defined within the sustainable development principle in the Act in that we will seek to consider the long-term impact of H&S policies and practices, prevent any ongoing issues and ensure that H&S is integrated into good management. We will also ensure there is effective collaboration and involvement as required in order to meet our legal H&S objectives in line with the act. This will assist in safeguarding the health and safety of our employees, residents, service users and visitors and ensure that the Council as a public body and social landlord meets its regulatory duties and corporate objectives.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implications within this report.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications within this report.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications within this report.

12. CONSULTATIONS

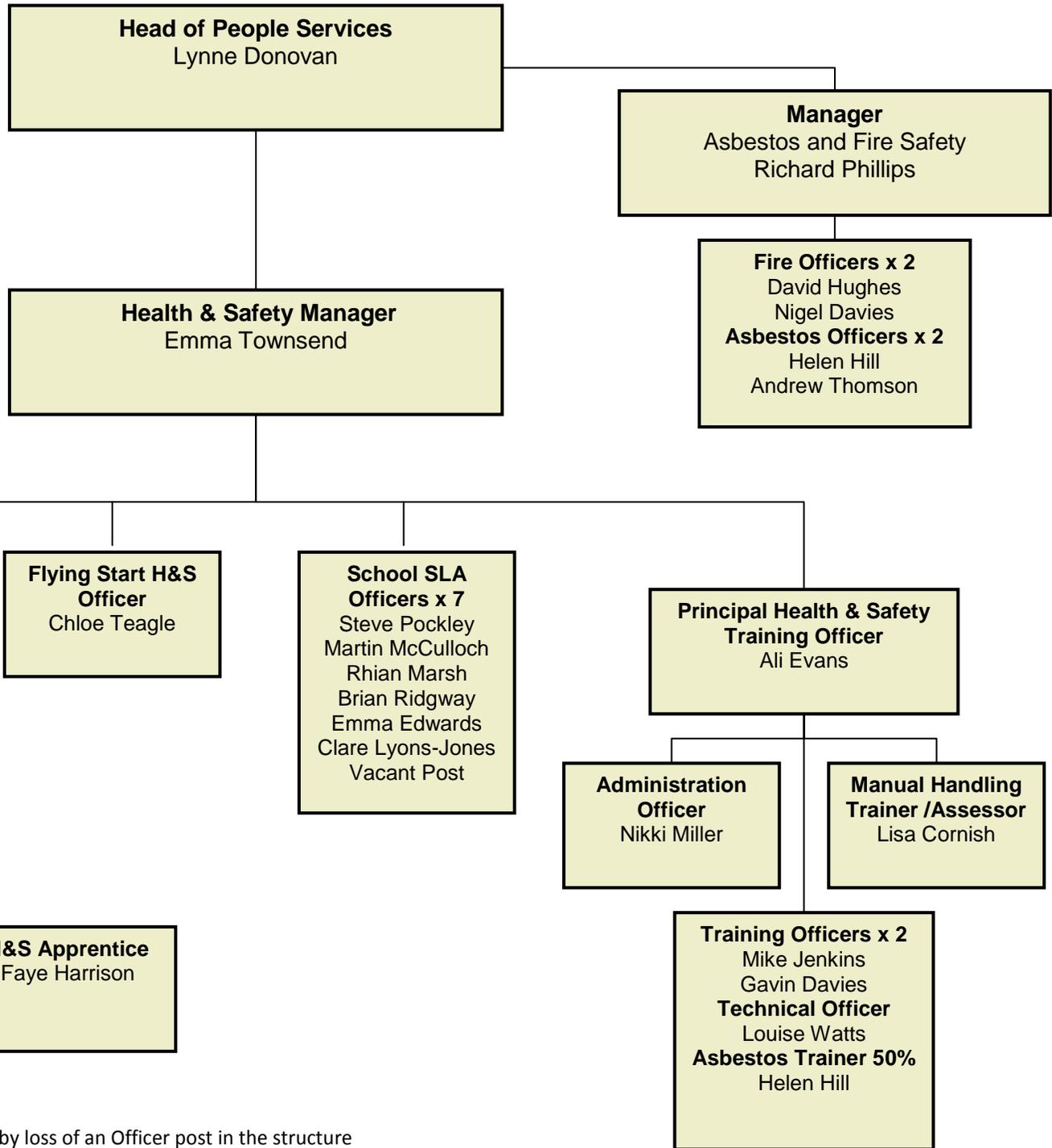
12.1 All comments from consultees have been included in the report.

13. STATUTORY POWER

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

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Appendices:
Appendix 1 - Structure Of The Health And Safety Division
Appendix 2 - Work Programme For 2019-2021



*One Senior post to be funded by loss of an Officer post in the structure

APPENDIX 2

Health and Safety – Action Plan 2019/21

Ref. No.	Action	Current Position	Success Criteria	Responsibility	Timescale
01	<p>H&S Structure</p> <ul style="list-style-type: none"> - Agree and communicate new H&S Structure - Report to Committee - Appoint to new positions within structure - Monitor effectiveness of new structure 	<p>Structure Agreed Committee Report June 2019 Senior Officer Posts to be evaluated and appointed to</p>	<p>New Structure in place and working effectively</p>	<p>ET</p>	<p>October 2019</p>
02	<p>GLAZING</p> <ul style="list-style-type: none"> - Establish an agreed position for the ongoing management of glazing in CCBC premises - Report to CMT with options for managing the risk. - Implementation of agreed approach - Generic risk assessment for Building Managers - Guidance for Building Managers on managing the risk. - Monitor ongoing compliance through general inspections and H&S management audits. 	<p>Discussed at Statutory Maintenance Group</p>	<p>Approach agreed and implemented</p>	<p>H&S</p>	<p>August 2019 – report to CMT</p>
03	<p>Contractor Management</p> <ul style="list-style-type: none"> - Develop new guidance on contractor management - Review existing CDM guidance - Arrange CDM training (Schools? Building Managers?) to reflect staffing changes and as a refresher. - Monitor compliance through audit programme. 	<p>CDM guidance in place Training provided 2015</p>	<p>Guidance in place and communicated Training delivered</p>	<p>H&S</p>	<p>December 2019</p>

04	<p>DISPLAY SCREEN EQUIPMENT</p> <ul style="list-style-type: none"> - Review DSE policy/CMA - Re-establish process for DSE Assessments (consider online assessment) - DSE Training (online together with DSE assessment?) - Establish process for complex assessments - Communicate new arrangements - Monitor compliance through audit programme 	<p>Existing policy in place Assessments vis trained DSE Assessors in Service areas Complex assessments via H&S or private contractor depending on complexity</p>	<p>Revised policy approved and effective</p>	<p>RM</p>	<p>April 2020</p>
05	<p>RAMIS</p> <ul style="list-style-type: none"> - Add statutory tasks not currently on RAMIS e.g. pressure vessels, hoists, lightning conductors - Discuss with BC/FM and Statutory Maintenance Group as required plans, implications and timescales before activating tasks - 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 	<p>Tasks already added</p>	<p>RAMIS used for all statutory tasks</p>	<p>AW</p>	<p>April 2020</p>

06	Radiation Review <ul style="list-style-type: none"> - Review of internal competence - Audit programme of schools with radiation sources - Review of training 	RPO Trained booked 1/7/19 Schools with Radiation sources provided written confirmation of their compliance January 2018	RPO Training completed Audit completed Training needs	BM	April 2020
07	Sypol Review <ul style="list-style-type: none"> - Review of assessments current on Sypol - Reduction of the number of live assessments in line with the current contract to 250 - Consideration of how we use Sypol moving forward in terms of cost benefit and options 	Assessment review underway Number of assessments reduced from approx. 700 to 360	Sypol assessments current and within numbers Agreed approach for managing COSHH compliance	AW	April 2020
08	VEHICLE/PEDESTRIAN SAFETY <ul style="list-style-type: none"> - Revise Inspection Checklist & Risk Assessment for traffic management on CCBC sites - Target high risk premises e.g. those with introduced traffic management risks and support with completion of risk assessments - Audit % across each Directorate. 	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	Traffic management risk assessments in place for all sites with onsite traffic management Arrangements effective	H&S	April 2020

09	Directorate Action Plans <ul style="list-style-type: none"> - Develop directorate action plans setting out work plan and priorities - Monitor progress against plan 	Senior Officers to be appointed to develop plans	Plans in place and used to improve health and safety standards	H&S	December 2019
09	Employee Warning Database Review <ul style="list-style-type: none"> - 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. - Establish criteria involving Legal Services for those individuals who are not notified that they are on the Register - Revise guidelines and procedure - Use of Privacy Notice 	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	EPR Procedure revised EPR Database working effectively with access controlled	H&S	October 2019
10	AUDIT SYSTEM <ul style="list-style-type: none"> - Establish an audit system for all CCBC premises based on a risk prioritised programme. - Risk band all Premises and implement a rolling programme of audits. - Generate audit reports and implement escalation procedure for outstanding actions across Authority. - Monitor progress. 	Audits have commenced on a risk basis Work has started to prioritise buildings	Auditing undertaken in accordance with agreed plan	H&S	September 2019 for prioritised list Ongoing for auditing

11	<p>ACCIDENT REPORTING & INVESTIGATION REVIEW ACCIDENT REPORTING POLICY AND CMA</p> <ul style="list-style-type: none"> - Build in revised near miss reporting arrangements - Review training around accident investigation – consider accident investigation training for Managers and also policy briefings - Monitor effectiveness of policy - Provide information and statistics to H&S Committee as part of quarterly report. 	Existing policy in place which include near miss reports	Revised policy in place Increased number of near misses reported	H&S	December 2019
12	<p>GDPR</p> <ul style="list-style-type: none"> - Ensure privacy notices are signed off by Information Unit and summary notices added to documents - Review electronic filing system – simplify and clear-out. - Establish consistency across team - Monitor compliance 	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



CORPORATE HEALTH AND SAFETY COMMITTEE – 24TH JUNE 2019

SUBJECT: RECENT HSE 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.

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 Local authority prosecution - boundary wall collapse

- 5.1.1 Basildon Borough Council has been sentenced after a brick boundary wall it part-owned collapsed and seriously injured a six-year-old girl.

Basildon Crown Court heard how a wall spanning the back of two houses collapsed onto the girl during a family barbecue. She was placed in an induced coma after sustaining serious and life-threatening injuries. She was in intensive care for 7 days and in hospital for 10 days in total. She has made a good recovery but still suffers some physical and emotional problems.

An investigation by the Health and Safety Executive (HSE) found the Council failed to take any action after receiving concerns about the wall's condition from private tenants, two years prior to the incident. Wider concerns about the poor condition of brick walls in the vicinity, including council-owned walls, were not passed to building control or the Council's inspections teams. The Council failed to implement a system of intelligence-led inspection, maintenance and repair, to adequately identify and remedy the risks of collapses to boundary walls, both owned solely by the Council, or jointly with private residents.

Basildon Borough Council pleaded guilty to breaching Section 3(1) of the Health and Safety at Work etc. Act 1974 and fined of £133,333 and ordered to pay costs of £21,419.55.

5.2 Local authority prosecution – worker crushed by refuse vehicle

5.2.1 Pendle Borough Council has been fined after a worker's leg was crushed by a refuse collection vehicle.

Burnley Magistrates' Court heard how, on 30 October 2015, a labourer with Pendle Borough Council, was struck by a large refuse vehicle whilst at work in Nelson, Lancashire. At the time of the incident, three refuse vehicles were in the immediate vicinity. The employee suffered severe crush injuries which resulted in surgery to remove his lower right leg.

An investigation by the HSE found the Council had neglected to properly identify the well-known hazards posed by refuse collection operations. Consequently, the council had failed to devise safe working methods and provide the necessary information and training to their workers to prevent harm arising.

Pendle Borough Council pleaded guilty to breaching Sections 2(1) and 3(1) of the Health and Safety at Work etc act 1974. Total fines of £40,000 were imposed with costs of £14,000.

5.3 HSE fee for intervention rate increase

5.3.1 The HSE has increased its fee for intervention (FFI) hourly rate by 20%, from £129 to £154.

5.3.2 The new charge came into effect on 6 April and it is the second increase since the scheme was introduced in October 2012. The rate first went up in 2016, from £124.

5.3.3 Under the scheme, the HSE only recovers costs of its regulatory work from non-compliant dutyholders found to be in material breach of safety and health law. The fee covers an inspector's time spent identifying and resolving the issue, as well as any investigation or enforcement action up to the point where HSE's intervention has been concluded or a prosecution is started. It is calculated by multiplying the time spent on FFI activity by the hourly rate.

5.3.4 A material breach is defined by the HSE as "*something which an inspector considers serious enough that they need to formally write to the business requiring action to be taken*". Where an inspector simply gives advice, either verbal or written, there is no FFI.

5.4 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. 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. LINKS TO RELEVANT COUNCIL POLICIES

7.1 This report links to the Corporate Health and Safety policy and other CCBC Health and Safety Policies e.g. Asbestos, Fire, Lone Working.

7.2 Corporate Plan 2018-2023

The report content contributes towards or impacts the Corporate Well-being Objectives:

Objective 1 - Improve education opportunities for all. Through ensuring that case law and relevant Health & Safety updates are communicated. This allows relevant information to be included in CCBC H&S Training which is afforded to employees and other across the borough.

Objective 2 - Enabling employment. Through provision of up to date H&S information which assists CCBC in ensuring that CCBC employees and others affected by our work activities are kept safe and healthy and able to remain in employment.

Objective 5 - Creating a County Borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015. Through ensuring that any relevant information on health risks associated with work is communicated allowing the risks to be assessed, controlled and managed and ensuring that Health & Safety policies and practises support good health and well-being.

Objective 6 - Support citizens to remain independent and improve their well-being. Through ensuring that relevant health and safety information is communication and can considered. This assists in ensuring that our health and safety policies and practises can be reviewed and updated as appropriate and continue to promote good health and well-being.

8. WELL-BEING OF FUTURE GENERATIONS

8.1 This report contributes to the Well-being Goals as set out in the Well-being of Future Generations (Wales) Act:-

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales

It is also consistent with the five ways of working as defined within the sustainable development principle in the Act in that we will seek to consider the long-term impact of Health & Safety policies and practices, prevent any ongoing issues and ensure that Health & Safety is integrated into good management. We will also ensure there is effective collaboration and involvement as required in order to meet our legal Health & Safety objectives in line with the act. This will assist in safeguarding the health and safety of our employees, residents, service users and visitors and ensure that the Council as a public body and social landlord meets its regulatory duties and corporate objectives.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implications.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications.

12. CONSULTATIONS

- 12.1 If any consultee expresses views which differ from the recommendations, the author must include them in this section and as part of the main body of the report state whether the author is of the view that they have been addressed satisfactorily in the report, whether they can/should be incorporated in the recommendation and if not incorporated into the recommendation then why not.

13. STATUTORY POWER

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

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



CORPORATE HEALTH AND SAFETY COMMITTEE – 24TH JUNE 2019

SUBJECT: ACCIDENT STATISTICS REPORT FOR JANUARY - MARCH 2019

REPORT BY: CORPORATE DIRECTOR – EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to inform Members, Management and Trade Union Safety Representatives of the numbers and types of work related accidents/incidents that occurred during the period of January to March 2019 (inclusive).

2. SUMMARY

- 2.1 The following report provides accident statistics for January to March 2019 (inclusive). Accident statistics are produced for each quarter and presented to the members of the Health and Safety Committee for information.

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 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):

- Fatal accidents.
- 'Specified injury' (formerly referred to as a 'major injury'), including a fracture, other than to fingers, thumbs and toes; amputation of an arm, hand, finger, thumb, leg, foot or toe; permanent loss or reduction of sight; crush injuries leading to internal organ damage; serious burns (covering more than 10% of the body, or damaging the eyes, respiratory system or other vital organs); scalpings (separation of skin from the head) which require hospital treatment; unconsciousness caused by head injury or asphyxia; and any other injury arising from working in an enclosed space, which leads to hypothermia, 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).
- 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.

5.1.2 The term 'non reportable' accident or incident, refers to any accident or incident that is not included in point 4.1 and therefore is not reportable to the Health and Safety Executive. Most of these accidents result in minor injuries. Accidents in this classification are reported to the Health and Safety Division only 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 Appendix 1 provides details on all of the accidents for the Authority that have been reported to the Health and Safety Division between January to March 2019. These are categorised by accident type and by type of incident, e.g. non-reportable, over seven days' lost time or restricted duties, and 'specified' (formerly referred to as a 'major') injury. For comparison, tables for the same period during 2017 and 2018 are also provided.

5.1.4 Appendix 2 details the RIDDOR-reportable accidents per directorate between January to March 2019, and details those accidents that occurred to members of the public that were reported. For comparison, tables for the same period during 2017 and 2018 are also provided.

5.1.5 There was 1 reportable accident in the period January to March 2019 in the Communities Directorate.

5.1.6 There were 3 reportable accidents in the period January to March 2019 in the Social Services and Housing Directorate.

5.1.7 There were no reportable accidents in the period January to March 2019 in the Education and Corporate Services Directorate.

5.1.8 For the purposes of reporting, staff who are working for the Authority via an agency are treated as employees.

5.2 **Conclusion**

5.2.1 Near-miss reporting remains low. The corporate Accident/Incident Reporting and Investigation Policy is currently under review, but will consider 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 It should be noted that when making comparisons with last years' report there has been a change in the management structure within the Authority, with certain service areas now falling under different Directorates.

6. ASSUMPTIONS

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

7. LINKS TO RELEVANT COUNCIL POLICIES

7.1 The report links to the Corporate Health and Safety Policy and Accident/Incident Reporting and Investigation Policy.

7.2 Corporate Plan 2018-2023

The report content contributes towards or impacts the Corporate Well-being Objectives:

Objective 1 - Improve education opportunities for all. Through using accident/incident statistics to affording Health and Safety training opportunities both for our employees and for others across the borough which will support with developing skills and improving employability.

Objective 2 - Enabling employment. Through collating and reviewing accident statistics and using the information to assist with ensuring that CCBC employees and others affected by our work activities are kept safe and healthy and able to remain in employment.

Objective 5 - Creating a county borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015. Through ensuring that information on work related ill-health is recorded and reviewed thereby ensuring that the health risks associated with work are assessed, controlled and managed and ensuring that Health and Safety policies and practises support good health and well-being.

Objective 6 - Support citizens to remain independent and improve their well-being. Through ensuring that our health and safety policies and practises are promote good health and well-being.

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It is also consistent with the five ways of working as defined within the sustainable development principle in the Act in that we will review accident statistics and will use then when we seek to consider the long-term impact of Health and Safety policies and practices, prevent any ongoing issues and ensure that Health and Safety is integrated into good management. We will also ensure there is effective collaboration and involvement as required in order to meet our legal Health and Safety objectives in line with the act. This will assist in safeguarding the health and safety of our employees, residents, service users and visitors and ensure that the Council as a public body and social landlord meets its regulatory duties and corporate objectives.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implications within this report.

10. FINANCIAL IMPLICATIONS

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11. PERSONNEL IMPLICATIONS

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12. CONSULTATIONS

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

13. STATUTORY POWER

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Appendices:

Appendix 1 All accidents by type for the Authority between January – March 2019

Appendix 2 All accidents by type for the Authority between January – March 2018

Appendix 3 All accidents by type for the Authority between January – March 2017

Appendix 4 Reportable accidents by Type and Directorate between January – March 2019

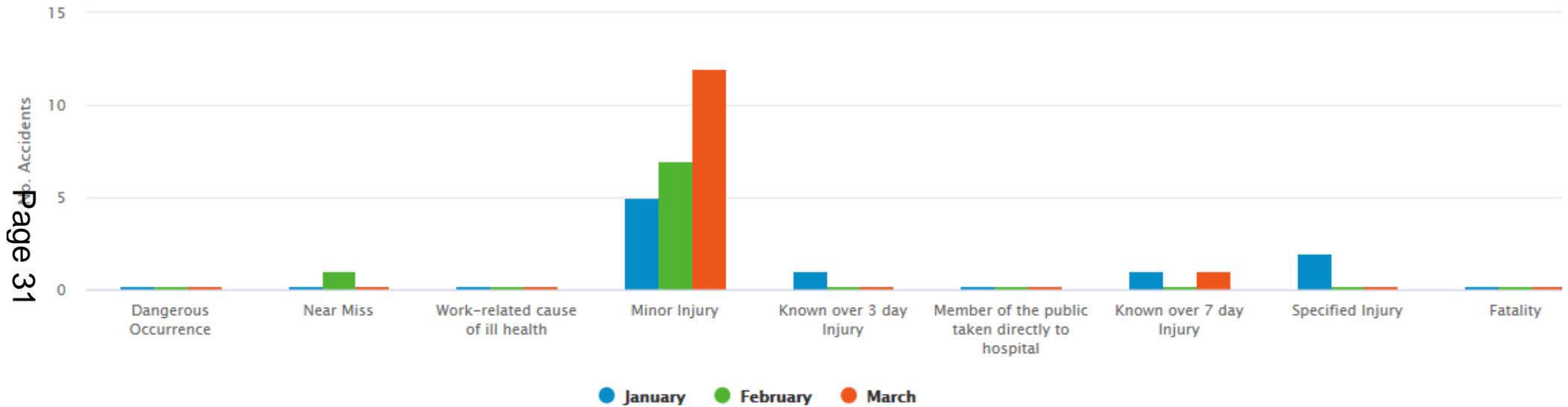
Appendix 5 Reportable accidents by Type and Directorate between January – March 2018

Appendix 6 Reportable accidents by Type and Directorate between January – March 2017

Appendix 1 - All accidents by Type for the Authority between January – March 2019

All Accidents by Type for the Authority

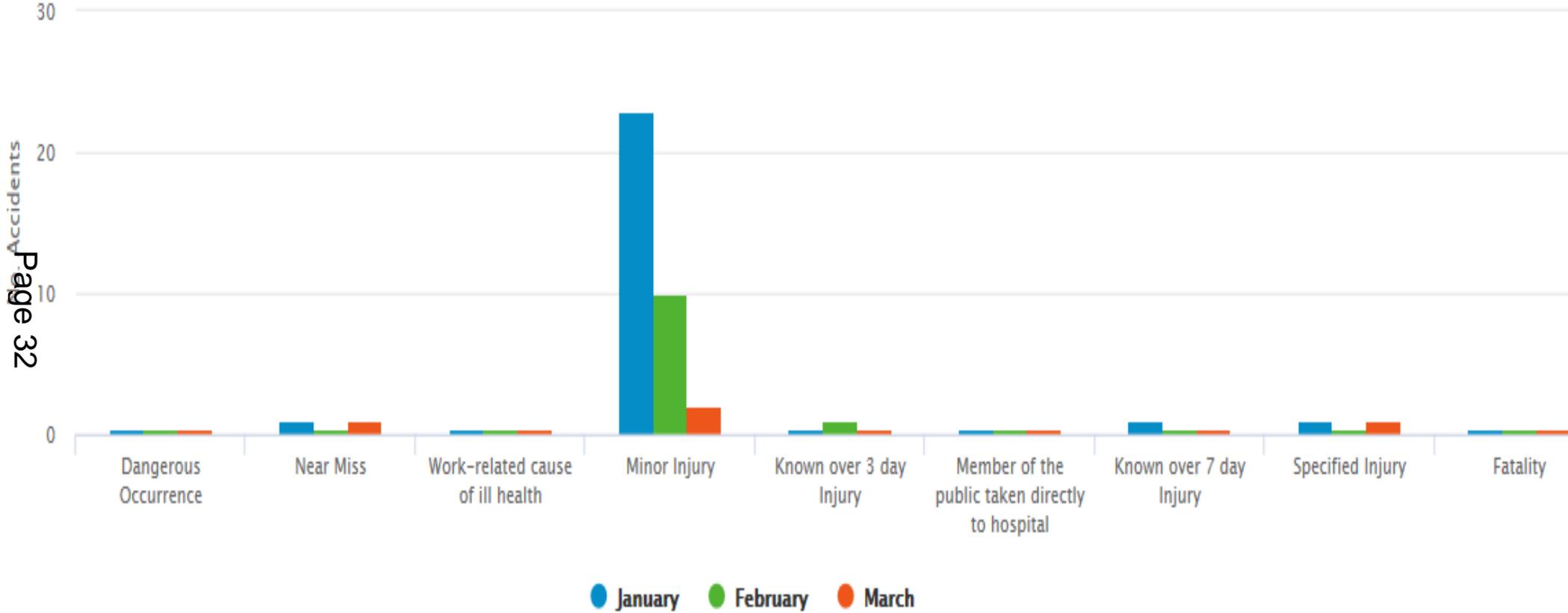
January to March – 2019



Appendix 2 - All accidents by Type for the Authority between January – March 2018

All Accidents by Type for the Authority

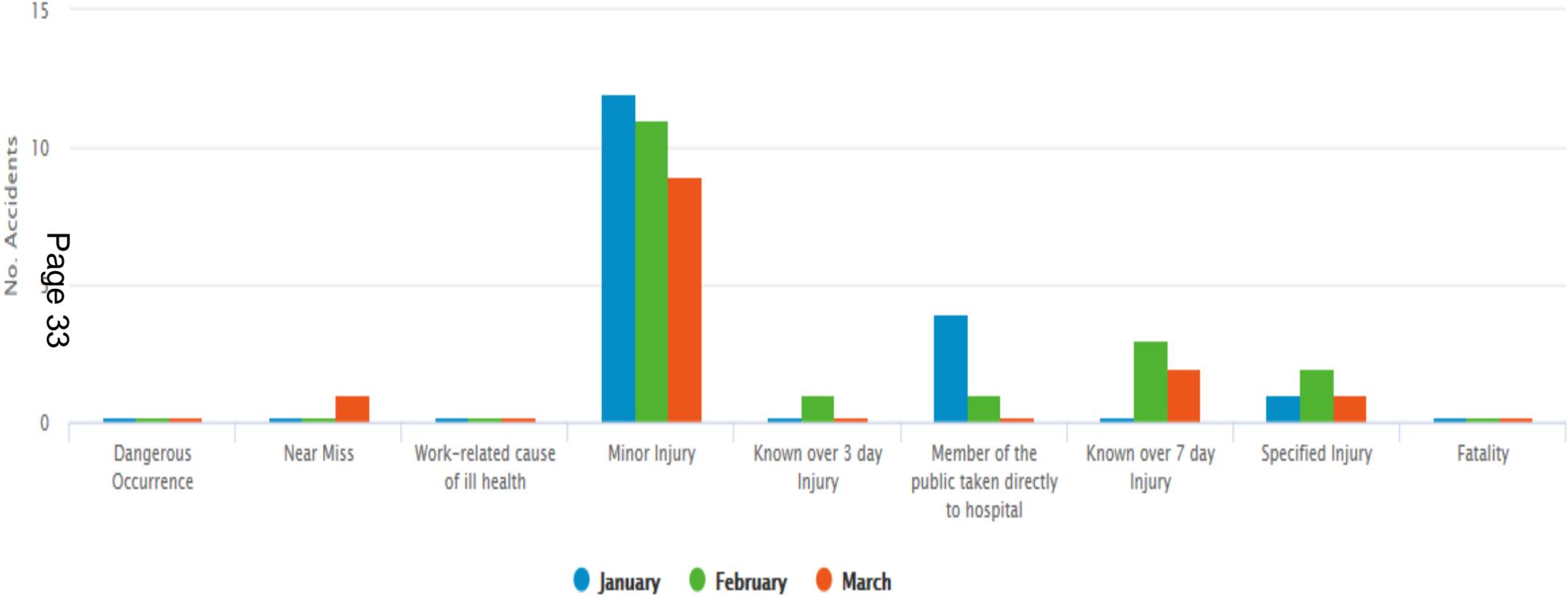
January to March - 2018



Appendix 3 - All accidents by Type for the Authority between January – March 2017

All Accidents by Type for the Authority

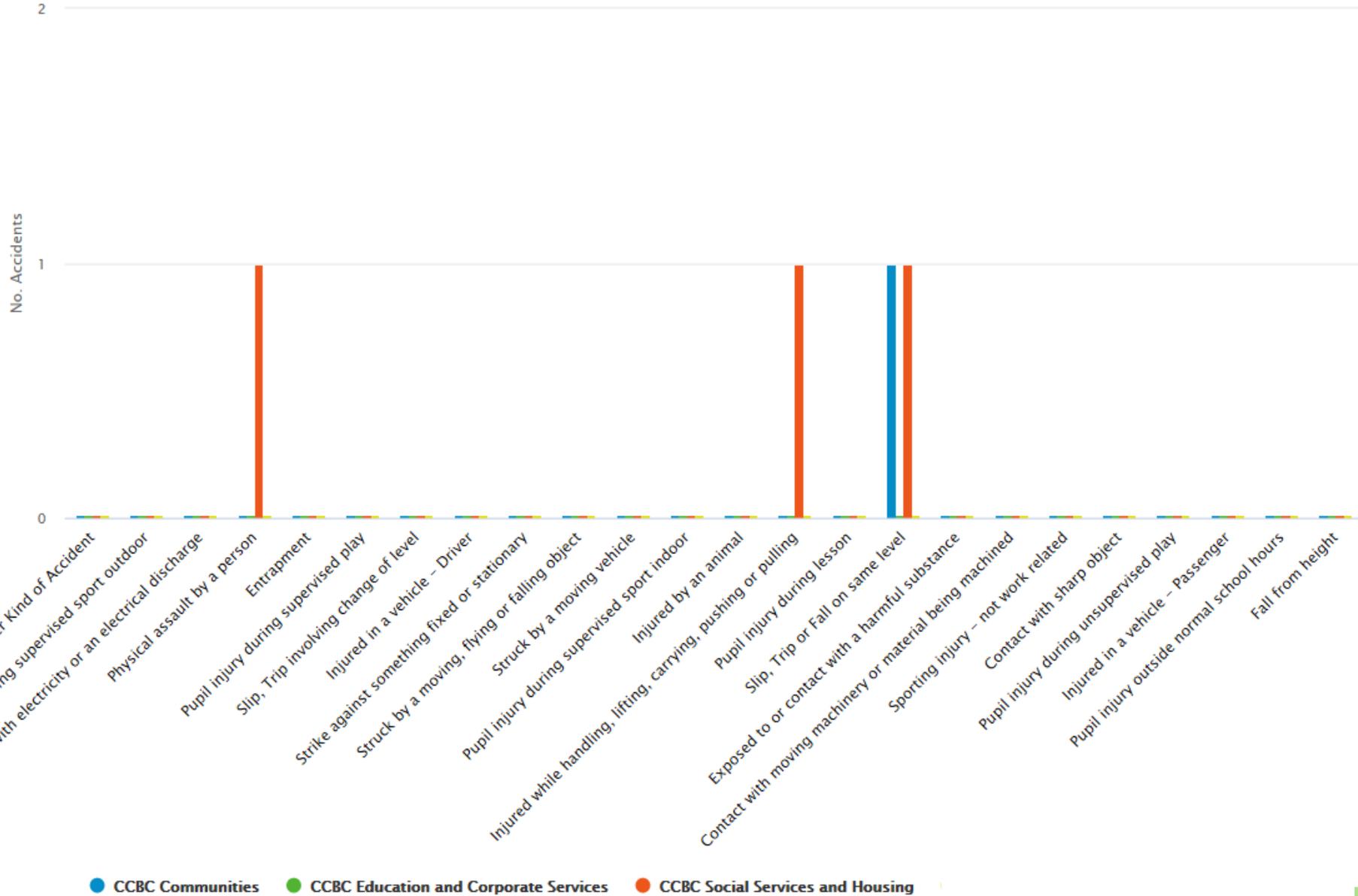
January to March - 2017



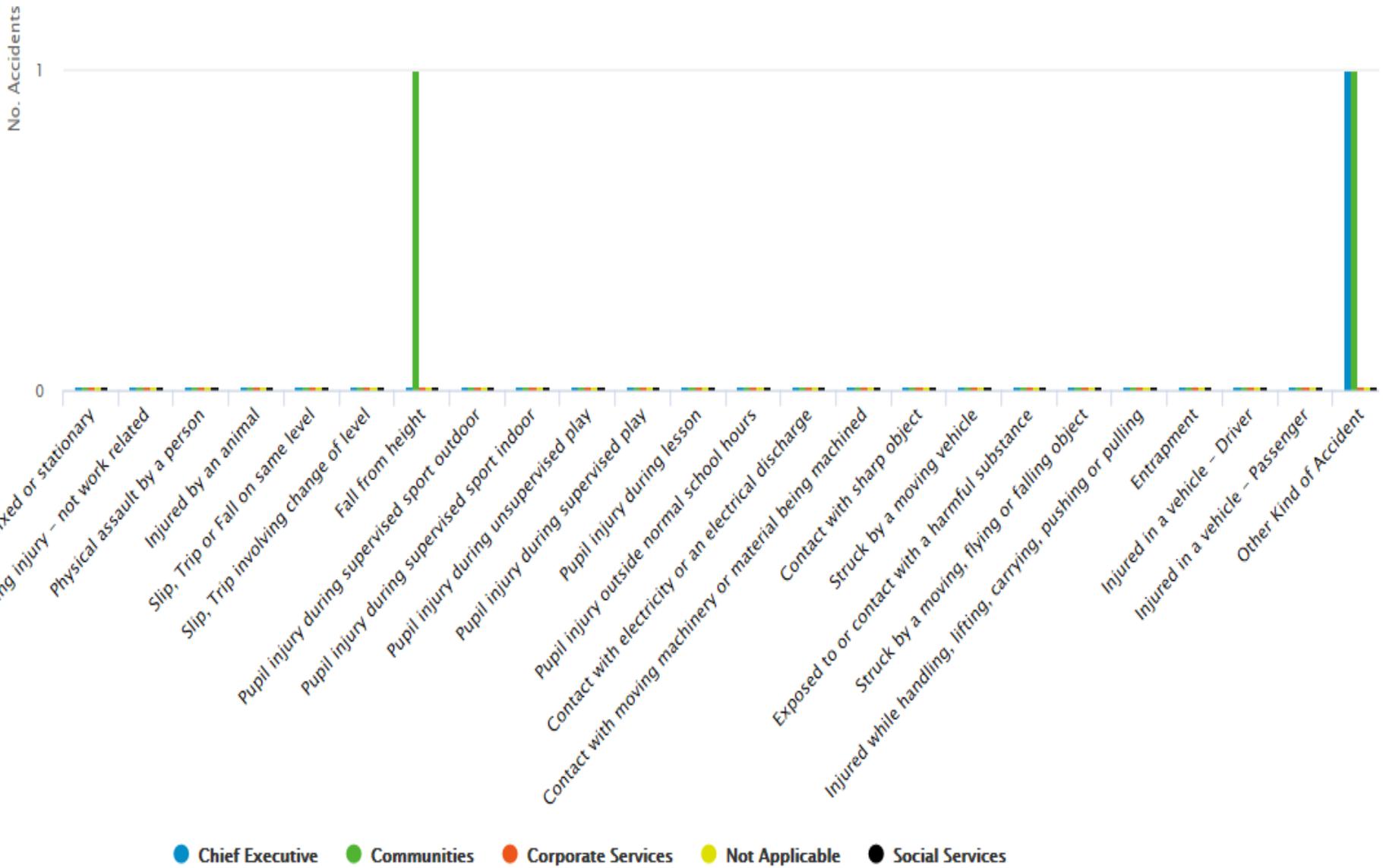
Appendix 4 Reportable accidents by Type and Directorate between January – March 2019

RIDDOR Reportable Accidents by Cause and Directorate

Between 01/01/2019 and 31/03/2019



Appendix 5 Reportable accidents by Type and Directorate between January – March 2018



Appendix 6 Reportable accidents by Type and Directorate between January – March 2017

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