

JCSP Health and Safety Report

Date of Panel Meeting:	17 th January 2008
Name of Report:	Quarterly Health & Safety Report
Author:	Brian Lennon – Acting Health & Safety Adviser/Len Gleed – H.R. Manager

Purpose:

To provide the Panel with the 3rd Quarter Health & Safety Report for 2007/8.

Recommendations to the Panel:

The report is noted.

1.0 OVERVIEW

- 1.1 Work continues to improve Health and Safety within the Council, which is progressing steadily.

It remains important that managers at every level within the Council ensure that personnel in all services uphold their Health and Safety responsibilities and that a positive Health and Safety culture is encouraged throughout the Council, from the very top, down to the front-line service deliverers.

2.0 HSE IMPROVEMENT NOTICES

- 2.1 Waste Management Supervisors are well advanced in completing the risk assessments and working procedures required by the HSE Inspector. The further specialist training recommended has also been completed and put into practice.
- 2.2 The HSE Inspector intends to return at the end of January, and based on his favourable impression of progress so far, is anticipating that he will be able to remove the Notices.

- 2.3 The next objective within Waste Management services will be to effectively monitor the corrective actions taken and improvements made, and ensure that the monitoring is properly recorded.

3.0 CONSULTATION WITH EMPLOYEES

- 3.1 The Health and Safety Representatives Group is well established and continues to meet , sharing best practice and raising any current health and safety concerns.

4.0 MILLOM OFFICES

- 4.1 Following an inspection report from the Cumbria Fire Service on the fire precautions and arrangements at the Millom Office, which is shared with the County Council, the Acting Health & Safety Adviser has been overseeing various improvements. These range from amendments to Risk Assessments to improvements to induction training and housekeeping issues.
- 4.2 The main problems related to the upper floor office, where significant improvements have been made to lay-out, surplus equipment has been removed, and trip hazards eliminated.

5.0 MORESBY PARKS PREMISES

- 5.1 Following a safety audit of the Moresby Parks premises in collaboration with the Home Group Safety Officer, various remedial works are being progressed by the Properties Officer.

6.0 HEALTH & SAFETY CAMPAIGN

- 6.1 Planning for an in-house health and safety campaign has begun, with the active involvement of both the Safety Representatives Group and the Communications Officer. The campaign will take place in the February/March period, and will be built around a series of “events” to focus interest on both health improvement and accident prevention. The collaboration of the Occupational Health Service will also play a part.

7.0 ACCIDENTS AND INCIDENTS

- 7.1 There were 12 accidents in the period, 3 of which were reportable under RIDDOR because of the resulting length of absence. The statistics for the 3rd Quarter are:

Accident / Incident Number	Department	Accident / Incident Date	Nature of Incident/Injury	Riddor reportable Yes/No
14	Moresby Offices	03-10-07	Cut head	No
15	Waste Mgt.	01-10-07	Sprained thumb	No
16	Payroll	19-10-07	Bruising	No
17	Revs & Bens	29-10-07	Grazes	No
18	Cultural Services	29-10-07	Cut finger	No
19	Waste Mgt.	31-10-07	Bruising	No
20	Systems Support	05-11-07	Sprained thumb	No
21	Waste Mgt.	07-11-07	Dog Bite	No
22	Waste Mgt.	22-11-07	Slip off kerb	Yes
23	Waste Mgt.	19-11-07	Sprained ankle	Yes
24	Waste Management	27-11-07	Back Injury	Yes
25	Copeland Centre	28-11-07	Bruising	No

8.0 QUARTERLY ACCIDENT STATISTICS

8.1 The quarterly accident statistics to the end of December are:

1 st Quarter	Apr/May/June	8
2nd Quarter	Jul/Aug/Sept	5
3rd Quarter	Oct/Nov/Dec	12

9.0 HEALTH & SAFETY OFFICER VACANCY

9.1 The recruitment process during the 3rd Quarter failed to produce a suitable candidate for the post of Health & Safety Officer, and interim arrangements are continuing. The vacancy is about to be advertised.

10.0 ACTION

10.1 The Panel is asked to note and discuss the report.

