

Quarterly Health & Safety Performance Report 1st October 2011 – 31st December 2011

EXECUTIVE MEMBER: Councillor Allan Holliday
Portfolio Holder for Environment and Sustainability

LEAD OFFICER: Pat Graham - Corporate Director People & Places

REPORT AUTHOR: Jackie O'Reilly, Environmental Health Manager

WHAT BENEFITS WILL THESE PROPOSALS BRING TO COPELAND RESIDENTS?

All Council activities have the potential to impact on Copeland Residents therefore it is important that activities are managed so they are carried out in a safe manner.

WHY HAS THIS REPORT COME TO THE EXECUTIVE?

The Executive have asked to be kept informed of the management of health and safety for all Copeland Borough Council employees and the impact the activities of the council have on residents and visitors to the Borough.

RECOMMENDATIONS:

a) The Executive note the actions of the health and safety advisor as an essential part of ensuring that Copeland as an employer complies with all relevant health and safety legislation

1. INTRODUCTION

- 1.1 This is the third quarterly report from the Health and Safety Advisor on the health and safety performance of the organisation.
- 1.2 The post of Health and Safety advisor has been vacant since 1st December 2011 so this is a brief report summarising accidents and incidents reported and the progress with the consultation with safety representatives

1.3 Accident/Incident Reports for 1st October – 31st December 2011

- 4 employee reports – 3 from waste management for manual handling activities. 1 from open spaces for a manual handling activity. Investigation did not identify a common cause or need to review practices
- 2 member of public reports – not related to Copeland work activities (*trip on pavement and incident between members of the public outside The Copeland Centre*)

North Country Leisure reports received:

- 1 sporting injury – not reportable under Reporting of Injuries, Disease and Dangerous Occurrences (RIDDOR) as not arising as a result of a work activity

1.4 Safety Representative Liaison

Union and staff representatives invited to relaunch of Safety Representative Liaison to formalise the employee and union involvement in health and safety liaison.

Meeting on 24th November 2011 – apologies sent by all union representatives

Key points of meeting:

- a. Aims and terms of reference for the group
- b. Meeting frequency – 2 meetings to be held at Moresby for waste management and parks and open spaces focus and 2 meetings to be held at Copeland Centre for focus on other service areas
- c. Existing areas of concerns
- d. Ongoing Projects – display screen assessment (DSE) self-assessments, training and awareness sessions for accident reporting and investigation, workplace audits

1.5 Vacancy management approval is being sought to recruit a Health and Safety Advisor to continue the previously reported key actions of the post to improve and progress in all areas of the health and safety across the council continues.

2. PROPOSALS

- 2.1 Actions to manage health and safety for the many areas of works undertaken by Copeland will continue as part of a robust management system and will be reported to Executive quarterly.

3. ALTERNATIVE OPTIONS TO BE CONSIDERED

- 3.1 There are no alternative options

4. CONCLUSIONS

- 4.1 **Statutory Legislation** - We currently, and will continue to comply with the Health & Safety at Work etc Act 1974, and the many associated Regulations.
- 4.2 Corporate Safety and investigative work is an on-going process of management of health and safety

5. STATUTORY OFFICER COMMENTS

- 5.1 The Monitoring Officer's comments are:

The Monitoring Officer's comments are: Report sets out quarterly progress on health and safety as requested by Executive.

- 5.2 The Section 151 Officer's comments are:

No further comment

- 5.3 EIA Comments

Health and safety fully supports EIA principles. One of the main aims of health and safety is to provide a safe working environment for all staff, and to ensure that others are not put at risk by our activities. The Health and safety Advisor role plays an essential role in identifying workplace and other adaptations that may be needed to support people to start, remain, or return to work.

- 5.4 Other consultee comments, if any:

No other comments

6. HOW WILL THE PROPOSALS BE PROJECT MANAGED AND HOW ARE THE RISKS GOING TO BE MANAGED?

- 6.1 This is not a project report, health and safety is an on-going process of health and safety management and this report provides a summary of activities during 1st October to 31st December 2011

7. WHAT MEASURABLE OUTCOMES OR OUTPUTS WILL ARISE FROM THIS REPORT?

- 7.1 The report is a report of the continual work to review and where possible improve health and safety performance across the organisation.

List of Appendices

No appendices

List of Background Documents:

No background documents