

# CHESHIRE EAST COUNCIL

## Staffing Committee

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**Date of Meeting:** 8 April 2014  
**Report of:** Head of Governance and Democratic Services  
**Subject/Title:** Health and Safety Update

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### **1.0 Report Summary**

1.1 This report provides an update on Health and Safety matters within the Council.

### **2.0 Recommendation**

2.1 That the report be noted.

### **3.0 Reasons for Recommendations**

3.1 To ensure that the Committee is kept up to date with Health and Safety matters.

### **4.0 Wards Affected**

4.1 No specific ward affected

### **5.0 Local Ward Members**

5.1 Not applicable

### **6.0 Policy Implications**

6.1 No significant implications

### **7.0 Financial Implications**

7.1 No direct implications arising from this report.

### **8.0 Legal Implications**

8.1 No direct implications arising from this report.

### **9.0 Risk Management**

9.1 No significant risks identified as a result of this update report. Risks relating to specific issues will be dealt with separately.

## 10.0 HEALTH AND SAFETY UPDATE

### 10.1 DELIVERY OF CORPORATE HEALTH AND SAFETY TRAINING DURING QUARTER 4: 01.04.14 – 31.03.14

10.1.1 Fourteen courses have been delivered to 126 CEC officers and 6 external employees – totalling 132 delegates:

NO. OF COURSES	COURSE TITLE & DURATION	NO. OF DELEGATES
1	CIEH Level 1 Health & Safety – 1 day	7 corporate
2	IOSH Managing Safely – 4 days	14 corporate
1	IOSH Managing Safely Refresher – 1 day	8 corporate
3	First Aid Re-qualification	34 corporate
2	Emergency First Aid at Work	20 Corporate
1	PRIME	3 Corporate 7 School
1	Manual Handling	9 Corporate 1 school
2	First Aid at Work	10 Corporate 6 external (Ringway Jacobs)
1	Managing Safety (schools)	13 Schools
Total Corporate Delegates		105
Total School Delegates		21
Total External Delegates		6
<b>Total Courses Delivered</b>		<b>14</b>
<b>Total Delegates (126 CEC Officers and 6 external)</b>		<b>132</b>

### 10.2 ROSPA RECOGNITION AWARD 2014 – PORTFOLIO SUBMISSION

10.2.1 The second RoSPA Recognition Award portfolio was submitted in February 2014 and was prepared using contributions from the whole Corporate Health & Safety Service team. The outcome is expected during April 2014 and Staffing Committee members will be informed when the result is known.

### **10.3 WORKING TOWARDS THE PREPARATION OF ALTERNATIVE SERVICE DELIVERY VEHICLES (ASDVs)**

10.3.1 Senior Corporate Health & Safety Advisers have been preparing to support ANSA, ORBITAS and ESAR. Arrangements include:

- meeting relevant Managers to discuss health & safety priorities and requirements for each ASDV
- networking with external advisory groups and colleagues (e.g.: LAWS [Local Authority Waste Safety group] and APSE)
- preparing specific Health & Safety Policies and accompanying documentation
- identifying training needs of both future ASDV employees as well as relevant Corporate Health & Safety Advisers.

10.3.2 Preparation of service level agreements has commenced.

### **10.4 CORPORATE HEALTH & SAFETY AUDIT PROGRAMME**

10.4.1 The Corporate Audit of Children & Families is progressing – although an unexpected delay occurred due to recent re-structuring of services. The action plan prepared by the Lead Corporate Health & Safety Adviser has been submitted to relevant Children & Families Managers for comment and expected completion of the audit has been agreed for the end of April 2014.

### **10.5 CORPORATE ACCIDENT & INCIDENT STATISTICS - QUARTER 4: 01.01.14 - 28.02.14 (INTERIM)**

10.5.1 Due to the early date of this Staffing Committee, it has not been possible to present a full set of accident data for Quarter 4. Therefore, interim statistics have been prepared - which refer to 01.01.14 – 28.02.14. The forthcoming Staffing Committee meeting in July 2014 will include updated and complete details for Quarter 4.

10.5.2 Interim Quarter 4 statistics (01.01.14 - 28.02.14), show that **837** accidents and **202** incident\* reports were entered onto PRIME (totalling **1039**), of which **17** were RIDDOR reportable to the Health & Safety Executive.

\*An incident is an event where no physical injury occurs, although this may still be RIDDOR reportable depending upon the circumstances – e.g. a fire, loss of electric power or a scaffold collapse.

### Total number of RIDDOR Accident / Incidents

Reporting Period	No. of Accidents & Incidents on PRIME	No. of RIDDOR Reports
Q3 –Q4: 2010- 2011	3218	264
Q1– Q4: 2011- 2012	6528	322
Q1– Q4: 2012- 2013	5956	151
Q1 2013 - 2014	1531	44
Q2 2013 - 2014	1291	33
Q3 2013 – 2014	1840	17
Q4 2013 – 2014 INTERIM	1039	17

Quarter 4 RIDDOR Type - INTERIM	
Members of Staff	6
Members of the Public	11

Quarter 4 (Interim) Accident / Incident Numbers - INTERIM	
Members of Staff	123
Members of the Public	714
Incidents (no injury)	202

10.5.3 Care4CE reported 395 accidents and incidents (37% of the total) – of which 1 accident was RIDDOR Reportable. This involved the death of a service user shortly after sustaining a head injury. An inquiry has been opened and adjourned into this matter.

198 slips, trips and falls involving Service users continue to account for the highest cause of reports - which often occur when customers fall out of bed or off the toilet (19% of the total) and 48 assaults of staff were the second highest event reported (7% of the total).

10.5.4 Schools reported 395 accidents and 12 incidents (39% of the total), of which 11 were RIDDOR reportable. RIDDOR events occurred in the following areas:

sports injuries = 4, slips / trips / falls = 4, Injured whilst handling / lifting / carrying = 1, fall from a height = 1 and injured during a curriculum activity = 1.

10.5.4 Leisure Facilities reported 139 accidents and 3 incidents (14% of the total) of which 2 were RIDDOR reportable. One was a fractured wrist sustained from a fall whilst roller skating and the other who fell down stairs whilst mopping a floor.

10.5.5 Tatton Park reported 8 accidents and no incidents (1% of the total) – None of which were RIDDOR reportable.

Further details are shown in the following Appendices:

- RIDDOR accidents / incidents reported by Directorate and Location – Appendix 1
- RIDDOR accidents / incidents reported by Directorate and Accident Type – Appendix 2
- Accident Outcomes by Type – Appendix 3
- Incident Outcomes by Type – Appendix 4

## APPENDIX 1

**TOTAL RIDDOR ACCIDENTS / INCIDENTS BY DIRECTORATE AND LOCATION  
QUARTER 4 (INTERIM): 01.01.14 – 28.02.14**

BUSINESS	SITE	TOTAL
<b>ADULTS, COMMUNITY, HEALTH AND WELLBEING</b>	Alsager Leisure Centre	1
	Macclesfield Leisure Centre	1
	Mountview Community Support Centre	1
	<b>Sub Total</b>	<b>3</b>
<b>CHILDREN AND FAMILIES – NON SCHOOLS</b>	113 Broad Street, Crewe	
	<b>Sub Total</b>	<b>1</b>
<b>CHILDREN AND FAMILIES – SCHOOLS</b>	Black Firs Primary School	1
	Haslington Primary School	1
	Havannah Primary School	1
	Malbank High School	1
	Marton and District Church of England Primary School	1
	Parkroyal Primary School	1
	St Marys Catholic Primary School (Crewe)	1
	Wheelock Primary School	1
	Wilmslow High School	2
	Wistaston Church Lane Primary School	1
	<b>Sub Total</b>	<b>11</b>
<b>PLACES</b>		
	<b>Sub Total</b>	<b>0</b>
<b>NOT ON SITE</b>	16 Crown Street West Macclesfield	1
	Ullswater Road Congleton	1
	<b>Sub Total</b>	<b>2</b>
<b>TOTAL:</b>		<b>17</b>

END OF APPENDIX 1

**APPENDIX 2**

**TOTAL RIDDOR ACCIDENTS / INCIDENTS REPORTED BY DIRECTORATE AND  
ACCIDENT TYPE - QUARTER 4 (INTERIM): 01.01.14 – 28.02.14**

	PEOPLE		CORPORATE SUPPORT SERVICES	PLACES	TOTALS
	Adults, Community Health & Wellbeing	Children & Families			
Fall From Height	1	2	-	-	3
Injured by an animal	-	-	-	1	1
Injured while handling / lifting / carrying	-	1	-	1	2
Slipped/Tripped/Fell on the same level	2	4	-	-	6
Sports Injury	4	-	-	-	4
Unknown Cause	-	1	-	-	1
<b>TOTALS</b>	<b>7</b>	<b>8</b>	<b>0</b>	<b>2</b>	<b>17</b>

**END OF APPENDIX 2**

**ALL ACCIDENT OUTCOMES BY TYPE (INJURY, ILL HEALTH etc)  
QUARTER 4 (INTERIM) - 01.01.14 – 28.02.14**

<b>Accident Outcomes - Injuries</b>			
	<b>Total</b>	<b>%</b>	<b>RIDDOR</b>
Minor Injuries <sup>1</sup>	561	67.0	6
Fracture	19	2.3	6
Suspected fracture	8	1.0	3
Dislocation	6	0.7	0
Bite by Human	5	0.6	0
Bite by Animal or Insect	2	0.2	1
Irritation/Chemical/Grit	2	0.2	0
Burn/Scald	11	1.3	0
Crush	3	0.4	0
Penetrating Injury <sup>2</sup>	3	0.4	0
Electric Shock <sup>3</sup>	1	0.1	0
<b>Total</b>	<b>621</b>	<b>72.4</b>	<b>16</b>

<b>Accident Outcomes - Health Related</b>			
	<b>Total</b>	<b>%</b>	<b>RIDDOR</b>
Faint/Loss of Consciousness	3	0.4	0
Seizure/Absence	3	0.4	0
Acute Illness Requiring Medical Treatment	1	0.1	0
Choking <sup>4</sup>	1	0.1	0
<b>Total</b>	<b>8</b>	<b>1.0</b>	<b>0</b>

<sup>1</sup> **Minor injuries (561):** Knock (265); Cut / Laceration / Grazing (124); Bruise (50); Pain (23); Sprain (24); Swelling (11); Nose Bleed (11); Scratches (26); Strain (10); Twist (8); Pinch (2); Trap / Nip (7)

<sup>2</sup> **Penetrating injury (3):** All 3 accidents happened in schools, including a member of staff who received a needle stick injury administering insulin to a diabetic pupil

<sup>3</sup> **Electric shock (1):** A school pupil was working with a disassembled radio and received a mild electric shock

<sup>4</sup> **Choking (2):** Both happened in schools. One involved a pupil choking on their food and a teacher administering backslaps. The second involved a pupil assaulting another, choking them until other pupils intervened. Neither incident was RIDDOR reportable

<b>Accident Outcomes - No Apparent Injury</b>			
	<b>Total</b>	<b>%</b>	<b>RIDDOR</b>
No Apparent Injury	<b>173</b>	<b>20.7</b>	<b>0</b>

<b>Accident Outcomes - Other</b>			
	<b>Total</b>	<b>%</b>	<b>RIDDOR</b>
Other <sup>5</sup>	<b>34</b>	<b>4.1</b>	<b>1</b>

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<sup>5</sup> **Other (34):** Assault (3); Self Harm (1); Fall from Height (4); Unknown (7); Slip / Trip / Fall (9); Non Accidental (2); Near Miss (2); Hit by Moving / Flying Object (3); Hit by Fixed / Stationary Object (1); Moving & Handling (1); Attempted Suicide (1)

APPENDIX 4

ALL INCIDENT OUTCOMES BY TYPE QUARTER 4 (INTERIM)  
01.01.14 – 28.02.14

All Incidents by Type			
	Total	%	RIDDOR
Aggressive / threatening behaviour	49	24.3	0
Assault on Staff by Service User	31	15.3	0
Near Miss	25	12.4	0
Ill Health	9	4.5	0
Self Harming Incident	30	14.9	0
Physical Intervention	2	1.0	0
Assault on Service User by Service User	15	7.4	0
Verbal abuse / offensive language	19	8.9	0
Suspicious Behaviour	4	2.0	0
Failure of Plant/Equipment/Buildings Incident	3	1.5	0
Criminal Damage	2	1.0	0
Assault	3	1.5	0
Vehicles/Transport Incident	1	0.5	0
Assault on Young Person by another Young Person	2	1.0	0
Theft from a Room	1	0.5	0
Attempted Robbery	1	0.5	0
Council Property Loss/Damage	1	0.5	0
Verbal abuse and assault	1	0.5	0
Member of Public Property Loss/Damage	1	0.5	0
Assault on Staff by a Young Person	2	1.0	0
Vehicle Collision	1	0.5	0
<b>Total</b>	<b>203</b>	<b>100</b>	<b>0</b>

END OF APPENDIX 4

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