

CHESHIRE EAST COUNCIL

Staffing Committee

Date of Meeting: 28 April 2015
Report of: Head of HR & Organisational Development
Subject/Title: Health and Safety Update

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 direct implications arising from this report.

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

Please note that data within this report refers only to employees working in schools and the corporate core.

10.1 DELIVERY OF TRAINING DURING QUARTER 4: 01.01.15 – 31.03.15

10.1.1 **21** courses have been delivered across **224** employees from the Corporate Core and from Schools.

No. Courses	Course Title	Attendees
5	Emergency First Aid At Work	58 (27 Corporate, 31 Schools)
1	IOSH Managing Safely	3 (3 Corporate)
3	CIEH Level 2 Health & Safety	29 (27 Corporate, 2 Schools)
3	Basic First Aid	47 (47 Schools)
3	First Aid At Work Requalification	29 (20 Corporate, 9 Schools)
3	First Aid At Work	30 (13 Corporate, 17 Schools)
1	IOSH Managing Safely Refresher	1 (1 Corporate)
2	Manual Handling	27 (5 Corporate, 22 Schools)
21	TOTALS	224

10.2 VISITS AND INSPECTIONS UNDERTAKEN DURING QUARTER 4: 01.01.15 – 31.03.15

2.1 The following school visits and Local Exhaust Ventilation (LEV) tests were undertaken:

- Primary Reviews – 43
- Secondary Reviews – 4
- Special School Reviews – 1
- LEV Tests Design & Technology – 3
- LEV Tests Science – 2

2.2 Inspections undertaken included:

- Hollins View
- Mayfields allotments
- Crewe Lights switch on
- Carter House
- Macon House
- Heatherbrae
- Nantwich Lights switch on
- Congleton Lights switch on
- Cheyne Hall

10.3 REVISION OF THE CORPORATE HEALTH & SAFETY POLICY

10.3.1 The revised document has completed the consultative route process and is now being implemented.

10.4 THIRD ROSPA AWARD PORTFOLIO ENTRY - OUTCOME

10.4.1 The Corporate Health & Safety Service submitted a RoSPA Award portfolio in February 2015 and has recently been informed that Cheshire East Council has been awarded its third consecutive Gold Award.

10.5 CORPORATE ACCIDENT & INCIDENT STATISTICS - QUARTER 4: 01.01.15 – 31.03.15

10.5.1 Statistics are shown in relation to employee numbers and follow the HSE formula for calculating the Accident Frequency Percentage. Commentary is presented relating to a selection of specific accidents and incidents of note. Comparisons should be possible between quarterly figures on an annual basis (year on year) from Quarter 3 in 2015.

10.5.2 The format of accident / incident¹ statistics which the Staffing Committee receives every quarter reflects the:

- reduced number of staff remaining within CEC
- separate identification of schools data
- fact that statistics regarding Academies are no longer reflected in these figures - as Academies are now responsible for their own accident and RIDDOR reporting
- fact that statistics regarding ASDVs are no longer reflected in these figures

Total number of RIDDOR Accident / Incidents

Reporting Period	No. of Accidents & Incidents on PRIME	No. of RIDDOR Reports
Q1– Q4: 2011- 2012	6528	322
Q1– Q4: 2012- 2013	5956	151
Q1– Q4: 2013- 2014	6271	113
Q1: 2014- 2015 (including ASDVs)	1396	10
Q2: 2014- 2015 (excluding ASDVs)	1037	21

¹ 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.

Q3: 2014- 2015 (excluding ASDVs)	1374	45
Q4: 2014- 2015 (excluding ASDVs)	1288	17

Q4: 2014 – 2015: Accidents & Incidents (excluding ASDVs)			
Corporate Core	RR²	Schools	RR
629	3	659	14

10.5.3 Monthly statistics for January, February and March 2015 are shown below:

ACCIDENT & INCIDENT OVERVIEW DETAILS: 01.01.15 – 31.01.15

		Corporate Core employees³: 3893	Schools employees: 4657
Accidents	Employees	7	24
Accident Rate Factor (Employees)		1.8%	5.2%
	MOTP ⁴	46	220
Incidents	Employees	26	1
	MOTP	63	4
A&I Total		142	249

		Corporate Core	Schools
RIDDOR	Employees	1	0
	MOTP	0	7
RIDDOR Total		1	7

ACCIDENT & INCIDENT OVERVIEW DETAILS: 01.02.15 – 28.02.15

		Corporate Core employees: 3885	Schools employees: 4513
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² RR – RIDDOR reportable accidents

³ All employee numbers (i.e.: both corporate core and schools) refer to head counts

⁴ MOTP – Members of the Public

Accidents	Employees	40	7
Accident Rate Factor (Employees)		10.3%	1.5%
	MOTP	97	192
Incidents	Employees	56	0
	MOTP	21	2
A&I Total		214	201

		Corporate Core	Schools
RIDDOR	Employees	0	0
	MOTP	1	3
RIDDOR Total		1	3

ACCIDENT & INCIDENT OVERVIEW DETAILS: 01.03.15 – 31.03.15

		Corporate Core employees: 3875	Schools employees: 4423
Accidents	Employees	58	8
Accident Rate Factor (Employees)		15%	1.8%
	MOTP	120	191
Incidents	Employees	30	1
	MOTP	65	9
A&I Total		273	209

		Corporate Core	Schools
RIDDOR	Employees	0	1
	MOTP	1	3
RIDDOR Total		1	4

10.5.4 COMMENTARY:

Corporate Core – RIDDOR Reports

Three RIDDOR reportable accidents occurred:

- One involved a service user suffering cuts and lacerations when a commode collapsed in a care home
- Two involved staff who were incapacitated for more than seven days - one employee required an operation to repair tendons in their hand after sustaining a cut whilst butchering a deer at Tatton Park and the other, a Care4CE employee, sustained a back strain

Corporate Core - General

The majority of incidents reported involved:

- Low level verbal abuse / threats from service users who displayed challenging behaviour in various care facilities
- incidents where no injury was sustained

However there were also:

- three instances where employees were threatened or intimidated by members of the public during their lunch break or whilst carrying out their jobs. All three incidents were reported to the Police and appropriate action taken
- one incident where an employee was subject to foul and abusive language from a supplier's delivery driver

Schools – RIDDOR Reports

The majority of the RIDDOR reportable accidents involved pupils who were injured whilst undertaking sporting or other curriculum activities (e.g. drama) and were then sent to hospital. None of the injuries were serious and no-one was detained in hospital.

Two RIDDOR reportable slip/trip/fall accidents occurred involving schools staff:

- one slipped on spilt food (resulting in a fractured arm)
- one fell and fractured a finger after a pupil accidentally tripped her up with a chair (resulting in more than 7 days off work)

Schools General

Two incidents of aggressive and threatening behaviour occurred:

- between two sets of parent at the school gate
- an aggressive outburst by a pupil towards staff (no injuries)

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