

Corporate Policy Committee

Date of Meeting: 12th January 2022

Report Title: Health and Safety Update Quarter 2

Report of: Jane Burns, Executive Director Corporate Services

Report Reference No: CP/32/21-22

Ward(s) Affected: All

1. Purpose of the Report

- 1.1. The purpose of this report is to ensure Members of the Corporate Policy Committee are briefed on the health, safety and wellbeing of the organisation and understand how the Council's responsibilities as an employer are met. The Corporate Health and Safety Forum, which consists of representatives from management and the Trade Unions, meets on a quarterly basis and provides both an overview and a route for escalation.

2. Executive Summary

- 2.1. This report and the Appendix provide a summary of data regarding accident and information data for the Council and maintained schools for Quarter 2 2021/22, the year to date and comparative data for the same periods in the last two years.

3. Recommendations

- 3.1. That the Corporate Policy Committee note the update.

4. Reasons for Recommendations

- 4.1. To ensure that Members are aware of Health and Safety activity and developments in line with the Committee's terms of reference.

5. Other options considered

5.1. Not applicable

6. Background

- 6.1. Whilst the response to Covid-19 has been a significant element of the Health and Safety team's work in recent months, the "traditional" aspects of ensuring the Council's responsibilities for the health, safety and wellbeing of its staff remain, and colleagues have continued with regular liaison and support across the organisation.
- 6.2. Appendix 1 provides a range of data regarding accident and incident information for the Council and maintained schools for Quarter 2 2021/22 and the year to date.
- 6.3. Table 1 sets out the key accident and incident data for Quarter 2 2021/22.
- 6.4. Comparative data for the last two years is included to recognise the impact of lockdown restrictions across Council services and maintained schools during 2020/21.
- 6.5. For most areas, accident and incident rates have increased by comparison to the previous year but are still lower than the same period in 2019/20.
- 6.6. The exception to this is in maintained schools. There are no areas of concern in terms of trends or sites to bring to the Committee's attention; we have noticed an overall increase in recording of accident and incidents in schools in 2021/22 to date.

Table 1 - Quarter 2 Accident and Incident Figures

Council (EMPLOYEES)	Q2 21/22	Q2 20/21	Q2 19/20
Average Head Count	3,585	3,660	3,593
Accidents	46	42	67
RIDDOR Reportable	3	1	5
Incident Rate	13	11.5	18.6

Schools (EMPLOYEES)	Q2 21/22	Q2 20/21	Q2 19/20
Average Head Count	2,994	3,113	3,079
Accidents	19	15	13
RIDDOR Reportable	2	-	2
Incident Rate	6.3	4.8	4.2

Council (MOTP)	Q2 21/22	Q2 20/21	Q2 19/20
Accidents	114	93	200
RIDDOR Reportable	1	1	4

Schools (MOTP)	Q2 21/22	Q2 20/21	Q2 19/20
Accidents	95	27	71
RIDDOR Reportable	1	-	3

Total Accidents	Q2 21/22	Q2 20/21	Q2 19/20
Council	160	135	267
Schools	114	42	84

Incidents	Q2 21/22	Q2 20/21	Q2 19/20
Council	96	131	122
Schools	5	-	7

Total Accidents and Incidents	Q2 21/22	Q2 20/21	Q2 19/20
Council	274	177	351
Schools	101	131	129
Overall	375	308	480

- 6.7.** The data in Table 1 includes events which have been reported under the Reporting of Injuries, Diseases, or Dangerous Occurrence Regulations (RIDDOR).
- 6.8.** These regulations require the employer to report certain categories of accident, injury, certain diseases, and certain types of dangerous occurrences (those which had the potential to cause injury) to the Health and Safety Executive (HSE). Also reportable are accidents where the injury results in the person being off work for more than 7 days. The HSE may choose to further investigate these reports.
- 6.9.** An incident is an event where no physical injury occurs, although this may still be reportable under RIDDOR depending on the circumstances. Data is provided on events reported from Council staff, School Staff and Members of the Public (MOTP).
- 6.10.** In a school context, accidents and incidents to pupils are treated and recorded as members of the public. As the RIDDOR reporting guidance is to record when a person is taken directly to hospital for treatment, many accidents are initially flagged as RIDDORs as pupils attend hospital as a precaution. The Health and Safety Executive advice is for these to be reported under RIDDOR only where there is a fault with equipment, facilities or the accident arose as a lack of supervision.
- 6.11.** High level information about the RIDDOR reportable incidents which occurred in Quarter 2 is included in Appendix 1. There are no accidents or incidents involving the HSE from Council or School figures during the year to date.
- 6.12.** Data relating to the Council's Alternative Service Delivery Vehicles is not reflected in these figures. This information is reported to and considered by

their respective Boards. Data relating to Academies is also excluded; Academies are responsible for their own accident and RIDDOR reporting.

- 6.13.** A range of Health and Safety related training is co-ordinated by the Health and Safety team, in conjunction with the Council's Workforce Development team. This is provided to Council and School delegates. Course provision usually includes a variety of first aid training, including refresher and requalification training, and courses such as "Leading Safely" and "Managing Safely" supported by the Institute of Occupational Safety and Health (IOSH).
- 6.14.** During the pandemic, and whilst colleagues are supported to work from home wherever possible, essential training to support service delivery, such as first aid has been prioritised and conducted following Covid secure practices. We have been working with our training provider to identify where training can be effectively delivered using remote means, and further courses will be delivered during using this from Quarter 3 onwards. Details of courses and attendance for Quarter 2 are provided in the Appendix.
- 6.15.** Support to maintained schools is supplemented by a bought back advice and guidance service provided by the Health and Safety team. This is also available to Academies. Visits to schools were paused during the first national lockdown and have been subsequently provided through a combination of 'virtual' and physical site visits, which have been positively received. Most school visits during Q2 have been on-site, although the decision for remote or on-site visit is made between the school and the Schools Health and Safety advisor prior to the visit. Advice and guidance has been provided throughout the pandemic, to the Council's Education team, and individual schools as needed.
- 6.16.** The Health and Safety team undertake reviews of policies on a rolling basis to ensure they reflect relevant legislation, current best practice, and the operation of the Council. Updates to existing policies are made following consultation with the Corporate Health and Safety Forum; in 2021/22 to date, the Drugs and Alcohol, Management of Contractors, New and Expectant Mothers and the Fire Prevention Policy have been refreshed.

7. Implications

7.1. Legal

- 7.1.1.** Activity relating to the summaries in this report contributes to ensuring that the Council's statutory responsibilities as an employer are met.

7.2. Finance

- 7.2.1.** There are no implications for the Council's MTFS arising from this report.

7.3. Policy

7.3.1. Policy implications are covered in the body of the report.

7.4. Equality

7.5. There are no direct equality implications arising from this update report.

7.6. Human Resources

7.6.1. There are no direct HR implications arising from this report; the activity outlined in this report is to ensure the health, safety, and wellbeing of employees.

7.7. Risk Management

7.7.1. There are no specific risks arising as a result of this update report.

7.8. Rural Communities

7.8.1. There are no direct implications for rural communities arising from this update report.

7.9. Children and Young People/Cared for Children

7.9.1. There are no direct implications for children and young people arising from this update report.

7.10. Public Health

7.10.1. There are no direct implications for public health arising from this update report.

7.11. Climate Change

7.11.1. There are no direct implications for climate change arising from this update report.

Access to Information	
Contact Officer:	Josie Griffiths Head of Audit and Risk Management Josie.griffiths@cheshireeast.gov.uk
Appendices:	1.0: Q2 Accident and Incident Statistics
Background Papers:	n/a