

 Members / Trades Union Joint Consultation & Safety Panel - 18th March 2015		Agenda Item No. <div style="text-align: right; font-size: 2em;">4</div>
Title	Corporate Health & Safety	
For further information about this report please contact	(Ian Carden – Corporate Health & Safety Coordinator, WDC, Riverside House, Leamington Spa, tel: 456716)	
Wards of the District directly affected	N/A	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number		
Background Papers	Accident Reports	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality & Sustainability Impact Assessment Undertaken	Yes/No (If No state why below)

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive		
Head of Service		Richard Hall
CMT		
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)		
Consultation & Community Engagement		
Insert details of any consultation undertaken or proposed to be undertaken with regard to this report.		
Final Decision?		Yes/No
Suggested next steps (if not final decision please set out below)		

1. **SUMMARY**

- 1.1 This document summarises employee lost working time accidents that were reported from the start of December 14 to the end of February 15 with a table below showing comparative accident data tracked over this same period.

2. **RECOMMENDATION**

- 2.1 That the contents of this report be noted.

3. **REASONS FOR THE RECOMMENDATION**

- 3.1 To summarise incidents for the period above, in a format that will hopefully be useful to members and staff and will allow comparative accident data to be tracked over time.

4. **POLICY FRAMEWORK & FIT FOR THE FUTURE**

- 4.1 The Councils Health & Safety Policy and Codes of Practice continue to follow the HSE's guidance recently revised document HSG65 –'Managing for Health & Safety', complying with legislation and the various codes of practice.

5. **BUDGETARY FRAMEWORK**

- 5.1 Remedial works undertaken within existing resources. However, Lost Working Time as a result of workplace accidents is a hidden cost to the Council, as staff will be unable to work whilst they recover from the accident.

6. **RISKS**

- 6.1 There is significant risk to the organization if health and safety is not managed effectively.

7. **ALTERNATIVE OPTION CONSIDERED**

- 7.1 Not Applicable

8. BACKGROUND

8.1 Lost Working Time Accidents from start of Dec 14 – end of Feb 15

TYPE OF ACCIDENT – WDC EMPLOYEE	NUMBER OF ACCIDENTS
Slips, Trips and Falls	2

NUMBER OF WDC EMPLOYEE LOST TIME ACCIDENTS
2

Slips, Trips and Falls

Staff Member of Housing & Property Services at Riverside House on 5th January 15.

The employee was walking down the stairs in stairwell B from level 4 to level 3 when her right foot gave way three stairs from the bottom of landing level causing her left foot to twist and end under her during the fall. The employee did not hit her head during the fall. She was holding a booklet in her left hand and was unsure whether she was holding the hand rail with her right hand. The employee was taken to hospital with a suspected fracture. After attending a fractures clinic the injury was classed as severely bruised.

6 working days were lost due to the incident and for the purposes of HSE reporting requirements, the accident was reported to the HSE as per RIDDOR Regulations (report no.2C788CCD37D7BFB) as a Drs note was issued for 14 days, the employee returned to her Drs and a return to work note was issued after 6 days.

Actions –

The accident was investigated. The Corporate H&S Coordinator visited the scene Stairwell B level 4.

Upon visiting the site to investigate the accident, no fault was found on the Stairs or the Stairwell which was lit with an appropriate level of lighting. The employee's injuries resulted from their leg going under her body as she fell and the most likely cause of the accident was human error on the part of the employee.

No further action required.

Slips, Trips and Falls

Staff Member of Housing and Property Services at Tannery Court on 29th January 2015.

On the above date, the employee was walking to her car in Tannery Court Car park when she slipped on ice in the car park which was untreated landing on her right side causing bruising to right elbow and side

At present 30 working days have been lost due to the incident. The incident

was reported to the HSE under RIDDOR, as it is over the 7 day reporting threshold. RIDDOR report number 51C37AEF35. At present the employee has not returned to work.

Actions -

No investigation has taken place due to the employee being off. Once the employee has returned to work the Corporate H&S Coordinator will visit the employee to ascertain the facts and report back to the next meeting any findings and recommendations.