



Annual Health and Safety Performance Report



2010-2011
(Covering 12 month period to 31.03.11)

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Corporate Health and Safety Advisor
23.08.11

1. Introduction

This report has been produced in line with the HSE/Government targets for revitalising Health and Safety and the reduction in workplace accidents and ill health and is based upon previous Local Government Employer (LGE) guidance.

Aylesbury Vale District Council is committed to the highest standards of health, safety and welfare for all its employees, visitors, contractors and members of the public

AVDC seeks the co-operation and full compliance of all employees as an essential part of its successful management of risks and securing a reduction in the number of accidents and the level of work related ill health.

ADVC employs a Corporate Health and Safety Advisor to provide competent advice and support for managers in order to promote a culture of continual improvement in health and safety performance. However, the post is being merged with that of the Emergency Planning and Business Continuity Officer (Resilience) with effect from August 2011.

The biggest challenge for organisations such as AVDC is achieving consistent standards of risk control and risk acceptability across a diverse range of services.

For the third year running, the severe weather during the winter posed challenges in delivering services, especially waste collection. However the nature of the snow with less “hardpacked ice” together with improved management and availability suitable snow chains that attach to shoes resulted in the improved performance of 2009/10 being maintained with only one ice related slip trip and fall injury.

There is an increasing emphasis on the monitoring of our activities, including construction projects, both those undertaken by us and those by our contractors. This year has seen AVDC as Client for several projects, the larger ones being the main construction phase of Phase 3 of the Gateway Offices and Aylesbury Waterside.

2. Corporate Management

The Leader of the Council fulfils the role of “Health and Safety Director” at member level. The Health and Safety Policy and its associated Arrangements detail the roles and responsibilities of everyone throughout the whole organisation. The Chief Executive (as Head of the Paid Service) is ultimately responsible should there be any occupational health and safety failings. The Cabinet Member for People and Payroll acts as Health and Safety Champion at Member Level.

Over the past 12 months AVDC has recognised the importance and value of discussing Health and Safety issues at a management level through the re-launch of the Strategic Occupational Health and Safety Forum, under the Chairmanship of the Deputy Chief Executive. This now meets at six monthly intervals. This has enabled progress to be made on the findings of the Internal Audit Process.

AVDC has attracted the attention of Bucks Fire and Rescue following a phase of false alarms at 66 High Street. As a result of this we have been required to install what is known as a “double knock” procedure to reduce the chance of false alarms.

3. Statistical Information

This is the seventh year that we have been able to benchmark against previous performance - a tabulated summary and comparison against the previous year is provided below:

"Injured" Person	Reportable Injury		Non Reportable Injury		Incidents Non-Injury		Total	
	2009/10	2010/11	2009/10	2010/11	2009/10	2010/11	2009/10	2010/11
Employee	14	12	55	52	11	4	80	68
Contractor	0	0	2	1	0	0	2	1
Agency	1	0	1	1	0	0	2	1
Member of the public	4	3	3	3	0	0	7	6
Total	19	15	61	57	11	4	91	76
Total Injured – Total of reportable and non-reportable injury					80 (2009/10)		72 (2010/11)	
We were advised of an additional 2 non-work incidents involving members of the public.								

- Only accidents to members of the public where AVDC can have any control over the causes are included in the main table. This includes sporting injuries or injuries such as a trip or slip in a public area such as in Market Square
- AVDC has received no enforcement notices during the year with the HSE requesting full details of investigations for 4 accidents as part of their Audit/intervention which is on-going.
- A total of 166 days, were lost due to time off following work place accidents, this is a decrease of 201 days on the previous 12 months (revised figures). The approximate direct costs of these accidents are around £17 000. This excludes additional costs such as time involved in investigation and the hiring in of replacement staff (where applicable).
- One Accident (on-going) Accounted for 255 days (less annual leave) where the employee has not returned to pre injury duties although is still at work.
- The on-going "rolling 12 month" statistics indicate that there has been a decrease in both total accidents throughout the year and the number of more serious (reportable) accidents.
- Accidents to staff engaged through an agency at Contract Services decreased by 50% to 1, both due to previous training initiatives and as a result of absence management intervention reducing the need for cover.
- In 2003 local authorities were set a challenging target by the HSC to improve its accident rate between 2003 and 2010 by 10% in major and fatal accidents. Comparison of our performance over 7 full years is shown in the table below.

Excludes "non-injury incidents"		
	Injury rate per 100000 employees	
12 Months To	All Injury Accidents	Reportable Accidents
Dec-03	17350	3960
Dec 10	11730	2550
Percentage decrease on 2003 statistics	32.39%	35.61%

The then umbrella body for Local Authorities, Local Government Employers signed up to the HSE/WISH Waste Industry strategic objectives from 2005/6 to December 2013 on behalf of Local Authorities. AVDC shall monitor and participate in any surveys, where possible, arising out of these objectives. See Appendix 1 below.

4. Partnerships/ Benchmarking Working

- o AVDC continued to participate in the District and Borough Corporate Health and Safety Advisor Group comprising authorities from Buckinghamshire, Oxfordshire, Hertfordshire and Northamptonshire.
- o AVDC officers participate and share information through “The Local Authority Waste Occupational Health and Safety (LAWS) Forum”.
- o AVDC, together with South Northamptonshire Council and “No Going Back Productions”, are now making a DVD and Training Resource to improve accident investigation funded by the proceeds of previous projects.
- o As indicated in previous years ,due to differences in how other district/borough authorities both are structured and operate services, it is not been possible to compare Occupational Health and Safety Performance on a like for like basis.

5. Joint Consultation

- The Health Safety and Wellbeing Committee (HSWC) meets on a quarterly basis with minutes copied to the “Council and Staff Consultative Committee”. Members of the HSWC are encouraged to become involved in consultation and comment on corporate guidance and also be included when inspections are carried out.
- The local Safety Committee for Contract Services (Refuse and Recycling Collection) has met twice over the past 12 months.

6. Occupational Ill Health Issues

Workplace (Occupational) Ill Health issues are key elements of the HSE’s campaign to reduce illness arising out of work activities. This absence is significantly higher than arise out of “traditional single event” accidents at work. Members recognise that to reduce this absence is beneficial both to employees, but also the customer’s/community whom we serve. Absence due to the above is due to a variety of reasons including some that maybe work related.

With this in mind AVDC has:

- o Reviewed and improved the practical manual handling training with Pristine Conditions for our waste service
- o Continued to participate in research investigating relationships between work and general ill health absence within waste collection using information made available to the Health and Safety Laboratories (HSL) and also as part of a self-funded PhD research project by our Corporate Health and Safety Advisor. Information gained will be fed into the Waste Business Transformation Process.
- o Continued the audiometric testing of our waste collection operatives who are at risk of excessive noise exposure and
- o There was a 36% reduction in the absence due to muscoskeletal and back conditions following on from the increase of 43.9% on the previous year. The improvement within our Waste Collection service was 69%.

- o The improvement in absence due to stress from last year (a decrease of 43%) was sustained with an increase of a mere 2% over the last 12 months.

7. Key Achievements Overview

Over the past 12 months developments in the following areas have taken place:

- Working with partners/contractors to ensure that we are adopting best practice in tackling health and safety problems/issues such as work activities/training within the “LAWS” Forum,
- Successful delivery of suitable client officer training and supervisory workshops for the waste industry,
- Reviewing and updating of the health and safety pages on the intranet / MAVIS.
- Provision of support for AVDC’s Major Project officers who are responsible as Client under CDM 2007 Regulations,
- Completion the auditing of external providers of council services for health and safety compliance,
- Re constitute the Strategic Occupational Health and Safety Forum under the chairmanship of the Deputy Chief Executive,
- Extend health surveillance to include hand arm vibration in the workshop in contract Services
- Ensuring that the Evacuation of those with a physical disability are catered for in Phase 3 of the Gateway
- Begin to address issues identified in the internal audit report of January 2009.

8. Strategic Action plan

Members are committed to creating a good health and safety culture through consultation and communication. AVDC is committed to providing an excellent working environment and being a leading District Council.

With this in mind Members believe that the key objectives for 2011/2012- should be to:

- Review and deliver a blended training package for managers and new staff
- Improve Health and Safety Risk Management through the Strategic Occupational Health and Safety Forum
- Ensure that the health and safety risks (both construction and operational) associated with construction projects where AVDC has “Client Duties” under CDM Legislation <http://www.hse.gov.uk/construction/cdm/clients.htm> is minimised
- Further investigate and if possible implement a Drug Testing Protocol / Procedure
- Address issues raised by the recent Internal Audit Report and to review the high level management of health and safety following organisational reorganisation.
- Ensure that any health and safety issues arising out of the office move project are identified and managed
- Complete the review of round risk assessments and trade waste collection locations and incorporate any findings into service management
- Comply with any inspections and audits by enforcing authorities and our insurers
- Review Lone Worker Monitoring
- Complete the training resource (DVD) on Accident Investigation and deliver training.
- Raise health and safety awareness amongst staff by holding a health and safety event

9. Further Information and Contact

Any questions arising out of this report should in the first instance be directed to David Thomas, the Corporate Health and Safety Advisor located in People and Payroll.

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e-mail: dthomas@aylesburyvaledc.gov.uk.

Appendix 1 - Strategic Objectives WISH Forum-<http://www.hse.gov.uk/waste/charter.htm>

Objective 1: Accident performance

Reduce the overall RIDDOR reported accident rate by 10% year on year (2005/6 baseline) by December 2013.

Objective 2 Number of working days lost

WISH will produce a standard format for measuring the number of working days lost due to occupational health and safety incidents. This will be used to analyse / sample performance to promote engagement at company/ organisation level.

WISH will establish and task a working group to identify metrics and agree a strategy to reduce the number of working days lost within 24 months.

Objective 3: Management of health and safety

Gain widespread adoption of safety management systems such as those consistent with HSG 65 principles or compliant with OHSAS 18001.

Publication of a simple online self-assessment checklist could be used to help organisations identify whether they are meet these standards and provide information to help monitor progress with this objective. Large organisations may choose to benchmark themselves on the CHASPI index (www.chaspi.info-exchange.com).

Objective 4 Health and safety climate and attitudes

Improve attitudes within the workforce to health and safety. Develop and promote a climate survey tool that enables small and medium size organisations to measure the attitudes to health and safety within their workforce and identify areas where improvements can be made

Objective 5: Competence

Increase the level of competence within the industry, in line with the WISH "Commitment to competence" statement.

WISH will establish and task a working group to identify metrics for measuring progress with the Commitment to competence and agree a competence strategy within 24 months.