

Employee and Members of the Public Incident Statistics

Report number:	HSS/WS/21/007	
Report to and date(s):	Health and Safety Sub Committee	11 October 2021
Cabinet member:	Councillor Carol Bull Cabinet Member for Governance Tel: 01953 681513 Email: carol.bull@westsuffolk.gov.uk	
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Decisions Plan: **Democratic Services only to input**

Wards impacted: **All**

Recommendation: The Sub Committee are requested to **note** the summary of Employee Incidents and Incidents Involving Members of the Public for the period 1 April 2021 to the 31 August 2021.

1. Context to this report

- 1.1 It is a legal requirement under health and safety legislation to maintain a safe working environment for all staff and users of our facilities this includes the monitoring and investigating incidents so as to reduce the risk of re-occurrence.
- 1.2 Reporting of injuries under Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) puts duties on employers, the self-employed and people in control of work premises (the Responsible Person) to report certain serious workplace accidents, occupational diseases and specified dangerous occurrences (near misses).

2. Proposals within this report

- 2.1 The Health and Safety Team continue to monitor, investigate and recommend/implement remedial actions where necessary to reduce the likelihood of similar incidents/accidents occurring in the future.

3. Alternative options that have been considered

- 3.1 None

4. Consultation and engagement undertaken

- 4.1 The incident statistics were discussed in detail at the Health and Safety Group meeting held on the 1 September 2021.

5. Risks associated with the proposals

- 5.1 Legal non-compliance, but this is considered to be low due the fact that we monitor, investigate incidents and review procedures where necessary to reduce the likelihood of future incidents.

6. Implications arising from the proposals

- 6.1 Financial – Fines and legal costs
- 6.2 Legal Compliance - Statutory duties under Health and Safety at Work etc Act 1974.
- 6.3 Personal Data Processing - Personal data maintained in line with GDPR.
- 6.4 Equalities – N/A

- 6.5 Crime and Disorder – Relevant information is passed onto the police when a crime is committed.
- 6.6 Environment or Sustainability – N/A
- 6.7 HR or Staffing – N/A
- 6.8 Changes to existing policies – N/A
- 6.9 External organisations (such as businesses, community groups) – N/A

7. Appendices referenced in this report

- 7.1 Appendix A - Statistics relating to Employee Accidents and Accidents involving Members of the Public during the period 1 April 2021 to 31 August 2021.

8. Background documents associated with this report

- 8.1 N/A