

NOTTINGHAM CITY HOMES

PROPERTY SERVICES
COMMITTEE
24 MAY 2010

REPORT OF THE DIRECTOR OF PROPERTY
SERVICES

HEALTH & SAFETY UPDATE

1 SUMMARY

- 1.1 This report updates the Board about significant health and safety and fire safety developments within the Property Services division over the previous two calendar months.
- 1.2 This report covers March and April 2010.

2 RECOMMENDATIONS

- 2.1 That Property Services Board note the contents of this report.

3 REPORT

3.1 Incident reports and outcomes

- 3.1.1 There were 13 injuries and one instance of ill health reported by Property Services employees in March and April 2010.
- 3.1.2 Four of the 13 injuries were reported to the Health and Safety Executive under the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations (RIDDOR). All these injuries were reported because the injured party in each case was unable to work for more than 3 days.
- 3.1.3 A total of 9 days were lost in Property Services to injuries sustained in March / April 2010. This figure is subject to amendment as days lost are not counted until employees have returned to work.
- 3.1.4 The main cause of lost time injuries within Property Services continues to be manual handling. This is now being addressed as a priority through a risk assessment working group - refer to item 3.6.1.
- 3.1.5 The single reported case of ill health was an employee who suffered from asthma was unable to continue working in the Repairs Contact Centre while it was being re-painted. The paint used was water based and the area well ventilated, and no other employees were adversely affected. There were no reported long term ill-health effects.

3.2 Fire Safety

- 3.2.1 A new Fire Safety and First Aid Officer, Samantha Hill, has been appointed and commenced work in April.
- 3.2.2 An action plan has been prepared to implement the Fire Safety Policy across all parts of the company, including Property Services, over 2010/11.
- 3.2.3 A Repairs Project Manager will attend the Fire Strategy meeting from May, in addition to the Capital Programmes Project Manager. This is because the emphasis of the meeting has now moved from the refurbishment programme to the implementation of policy and procedures, including repairs processes.

3.3 H&S Inspections

- 3.3.1 Regular health & safety inspections are carried out by the Health & Safety Team along with Property Services managers and trade union representatives, both of internal works and those carried out by contractors.
- 3.3.2 The main issue that has been identified on site inspections is work at height. This is being resolved by two measures - internally work at height is being addressed as a priority through a risk assessment working group - refer to item 3.6.1; for Decent Homes, a regular work stream health and safety meeting is being set up by June 2010 to address and resolve common issues within that stream.
- 3.3.2 The Health & Safety Executive visited the Holden Street Decent Homes site in March - no issues were raised. This site incorporated all Decent Homes work streams.

3.4 Health and Safety Committee

- 3.4.1 The Health and Safety Committee is the group set up by the company to involve employees in health and safety management.
- 3.4.2 The first meeting of the Property Services Health and Safety Committee took place in April. This meeting is held once every 6 weeks, and replaces the previous single meeting for all services. This new structure has been well received both by management and employee representatives.

3.5 Health & Safety Training

- 3.5.1 Property Services maintenance managers have now been trained to deliver asbestos awareness refresher courses to employees reporting to them. This training was completed in March. New employees will continue to receive the full asbestos awareness training delivered by the

Health & Safety Team.

3.6 Other Items

3.6.1 A Risk Assessment working group has been set up in Property Services to review existing risk assessments and develop new assessments where needed. This group is being led by Property Services managers with involvement from the Health & Safety team and employee representatives. The group's priorities are drawn from accident report and health and safety inspection data, and these are currently manual handling and work at height.

3.6.2 A independent consultant has been appointed (in May) to carry out a legionella risk assessment of the NCC stock managed by Nottingham City Homes. This purpose of this exercise is to identify the significant areas of risk in individual dwellings, and to determine a strategy to deal with them. This work will not address the management of water supplies in corporate properties and communal areas as these are already assessed and managed.

3.6.3 A serious incident occurred in the Victoria Centre on 2nd May. Although this occurred outside the dates of this report, Property Services Committee should be aware that a resident of the Victoria Centre was injured as lift number one travelled upwards as the resident entered it on the 21st floor, trapping him between the lift floor and the 22nd floor landing. The resident is still in hospital at the time of writing, although the hospital will not release any information about his condition. The Health & Safety Executive was informed, and an independent expert was appointed to investigate. The investigation report is expected shortly and a verbal update will be provided at the Property Services Committee meeting.

4 **OTHER OPTIONS**

4.1 None

5 **FINANCIAL AND RISK IMPLICATIONS**

5.1 This report is for information only.

6 **IMPLICATIONS FOR NOTTINGHAM CITY HOMES OBJECTIVES**

6.1 Management of health & safety is essential to all of the Company's objectives as it will affect the health, safety and wellbeing of all the Company's stakeholders and customers.

7 **VALUE FOR MONEY AND EFFICIENCY ISSUES**

7.1 This report is for information only.

8 EQUALITY AND DIVERSITY IMPLICATIONS

8.1 This report is for information only.

9 BACKGROUND MATERIAL AND PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

9.1 None

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