



17th March 2016

Paper Title	Wellbeing, Health and Safety Update
Paper Reference:	Paper NRW B 23.16
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Purpose of Paper:	Information
Recommendation:	To note issues and progress made to date

<p>Impact: To note – all headings might not be applicable to the topic</p>	<p>How do the proposals in this paper help NRW achieve the Well-Being of Future Generations Act principles in terms of:</p> <p>Looking at the <u>long term</u>:</p> <p>Taking an <u>integrated</u> approach:</p> <p>Involving a <u>diversity</u> of the population:</p> <p>Working in a <u>collaborative</u> way:</p> <p><u>Preventing</u> issues from occurring:</p> <p>The NRW Roadmap describes how our success depends on the way we work together to create a better Wales. The roadmap sets out our vision and what we will do to deliver it. Through the work that we do and the way that we do it, NRW will make a positive contribution to improving the wellbeing, health and safety of our staff and customers across Wales. Our values mean that we will be both responsible and accountable for our actions and we will act to keep ourselves and others safe and well.</p>
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Issue

1. Wellbeing, Health and Safety (WHS) update for the NRW Board.

Background

2. This briefing paper describes the headline issues and recent developments in relation to wellbeing, health and safety, providing an update, key headline statistics and interpretation plus a brief summary of progress made on specific issues.

Assessment

3. **Headline accident and near miss statistics for 2015-16 as of 31st January 2016 with 2014-15 full year figures for comparison.**

	Incidents since last report (30 Nov 2015)	2015-16 Year To Date¹	2014-15 Full year¹
RIDDOR - staff ²	2	8	0
Lost time incidents - staff	0	7	2
Incidents, no lost time - staff	15	72	55
Near miss – staff	54	213	131
Serious incident reviews ³	1	2	4
Incidents - contractors	0	4	60
Incidents – public	1	47	
Near misses – contractors	10	67	98
Near misses – public	8	50	

¹Please note that the figures for this year may not be comparable with last year because of under reporting of incidents in 2014-15.

²Two RIDDOR reportable incidents since last report – leg injury resulting in over seven days lost time (already reported as an LTI but not as a RIDDOR in last report) & tendonitis to hand and arm resulting from display screen equipment use (DSE related disease).

³See section 4(iii) for detail.

- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) incident is a particular type of incident that is required to be reported to the Health and Safety Executive (HSE)
- A lost time incident (LTI) is where a member of staff is injured during the course of their work and they have subsequently had time off or been on light duties as a result of their injuries (reportable under RIDDOR if over 7 days). Lost Time starts the first day after the person was injured.
- An incident with no lost time (Non-LTI) is where a member of staff is injured during the course of their work but only needed minor 1st aid treatment and subsequently have not had any time off work. Non-LTI's include property damage to NRW vehicles and equipment.
- A Near Miss is an unplanned or uncontrolled event that does not cause injury, ill health or damage, but could do so.
- Member of public injuries relate predominantly to mountain bike accidents on our purpose built trails, and slips, trips and falls on walking trails. Trails are risk assessed and routinely inspected periodically and are also inspected following an accident.
- Public near misses are predominately public incursions on to live harvesting sites.

Sickness absence statistics for 2015/16

4. Sickness absence rates are currently at an average of 3.3 days lost per employee equating to 1.97%. The NRW benchmark is no more than an average of 7 days lost per employee equating to 3.1%.

5. The top three absence reasons totalling 57.9% of all reported sickness absence are:

Respiratory Systems	28.3%
Mental Health Issues	18.3%
Musculoskeletal System and Connective Tissue	11.3%

6. Respiratory complaints is the top absence reason in recent months with 28.3% of reported absences and this may be explained as expected seasonal patterns. Absence due to mental health continues to be drawn to the attention of leaders and managers as we focus on improving wellbeing in the organisation. ODPM has been enabling directorates to identify where 'hotspots' of mental health issues are arising, what support can be given and what can be done to address this significant area of concern.

7. We previously reported the launch of the MyNRW Absence Module which will improve the way in which we record sickness absence and would help us address an indicated level of under reporting of sickness absence by line managers. We will be producing additional guidance to staff on the use of the absence module to include an explanation and simplification of the sickness classification system and reassurance on the confidentiality of reported absence detail.

Wellbeing.

8. We have instigated a number of initiatives to support our wellbeing commitment in NRW including:

- As previously reported, as part of our need to being more resilient on wellbeing and health the WHS National Committee has now developed an action plan to address stress in NRW. Even with an action plan in place, there is a very heavy workload and further period of additional uncertainty ahead of us. As such we need to 'up our game' to managing these issues. Wellbeing is one of the key priorities identified in our draft Organisational Development and People Management Strategy. The action plan is attached at Annexe 1 and the Board is asked to support its implementation.
- Time to Talk day on 4th February– a day when staff were encouraged to have a conversation about mental health to help break the silence and stigma around mental health. There were top tips cards around the offices giving staff ideas on how to start the conversation and through the use of Twitter. This initiative was well received by staff and we will repeat this approach with other sessions on an ongoing basis.

9. Headline Developments

- Karen Balmer** is taking on responsibility as Board champion for WHS and this development is welcomed.
- Contractor fatality at Pen Parc, Abercynon** – There is no further update since the last board report. We continue to await the outcome of the pre-inquest review scheduled for 8th March 2016.

- iii. **Reportable incident for a Contractor at Penrhyncoch** – The contractor has now returned to work at this site and HSE was notified of this prior to recommencement. HSE has asked NRW for the contractor’s contact details. We await the final outcome of the HSE investigation.
- iv. **Contractor near miss at Michaelston.** A serious incident review has been undertaken after a piece of timber broke the windscreen on a fleet walking excavator whilst undertaking ground preparation. The timber entered the cab putting the operator at risk. Initial findings have identified design issues in terms of how the windscreen was fitted to the machine, and also the secondary means of escape from the cab. NRW are liaising with the machine manufacturer to address the issues identified.

Recommendations

10. Note issues and progress made to date.
11. Support implementation of stress action plan.

Key risks

12. Ongoing WHS risks identified and monitored through WHS risk register. No additional risks foreseen

Financial Implications

13. None foreseen. Investment in learning and development requirements for NRW included within 15/16 and 16/17 training budget.

Equality impact assessment (EqIA)

14. Not applicable, briefing paper only.

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- Annexe 1 – Stress Action Plan