



12th May 2016

Paper Title	Wellbeing, Health and Safety Update
Paper Reference:	NRW B 36.16
Paper Sponsored By:	Ashleigh Dunn
Paper Presented By:	Emyr Roberts

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

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

Background

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

1. Headline accident and near miss statistics for 2015-16 with 2014-15 full year figures (for comparison).

	Incidents since last report (31 Jan 2016)	2015-16 Full Year ¹	2014-15 Full year ¹
RIDDOR – staff ²	4	12	0
Lost time incidents – staff ³	1	8	2
Incidents, no lost time - staff	12	96	55
Near miss – staff	58	304	131
Serious incident reviews ⁴	1	3	4
Incidents - contractors	2	6	60
Incidents – public	9	60	
Near misses – contractors	14	88	98
Near misses – public	16	76	

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

²Four RIDDOR reportable incidents since last report, all diseases relating to the use of vibrating tools – section 4 (i) below details.

^{3,4}See section 4(iii) and (iv) below for details.

- 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.

2. Sickness absence statistics for 2015/16

Sickness absence rates are currently at an average of 4.8 days lost per employee equating to 2.2%. This is a slight increase on previous months. The NRW benchmark is no more than an average of 7 days lost per employee equating to 3.1%.

The top three absence reasons totalling 66% of all reported sickness absence are:

Respiratory Systems	26.4%
Mental Health Problems	23.7%
Musculoskeletal System and Connective Tissue	15.8%

Respiratory complaints continues to be the top absence reason in recent months with 26.4% 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.

Use of the MyNRW sickness absence portal has enabled us to address an indicated level of previous under reporting of sickness absence by line managers. We have recently produced 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. Seasonal comparison of sickness absence data for the last quarter of 2015-16 against the same period in 2014-15 indicates that sickness absence is now being reported at expected levels and that we have recovered from the dip that was observed previously. Further work is planned to enable us to identify further improvements to the quality of our data.

3. Wellbeing

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

- The National Procurement Service (NPS) Employee Staff Benefits framework is now complete. The Wellbeing Advisor will be meeting the new provider in April to set up the contract for NRW which will hopefully have a go live date from **June 2015**. This will provide benefits for NRW staff in terms of salary sacrifice schemes and retail discounts.
- We continue to publicise wellbeing campaigns on Yammer – such as the Choose Well campaign – encouraging staff to think carefully about how they use the NHS, ways to look after your mental health and promotion of newsletters from our employee assistance provider, Carefirst.
- We have signed up to the Vodafone Advantage Scheme where NRW employees and up to 5 family members or friends can get up to 20% off Vodafone bundles.

4. Headline Developments

- Hand Arm Vibration Syndrome (HAVS)** – we have recently made four RIDDOR reports of NRW staff to the HSE who have been diagnosed with various occupational diseases relating to use of vibrating equipment. The individuals had been referred for health surveillance to the occupational health provider as required by the Control of Vibrations at Work Regulations. These staff work predominantly in Operations Services roles in North and Mid Wales. The WHS team has met with the HSE to discuss these reports and our approach to HAVS. HSE were content that we

have agreed to develop the appropriate risk assessments, policy and procedures, and to ensure that the management actions are in place across NRW. Whilst this is not formal enforcement action against us, we will need to ensure that this is a high priority for the business to deliver with support from the WHS team. Completion of these actions will minimise the risk of the potential for formal enforcement action by HSE.

- ii. **Serious Incident Reviews** – a number of NRW staff have been trained to become serious incident reviewers. These staff will now take the lead role for the business on designated serious H&S incidents e.g. serious accident, significant near miss, which occur in NRW, with a supporting qualified H&S Senior Advisor. This is in line with our recently issued policy and procedure for investigating serious incidents. Since the training we have declared a serious incident (see below) and one of the recently trained staff has taken the lead for the business. These staff may also be utilised for other forms of investigation e.g. fraud, with the provision of additional training.
- iii. **Contractor injury at Talley direct production harvesting site** – a contractor was seriously injured whilst working on a windblown coupe in Talley. The contractor was working on steep ground felling trees with a chainsaw. The contractor was struck by an obscured part of a pre-felled, windblown tree when a standing tree was felled on top of it. A serious incident review has been launched and is ongoing. The incident has been reported to the HSE.
- iv. **Employee lost time injury at Forest restocking operation, Myherin Arch** – the injured person fell over on steep ground landing on their wrist. A hospital visit confirmed a snapped ligament in right hand. This incident may also be reportable to HSE, currently under review with NRW WHS team.
- v. **Abercynon fatality update** – we have received notification from the HSE that the Coroner's inquest will take place over two days during w/c 20 June. Our legal team is liaising with the Coroner's office to ascertain whether the Coroner intends to call any members of NRW staff as witnesses. We will provide support and guidance to any staff should this be the case.

Recommendations

- Note issues and progress made to date.

Key risks

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

Financial Implications

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

Equality impact assessment (EqIA)

- Not applicable, briefing paper only.