

Health & Safety Performance Report - Quarter Two Financial Year 2018/19

File No.: CP2019/01348

Item 13

Te take mō te pūrongo Purpose of the report

1. To update the committee on Auckland Council's health and safety performance for quarter two. As part of this item, staff will also introduce the Safe365 tool as part of a workshop with committee members.

Whakarāpopototanga matua Executive summary

2. Auckland Council's strategic health and safety vision is 'to become a leading organisation for health and safety by 2020'. Good progress is being made against the strategy.
3. Good progress is continuing to be made against the strategy. However, in quarter 2 we did not meet the target for Lost Time Injuries.
4. Auckland Council is preparing to roll out an Auditing Framework. Part of it is already live using the Safe365 tool.

Ngā tūtohunga Recommendation/s

That the Audit and Risk Committee:

- a) refer this report to the Governing Body and draw the attention of elected members to their duties under the Health and Safety at Work Act 2015
- b) note that this report will be provided to all local boards for their information.

Horopaki Context

5. Under the Health and Safety at Work Act 2015 all elected members are deemed officers and must exercise a duty of due diligence in relation to health and safety. These quarterly reports provide information to assist elected members to carry out that role.

Tātaritanga me ngā tohutohu Analysis and advice

6. The key metrics considered from a health and safety perspective are:
 - Safe365 Indicator
 - Lost Time Injury Frequency Rate (known as LTIFR), Total Recordable Injuries Frequency rate (known as TRIFR), Lost Time Injuries (LTI), LTI Severity Rate
 - Near Misses
 - Unsafe conditions.

7. The Safe365 Indicator provides a holistic view of performance across the council by measuring performance across the highest risk areas and then aggregating it. The council's score currently sits at 59.5 per cent. Sixty per cent is deemed as being in overall compliance.
8. Staff will explain the metrics in more depth as part of this committee meeting.
9. LTIFR measures the number of lost time injuries per one million hours worked. In 2015, council set an aspirational target for the LTIFR of <2.25. Despite maintaining a successful performance during 2018 we have seen an increase over the last quarter. This was due to some incidents where the number of days off extended into multiple days for a relative straight forward injury. TRIFR measures the number of all injuries medically treated and lost time injuries over a period of 1,000,000 working hours however are seeing a downward trend. This is considered a more accurate reflection of an organisation's injury profile and approach to injury prevention.
10. No immediate action is required. Staff are working to ensure people leaders and staff are focused on their controls and that any lost time injuries are accurately reported.
11. In the last quarter we also introduced a rolling LTI Severity Rate, which further indicates how severe injuries resulting in lost time are. This metric has also seen a small increase.

Summary table of injury trends

	Trend	Jan	Dec	Nov
Rolling LTIFR (indicative)	↑	2.33	2.17	2.09
Rolling TRIFR	↓	14.39	15.25	15.68
Number of Lost Time Injuries	↓	4	5	2
Number of all injuries inclusive of first aid, medical treatment and lost time	↓	31	36	32
Rolling LTI Severity Rate (NEW)	↑	0.0120	0.0118	0.0115

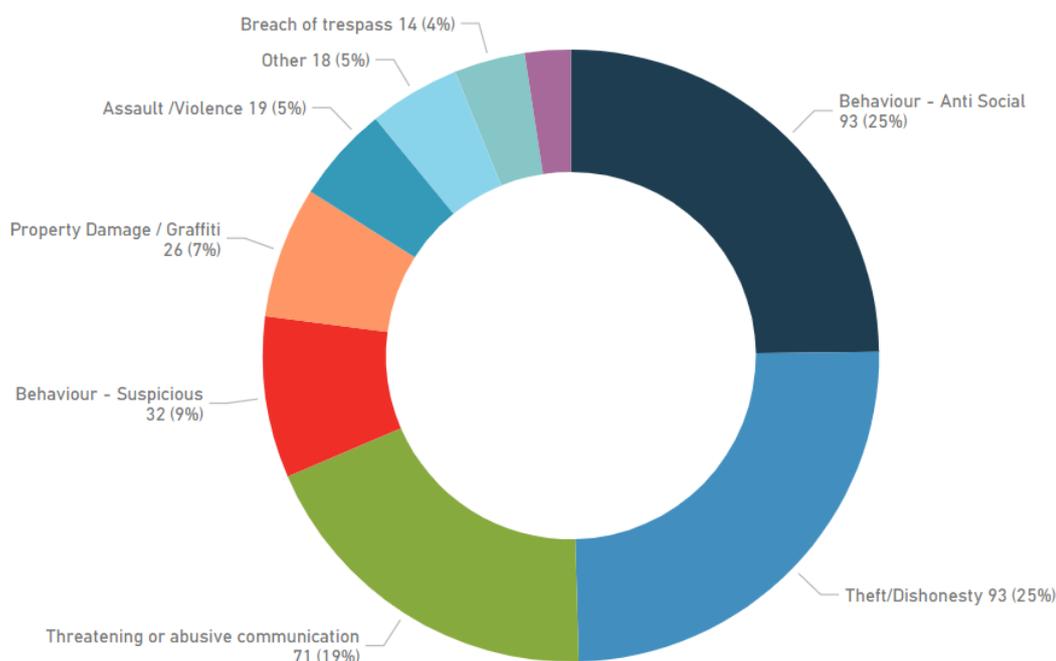
Near misses and unsafe conditions

12. The council uses the Risk Manager System to report near misses and unsafe conditions. At the end of the last quarter:
 - there was decrease of 31% (84) in the number of reported unsafe conditions compared to previous quarter.
 - there was a decrease of 6% (11) in the number of reported near misses compared to the previous quarter.

Table showing our Critical risks – quarterly movement

Risk	Quarterly Trend	Current Qtr	Last Qtr
Working with Mobile Plant and Equipment	↓	59(14%)	88(20%)
Working on or Near water	↑	59(14%)	42(10%)
Working at height	↓	2(0%)	8(2%)
Work Related Stress	↓	67(16%)	78(18%)
Lone Work	↑	3(1%)	1(0%)
Hazardous substance	↓	57(13%)	64(15%)
Fatigue	↑	60(14%)	38(9%)
Energy	↓	36(8%)	44(10%)
Driving a vehicle	↑	79(18%)	61(14%)
Confined space	-	8(2%)	8(2%)
Asbestos	-	0(0%)	1(0%)

Security incidents (Current quarter)



- The majority of the security incidents for the current quarter were anti-social behavior of our customers and theft/dishonesty.
- Of the 19 Assault/Violence incidents, 7 involved our staff members while the remaining 12 involved members of the public within the council premises.

Due diligence duties

13. As officers, elected members have the duties set out in the table below. This also shows measures underway to support those duties.

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Duty	Support provided
<p>Duty 1 - Acquire and keep up-to-date with health and safety knowledge and matters</p>	<p>Health and safety training for designated ‘officers’</p> <p>Health and safety training has been ongoing to ensure elected members and senior management are well informed and up to date on health and safety matters, Refresher training and an update session was held with Governing Body in July 2018. Another session will be held in 2019.</p> <p>Council also completed training of all its Local Board officers. The Kura Kawana (elected member development) programme will now focus on more practical skills for its members.</p> <p>Induction</p> <p>A new process has been introduced for new council executives to receive a bespoke health and safety induction, covering their departmental risk profile, their critical risks and establishing expectations for our senior leaders on health and safety.</p>
<p>Duty 2 - Understand council’s operations and associated hazards/risks</p>	<p>Site visits</p> <p>A health and safety site visit plan for the chief executive, executive lead team members and elected members is in place.</p> <p>Health Safety and Wellbeing committee</p> <p>The executive lead team operates as the Health Safety and Wellbeing Committee which creates better visibility and understanding of council operations and the health and safety risks in their parts of the organisation. These have been taking place quarterly.</p>
<p>Duty 3 - Ensure the council has appropriate resourcing and processes to eliminate/minimise risks</p>	<p>Corporate training programme</p> <p>A key focus of the current strategy is to build capability within the organisation and to prioritise high risk business areas. A corporate training programme has now been agreed mandating all people leaders to complete a one day ‘Managing Safely’ course. This course has been developed from the Institute of Occupational Safety and Health’s own Managing Safely course, a well-respected and known international standard. We are currently reviewing this training with a view to add more applicable skills like Risk Assessment and Incident investigation.</p> <p>e-learning</p> <p>The corporate health and safety team have also recently provided all people leaders with a risk assessment e-learning tool and are currently preparing to launch a drive on risk assessment across the council.</p>

Duty	Support provided
Duty 4 - Ensure the council has appropriate processes for receiving and considering information regarding incidents, hazards and risks and for responding in a timely way to that information	<p>Management framework and reporting</p> <p>A management framework is now in place. It is designed to ensure robust safety governance, processes, guidance and positive behaviours around health and safety. Risk Manager is also working effectively as our reporting tool for unsafe conditions, incidents and near misses.</p>
Duty 5 - Ensure the council has, and implements, processes for complying with any duty or obligation	<p>Policy statement</p> <p>The chief executive and mayor have signed the Health and Safety Policy Statement, and this has been implemented alongside the new Health and Safety Framework.</p> <p>Our Charter</p> <p>The health and safety section in Our Charter (we look after our safety and wellbeing) is being prepared for application to all council-controlled organisations. A working group has met and agreed the first draft.</p>
Duty 6 -Take reasonable steps to verify the provision and use of resources and processes through reviews and audits	<p>Safety audits</p> <p>Safe365 audits have been carried out across the operations division. This has identified capability of departments and allowed council to see gaps at the departmental and council divisional levels.</p> <p>Assurance framework</p> <p>Staff are developing an assurance framework for use within the council working alongside Internal Audit department.</p>

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera Council group impacts and views

14. This report provides an update only.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe Local impacts and local board views

15. Briefings for elected members, including local boards, have now been completed across all areas.
16. This report will be provided to all local boards together with a briefing from staff.

Tauākī whakaaweawe Māori Māori impact statement

17. Auckland Council staff work with the Independent Māori Statutory Board and the council's co-governance entities, such as the Tūpuna Maunga Authority, Te Poari o Kaipātiki ki Kaipara, the Ngāti Whātua Ōrākei Reserves Board and Te Motu a Hiaroa (Puketutu Island) Trust to ensure they have information and support to comply with their duties under the legislation.
18. The People and Performance department have integrated Health Safety Wellbeing plans into council's Māori employment strategy (known as the Mahi Strategy).

Ngā ritenga ā-pūtea Financial implications

19. There are no financial implications arising from the advice in this report.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

20. The risk of non-compliance with health and safety is recorded in the council's top risk register. As set out above, controls are in place to monitor and respond to critical risks through the Risk Manager System.

Ngā koringa ā-muri Next steps

21. Staff will continue with the implementation of the Health and Safety Strategy, embedding the new Health and Safety Framework, which now includes our Wellbeing Strategy.

Ngā tāpirihanga Attachments

There are no attachments for this report.

Ngā kaihaina Signatories

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