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# CLYDE MUIRSHIEL PARK AUTHORITY

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Report to: Joint Committee  
On: 2 September 2016

Report  
By  
Regional Park Manager

## **SUBJECT: QUARTERLY HEALTH AND SAFETY REPORT**

### 1.0 Purpose of Report:

- 1.1 To inform members of the Joint Committee of the Park Authority's Quarterly Health and Safety monitoring report for April - June 2016.

### 2.0 Recommendation:

That members of the Joint Committee:-

- 2.1 Note that there was one RIDDOR reportable accident in the Park during this period but no occupational diseases and six other accidents/ incidents. A total of three involving staff and four involving visitors.
- 2.2 Note that the problem of water ingress at Muirshiel Visitor Centre continues to be under investigation but has improved following repairs.

Members wishing further information regarding this report should contact Mr David Gatherer, Regional Park Manager, Clyde Muirshiel Park Authority, 01505 842 882.

### 3.0 Background:

- 3.1 The Park Authority is a member of Renfrewshire Council's Corporate Health and Safety Committee. This meets quarterly and is attended by representatives of the council's departments and the joint boards and joint committees.

### 4.0 Quarterly Health and Safety Monitoring Report:

- 4.1 The Quarterly Health and Safety monitoring report is normally presented to the Park Authority as part of the regular meetings cycle:

Joint Committee meeting	H & S quarter reported
February	Oct, Nov & Dec.
June	Jan, Feb & March
September	April, May & June
December	July, Aug & Sept.

- 4.2 The summary monitoring report to Renfrewshire Corporate H&S Committee is presented as Appendix 1 for the consideration of the Joint Committee. The report details accident statistics, management action and training.
- 4.3 During the period of April to June 2016 there was one RIDDOR reportable accident and two other accidents to Park staff and four incidents involving visitors. The RIDDOR reportable incident involved equipment failure at Greenock Cut Visitor Centre when a handrail gave way causing a member of staff to trip and fall resulting in injury to back, elbow, wrist and leg with absence from work for 10 working days. This rail has been replaced by Inverclyde Council.

Other equipment failures included a glass coffee jug cracking (replaced with stainless steel) and a crank for pulling the wheelie boat onto the trailer failing to lock into place resulting in it kicking back onto the forearm of a member of staff. This equipment was then tested and was found to be working but was replaced as a precautionary measure.

Two clients fell off their bikes as a result of not following instructions and one member of the public had her finger tip bitten off by a dog while trying to stop it fighting with her dog. Further information on responsible access and dog control has been circulated.

One client was advised to go to hospital after first aid was administered for a nose bleed but the bleeding failed to stop after 20 mins.

- 4.4 Water ingress at the roof of Muirshiel Visitor Centre is still occurring. Further investigations are required to fully rectify the problem.
- 4.5 During the period January – April to June 2016 two Health & Safety related courses were attended. In total 4 members of staff took part. One Health & Safety related Toolbox Talk was delivered.
- 4.6 Clyde Muirshiel Regional Park continues to work with Renfrewshire Council Health & Safety Officers to align its Health & Safety policies, plans and accident prevention programs with those currently in use within Renfrewshire Council. The Park produces a Health and Safety Plan annually to provide focus and direction for continuous improvement.

5.0 Conclusion:

- 5.1 This quarterly report shows a continued low accident rate in the Park, and the implementation of the 2015/16 Health & Safety plan should ensure that this trend continues.



## **CLYDE MUIRSHIEL REGIONAL PARK HEALTH & SAFETY REPORT** **April - June 2016**

This report is prepared by Clyde Muirshiel Regional Park in accordance with the terms of reference for the Corporate Health and Safety Committee, the purpose of which is to evaluate ongoing health and safety performance.

### **1. Accident Statistical Information including violence and aggression reports**

Clyde Muirshiel does not have access to Renfrewshire Council's electronic reporting, so accidents/incidents are recorded on a paper based system.

As can be seen in the table below, during the period of April to June 2016 there was one RIDDOR reportable incident to Park staff and two other incidents and four incidents involving visitors. The RIDDOR reportable incident involved equipment failure at Greenock Cut Visitor Centre when a handrail gave way causing a member of staff to trip and fall resulting in injury to back, elbow, wrist and leg with absence from work for 10 working days. This rail has been replaced by Inverclyde council. Other equipment failures included a glass coffee jug cracking (replaced with stainless steel) and a crank for pulling the wheelie boat onto the trailer failing to lock into place resulting in it kicking back onto the forearm of a member of staff. This equipment was then tested and was found to be working but was replaced as a precautionary measure. Two clients fell off their bikes as a result of not following instructions and one member of the public had her finger tip bitten off by a dog while trying to stop it fighting with her dog. Further information responsible access and dog control has been circulated. One client was advised to go to hospital after first aid was administered for a nose bleed but the bleeding failed to stop after 20 mins.

<b>Type of Accident</b>	<b>Number of Accidents (Staff)</b>	<b>Number of Accidents (Visitors/Volunteers)</b>	<b>% of Total Accidents</b>
<b>Slip/Trip/Fall</b>	<b>1</b>	<b>2</b>	<b>43</b>
<b>Equipment failure</b>	<b>2</b>		<b>29</b>
<b>Animal incident</b>		<b>1</b>	<b>14</b>
<b>Health incident</b>		<b>1</b>	<b>14</b>
<b>TOTALS</b>	<b>3</b>	<b>4</b>	<b>100%</b>

### **2. Accident Prevention Programs**

Clyde Muirshiel Regional Park continues to work with Renfrewshire Council Health & Safety Officers to align its Health & Safety policies, plans and accident prevention programs with those currently in use within Renfrewshire Council.

### **3. Training**

During the period April to June 2016 two Health & Safety related courses were attended, with 4 members of staff attending. One Health & Safety related Toolbox Talk was delivered.

### **4. Occupational Health**

Clyde Muirshiel Park uses the Occupational Health Service where appropriate. There were no referrals and no 'Did-Not-Attend' incidences during the period. No HSE reportable occupational diseases were recorded during in this quarter.

### **5. Update on CMRP Health & Safety Management**

During periods of heavy rainfall, water has continued to penetrate the roof at Muirshiel Visitor Centre. The water ingress would however appear to have lessened after some repairs.

## Appendix A: Provision of Training - July 2015 to June 2016

<u>Section 1</u> Health and safety training courses	2 <sup>nd</sup> ¼ July – Sept	3 <sup>rd</sup> ¼ Oct- Dec	4 <sup>th</sup> ¼ Jan – Mar	1 <sup>st</sup> ¼ Apr – June
Accident investigation				
Display screen equipment assessment				
Fire risk assessment				
Fire wardens training				
Risk assessment				
Manual handling - (objects) risk assessment				
<u>Section 2</u> Health and safety training courses				
Managing safely accredited by IOSH				
Construction safety awareness				
Manual handling risk assessment (people)				
COSHH awareness				
Quality of working life (stress) risk assessment				
Corporate policy on alcohol and substance misuse				
Manual handling (objects) practical training				
<u>Section 3</u> Any other appropriate health and safety training courses, or bespoke courses				
Risk Assessment (refresher on new format)				
Hedge cutter training			5	
Strimmer training			5	
British Canoe Union Orientation				
Chainsaw - Felling Medium Size Trees		1		
Ladder Awareness		16		
PA1 and PA6 / Stem injection and ecoplugs pesticide use		4		
Elementary Food Hygiene (outdoor)				
Food Hygiene Certificate		11		
First Aid at Work – 2 Day Refresher				1
First Aid at Work – 3 Day		1		3
Induction (inc Health & Safety)				
Kayak/Canoe 4 star instructor training				