

APPENDIX 2. OCCUPATIONAL HEALTH AND SAFETY REPORT

QUARTER 1 APR-JUN 2025

Agenda

- 1 Items for discussion/comments
- 2 Accident reports
- 3 Violence reports
- 4 Lone Worker App usage
- 5 Health and Safety training
- 6 Health and Safety audits/inspections
- 7 Tests, drills and evacuations
- 8 Risk Assessments

1. ITEMS FOR DISCUSSION/COMMENTS

Item	Comments	Action
1	Health and Safety Audits at both Manstone and Camperdown very high non-conformances raised.	Weekly inspections being undertaken, Working with Ops Manager, and Area managers on weekly basis to reduce this.
2	Annual Hand Arm Vibration Testing due to commence in July	New process for all new equipment and high point equipment to be tested by O. Hodgson
3	Optima Health surveillance (Audiometry, Respiratory, Dermatitis and Hand/Arm/Vibration checks)	Annual Health surveillance for Streetscene Ops due July
4	Corporate Health and Safety Audit conducted by SWAP auditors	Assisting and providing information requested by auditors
5	Updating and preparing emergency evacuation plans for those who may need assistance (PEEPS and VEEPS)	MC to update preliminary questionnaires to secondary RA template
6	Updating training matrix template and preparing annual training plan	Risk mapping review commenced
7	Lone Worker App replacement - Demos held by x3 suppliers. Lone worker devices (TrueKare) no longer operational after 01/10/25	Moderation workshop to be held (28/07/25) to identify a preferred supplier
8	Corporate Health & Safety Management Solution – Demos held by x4 provider	Work progressing to identify a preferred supplier.
9	RNLI lifeguard reported accidents and incidents	Data now included

2. ACCIDENT REPORT STATISTICS

June

Service	
Streetscene	8
Customer Services	1
Member of the general public	3
Total	12

Location	
Camperdown Depot	2
Gibson Close, exmouth	1
Seaton Methodist Church, Seaton	1
Foxholes car park, Exmouth	1
Manstone Depot	2
Roundabout on Maer Road, Exmouth	1
Exmouth beach	1
Parkside Drive, Exmouth	1
Exmouth Town Hall	1
Connaught Gardens, Sidmouth	1
Total	12

Accident type	
Near miss	2
Damage to vehicle, equipment or machinery	3
Slip, trip or fall on same level	4
Exposure to fire	1
Struck against something fixed	1
Verbal or physical aggression	1
Total	12

RIDDOR

Service	Team	Place	Type
N/A			

May

Service	
Streetscene	7
Member of the general public	3
Total	10

Location	
Manstone Depot	1
Orcombe toilets ladies side	1
BDH car park	1
Exmouth sea front	1
Exmouth Beach	1
Tyrell Mead, Sidmouth	1
Axminster	1
Axminster	1
Station toilets	1
Lower Station Road car park Budleigh	1
Total	10

Accident type	
Damage to vehicle, equipment or machinery	3
Exposure to/contact with harmful substance	2
Other	3

Struck against something fixed	2
Total	10

RIDDOR

Service	Team	Place	Type
N/A			

April

Service	
Streetscene	9
Member of the general public	1
Regeneration and property	1
Total	11

Location	
Fraser Road, Exmouth	1
Parkfield Terrace, Branscombe	1
Manstone Depot	1
Orcombe toilets - Queens drive	1
Carlton Hill Slipway & Camperdown Depot	1
Blackthorn Close, Sidmouth	1
Orchard Way, Honiton	1
Camperdown Depot	1
Exmouth Beach	1
Stowford Rise, Sidmouth	1
Budleigh Salterton	1
Total	11

Accident type	
Damage to vehicle, equipment or machinery	6
Exposure to fire	1
Exposure to/contact with harmful substance	1
Near miss	1
Other	2
Total	11

RIDDOR

Service	Team	Place	Type
N/A			

RNLI

Accident type	
Casualty	6
Rescue	4
Assist	10
Mental Health Support	2
Near miss	2
Total	24
+ a number of 'minor' incidents	

3. VIOLENCE REPORT STATISTICS

June

Date	Service	Team	Place	Type
N/a				

May

Date	Service	Team	Place	Type
11-May-25	Member of the public	N/a	Budleigh Salterton	Criminal damage/drug or substance misuse or dealing/intimidation or harassment/noise/threatening behaviour/verbal abuse/violence
07-May-25	Housing	Estate Management	Seaton	Intimidation or harassment/nuisance behaviour/verbal abuse
01-May-25	Housing	Housing	ETH	Verbal abuse

April

Date	Service	Team	Place	Type
06-Apr-25	Member of the public	N/a	Axminster	Intimidations/neighbour dispute/threatening behaviour

4. LONE WORKER APP USAGE

December

	April	May	June
Total Uses	1579	1700	1579
Total Users	121	137	109
Average Use	9.5697	12.409	14.49

5. HEALTH AND SAFETY TRAINING

Course title	Date	Service
IOSH Managing Safety Training		
Director's training		
Conflict and de-escalation training		
Risk Assessment for manager part 1		
Risk Assessment for managers part 2		
Duty Manager training	05/06/25	
Evac+Chair training	12/06/2025	Democratic Services Environmental Health Environmental Health
Fire Sweeper training	24/06/25 26/06/25	Countryside Countryside Countryside Property & Assets
Emergency First Aid	08/04/2025 14/05/2025	Private sector Housing Private sector Housing Private sector Housing Landlord Services Revenues & Benefits Revenues & Benefits Place and Prosperity Planning Strategy

		Building Control Revenues & Benefits Planning Strategy Place and Prosperity Place and Prosperity Land Charges Housing Allocations Revenues & Benefits
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6. HEALTH AND SAFETY SITE AUDITS

Site/Venue	Inspection date
Camperdown Depot	09/06/2025
Manstone Depot	27/06/2025
Withycombe Pitches and Changing Rooms	03/07/2025
Phear Park Work Base	03/07/2025
Manor Gardens Work Base	Due 09/07/2025
Ottery St Mary Work Base	22/11/2024 - No Longer in use
Connaught Gardens Work Base	04/07/2025
Blackmore Gardens Work Base	Due 18/07/2025
Blackmore Gardens Bowling Club Work Base	Due 18/07/2025
Honiton Work Base	25/06/2025
Sidford Changing Rooms and Playing Pitches	04/07/2025
Sidmouth Cemetery Work Base and Chapel (Storage Area)	04/07/2025
Axminster Millway Rise Work Base	Due 18/07/2025
Seaton Seafeld Gardens Work Base	N/a - has been demolished for new work base
Thelma Hulbert Gallery	22/04/2025
Manor Pavilion Theatre	08/02/24
East Devon Business Centre	11/06/25
Seaton Wetlands – Discovery Hut	

7. TESTS, DRILLS AND EVACUATIONS

Site	Type of test / drill / evacuation	Date
BDH	Fire drill	01/04/2025
ETH	Fire drill	16/06/2025
EDBC	Fire drill	02/07/2025
BDH	Blue light	05/06/2025
ETH	Blue light	30/06/2025

8. SERVICE RISK ASSESSMENTS

Service	Team	RA's (number of)	Overdue
Communications	Communications	Currently being collated	
Countryside	People and Places		
	Thelma Hulbert Gallery		
	Manor Pavilion Theatre		
Environmental Health	Commercial		
	Environment		
	Private Sector Housing		
	Corporate		

Finance	CSC		
Governance and Licensing	Legal		
	Licensing		
	Democratic		
Growth, Development, Prosperity			
Housing	Housing Solutions		
	Property and Assets		
	Sheltered Housing		
Occupational Development and Payroll			
Place, Assets, Commercialisation			
Planning, Strategy			
Streetscene	East	152 (All together)	6 – New Wedding Ra's to be completed by 20/07/2025
	West		
	Engineers		