

Response to Request for Information

Reference FOI 003354
Date 13 March 2019

Corporate Health and Safety, Human Resources and Insurance Teams

Request:

Please briefly detail over-arching information in relation to your organisation.

Detail Name of Organisation:
[City of Wolverhampton Council](#)

Current Total Number of Employees:
[4,083](#)

Current Total Number of FTE Employees:
[3290.5](#)

Is your Corporate Health and Safety Function provided in-house or via an external service provider?

[In-house](#)

If external service provider; please detail renewal date for service:

[N/A](#)

Are your Fire Risk Assessments (FRA's) provided in-house or via an external service provider?

[External - Aecom](#)

If external service provider for FRA's; please detail renewal date for service:

[We use Aecom as part of a 'Perfect Circle' arrangement and as such there is no renewal date or period of contact, they are instructed as and when we need a FRA undertaking.](#)

Do you provide health and safety training in-house or via an external training provider?

[See response below](#)

If external service provider for H&S Training, please provide further details of services

List of Health and Safety Training Providers

COURSE

Asbestos Awareness
Control of Legionella
COSHH Awareness
IOSH – Working Safely in schools
Provision and Use of Work Equipment (PUWER) - Risk Assessment
Working at Height Course
Fire Risk Assessment Review
Fire Marshal Training
Lone Working & Personal Safety
Manual Handling
Role of the Client Training (CDM)
IOSH – Managing Safely in schools
Routine Play Area Inspections (ROSPA)
Safe Use of Steps & Ladders Training

EXTERNAL PROVIDERS

Bradley - Yearly
Hydrop ECS
Wolverhampton College

Service Industry Solutions
GTG

Clearwater
RoSPA
Generation Training

COURSE

Off Site Visits Training _____
Existing EVC's Update _____ The Towers
New EVC's _____
Visits Leader _____

IN-HOUSE PROVIDER

Do you have an internal Occupational Health and Safety Management System (OHSMS)?

Yes

If OHSMS is in place, is this aligned to BS OHSAS 18001, ISO 45001 or HSG 65 Model?

The model used is HSG 65.

Has your organisation received any Fees for Intervention in 2017 or 2018 via the HSE?

No

If yes, please provide details of FFI's and any associated costs.

N/A

Has your organisation been served any improvement or prohibition notices in 2017 or 2018 via the HSE?

No

If yes, please provide details of any HSE enforcement notices in 2017 or 2018.

N/A

If applicable, please provide cost of fines or prosecutions during 2017 or 2018 via HSE prosecutions.

N/A

1. Please detail Accidents / Incidents reported within your organisation from January 1st to December 31st 2017.
 - 1.a. Number of Public/Pupil/Service User Accidents and Incidents Reported in 2017?
* See note provided on page 6
 - 1.b. Number of Employee Accidents and Incidents or Occupational Ill Health Reported in 2017?
Occupational Ill Health – 2 reportable work related upper limb disorders

With reference to Employee Accidents and Incidents please see note provided on page 6
 - 1.c. Number of Employee RIDDOR Reportable Accidents, Incidents or Occupational Ill Health in 2017?
* See note provided on page 6
2. Please detail Accidents / Incidents reported within your organisation from January 1st to December 31st 2018.
 - 2.a. Number of Public/Pupil/Service User Accidents and Incidents Reported in 2018?
* See note provided on page 6
 - 2.b. Number of Employee Accidents and Incidents or Occupational Ill Health Reported in 2018?
Occupational Ill Health – 2 reportable work related upper limb disorders

With reference to Employee Accidents and Incidents please see note provided on page 6
 - 2.c. Number of Employee RIDDOR Reportable Accidents, Incidents or Occupational Ill Health in 2018?
* See note provided on page 6
3. Please detail RIDDOR reportable accidents and incidents within your organisation from January 1st to December 31st 2017.
 - 3.a. Number of Employee Specified Injuries in 2017? (please detail number and types).
12; 6 Slip/trip/fall, 3 Lifting and handling, 1 Struck by moving vehicle, 2 Physical assault

- 3.b. Number of Public/Pupil/Service User Specified Injuries in 2017? (please detail number and types).
1
- 3.c. Number of Employee Over 7 Day Injuries in 2017? (please detail number and types).
6
- 3.d. Number of Employee Occupational Ill-Health Diseases in 2017? (please detail number and types).
Occupational Ill Health – 2 reportable work related upper limb disorders
- 3.e. Number of Dangerous Occurrences in 2017? (please detail number and types).
0
- 3.f. Number of Employee Minor Injuries in 2017?
No legal definition under RIDDOR
4. Please detail RIDDOR reportable accidents and incidents within your organisation from January 1st to December 31st 2018.
- 4.a. Number of Employee Specified Injuries in 2018? (please detail number and types).
16; 3 Lifting and handling, 9 Slip/trip/fall, 2 Physical assault, 1 Struck by object, 1 Work equipment
- 4.b. Number of Public/Pupil/Service User Specified Injuries in 2018? (please detail number and types).
1 Public, 2 Pupil
- 4.c. Number of Employee Over 7 Day Injuries in 2018? (please detail number and types).
12
- 4.d. Number of Employee Occupational Ill-Health Diseases in 2018? (please detail number and types).
Health and Safety - 1 reported - Dermatitis
Occupational Ill Health – 2 reportable work related upper limb disorders
- 4.e. Number of Dangerous Occurrences in 2018? (please detail number and types).
0
- 4.f. Number of Employee Minor Injuries in 2018?
No legal definition under RIDDOR

5. Please detail Top 5 Causes of Accidents and Incidents within your organisation from January 1st to December 31st 2017.
 - 5.a. Top 5 Causes of Employee Accidents and Incidents in 2017?
* [See note provided on page 6](#)
 - 5.b. Top 5 Causes of Public/Pupil/Service User Accidents and Incidents in 2017?
* [See note provided on page 6](#)
6. Please detail Top 5 Causes of Accidents and Incidents within your organisation from January 1st to December 31st 2018.
 - 6.a. Top 5 Causes of Employee Accidents and Incidents in 2018?
* [See note provided on page 6](#)
 - 6.b. Top 5 Causes of Public/Pupil/Service User Accidents and Incidents in 2018?
* [See note provided on page 6](#)
7. Please detail Top 5 Causes of Employee Occupational Health Referrals within your organisation from January 1st to December 31st 2017.
 - 7.a. Top 5 Causes of Employee OH Referrals in 2017?
* [See note provided on page 6](#)
8. Please detail Top 5 Causes of Employee Occupational Health Referrals within your organisation from January 1st to December 31st 2018.
 - 8.a. Top 5 Causes of Employee OH Referrals in 2018?
* [See note provided on page 6](#)
9. Please detail Stress, Anxiety and Depression information within your organisation from January 1st to December 31st 2017.
 - 9.a. Number of Work-Related SAD Absence Reports in 2017?
* [See note provided on page 6](#)
 - 9.b. Number of Non-Work-Related SAD Absence Reports in 2017?
* [See note provided on page 6](#)
 - 9.c. Number of Days Lost due to Stress, Anxiety or Depression in 2017?
* [See note provided on page 6](#)
10. Please Stress, Anxiety and Depression information within your organisation from January 1st to December 31st 2018.
 - 10.a. Number of Work-Related SAD Absence Reports in 2018?
* [See note provided on page 6](#)
 - 10.b. Number of Non-Work-Related SAD Absence Reports in 2018?
* [See note provided on page 6](#)

- 10.c. Number of Days Lost due to Stress, Anxiety or Depression in 2018?
* See note provided on page 6
11. Please detail litigation costs (this is just in relation to compensation payments for personal injuries or harm sustained (not legal fees)) paid out for claims within your organisation from January 1st to December 31st 2017.
- 11.a. Amount Paid/Settled for Employee Litigation Claims in 2017?
£82,864.84
- 11.b. Amount Paid/Settled for Public/Pupil/Service User Litigation Claims in 2017?
£141,651.96
12. Please detail litigation costs paid out for claims within your organisation from January 1st to December 31st 2018.
- 12.a. Amount Paid/Settled for Employee Litigation Claims in 2018?
£39,517.40
- 12.b. Amount Paid/Settled for Public/Pupil/Service User Litigation Claims in 2018?
£112,569.98

With reference to the questions that have been marked with *, our response is as follows as we have provided as much information we can within the appropriate time limit of 18 hours.

Therefore, your request for information has now been considered and the City of Wolverhampton Council is not obliged to supply all of the information you requested for the reasons set out below.

Section 17 of the Freedom of Information Act 2000 requires City of Wolverhampton Council, when refusing to provide such information (because the information is exempt) to provide you, the applicant with a notice which:

- (a) states the fact,
- (b) specifies the exemption in question and
- (c) states (if that would not otherwise be apparent) why the exemption applies:

In relation to your particular request, the following exemption applies:

Section 12 - Exemption where cost of compliance exceeds appropriate limit

We can confirm that the Council holds information falling within the description specified in your request. However, Section 12 of the Freedom of Information Act 2000 allows a public authority to refuse a request if the cost of providing all of the information to the applicant would exceed the 'appropriate limit' as defined by the Freedom of Information.

The Regulations provide that the appropriate limit to be applied to requests received by local authorities is £450 (equivalent to 18 hours of work). In estimating the cost of complying with a request for information, an authority can only take into account any reasonable costs incurred in:

- (a) Determining whether it holds the information,*
- (b) Locating the information, or a document which may contain the information,*
- (c) Retrieving the information, or a document which may contain the information,*
and
- (d) Extracting the information from a document containing it.*

For the purposes of the estimate the costs of performing these activities should be estimated at a rate of £25 per hour.

To provide you with information to the unanswered questions would require a full scale look into all records. The remaining information appertaining to your request would take us approximately 135 hours to complete as it is not easily accessible and as such this information is not held as a distinct set able to be retrieved or reported on.

Excess cost removes the City of Wolverhampton Council's obligation under the Freedom of Information, however under Section 16 – (the duty to provide advice and assistance, the Council may be able to provide answers to the request, should you wish to submit a refined request.