

Report of Health and Safety Project Manager

Subject: Health, Safety & Wellbeing Quarterly Report

1. Incidents & Accidents

Incidents reported in 2024.

Date	Location	Type of Incident	Injury	Treatment	Category	Staff Involved
06/01/2024	Trefrane	Fire	None	None	Near Miss	No
08/01/2024	St David's airfield	Slip/trip/fall	Cuts and bruises	None	Personal Injury	Member of the public
25/01/2024	Brynberian	Biological	Thorn in hand	First aid with alcohol wipes, antibiotics from GP	Personal Injury	Yes
02/02/2024	Broad Haven car park	Environmental	None	Reported to Welsh Water and NRW	Other	No
21/02/2024	Jeffreyston	Abuse	None	None	Near Miss	Yes
22/02/2024	Neyland	Abuse	None	None	Near Miss	Yes
20/02/2024	Carew Castle	Accident	Cut finger	Plaster and bandage to finger	Personal Injury	Volunteer
19/02/2024	Amroth	Slip/trip/fall	Bruised back and bang to head	None	Personal Injury	Yes
27/02/2024	Poppit Sands	Hammer injury	Crush and open cut	Bandaged, doctors, tetanus injection	Personal Injury	Yes
11/03/2024	Llanion	Potential electrocution	None	None	Near Miss	Yes
16/03/2024	Oriel y Parc	Stuck between doors	None	None	Building & Infrastructure	Member of the public

Date	Location	Type of Incident	Injury	Treatment	Category	Staff Involved
19/03/2024	Newgale	Fell off stool	Sore hip and walking stiffly	Talked to the IP as possible shock	Personal Injury	Volunteer
30/01/2024	Poppit Sands	Jarring to hand while hammering	Pain in the hand	Taken to minor injuries unit	Personal Injury	Volunteer
12/04/2023	Nolton Beach	Cliff collapse	None	None	Other	No
10/04/2024	Little Haven	Car in the stream	None	None	Other	No
06/02/2024	West Angle	Trailer jack-knifed	None	None	Vehicle & Machinery	Yes
26/03/2024	Milton	Damage found on vehicle	None	None	Vehicle & Machinery	Yes
26/04/2024	Carew Castle	Splinter in finger	None	Splinter removed	Personal Injury	Yes
07/05/2024	Llanion	Verbal rant via phone call	None	None	Near Miss	Yes
13/05/2024	Cilrhedyn	Serious illness	Myocardia infarction	Taken to hospital	Personal Injury	Yes
29/05/2024	Llanion	Slip/trip/fall	Grazed arm	None	Personal Injury	Yes
11/06/2024	Carew Castle	Fall	Bang to head	Ice pack to the head	Personal Injury	Member of the public
18/06/2024	Oriel y Parc	Unwanted fire signal	None	None	Building & Infrastructure	No
08/05/2024	Newport Sands	Power barrow tipped	None	None	Near Miss	Yes
18/06/2024	Llanion	Small cut to finger	Minor injury	None	Personal Injury	Yes
23/06/2024	Oriel y Parc	Alarm activation	None	None	Building & Infrastructure	Yes
30/06/2024	Carew Castle	Head contact to arch	Small cut to head and bleeding	Antiseptic wipe and plaster	Personal Injury	Member of the public

Date	Location	Type of Incident	Injury	Treatment	Category	Staff Involved
02/07/2024	Oriel y Parc	Alarm activation	None	None	Building & Infrastructure	Yes
09/07/2024	Crugiau Cemaes Round Barrow	Cut to finger bracken clearing	Small cut to finger	Sterile wipe and plaster to cut	Personal Injury	Volunteer
26/07/2024	Oriel y Parc	Alarm call out	None	None	Building & Infrastructure	Yes
26/06/2024	Castlebeach Bridge	Fall through broken bridge	Bruising	None	Personal Injury	Member of the public
01/08/2024	Llanion	Liquid spilled in staff room	None	None	Near Miss	Yes
31/07/2024	Carew Castle	MoP feeling unwell	None	Taken to hospital by family	Other	Member of the public
13/08/2024	Carew Castle	MoP feeling unwell	None	Taken to hospital by family	Other	Member of the public
12/08/2024	Llanion	Broken mirror	None	None	Near Miss	No
14/08/2024	Oriel y Parc	Attempted break in	None	None	Building & Infrastructure	No
25/08/2024	Carew Castle	Cut finger with knife	Cut finger	Plaster and blue glove	Personal Injury	Yes
01/09/2024	Carew Castle	Spilled hot water on herself	Minor burn injury	Cold water and burn gel applied	Personal Injury	Yes
27/08/2024	Nefern Castle	Cutting branches	Cut to palm	Wipe and plaster only	Personal Injury	Volunteer
10/09/2024	Nefern Castle	Cutting scrub	Cut to face	Wipe and plaster only	Personal Injury	Volunteer
07/10/2024	Llanion	Alarm activation	None	None	Building & Infrastructure	No
01/08/2024	Coast path	Thorn Fragments	Muscle damage, poisoned	Attended A & E	Personal Injury	Yes
04/10/2024	Castlemartin	Bee Sting	Sting to face	Area cleaned	Personal Injury	Yes

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18/10/2024	Musslewick	Jarring knee	Ligament damage	A & E following day - Immobilised with brace	RIDDOR	Yes
18/09/2024	Sychpant	Near Miss	None	None	Near Miss	Yes
13/09/2024	Coast path	Twig in ear	Ear Infection	Visit to Clinic prescribed antibiotics	Personal Injury	Yes
01/10/2024	Honeyborough Roundabout	Angry Driver at RTI	None	First Aid administered by employee to driver	other	Yes
01/11/2024	Caermobris (6 Gates Path)	vehicle tailgate not latched properly, dropped hit the jockey wheel, small dent.	None	None	Vehicle & Machinery	Yes
09/07/2024	Public Footpath PP87/6 Bryntirion	Fall	unknown	Likely to be checked at hospital	Personal Injury	no
25/11/2024	Llanion	Abuse/Harassment	None	None	Near Miss	Yes
22/11/2024	OYP	Alarm activation	None	None	Building & Infrastructure	Yes
26/11/2024	Old Hakin Road	Chip to Windscreen	None	Reputed to Fleet	Vehicle & Machinery	Yes
13/11/2024	Morrison Roundabout Haverford west	Near Miss	None	None	Vehicle & Machinery	Yes
01/12/2024	OYP	Fire Alarm	None	None	Near Miss	Yes
29/11/2024	Monkhave n	Injury to chest	Bruising and pain	Attended GP	RIDDOR	Yes

Date	Location	Type of Incident	Injury	Treatment	Category	Staff Involved
15/12/2024	OYP	Security Alarm	None	None	Building & Infrastructure	Yes
15/12/2024	OYP	Intruder Alarm	None	None	Building & Infrastructure	Yes
03/12/2024	Carew Castle	Drove away from trailer without disconnecting safety cable	None	None	Vehicle & Machinery	Yes

RIDDOR

We had two RIDDOR incidents in the last quarter of 2024. These have been investigated and the Risk Assessments and working practices reviewed. Fortunately, only minor injuries were sustained.

2. HAVS – Hand and Arm Vibration Syndrome Monitoring

All wardens have had internally led training on the Reactec R-Link vibration equipment monitoring watch. The watches were rolled out week beginning 13 January 2025. Manual records are being maintained in parallel during the initial roll out period. Several supervisory staff have received additional training on the system administration systems and how to interpret the system generated data and management information.

The initial findings are promising and potentially will generate management information regarding individual users but also about the effectiveness and performance of individual pieces of equipment.

3. Health and Safety Group

The latest Health and Safety Group minutes are attached from the meeting in October 2024.

4. Health and Safety Internal Audits

An Audit has been undertaken in January/February 2025 on Accident, Incident and Near Miss Reporting and Recording. We anticipate receiving the Report in the next two to three weeks.

5. Training

Emergency First Aid training was provided for a cohort of 11 staff in November 2024. First aid training for staff will be delivered before Christmas for those that need to ensure their competency remains in date.

Work is ongoing to source a suitable training provider and venue for Fire Safety and Remote First Aid training.

6. Staff Sickness Absence

Sickness absence continues to be monitored closely and reported upon. A new short-term sickness absence policy and procedure has been introduced. This includes triggers for management intervention to ensure that staff are supported to help them to manage their health and understand the impact absence has on the organisation. There was the seasonal spike of sickness absence towards the end of 2024 with colds, flu and respiratory conditions being given as the reasons for absence. The Authority continues to pay for flu jabs for staff. From 1 January 2025 we currently have no long-term sickness absence i.e. staff off for a consecutive period of 28 days or more.

