



KILMAC Ltd

ANNUAL HEALTH & SAFETY AND TRAINING REPORT 2016

1. Performance Review

Accident Statistics

Accident type	2016	2015	2014	2013	2012
Turnover (£ million)	10	12.5	11	12	9
Employees	104	101	96	98	84
Fatalities	0	0	0	0	0
RIDDOR	0	0	0	0	0
Minor (no time lost)	6	4	1	5	2
Lost time incidents	1	2	0	0	0
Near Misses	11	7	3	0	6
Environmental Incidents	0	0	0	0	0

2. Accidents

RIDDOR

During the 2016 there were no reportable accidents on our sites. It highlights the strength of our current Health and Safety Management System and Kilmac's ability to deal with significant risks. The site teams had been very effective assessing, eliminating and controlling risks and following Safe Working Arrangements.

MINOR ACCIDENTS

There has been increase in minor accidents second year going; however there is a firm evidence that it is mostly attributed to the increased awareness of the importance to report every accident and near miss. The two main reasons for minor accident were lack of awareness and behavioural safety issues. Behavioural safety is one of the top priorities in Kilmac and the work will be continued to improve our safety standards and to encourage positive safety behaviours.

3. Near Misses

There has been increase in near misses reported compared to the previous year. Although the numbers of near misses reported increased during the past years, the further education and encouragement needed to improve reporting. 34% of respondents in the Employee Survey stated they would not report the near miss. The focus during 2017 and 2018 must be on employee education and change in perception of near misses as a negative events.

4. Ubique Safety (Independent Safety Consultant) Reports

The Ubique Safety visited our sites 16 times during the year 2016. There haven't been any major safety issues reported or raised. The average score for audited sites was over 90% and only minor issues had been raised.

5. Internal Site HSE Inspections

Internal audits are carried out by the Construction Director, HSQE Manager and the Works Manager. These audits are carried out in line with the prescribed calendar. More than 90% of planned inspections had been completed. There has been 36 workplace inspections completed and it has been another year of very good performance from our contracts team. The average audit scores exceeding 90%. Most importantly the response from the teams on the sites has been very positive and most of actions closed the same day.

At the start of 2016 reoccurring issues were recorded with the testing of fire extinguishers. Working with the buyer's team the process was changed and now Kilmac rents fire extinguishers. Furthermore, at the start of a new contract, the site would be visited by chosen fire protection contractor who would conduct an assessment and provide the necessary equipment.

We kept focus on our ability to deal with the changing risks on sites. The repetitive training ongoing with all Foreman to enforce usage of the Dynamic RA.

6. Post Contract Review /Customer Safety Issues

In total 9 Post Contract Reviews were carried out involving clients or Principal Contractor. Over all our safety arrangements and working practices had been highly appreciated and excellent scores received.

The two areas for improvement identified by our clients are housekeeping and PPE. To improve situation with PPE Kilmac invested in rubber half masks and new ear defenders that are attached to a hard hat.

7. Safety Committee

During the last year we had three Safety Committee meetings.

The main issues brought up by safety committee were gloves, waterproofs, work wear and housekeeping on sites. Regular toolbox talks had been carried out during the last year on all sites with the aim to improve housekeeping. The trial was run on new gloves and best option agreed with employees. The work wear and waterproofs will be reviewed during 2017.

8. Training Statistics

Course/Subject	Who	Aim	Progress
NVQ L5 H&S	HSQE Manager	DEC 2016	Extended 30/06/17
CSCS/CPCS	All	100% within 6month	100%
SMSTS	Management	100% within 6month	100%
First Aid	Foreman	100%	100%
SSSTS	Foreman	100% within 6month	100%
Manual handling	All site	OCT 2015	100%
Vehicle marshalling	One man per squad	DEC 2016	100%
Temporary Works Coordinator	Foreman	DEC 2016	100%

9. Alcohol and Drug Testing

In 2016 there were eight random alcohol tests carried out and all results were negative.

On one occasion Kilmac Foreman smelled the alcohol from subcontractor operating a dozer on the site. HSQE team was contacted, but person refused to be tested, left his keys and walked off the site. The person was subsequently banned from working on any Kilmac sites.

10. HSQE Manager Comments

The safety performance within Kilmac had been improving year on year and 2016 was not exemption. The goals set by the Safety Director had been achieved and exceeded. We completed Temporary Works Coordinator courses for Foreman and started alcohol and drug testing on sites. Improvements were made on PPE and further improvements planned. Most important we started Occupational Health Screening.

The teams on the site and in the office worked well together to improve safety. Our external auditors NQA and AXA Insurance highly commended Kilmac Safety Management Systems and performances on sites.

The site inspection results are excellent and the site teams keen on delivering safety improvements. I would like to take pride Kilmac contracts and site managers for their continuous support and collaboration. I would like to express my appreciation to the site teams for their performance on the ground.

During the 2017 we will be focussing on four main subjects:

1. Occupational Health - HAVS, COSHH, Dust and Noise control.
2. PPE - using correct PPE for tasks
3. Developing Behavioural Safety Programme
4. Use of Dynamic RA

Edvins Balodis
Group HSQE Manager

11. Director Comments

I am pleased to see that our accident stats again prove that our systems are working well. Our safety and environmental audit system, which ensures every project being visited once a month, brings back valuable information. Any failures are discussed weekly at our costs meeting between our construction support team (CST) and all contracts managers. This system encourages good health and safety performance and shares knowledge regularly to benefit all our sites and educate our managers. The audit scores again are encouragingly high, again over 90%, which is our target. The lost 10% is predominantly minor paperwork issues, not serious failings.

The rise in near-miss reporting gives us good intelligence of site failures, we need to continue to see this figure grow to help focus on weaknesses. We will continue to demand to collect every near miss.

Our workforces are now using the dynamic risk assessment form. Our HSQE Manager has trained all foreman in its use. This document is an essential tool in our drive to have the workforce fully engaged in identifying risks not foreseen at task planning stage and eliminating the risk or stopping works and re-planning. This next year focus will be to improve the quantity and quality of this forms use.

Richard Kilcullen
Kilmac Group Director