

**Bolsover District Council**

**Safety Committee**

**8<sup>th</sup> February 2016**

**Accident and Stress Statistics Report**

**Report of the Health and Safety Advisor**

This report is public

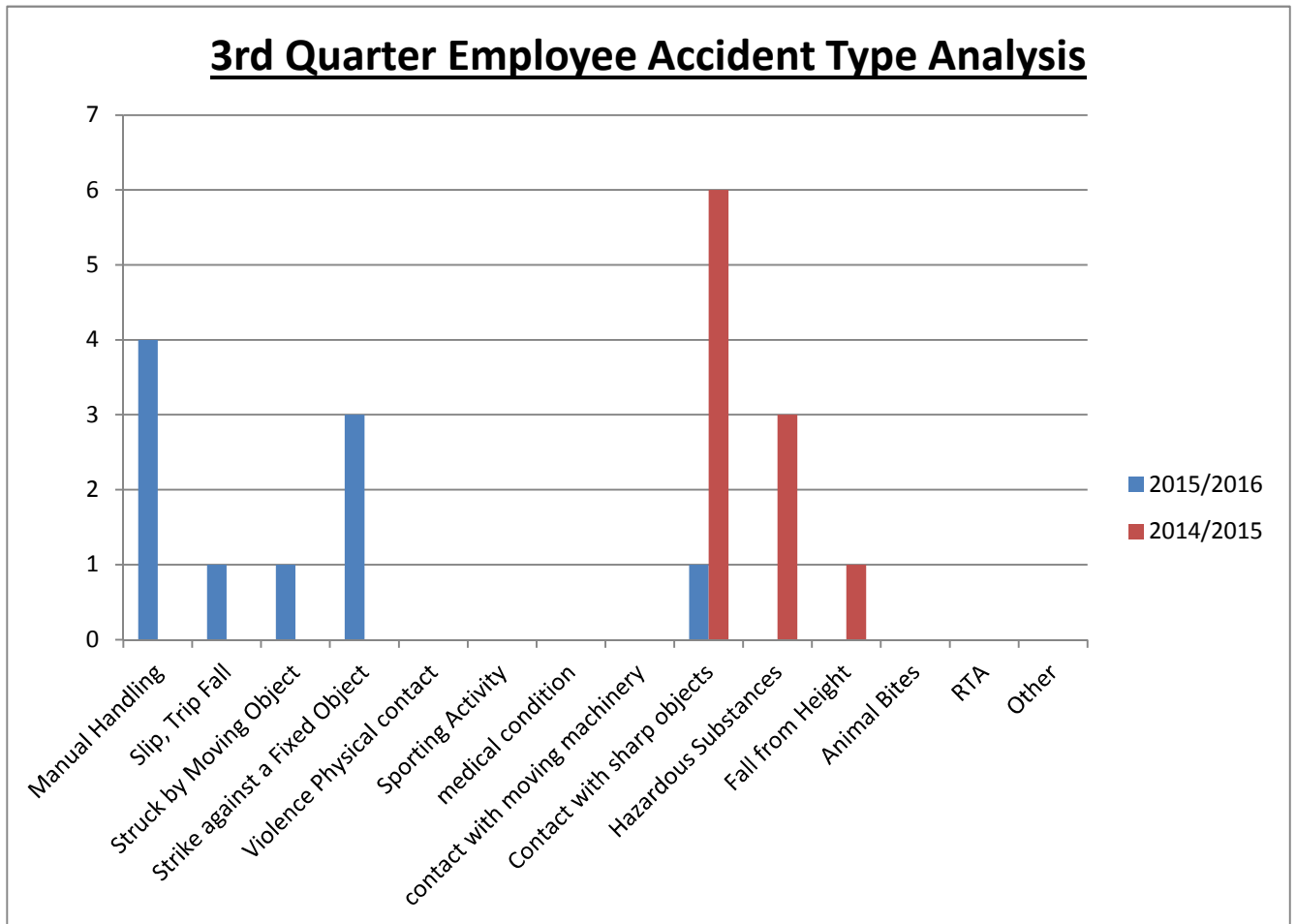
**Purpose of the Report**

- To provide an update on the authority's accident performance over quarter 3 (October to December 2015).
- To allow comparison of current accident performance against historical data to demonstrate whether effective continual improvement is being achieved.
- To review key accident indicators so that potential accident trends can be identified and intervention strategies be developed and delivered.

# 1 ACCIDENT ANALYSIS DATA & GRAPHS

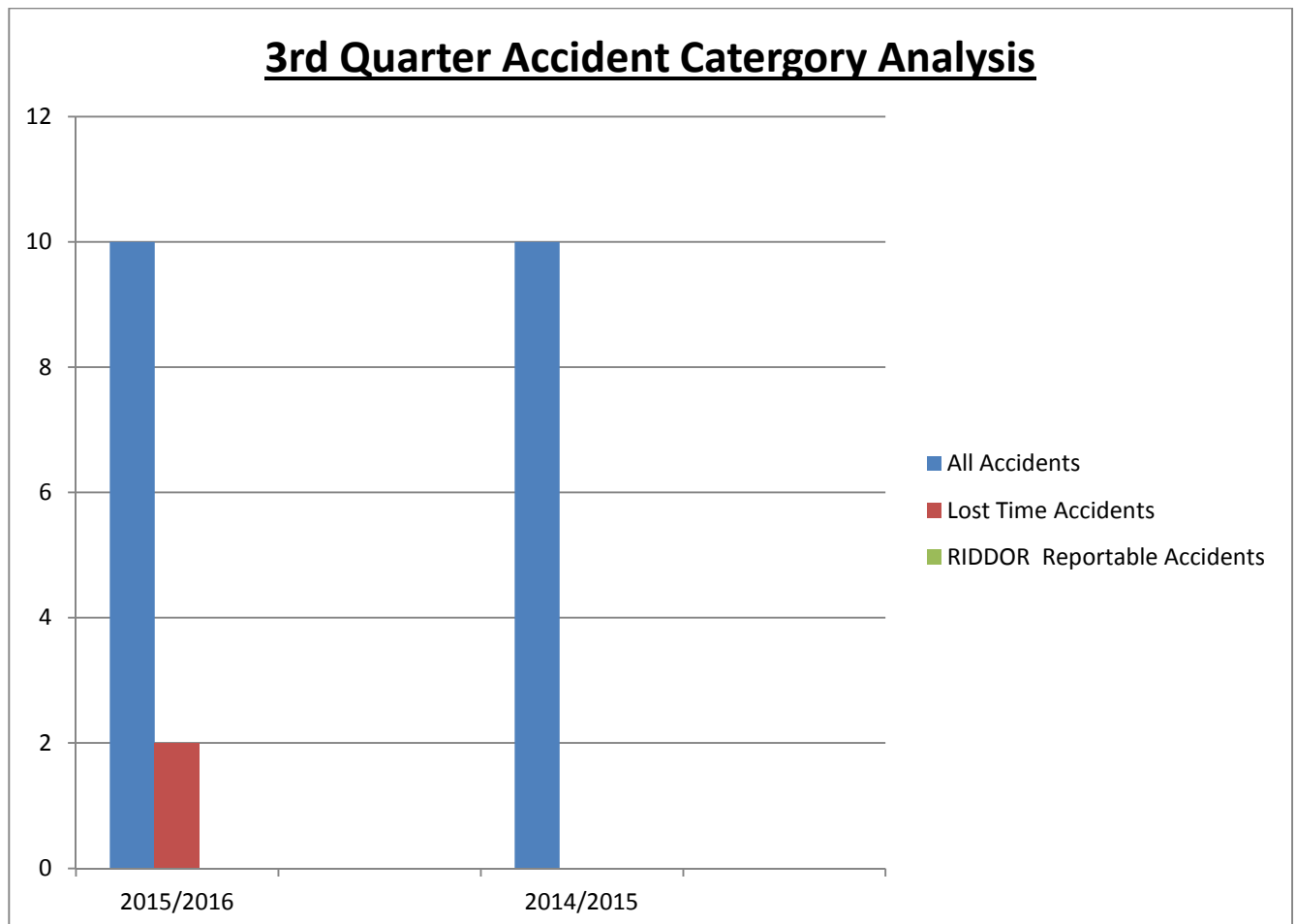
## 1.1.1 Accident Type

CATEGORIES	Manual Handling	Slip, Trip Fall	Struck by Moving Object	Strike against a Fixed Object	Violence Physical contact	Sporting Activity	medical condition	contact with moving machinery	Contact with sharp objects	Hazardous Substances	Fall from Height	Animal Bite	RTA	Other	TOTAL
2015/2016	4	1	1	3	0	0	0	0	1	0	0	0	0	0	10
2014/2015	0	0	0	0	0	0	0	0	6	3	1	0	0	0	10



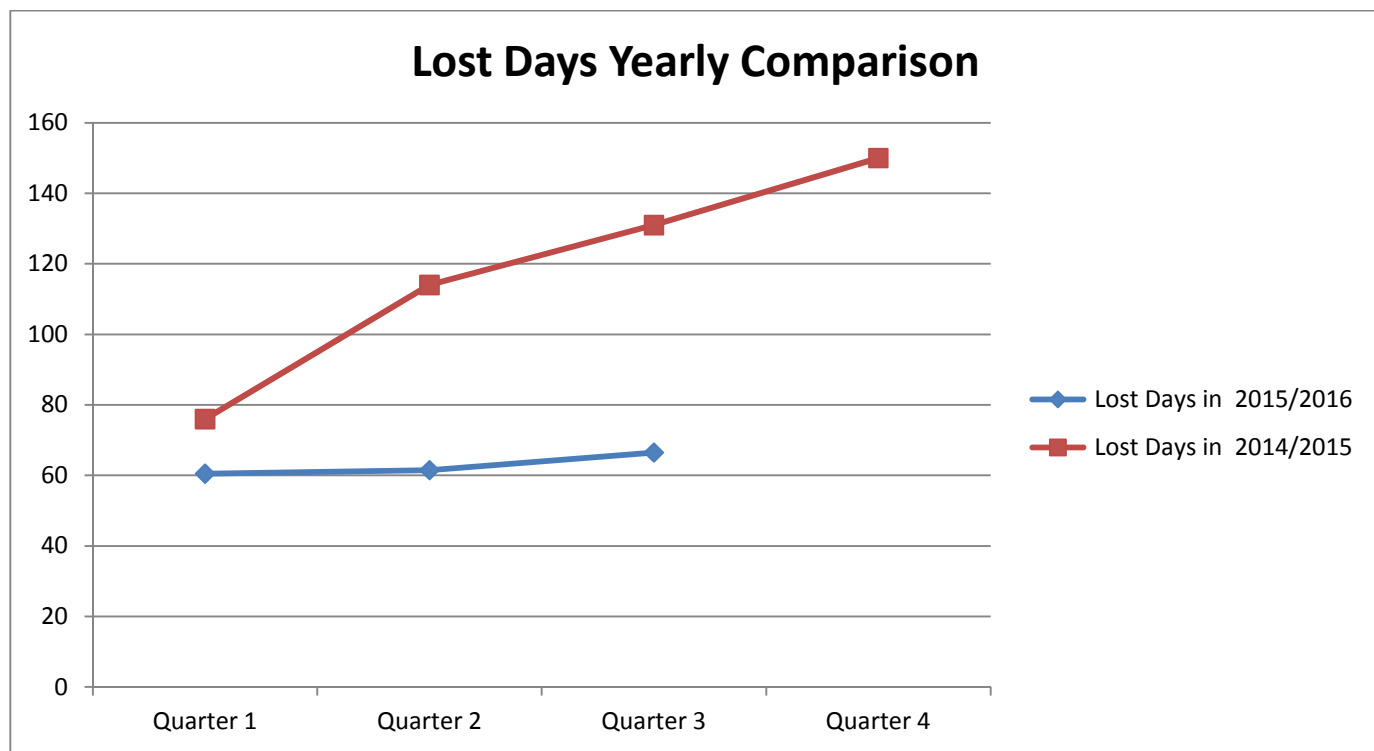
### 1.1.2 Accident Category Totals

MONTH	Employee Accident Numbers 2015/2016			Employee Accident Numbers 2014/2015		
	All Accidents	Lost Time Accidents	RIDDOR Accidents	All Accidents	Lost Time Accidents	RIDDOR Accidents
April	2	1	0	1	0	0
May	5	0	0	2	2	0
June	3	0	1	5	0	0
July	6	1	0	4	1	0
August	5	0	0	4	0	0
September	2	0	0	4	0	0
October	4	0	0	3	0	0
November	5	2	0	5	0	0
December	1	0	0	2	0	0
January				8	0	0
February				3	0	0
March				5	0	0
1 <sup>st</sup> Quarter	10	1	1	8	2	0
2 <sup>nd</sup> Quarter	13	1	0	12	1	0
3 <sup>rd</sup> Quarter	10	2	0	10	0	0
4 <sup>th</sup> Quarter				16	0	0
<b>TOTALS</b>	<b>33</b>	<b>4</b>	<b>1</b>	<b>46</b>	<b>3</b>	<b>0</b>



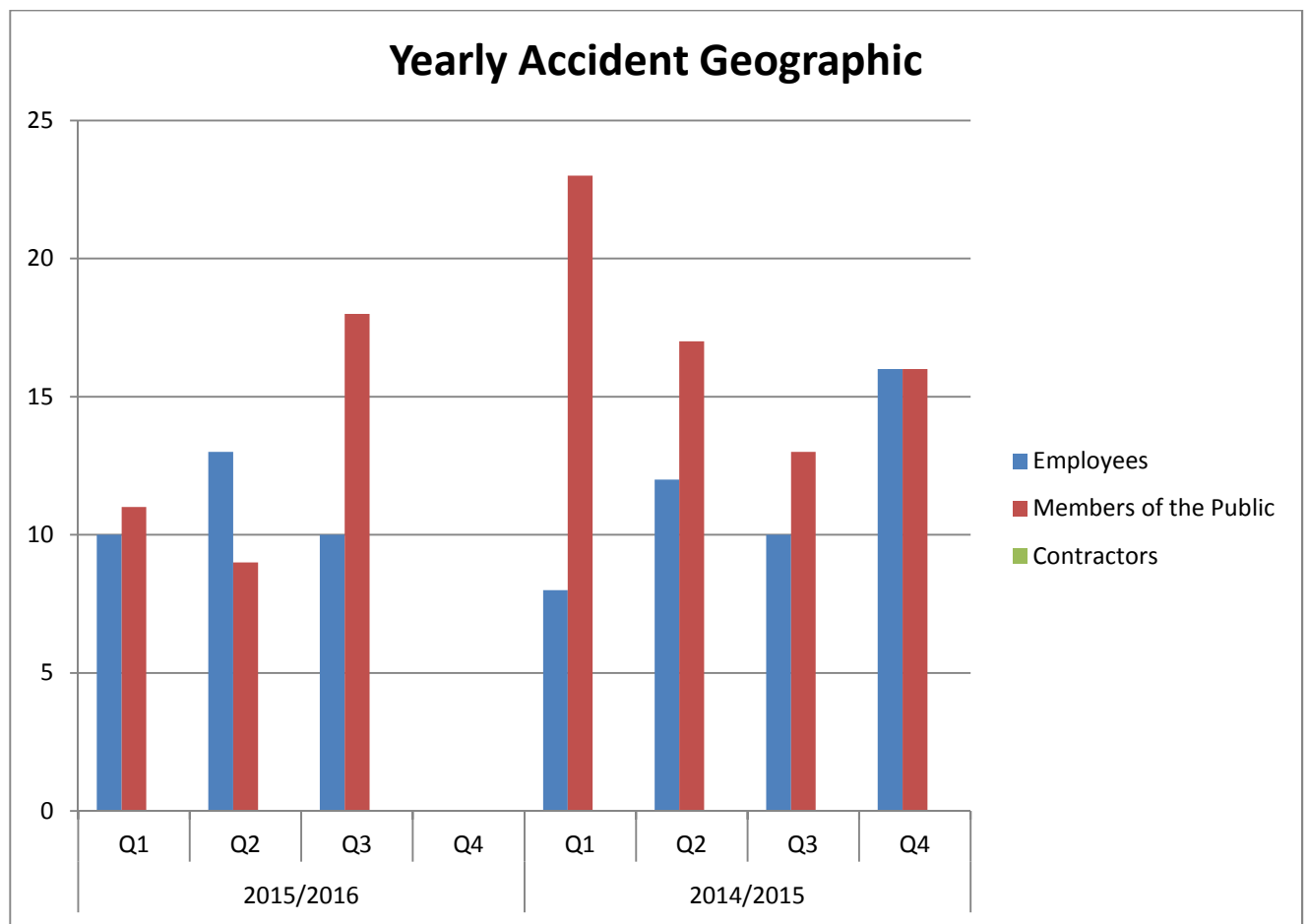
### 1.1.3 Accident Lost Days

	Lost Days for 3rd Quarter 2015/2016	Total Lost Days 2015/2016	Lost Days for 3 <sup>rd</sup> Quarter 2014/2015	Total Lost Days to End of 3 <sup>rd</sup> Quarter 2014/2015
Customer Service and Improvement				
Leisure	1	1		
Human Resources and Payroll				
Economic Growth				
Planning and Environmental Health				
Governance and Monitoring				
Finance/Revenues and Benefits				1
Property & Estates				
Street Scene	4	4	6	119
Housing		61.5	11	11
IT				
<b>TOTAL</b>	<b>5</b>	<b>66.5</b>	<b>17</b>	<b>131</b>



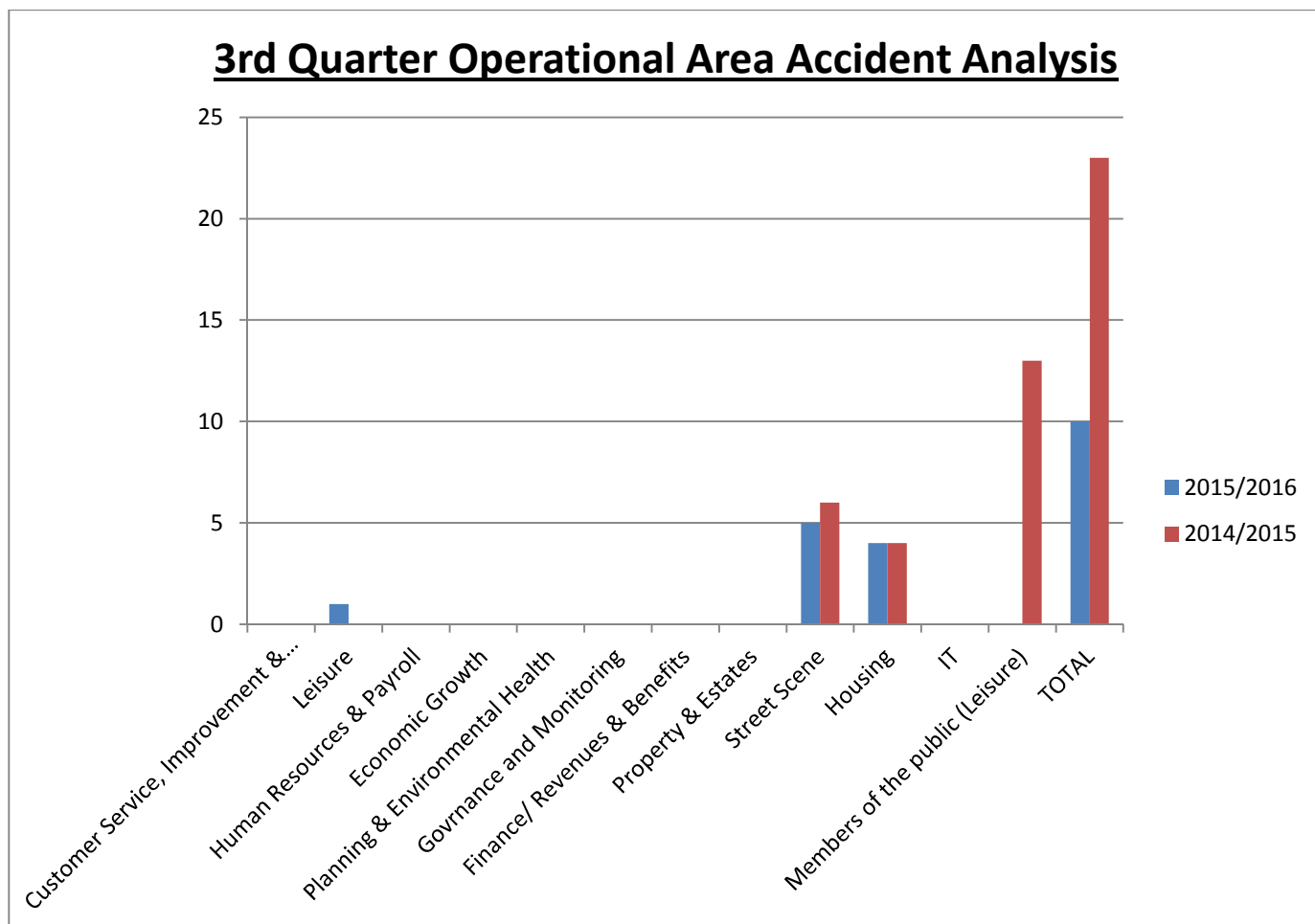
### 1.1.4 Accident Geographic

MONTH	2015/2016			2014/2015		
	Employees	Members of the Public	Contractor	Employees	Members of the Public	Contractor
April	2	2	0	1	5	0
May	5	5	0	2	9	0
June	3	4	0	5	9	0
July	6	2	0	4	10	0
August	5	5	0	4	3	0
September	2	2	0	4	4	0
October	4	6	0	3	12	0
November	5	10	0	5	1	0
December	1	2	0	2	0	0
January				8	3	0
February				5	4	0
March				3	9	0
1 <sup>st</sup> Quarter	10	11	0	8	23	0
2 <sup>nd</sup> Quarter	13	9	0	12	17	0
3 <sup>rd</sup> Quarter	10	18	0	10	13	0
4 <sup>th</sup> Quarter				16	16	0
<b>TOTALS</b>	<b>33</b>	<b>38</b>	<b>0</b>	<b>46</b>	<b>69</b>	<b>0</b>



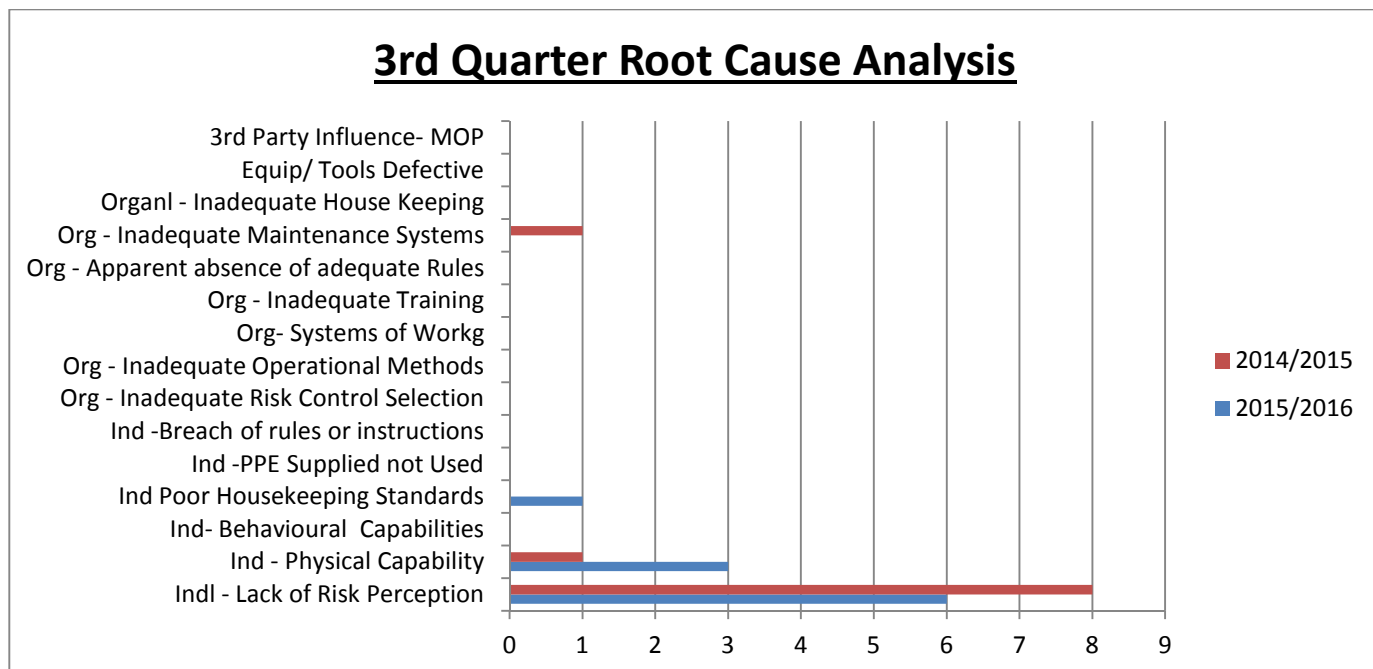
### 1.1.4 Operational Area Accidents

	3rd Quarter Accidents Totals 2015/2016	Yearly Accidents Totals 2015/2016	3rd Quarter Accidents Totals 2014/2015	Yearly Accidents Totals to end of 3 <sup>rd</sup> Quarter 2014/2015
Customer Service & Improvement		1		1
Leisure	1	1		
Human Resources & Payroll				
Economic Growth				
Planning & Environmental Health				
Governance and Monitoring				1
Finance/ Revenues & Benefits				
Property & Estates				
Street Scene	5	13	6	20
Housing	4	18	4	8
IT				0
<b>Members of the Public (Leisure)</b>	<b>18</b>	<b>38</b>	<b>13</b>	<b>53</b>
<b>TOTAL</b>	<b>28</b>	<b>71</b>	<b>23</b>	<b>83</b>



### 1.1.5 Incident Root Cause

<b>3rd QUARTER EMPLOYEE ROOT CAUSE CATEGORIES</b>	<b>3rd Quarter 2015/2016</b>	<b>Yearly Total to end of 3<sup>rd</sup> Quarter 2015/2016</b>	<b>3rd Quarter 2014/2015</b>	<b>Yearly Total to end of 3<sup>rd</sup> Quarter 2014/2015</b>
Ind. - Lack of Risk Perception	6	16	8	19
Ind. - Physical Capability	3	6	1	2
Ind.- Behavioural Capabilities	0	4	0	5
Ind. Poor Housekeeping Standards	1	1	0	1
Ind. -PPE Supplied not Used	0	0	0	0
Ind.- Breach of Rules or Instructions	0	0	0	0
Org - Inadequate Risk Control Selection	0	0	0	0
Org - Inadequate Operational Methods	0	2	0	0
Org - Systems of Work	0	1	0	0
Org - Inadequate Training	0	0	0	1
Org - Absence of adequate Rules	0	0	0	0
Org - Inadequate Maintenance Systems	0	0	1	2
Org - Inadequate House Keeping	0	0	0	0
Equipment/ Tools Defective	0	1	0	1
3rd Party Influence- member of the public	0	2	0	7
<b>TOTAL</b>	<b>10</b>	<b>33</b>	<b>10</b>	<b>38</b>



### 1.1.6 Key Issues Identified.

- The main causes of employee accidents in the quarter were:
  - Manual Handling (40%)
  - Struck Against Fixed Objects (30%)
  - Slips, Trips and fall, Struck by Moving Objects and Contact with Sharp Objects (30%)
- The number employee accidents recorded in the quarter is at the same level as the corresponding period last year however the number of lost time incidents has risen.
- The number of days lost recorded in the quarter has significantly reduced from the same period last year and the yearly overall total to the end of the 3<sup>rd</sup> Quarter has seen lost days dropped from 131 days in 2014/2015 to 66.5 in 2015/2016 a reduction of 49.3%.
- The overall number of accidents occurring within the authority in the 3<sup>rd</sup> Quarter risen by 17.9% over the same period last year however the increase is <sup>a</sup> result of a rise in the number of public accident reported.
- In 2014/2015 public accidents accounted for 56.5% of all accidents recorded in the 3<sup>rd</sup> Quarter, whereas in the current year public accidents accounted <sup>for</sup> 64.3% of the total.
- Street Scene (50%) and Housing Services (40%) remain the operational areas with the highest number of accidents occurring in the quarter however this is very much in line with the risk profile of these operational areas. The main route cause of employee accidents were Lack of Risk Perception (60%), Individual Physical Capabilities (30%) and Individual Poor Housekeeping (10%).

## **1.2 KEY PERFORMANCE INDICATORS**

### **Accident Incident Rate (AIR)**

$$\begin{aligned}\text{AIR} &= \frac{\text{Number of Reportable Accidents over last 12 months} \times 100,000}{\text{Average Number of Permanent Employees for Period}} \\ &= \frac{1 \times 100,000}{418} \\ &= 239 \text{ (As at 31<sup>st</sup> December 2015)}\end{aligned}$$

### **Accident Frequency Rate (AFR)**

$$\text{AFR} = \frac{\text{Number of Reportable Accidents} \times 100,000}{\text{Total Number of Person Hours Worked}}$$



Total Number of Hours Worked = Weekly Hours X Number of Weeks (50 is taken as base a base figure) X Average Number of Permanent Employees.

$$= \frac{1 \times 100,000}{37 \times 50 \times 418}$$

$$= \frac{100,000}{773,300}$$

$$= 0.13 \text{ (As at 31<sup>st</sup> December 2015)}$$

### **Hours since Last Reportable Accident**

Person Hours Worked per Day X Number of Full Time Equivalent Employees X  
Number of days since Last Reportable Accident

Date of Last Reportable Accident – 29<sup>th</sup> May 2015.

$$= (5.29 \times 387) \times 214$$

$$= 438,107 \text{ Hours (as at 31<sup>st</sup> December 2015)}$$

### **1.3 EMPLOYEE ACCIDENT RECORDS**

<b>Date of Incident</b>	<b>Incident Details</b>	<b>Type of Incident</b>	<b>Incident Severity</b>	<b>Lost Time Days (Actual)</b>	<b>Report able?</b>
15/12/15	Whilst removing gas fire injured party strained back	Manual Handling	Minor Injury - No Lost Days	0.00	No
24/11/15	Whilst manoeuvring breaker injured party struck head on vehicle roof.	Striking Against a Fixed Object	Minor Injury - No Lost Days	0.00	No
21/11/15	Whilst bending over to pick up a piece of paper injured party banged head on computer screen.	Striking Against a Fixed Object	Minor Injury - No Lost Days	1.00	No
20/11/15	Whilst moving about van injured party knock ladder which slipped and struck his hand.	Struck by Moving Object	Minor Injury - No Lost Days	0.00	No
12/11/15	Whilst lifting up cash tin in office injured party strained muscle in her back.	Manual Handling	Minor Injury - No Lost Days	0.00	No
04/11/15	Whilst returning wheelie bin injured party went over on loose kerb stone.	Slip, Trip, Falls on Same Level	Minor Injury - No Lost Days	4.00	No
27/10/15	Whilst manoeuvring heavy steel bin injured party trapped finger	Manual Handling	Minor Injury - No Lost Days	0.00	No
19/10/15	Whilst Moving fly tipped fridge freezer injured party sprained wrist	Manual Handling	Minor Injury - No Lost Days	0.00	No
16/10/15	Whilst separating two metal frames from each other injured party was stuck in face when bolt gave way in face w	Struck by moving object	Minor Injury - No Lost Days	0.00	No
06/10/15	Whilst cutting tie wrap with Stanley Knife injured party slipped with knife and cut hand.	Contact with Sharp Object.	Minor Injury - No Lost Days	0.00	No

## **2 Conclusions and Reasons for Recommendation**

All Items – It is recommended that the committee consider and note the information provided.

## **3 Consultation and Equality Impact**

Any issues highlighted by this process will then be referred to the Equalities and Diversity Officer for guidance and resolution.

## **4 Alternative Options and Reasons for Rejection**

Not applicable for this report.

## **5 Implications**

### **5.1 Finance and Risk Implications**

It is not envisaged that there is any significant financial implications connected with this report as the report seeks to provide the Safety Committee with accident performance data to enable it to effectively monitor the authorities overall health and Safety performance and any financial outlays would have already been addressed as part of the accident investigation process.

### **5.2 Legal Implications including Data Protection**

The report should not have any legal implications on the authority other than ensuring that sufficient information has been supplied to ensure it can manage its health and safety provision and meet all requirements of the Management of Health and Safety Regulations 1999.

### **5.3 Human Resources Implications**

There are no initial human resources implications connected with this report however Should accident investigation findings show the individual or individuals have failed to work appropriately in-line with agreed procedures then it may be necessary to evoke the authority's disciplinary procedures as a means of dealing with this.

## **6 Recommendations**

It is recommended that the committee consider and note the information provided.

**7 Decision Information**

<b>Is the decision a Key Decision?</b> (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
<b>District Wards Affected</b>	
<b>Links to Corporate Plan priorities or Policy Framework</b>	

**8 Document Information**

<b>Appendix No</b>	<b>Title</b>
	Not applicable for this report
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Not applicable for this report	
<b>Report Author</b>	<b>Contact Number</b>
Health and Safety Advisor	242403

Report Reference –