

Bolsover District Council**Safety Committee 28th April 2016****Accident and Stress Statistics Report****Report of the Health and Safety Advisor**

This report is public

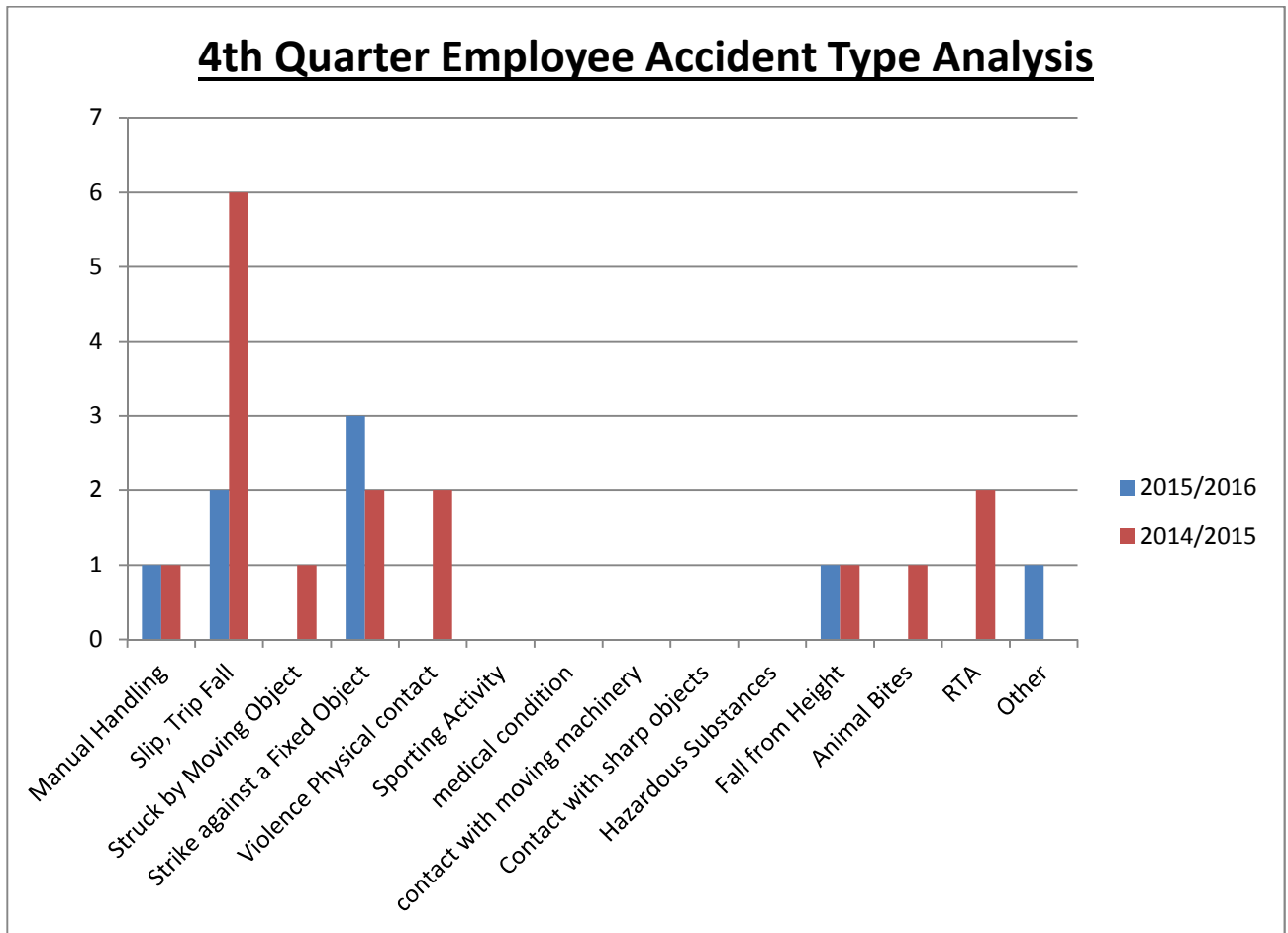
Purpose of the Report

- To provide an update on the authorities accident performance over the last quarter.
- 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 can 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	1	2	0	3	0	0	0	0	0	0	1	0	0	1	8
2014/2015	1	6	1	2	2	0	0	0	0	0	1	1	2	0	16

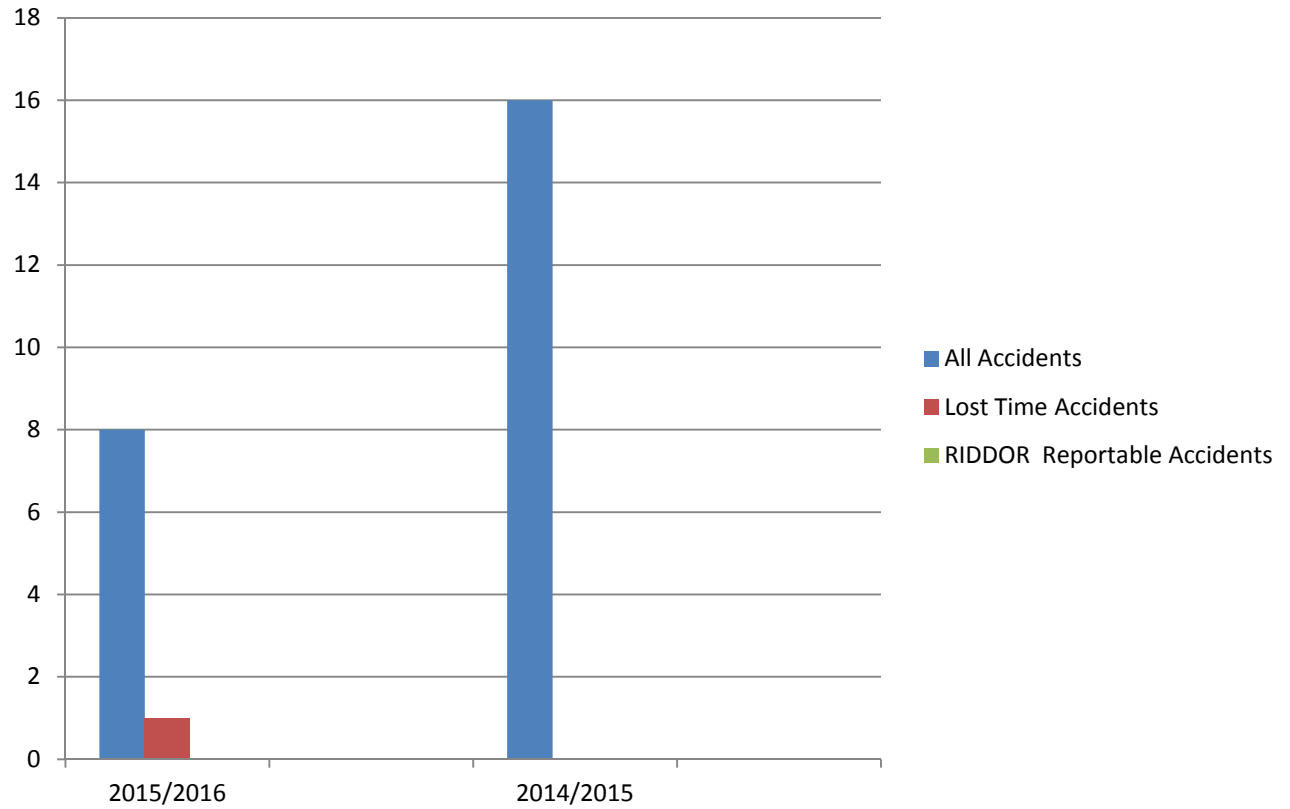
4th Quarter Employee Accident Type Analysis



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	2	0	0	8	0	0
February	3	1	0	3	0	0
March	3	0	0	5	0	0
1 st Quarter	10	1	1	8	2	0
2 nd Quarter	13	1	0	12	1	0
3 rd Quarter	10	2	0	10	0	0
4 th Quarter	8	1	0	16	0	0
TOTALS	41	4	1	46	3	0

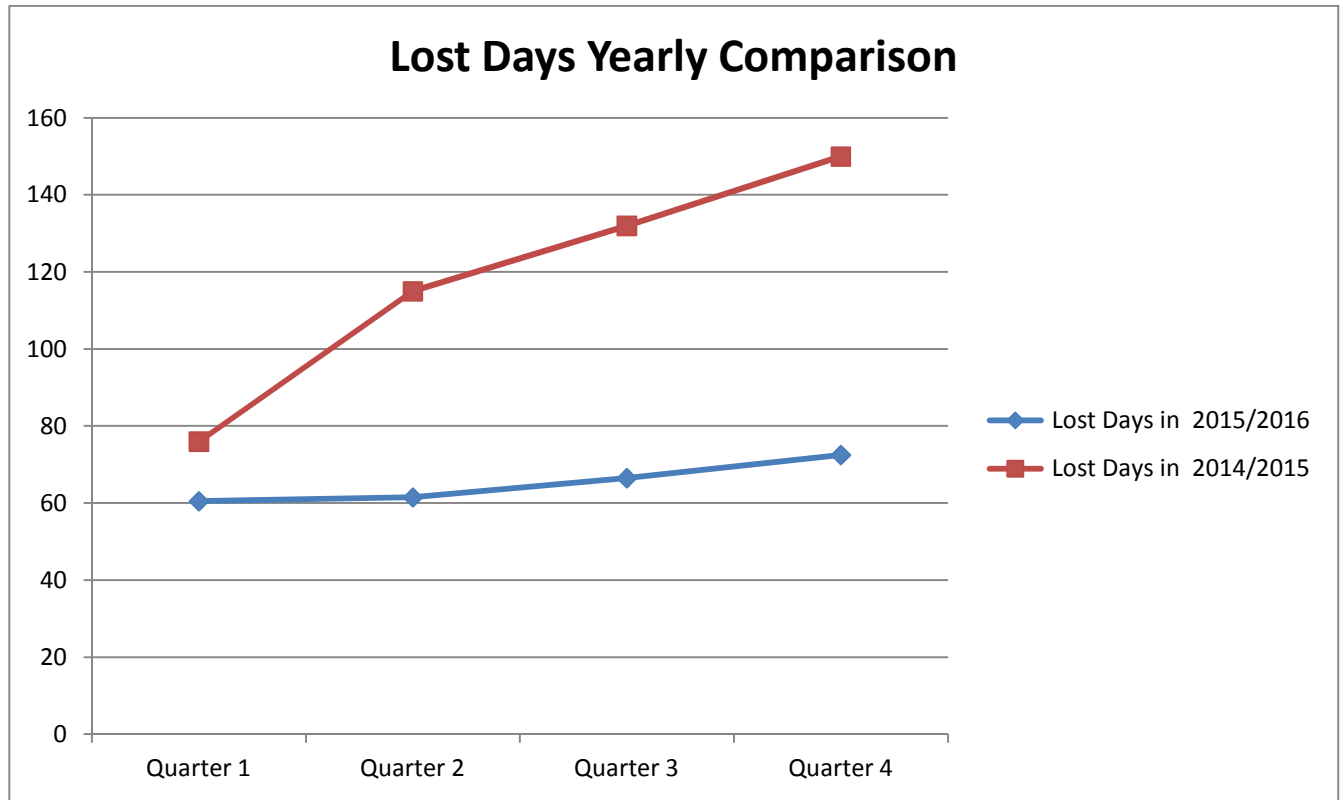
4th Quarter Accident Category Analysis



1.1.3 Accident Lost Days

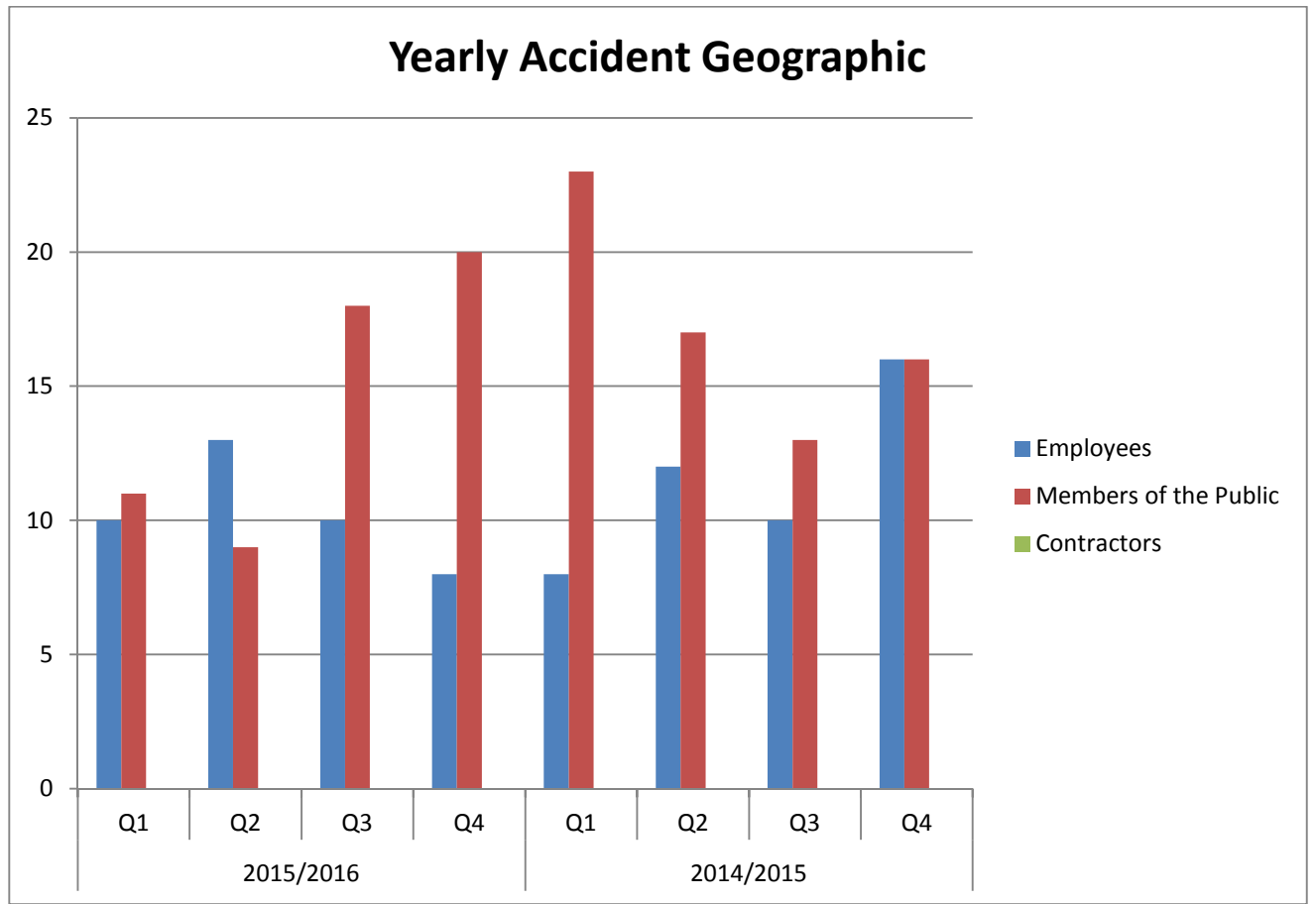
	Lost Days for 4th Quarter 2015/2016	Total Lost Days 2015/2016	Lost Days for 4 th Quarter 2014/2015	Total Lost Days to End of 4th Quarter 2014/2015
Customer Service and Improvement				
Leisure	1	1		
Human Resources and Payroll				
Economic Growth				
Planning and Environmental Health				
Governance and Monitoring				
Finance/Revenues and Benefits				1
Property & Estates				
Street Scene	6	10	14	133
Housing		61.5	11	11

IT			5	5
TOTAL	6	72.5	17	150



1.1.4 Accident Geographic

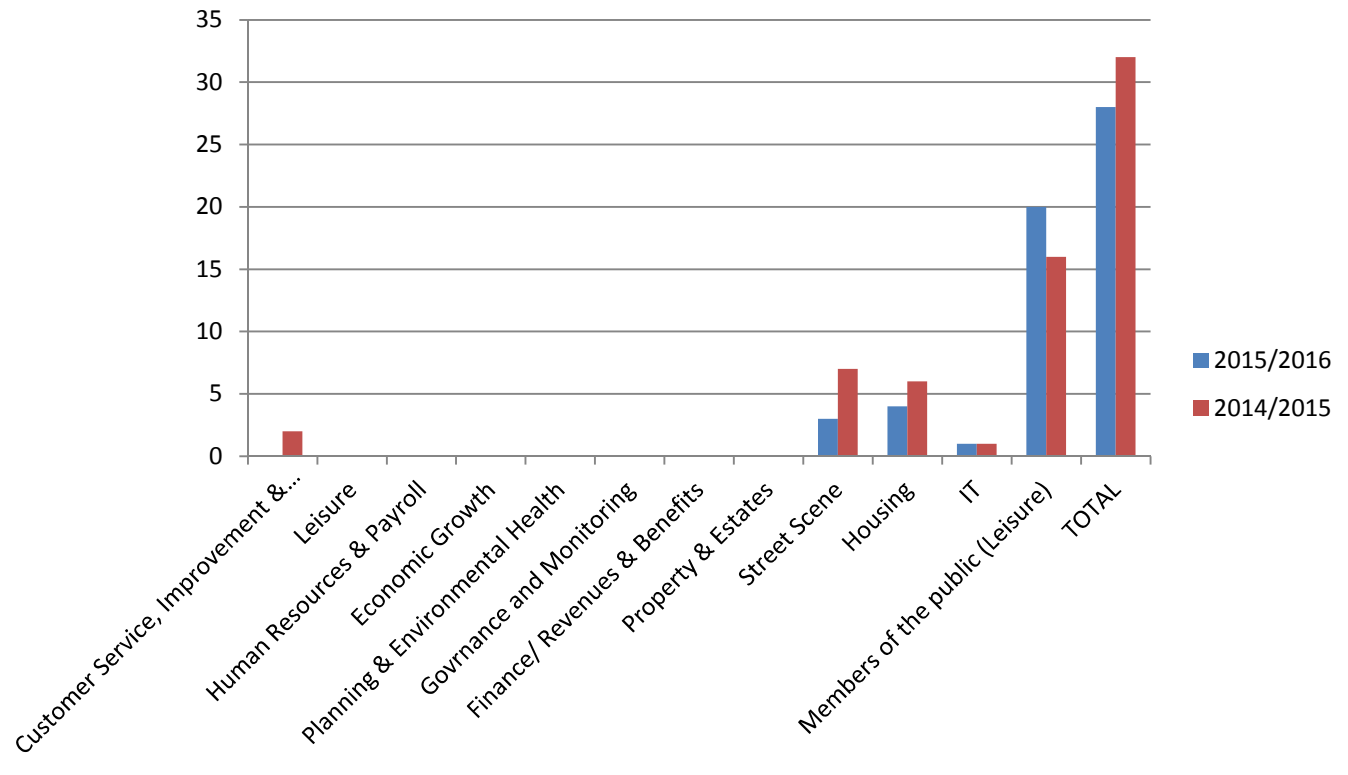
MONTH	2015/2016			2014/2015		
	Employees	Members of the Public	Contractor	Employees	Members of the Public	Contractor
April	2	2	0	1	5	0
May	5	5	0	2	9	0
June	3	4	0	5	9	0
July	6	2	0	4	10	0
August	5	5	0	4	3	0
September	2	2	0	4	4	0
October	4	6	0	3	12	0
November	5	10	0	5	1	0
December	1	2	0	2	0	0
January	1	0	0	8	3	0
February	3	1	0	5	4	0
March	3	0	0	3	9	0
1 st Quarter	10	11	0	8	23	0
2 nd Quarter	13	9	0	12	17	0
3 rd Quarter	10	18	0	10	13	0
4 th Quarter	8	20	0	16	16	0
TOTALS	41	58	0	46	69	0



1.1.4 Operational Area Accidents

	4th Quarter Accidents Totals 2015/2016	Yearly Accidents Totals 2015/2016	4th Quarter Accidents Totals 2014/2015	Yearly Accidents Totals to end of 4th Quarter 2014/2015
Customer Service & Improvement		1	2	3
Leisure	1	1		
Human Resources & Payroll				
Economic Growth				
Planning & Environmental Health				
Governance and Monitoring				1
Finance/ Revenues & Benefits				
Property & Estates				
Street Scene	3	13	7	27
Housing	4	18	6	14
IT	1		1	1
Members of the Public (Leisure)	20	38	16	69
TOTAL	28	71	32	115

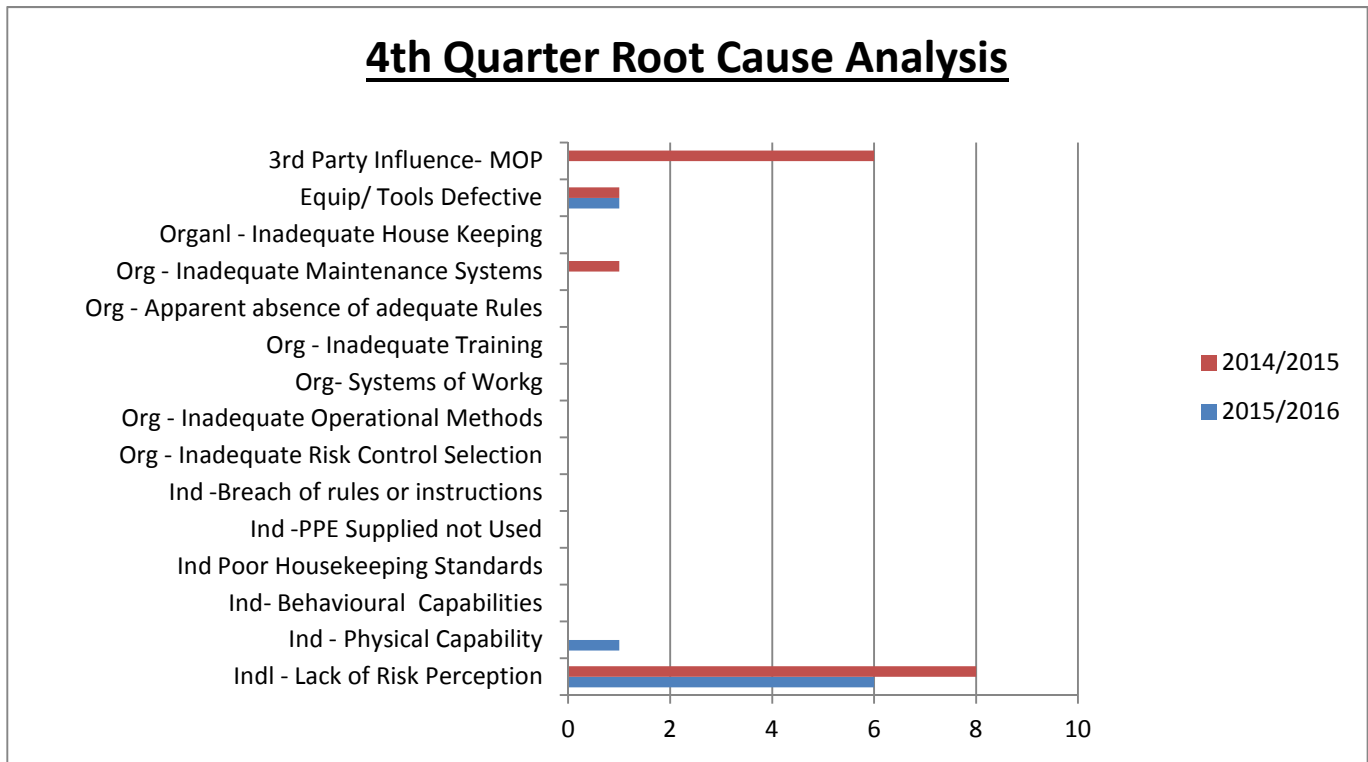
4th Quarter Operational Area Accident Analysis



1.1.5 Incident Root Cause

3rd QUARTER EMPLOYEE ROOT CAUSE CATEGORIES	4th Quarter 2015/2016	Yearly Total to end of 4th Quarter 2015/2016	4th Quarter 2014/2015	Yearly Total to end of 4 th Quarter 2014/2015
Ind. - Lack of Risk Perception	6	22	8	27
Ind. - Physical Capability	1	7	0	2
Ind.- Behavioural Capabilities	0	4	0	5
Ind. Poor Housekeeping Standards	0	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	3
Org - Inadequate House Keeping	0	0	0	0
Equipment/ Tools Defective	1	2	1	2

3rd Party Influence- member of the public	0	2	6	13
TOTAL	8	41	10	53



1.1.6 Key Issues Identified.

- The main causes of employee accidents in the quarter were:
 - Struck Against Fixed Objects (44%)
 - Manual Handling (14%)
 - Slips, Trips and Fall on same Level (14%),
 - Falls from Height (14%)
 - Other (14%)
- The number employee accidents recorded in the quarter shows a 50% reduction over the same 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 4th Quarter has seen lost days dropped from 150 days in 2014/2015 to 72.5 in 2015/2016 a reduction of 38%.
- The overall number of accidents occurring within the authority in the 4th Quarter fallen by 13.5% over the same period last.
- In 2014/2015 public accidents accounted for 50% of all accidents recorded in the 4th Quarter, whereas in the current year public accidents accounted for 71.4% of the total.
- Housing Services (50%) and Street Scene (37.3%) remain the operational areas with the highest number of accidents occurring in the quarter though the actual

number of accidents occurring in both sections has reduced over the same period last year.

- The main route cause of employee accidents were Lack of Risk Perception (75%), Individual Physical Capabilities (12.5%) and Tool/Equipment Defect Keeping (12.5%).

1.2 KEY PERFORMANCE INDICATORS

Accident Incident Rate (AIR)

AIR = $\frac{\text{Number of Reportable Accidents over last 12 months} \times 100,000}{\text{Average Number of Permanent Employees for Period}}$

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

$$= 239 \text{ (As at 31st March 2016)}$$

Accident Frequency Rate (AFR)

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.

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

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

$$= 0.13 \text{ (As at 31st March 2016)}$$

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 – 29th May 2015.

$$= (5.29 \times 387) \times 306$$

$$= 626,452 \text{ Hours (As at 31st March 2016)}$$

1.3 EMPLOYEE ACCIDENT RECORDS

Date of Incident	Incident Details	Type of Incident	Incident Severity	Lost Time Days (Actual)	Report able?
21/01/16	Pulled back when fell in loft space	Slips, trips, falls	Minor Injury - No Lost Days	0.00	No
21/01/16	Knocked arm against wall	Striking against fixed object	Minor Injury - No Lost Days	0.00	No
03/02/16	Twisted ankle on sunken manhole cover	Slips, trips, falls	Lost Time under 7 Days	6.00	No
08/02/16	Pulled muscles in r/h side of back lifting combination boiler	Manual Handling	Minor Injury - No Lost Days	0.00	No
10/02/16	Banged head on open kitchen cupboard	Striking against fixed object	Minor Injury - No Lost Days	0.00	No
01/03/16	Fell from flail tractor steps, grazed and bruised elbow	Fall from height	Minor Injury - No Lost Days	0.00	No
02/03/16	Banged head on van roof as stood up	Striking against fixed object	Minor Injury - No Lost Days	0.00	No
24/03/16	Scalded by spilled hot drink	Other	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

The report will be formally reviewed at the health and safety pre-meeting. Any issues highlighted by this process will then be referred to the Equalities and Diversities' 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

Is the decision a Key Decision? (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
District Wards Affected	
Links to Corporate Plan priorities or Policy Framework	

8 Document Information

Appendix No	Title
	Not applicable for this report
Background Papers (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	
Report Author	Contact Number
Health and Safety Advisor	242403