

**Bolsover District Council**

**Safety Committee**

**7<sup>th</sup> November 2016**

**Accident and Stress Statistics Report**

**Report of the Health and Safety Advisor**

This report is public

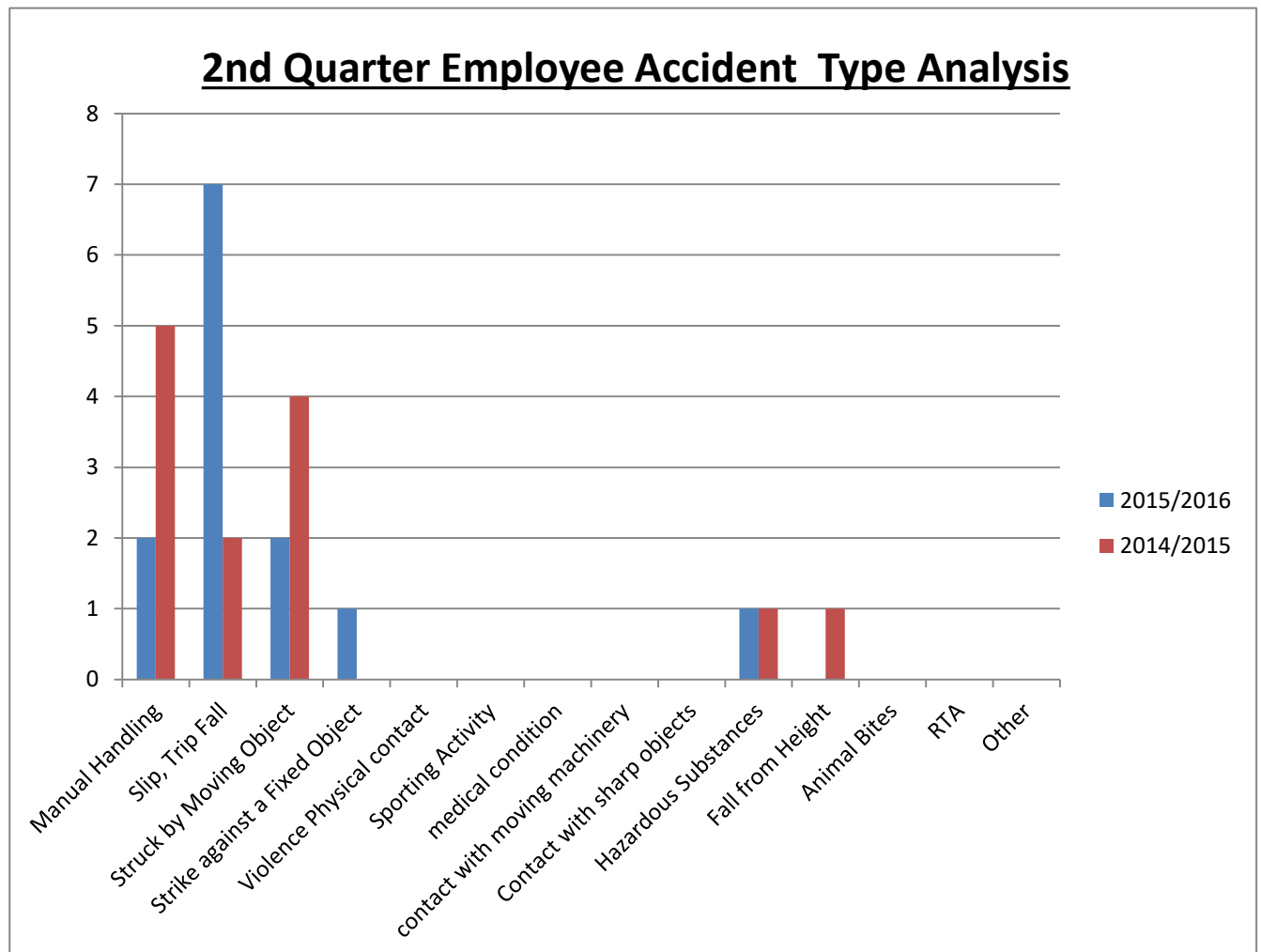
**Purpose of the Report**

- 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

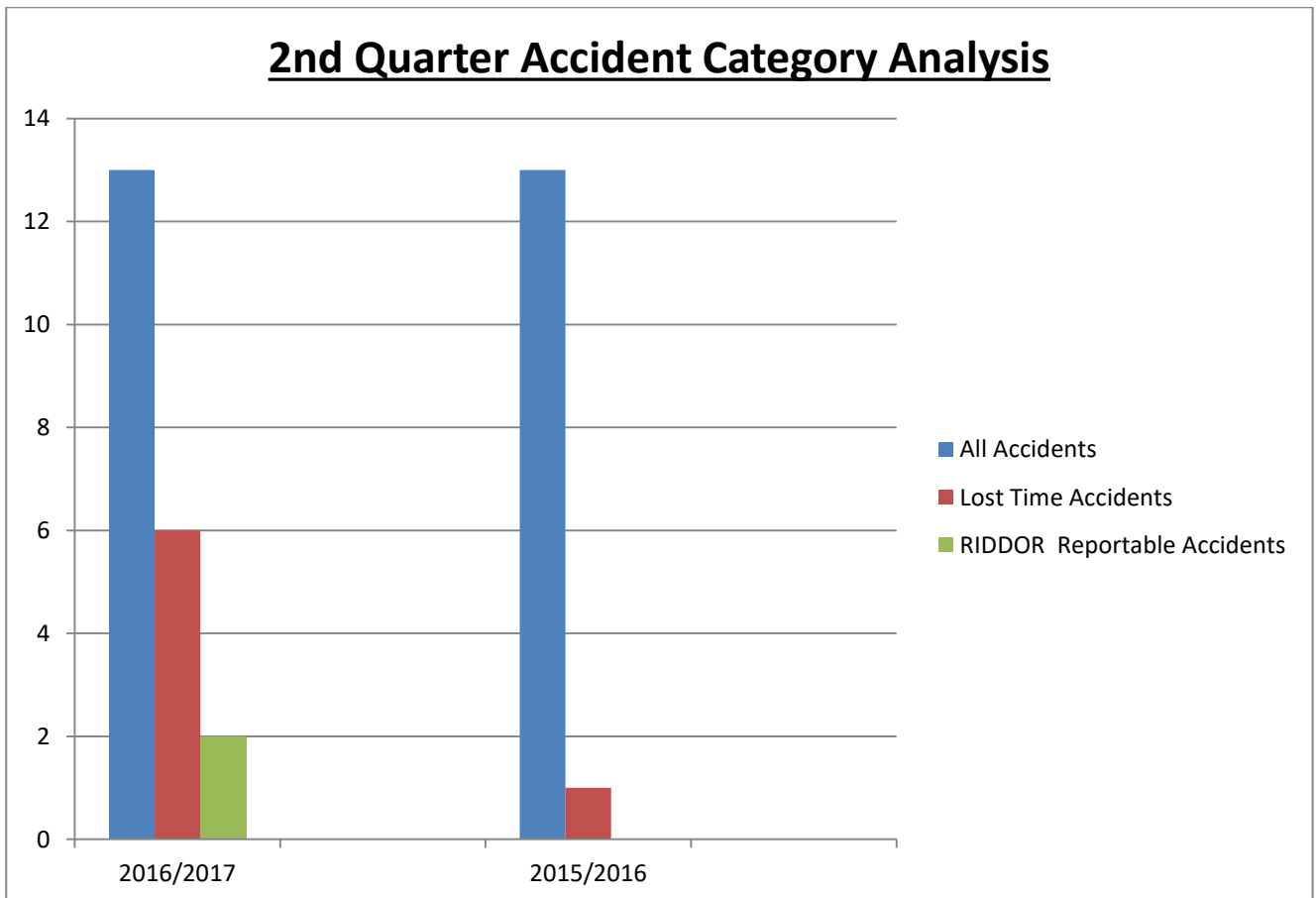
## 1.1.1 Accident Type

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
2016/2017	2	7	2	1	0	0	0	0	0	1	0	0	0	0	13
2015/2016	4	1	1	3	0	0	0	0	1	0	0	0	0	0	10



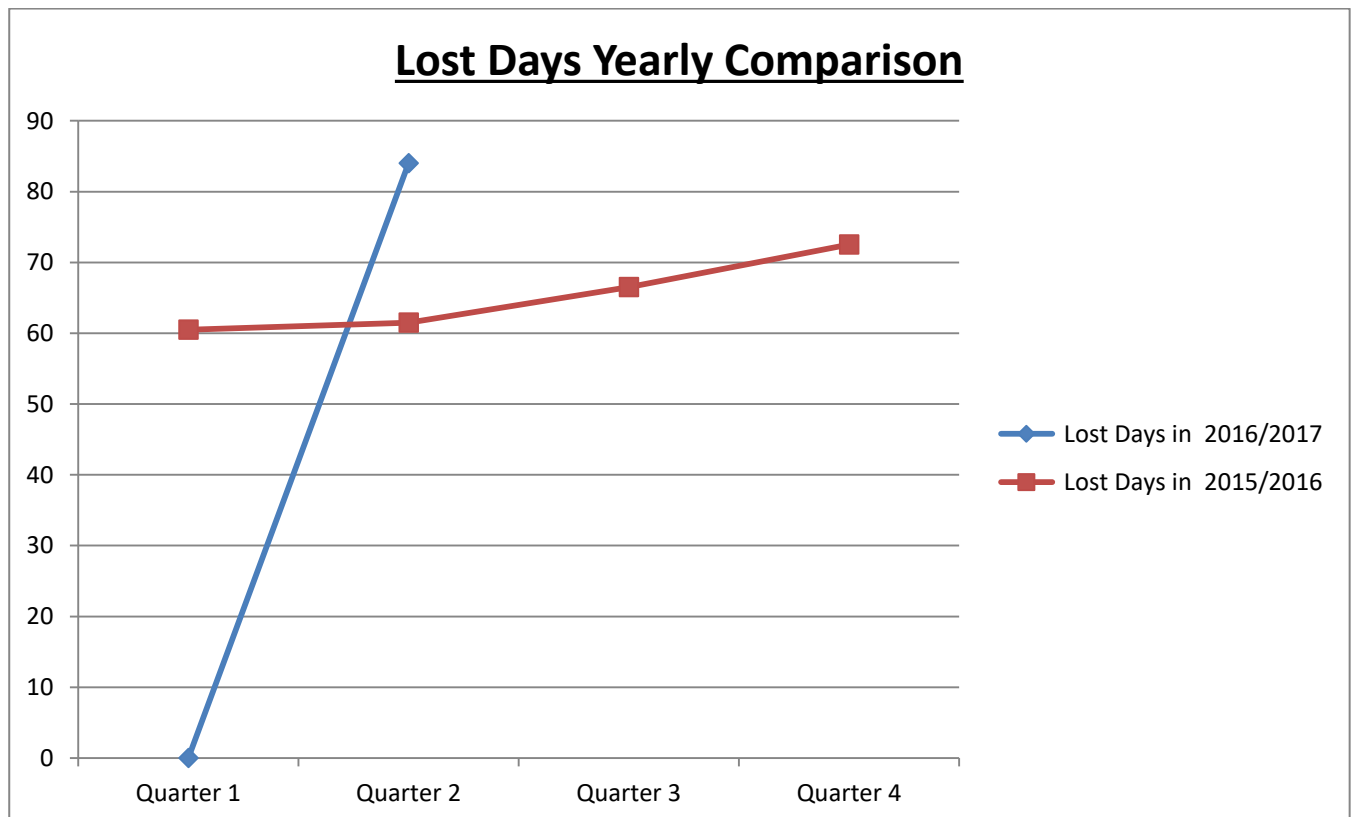
1.1.2 Accident Category Totals

MONTH	Employee Accident Numbers 2016/2017			Employee Accident Numbers 2015/2016		
	All Accidents	Lost Time Accidents	RIDDOR Accidents	All Accidents	Lost Time Accidents	RIDDOR Accidents
April	4	0	0	2	1	0
May	2	0	0	5	0	0
June	3	0	0	3	0	1
July	6	3	2	6	1	0
August	4	2	0	5	0	0
September	3	1	0	2	0	0
October				4	0	0
November				5	2	0
December				1	0	0
January				2	0	0
February				3	1	0
March				3	0	0
1 <sup>st</sup> Quarter	9	0	0	10	1	1
2 <sup>nd</sup> Quarter	13	6	2	13	1	0
3 <sup>rd</sup> Quarter				10	2	0
4 <sup>th</sup> Quarter				8	1	0
<b>TOTALS</b>	<b>22</b>	<b>6</b>	<b>2</b>	<b>41</b>	<b>5</b>	<b>1</b>



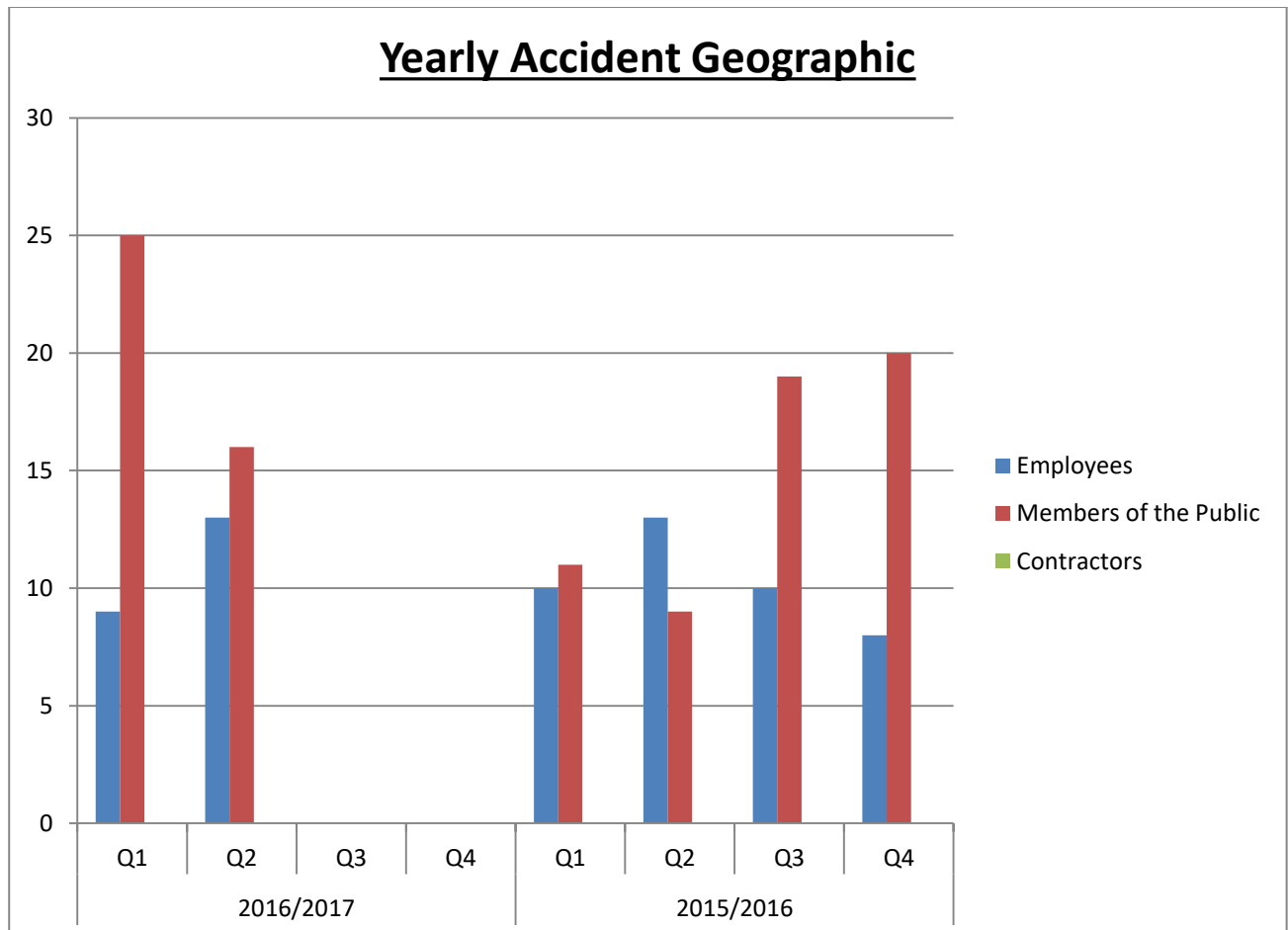
1.1.3 Accident Lost Days

	Lost Days for 2nd Quarter 2016/2017	Total Lost Days 2016/2017	Lost Days for 2 <sup>nd</sup> Quarter 2015/2016	Total Lost Days to End of 2 <sup>nd</sup> Quarter 2015/2016
Customer Service and Improvement	0	0	0	0
Leisure	0	0	0	0
Human Resources and Payroll	0	0	0	0
Economic Growth	2	2	0	0
Planning and Environmental Health	0	0	0	0
Governance and Monitoring	0	0	0	0
Finance/Revenues and Benefits	0	0	0	0
Property & Estates	0	0	0	0
Street Scene	17	17	0	0
Housing	65	65	1	61.5
IT	0	0	0	0
<b>TOTAL</b>	<b>84</b>	<b>84</b>	<b>1</b>	<b>61.5</b>



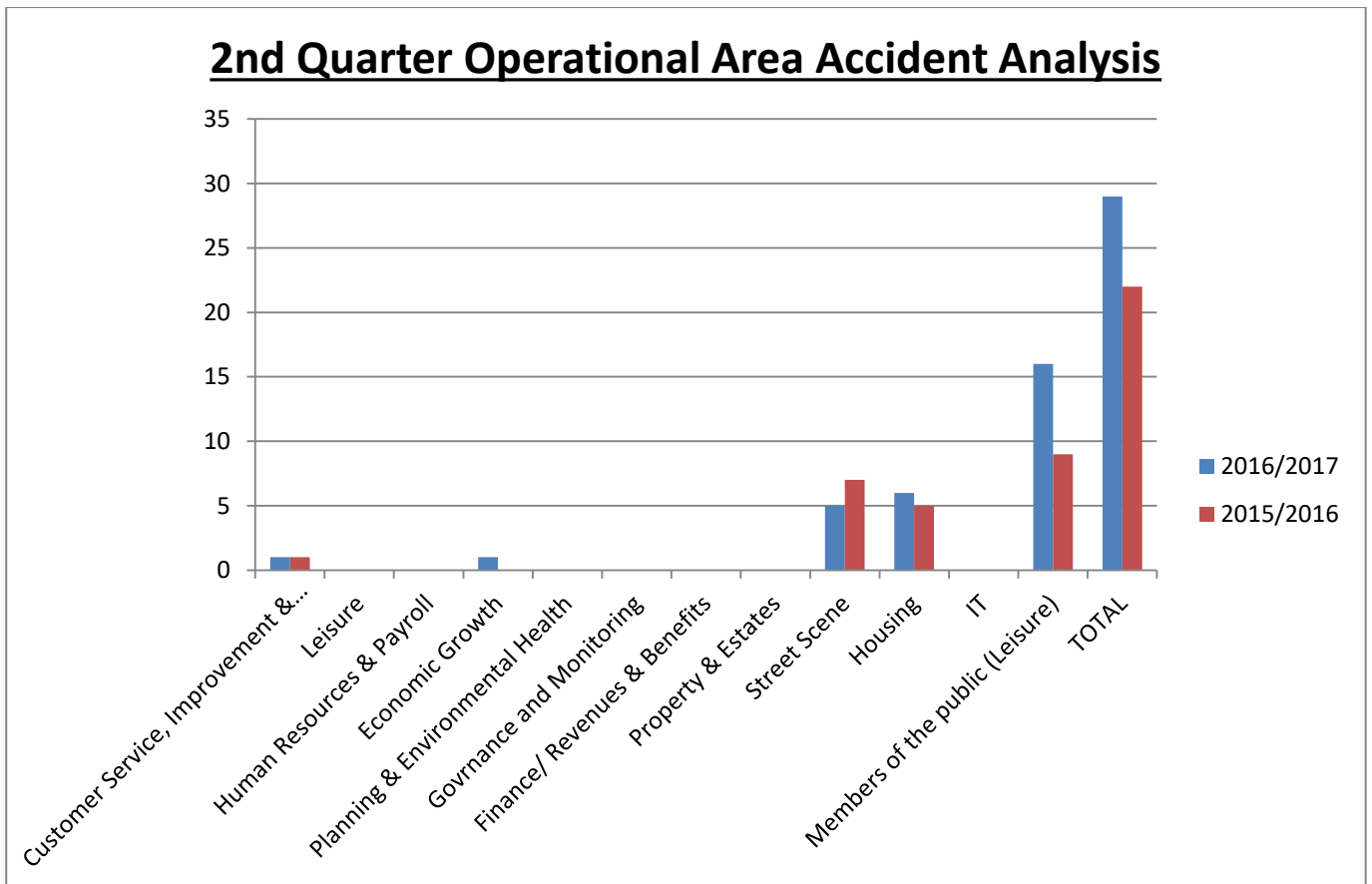
### 1.1.4 Accident Geographic

MONTH	2016/2017			2015/2016		
	Employees	Members of the Public	Contractor	Employees	Members of the Public	Contractor
April	4	5	0	2	2	0
May	2	6	0	5	5	0
June	3	14	0	3	4	0
July	6	8	0	6	2	0
August	4	7	0	5	5	0
September	3	1	0	2	2	0
October				4	5	0
November				5	11	0
December				1	3	0
January				1	5	0
February				3	9	0
March				3	6	0
1 <sup>st</sup> Quarter	9	25	0	10	11	0
2 <sup>nd</sup> Quarter	13	16	0	13	9	0
3 <sup>rd</sup> Quarter				10	19	0
4 <sup>th</sup> Quarter				8	20	0
<b>TOTALS</b>	<b>22</b>	<b>41</b>	<b>0</b>	<b>41</b>	<b>59</b>	<b>0</b>



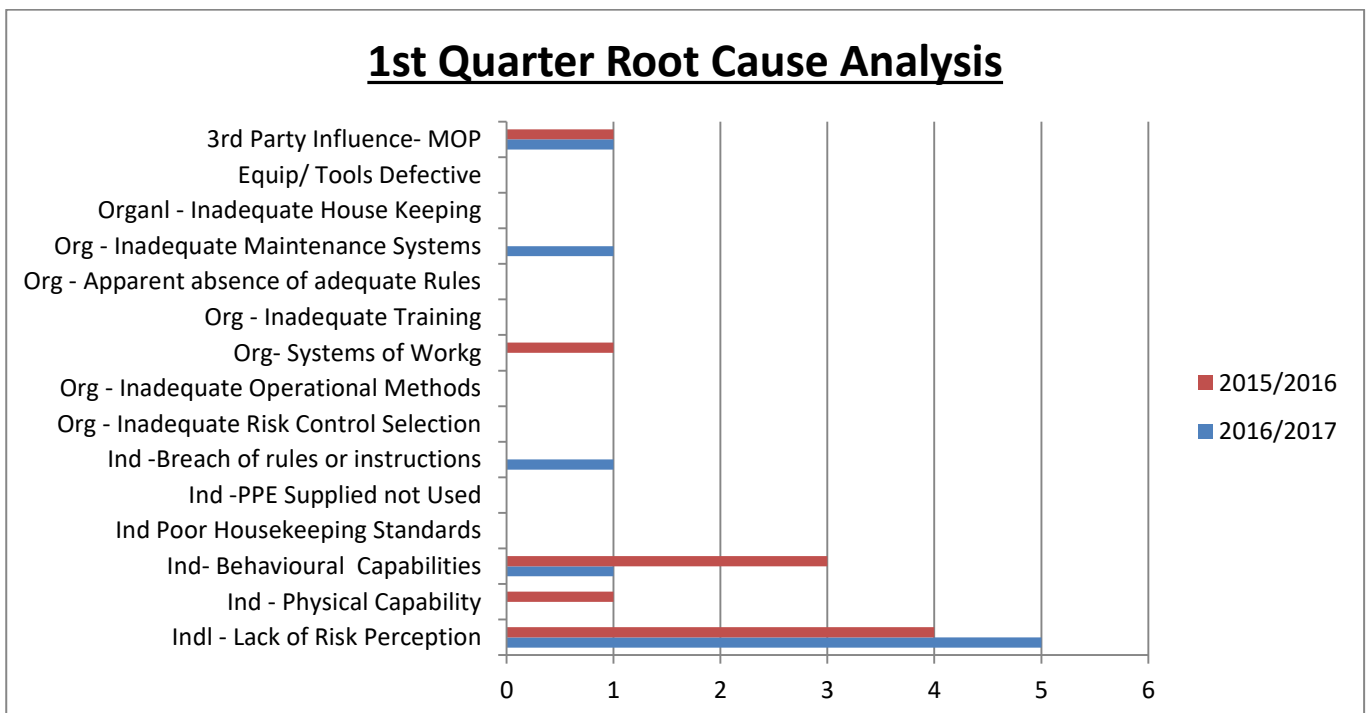
### 1.1.4 Operational Area Accidents

	2 <sup>nd</sup> Quarter Accidents Totals 2016/2017	Yearly Accidents Totals 2016/2017	2 <sup>nd</sup> Quarter Accidents Totals 2015/2016	Yearly Accidents Totals to end of 2 <sup>nd</sup> Quarter 2015/2016
Customer Service & Improvement	1	2	1	1
Leisure				
Human Resources & Payroll		1		
Economic Growth	1	1		
Planning & Environmental Health				
Governance and Monitoring				
Finance/ Revenues & Benefits				
Property & Estates				
Street Scene	5	12	7	8
Housing	6	6	5	14
IT				
Members of the Public (Leisure)	16	41	9	20
<b>TOTAL</b>	<b>29</b>	<b>63</b>	<b>22</b>	<b>43</b>



1.1.5 Incident Root Cause

<b>3rd QUARTER EMPLOYEE ROOT CAUSE CATEGORIES</b>	<b>2<sup>nd</sup> Quarter 2016/2017</b>	<b>Yearly Total to end of 2<sup>nd</sup> Quarter 2016/2017</b>	<b>2<sup>nd</sup> Quarter 2015/2016</b>	<b>Yearly Total to end of 2<sup>nd</sup> Quarter 2015/2016</b>
Ind. - Lack of Risk Perception	7	12	6	10
Ind. - Physical Capability	1	1	2	3
Ind.- Behavioural Capabilities	1	2	1	4
Ind. Poor Housekeeping Standards				
Ind. -PPE Supplied not Used				
Ind.- Breach of Rules or Instructions		1		
Org - Inadequate Risk Control Selection				
Org - Inadequate Operational Methods	2	2		
Org - Systems of Work			2	3
Org - Inadequate Training				
Org - Absence of adequate Rules				
Org - Inadequate Maintenance Systems	1	2		
Org - Inadequate House Keeping				
Equipment/ Tools Defective			1	1
3rd Party Influence- member of the public	1	2	1	2
<b>TOTAL</b>	<b>13</b>	<b>22</b>	<b>13</b>	<b>23</b>



### 1.1.6 Key Issues Identified.

- The main causes of employee accidents in the quarter were:
  - Slips, Trips & Fall on same Level (53.8)
  - Manual Handling and Struck by Moving Objects (15.4%)
  - Struck Against Fixed Objects and Contact with Hazardous Substance (7.7%)
- The number employee accidents recorded in the quarter has remained consistent with last year's figures however the lost time and RIDDOR reportable incident have significantly risen.
- The number of days lost recorded in the quarter has significantly increased from 1 day in 2015/2016 to 84 days in 2016/2017. The yearly overall total to the end of the 2<sup>nd</sup> Quarter has seen lost days rise from 61.5 days in 2015/2016 to 84 days in 2016/2017.
- The overall number of accidents occurring within the authority in the 2<sup>nd</sup> Quarter risen by 31.8% over the same period last year.
- In 2015/2016 public accidents accounted for 40.9% of all accidents recorded in the 2<sup>nd</sup> Quarter, whereas in the current year public accidents accounted for 55.2% of the total.
- Housing Services (46.2%) and Street Scene (38.5%) are 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 (53.8%), Organisational Factors (23.1%), Individual Factors (15.4%) and 3<sup>rd</sup> Party (7.7%)

## **1.2 KEY PERFORMANCE INDICATORS**

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

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

$$= \frac{2 \times 100,000}{415}$$

$$= 481 \text{ (As at 30<sup>th</sup> September 2016)}$$

SHE Assure H&S User Group Benchmark AIR Figure – 336 (As at 30<sup>th</sup> June 2016)  
**Accident Frequency Rate (AFR)**

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



### 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.

$$= \frac{2 \times 100,000}{37 \times 50 \times 415}$$

$$= \frac{200,000}{767750}$$

$$= 0.26 \text{ (As at 30<sup>th</sup> September 2016)}$$

### 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 – 14<sup>th</sup> July 2016

$$= (5.29 \times 382) \times 78$$

$$= 157,620 \text{ Hours (As at 30<sup>th</sup> September 2016)}$$

### **1.3 EMPLOYEE ACCIDENT RECORDS**

<b>Date of Incident</b>	<b>Incident Details</b>	<b>Service Area</b>	<b>Type of Incident</b>	<b>Incident Severity</b>	<b>Lost Time Days (Actual)</b>
13/07/2016	On bulky waste, finger trapped between fridge and side of truck	Streetscene – Waste Services	Manual Handling	Lost Time – over 7 days	13
13/07/2016	Caught foot in pothole whilst strimming garden	Streetscene – Grounds Maintenance	Slips, Trips, Falls on same level	Minor Injury - No Lost Days	0.00
14/07/2016	Tripped over rubber door mat exiting service users home	Housing – Housing Needs	Slips, Trips, Falls on same level	Lost Time - over 7 days	12
14/07/2016	Turned around sharply on hearing a dog, twisted knee	Housing – Housing Repairs	Slips, Trips, Falls on same level	Lost Time – over 7 days	53
15/07/2016	Fire front fell onto gas servicing operative	Housing – Housing Repairs	Struck by moving object	Minor Injury - No Lost Days	0.00
25/07/2016	Door closed on hand	Housing – Tenancy Management	Struck by moving object	Minor Injury - No Lost Days	0.00
02/08/2016	Slipped on some water spilt by a gym user	CSI – Customer Services	Slips, Trips, Falls on same level	Minor Injury – No lost Days	0.00
09/08/2016	Using a Stanley knife to trim trimmer cord and slipped, cutting hand	Streetscene – Grounds Maintenance	Other	Lost Time – up to 7 days	1
09/08/2016	Banged into wall grazing arm	Housing – Housing Repairs	Striking against a fixed object	Minor Injury – No lost Days	0.00
10/08/2016	Tripped up steps ascending stairs at Riverside Depot	Streetscene – Grounds Maintenance	Slips, Trips, Falls on same level	Lost Time – Up to 7 days	2
09/09/2016	Incorrect handling of bin caused it to topple over trapping arms	Streetscene – Waste Services	Manual Handling	Minor Injury – No lost days	0.00
13/09/2016	Slipped on entering Ladies toilets, banged leg and hip	Economic Growth	Slips, Trips and Falls on same level	Lost Time – Up to 7 days	2
26/09/2016	Tripped over kerb carrying tool box	Housing – Housing Repairs	Slips, Trips and Falls on same level	Minor Injury – No lost Days	0.00

## **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**

<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 –