

**Bolsover District Council**

**Safety Committee**

27<sup>th</sup> April 2017

**Accident Statistics Report**

**Report of the Health and Safety Manager**

This report is public

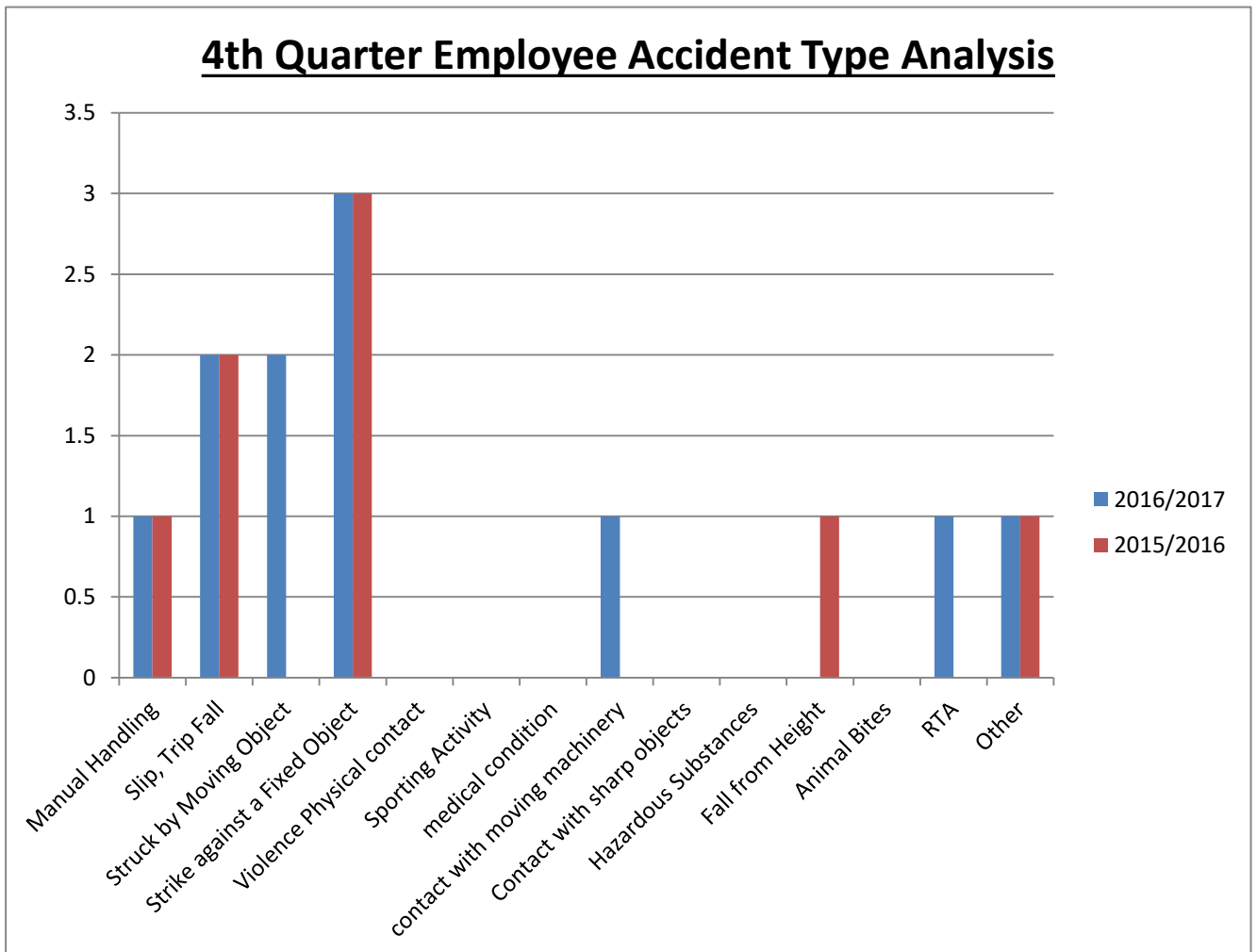
**Purpose of the Report**

- 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

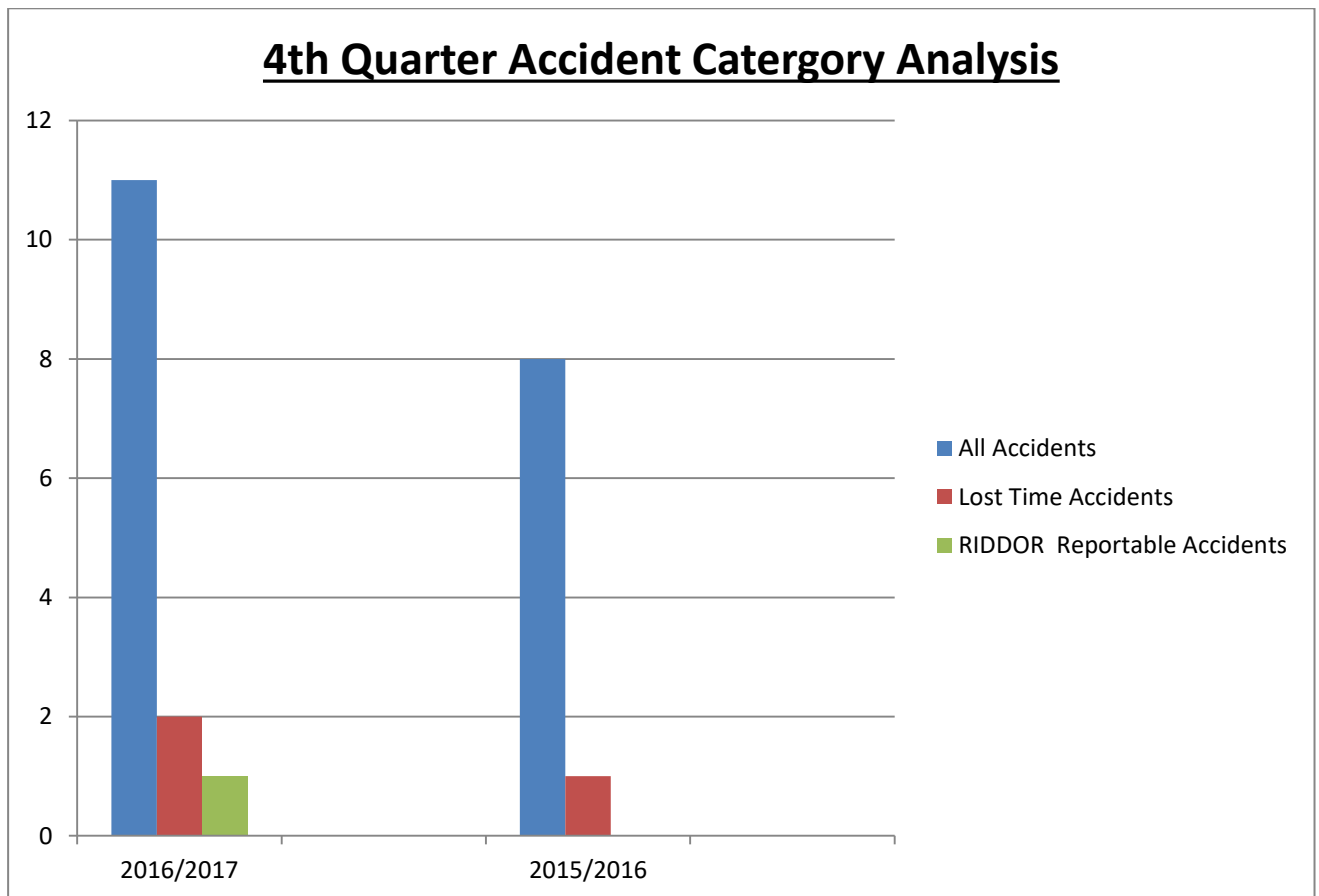
## 1.1.1 Accident Type

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	1	2	2	3	0	0	0	1	0	0	0	0	1	1	11
2015/2016	1	2	0	3	0	0	0	0	0	0	1	0	0	1	8



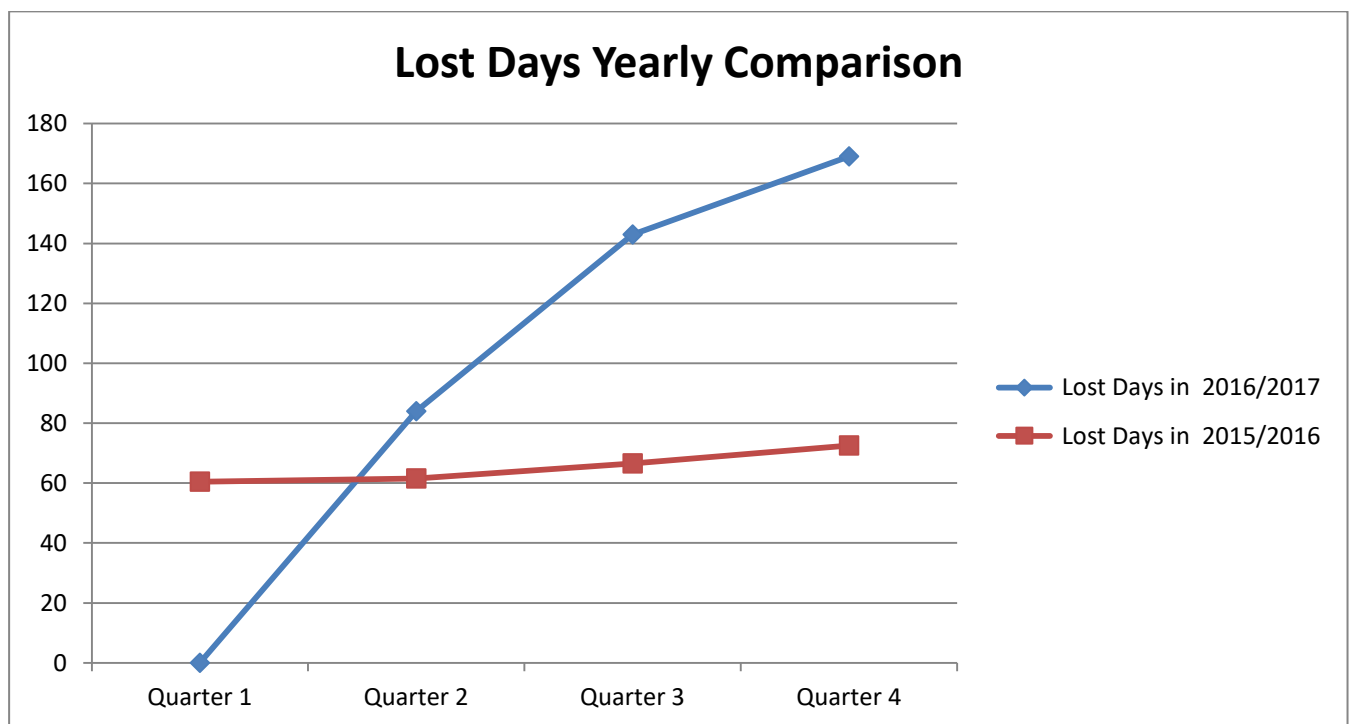
### 1.1.2 Accident Category Totals

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	2	1	0	4	0	0
November	2	1	0	5	2	0
December	2	1	1	1	0	0
January	7	0	1	2	0	0
February	3	2	0	3	1	0
March	1	0	0	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	6	3	1	10	2	0
4 <sup>th</sup> Quarter	11	2	1	8	1	0
<b>TOTALS</b>	<b>39</b>	<b>11</b>	<b>4</b>	<b>41</b>	<b>5</b>	<b>1</b>



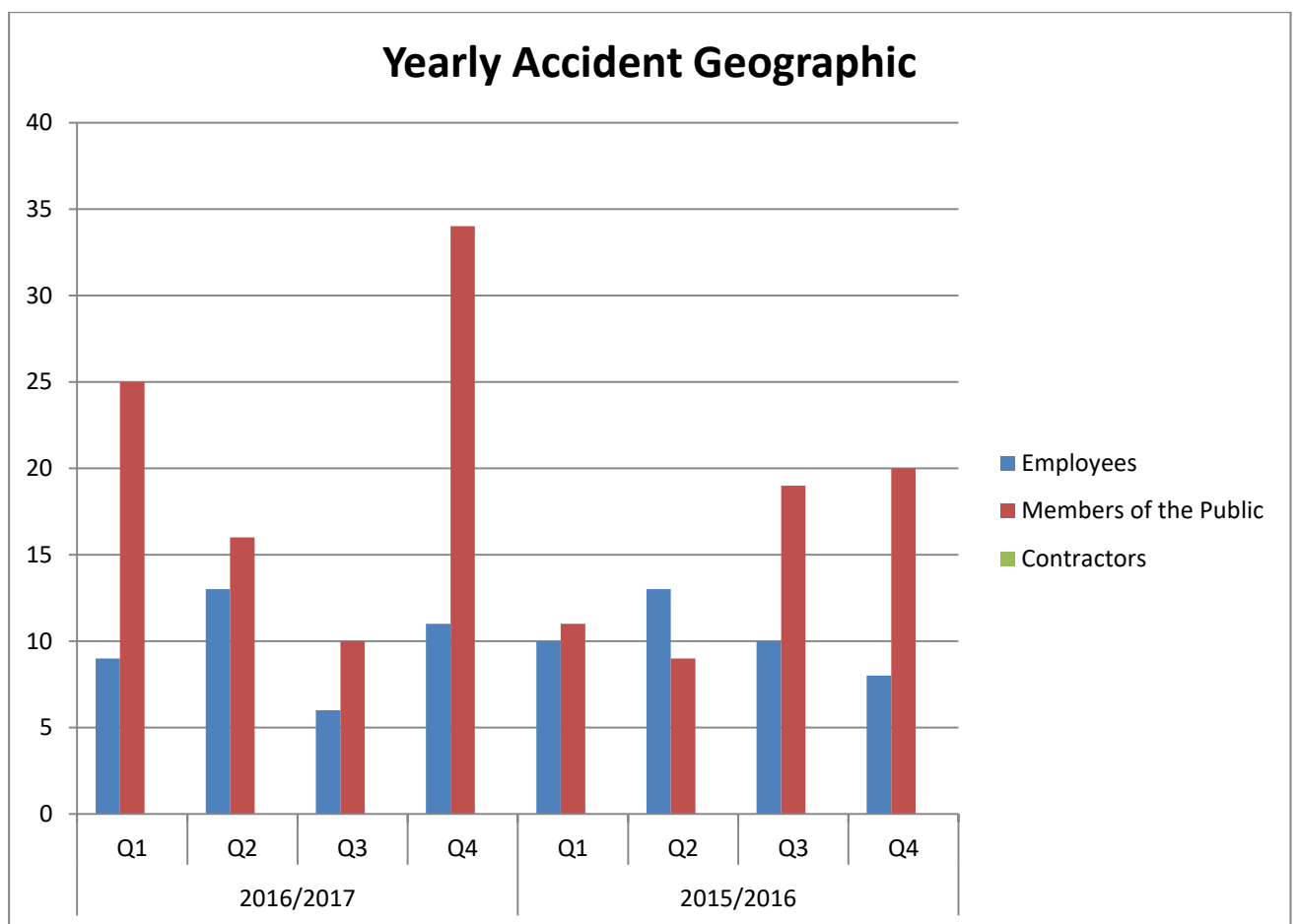
### 1.1.3 Accident Lost Days

	Lost Days for 4th Quarter 2016/2017	Total Lost Days 2016/2017	Lost Days for 4th Quarter 2015/2016	Total Lost Days to End of 4 <sup>th</sup> Quarter 2015/2016
Customer Service and Improvement	0	0	0	0
Leisure	5	5	0	1
Human Resources and Payroll	0	0	0	0
Economic Growth	0	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	39	6	10
Housing	4	123	0	61.5
IT	0	0	0	0
<b>TOTAL</b>	<b>26</b>	<b>169</b>	<b>6</b>	<b>72.5</b>



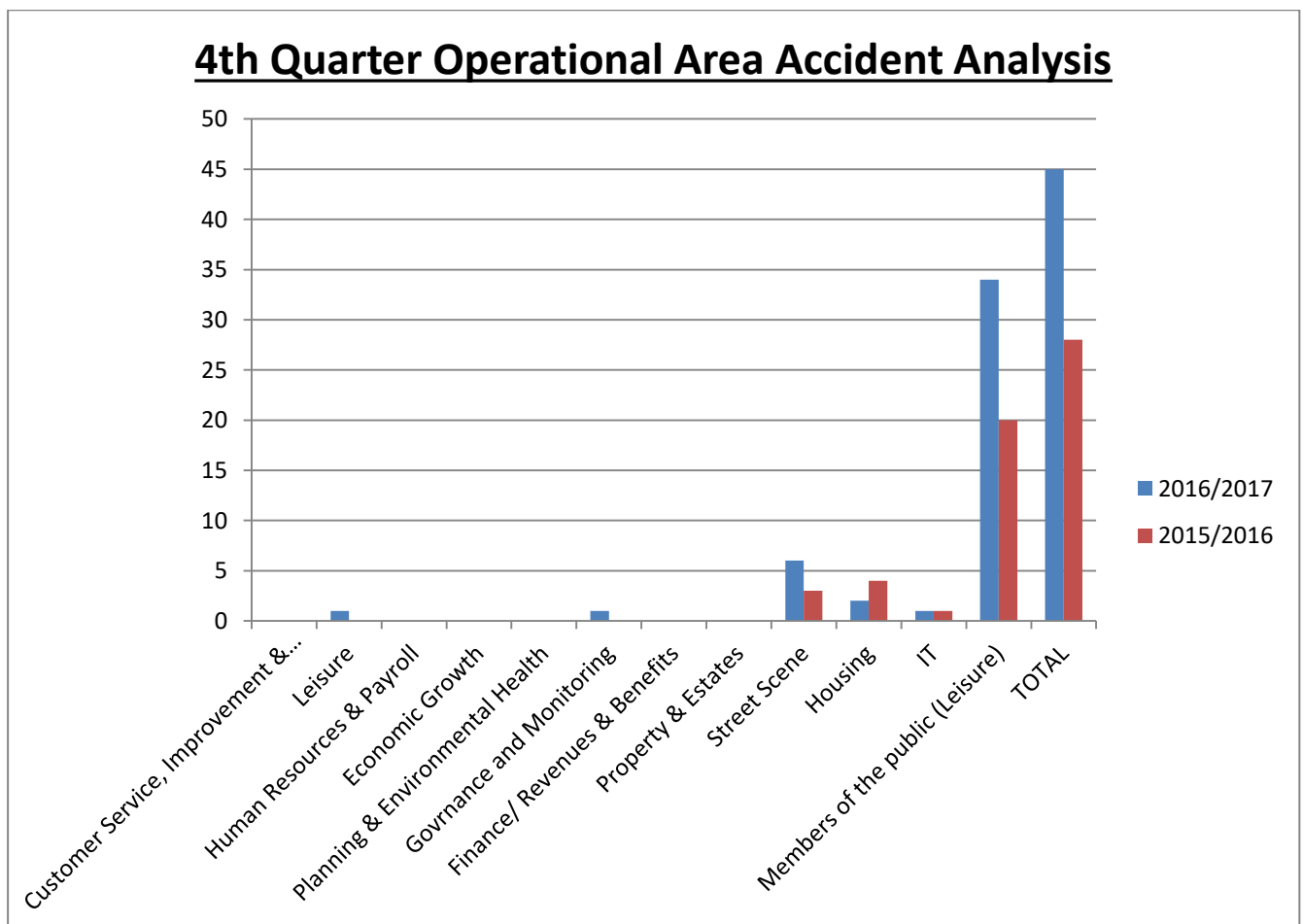
### 1.1.4 Accident Geographic

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	2	6	0	4	5	0
November	2	2	0	5	11	0
December	2	2	0	1	3	0
January	7	0	0	1	5	0
February	3	14	0	3	9	0
March	1	20	0	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	6	10	0	10	19	0
4 <sup>th</sup> Quarter	11	34	0	8	20	0
<b>TOTALS</b>	<b>39</b>	<b>85</b>	<b>0</b>	<b>41</b>	<b>59</b>	<b>0</b>



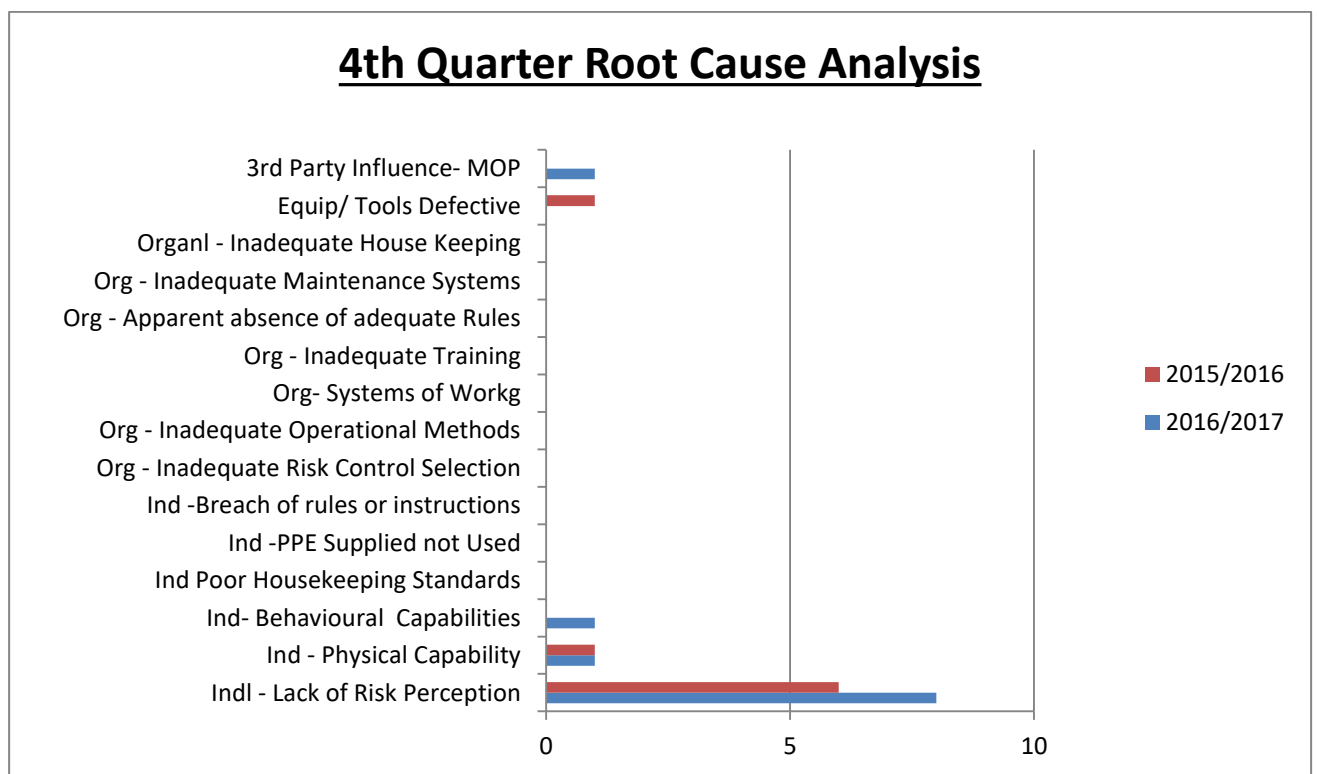
### 1.1.5 Operational Area Accidents

	4 <sup>th</sup> Quarter Accidents Totals 2016/2017	Yearly Accidents Totals 2016/2017	4 <sup>th</sup> Quarter Accidents Totals 2015/2016	Yearly Accidents Totals to end of 4 <sup>th</sup> Quarter 2015/2016
Customer Service & Improvement		2		3
Leisure	1	1		1
Human Resources & Payroll		1		
Economic Growth		1		
Planning & Environmental Health				
Governance and Monitoring	1	1		
Finance/ Revenues & Benefits				
Property & Estates				
Street Scene	6	20	3	16
Housing	2	12	4	20
IT	1	1	1	1
<b>Members of the Public (Leisure)</b>	<b>34</b>	<b>85</b>	<b>20</b>	<b>59</b>
<b>TOTAL</b>	<b>45</b>	<b>124</b>	<b>28</b>	<b>100</b>



### 1.1.6 Incident Root Cause

<b>4th QUARTER EMPLOYEE ROOT CAUSE CATEGORIES</b>	<b>4th Quarter 2016/2017</b>	<b>Yearly Total to end of 4th Quarter 2016/2017</b>	<b>4th Quarter 2015/2016</b>	<b>Yearly Total to end of 4th Quarter 2015/2016</b>
Ind. - Lack of Risk Perception	8	23	6	22
Ind. - Physical Capability	1	2	1	7
Ind.- Behavioural Capabilities	1	4		4
Ind. Poor Housekeeping Standards				1
Ind. -PPE Supplied not Used				
Ind.- Breach of Rules or Instructions		2		
Org - Inadequate Risk Control Selection				
Org - Inadequate Operational Methods		2		2
Org - Systems of Work		1		1
Org - Inadequate Training				
Org - Absence of adequate Rules				
Org - Inadequate Maintenance Systems		2		
Org - Inadequate House Keeping				
Equipment/ Tools Defective				2
3rd Party Influence- member of the public	1	3	1	2
<b>TOTAL</b>	<b>11</b>	<b>39</b>	<b>8</b>	<b>41</b>



### 1.1.7 Key Issues Identified

- The main causes of employee accidents in the quarter were:
  - Strike against a Fixed Object (27%)
  - Slip, trip and fall (18%)
  - Struck by Moving Objects (18%)
- The number of employee accidents recorded in the quarter has risen by 37.5% over the same period last year with the lost time incidents rising by 50% and RIDDOR reportable incidents rising from zero to one.
- The number of days lost recorded in the quarter has significantly increased from 6 days in 2015/2016 to 22 days in 2016/2017. The yearly overall total has seen lost days rise from 72.5 days in 2015/2016 to 169 days in 2016/2017. The increase is largely down to two lost time injuries that occurred in quarters 2 and 3.
- The overall number of accidents occurring within the authority in the 4th Quarter has risen by 70% over the same period last year with the yearly total up by a figure 24%.
- In 2015/2016 public accidents accounted for 59% of all accidents recorded, whereas in the current year public accidents accounted for 68.5% of the total.
- Street Scene (54.5%), Housing Services (18%) are the operational areas with the highest number of accidents occurring in the quarter. Work is currently on going with street scene to establish whether any actions can be undertaken to reduce this figure.
- The main route cause of employee accidents were Lack of Risk Perception (72%), Individual Factors (18%) and Organisational Factors (9%).

## 1.2 KEY PERFORMANCE INDICATORS

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

$$\begin{aligned}\text{AIR} &= \frac{\text{Number of Reportable Accidents over last 12 months} \times 100,000}{\text{Average Number of Permanent Employees for Period}} \\ &= \frac{4 \times 100,000}{415} \\ &= 964 \text{ (As at 31<sup>st</sup> March 2017)}\end{aligned}$$

SHE Assure H&S User Group Benchmark AIR Figure – 225 (As at 31st December 2016)

It should be noted that a single accident can result in the AIR figure rising by 250 given the number of employees we are dealing with.



### **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.

$$= \frac{4 \times 100,000}{37 \times 50 \times 415}$$

$$= \frac{400,000}{767750}$$

$$= 0.52 \text{ (As at 31<sup>st</sup> March 2017)}$$

### **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

$$\frac{\text{Date of Last Reportable Accident} - 5^{\text{th}} \text{ January 2017}}$$

$$= (5.29 \times 382) \times 85$$

$$= 171,766 \text{ Hours (As at 31<sup>st</sup> March 2017)}$$

### 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>	<b>Report able?</b>
05/01/2017	Whilst using chain saw to remove branch from silver birch tree, saw snagged and rebounded into operatives face.	Street scene	Contact with machinery	Lost Time – Over 7 days	17	Yes
06/01/2017	Whilst travelling in vehicle after a call out response vehicle hit by 3 <sup>rd</sup> Party	Housing	RTA	Minor Injury – No lost days	0	No
09/01/2017	Whilst dismantling caged section from vehicle a piece struck IP.	Street Scene	Struck by Moving Object	Minor Injury – No lost days	0	No
10/01/2017	IP walked into A Board wet floor signage.	IT	Struck fixed Object	Minor Injury – No lost days	0	No
12/01/2017	Trade bin fell off bin lift causing wheels to break off and strike operative.	Street Scene	Struck by Moving Object	Minor Injury – No lost days	0	No
18/01/2017	Whilst moving 2 seat settee IP pulled his back	Street Scene	Manual Handling	Minor Injury – No lost days	0	No
25/01/2017	Whilst removing files from cupboard IP passed out.	Governance	Other (Medical Condition)	Minor Injury – No lost days	0	No
09/02/2017	Whilst walking down street IP slipped and fell to ground	Housing	Slip, Trip and Fall	Lost Time – up to 7 days	4	No
12/02/2016	Whilst setting up inflatable IP struck leg against blower causing laceration injury	Leisure	Struck fixed Object	Lost Time – up to 7 days	5	No

<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>	<b>Report able?</b>
23/03/2017	IP was hit on leg when door slammed close	Street Scene	Hit by moving Object	Minor Injury – No lost days	0	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

<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 Manager	242403