

Bolsover District Council**Safety Committee****6th September 2017****Accident Statistics Report****Report of the Health and Safety Manager**

This report is public

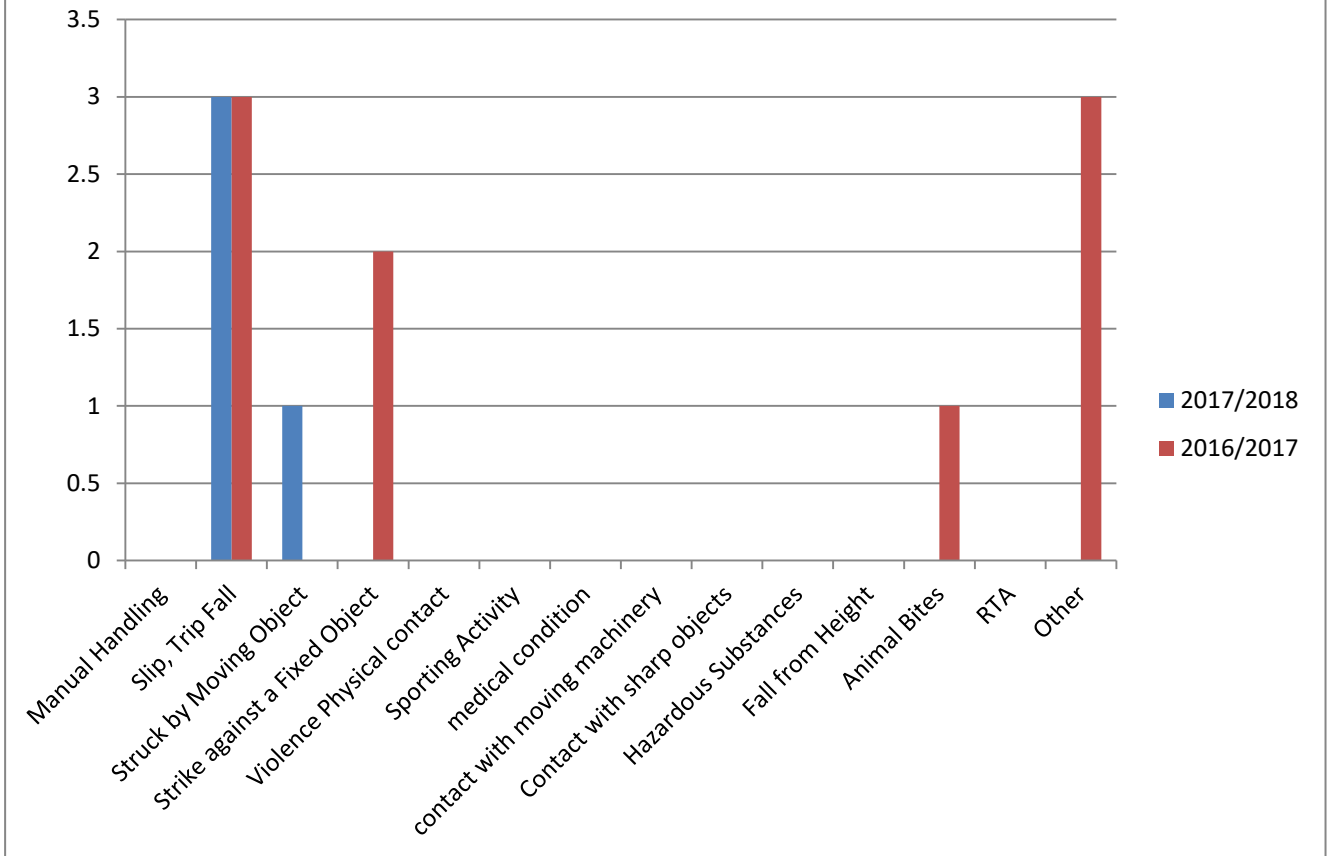
Purpose of the Report

- 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
2017/2018	0	3	1	0	0	0	0	0	0	0	0	0	0	0	4
2016/2017	0	3	0	2	0	0	0	0	0	0	0	1	0	3	9

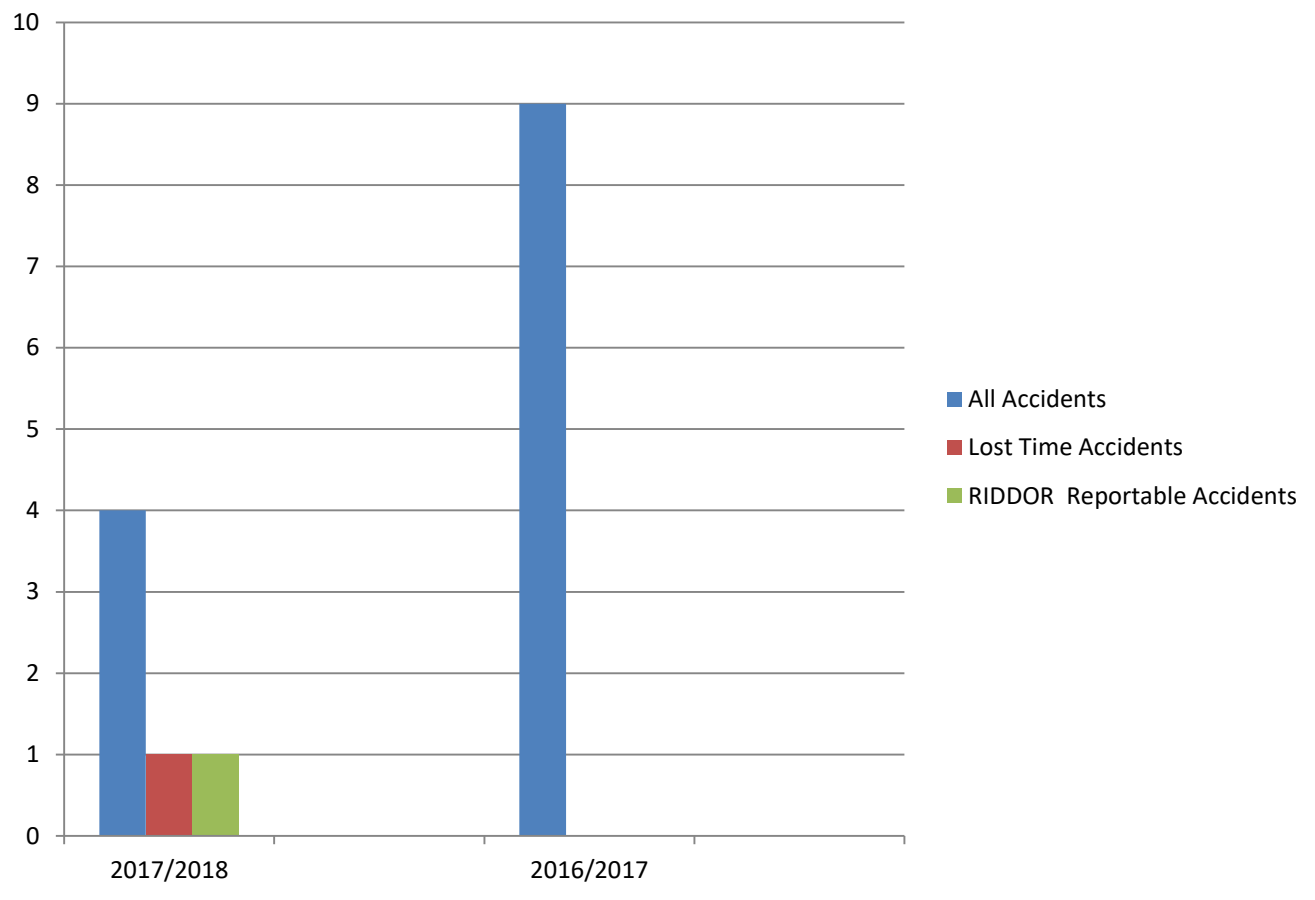
1st Quarter Employee Accident Type Analysis



1.1.2 Accident Category Totals

MONTH	Employee Accident Numbers 2017/2018			Employee Accident Numbers 2016/2017		
	All Accidents	Lost Time Accidents	RIDDOR Accidents	All Accidents	Lost Time Accidents	RIDDOR Accidents
April	2	1	1	4	0	0
May	1	0	0	2	0	0
June	1	0	0	3	0	0
July				6	3	2
August				4	2	0
September				3	1	0
October				2	1	0
November				2	1	0
December				2	1	1
January				7	0	1
February				3	2	0
March				1	0	0
1st Quarter	4	1	1	9	0	0
2nd Quarter				13	6	2
3rd Quarter				6	3	1
4th Quarter				11	2	1
TOTALS	4	1	1	39	11	4

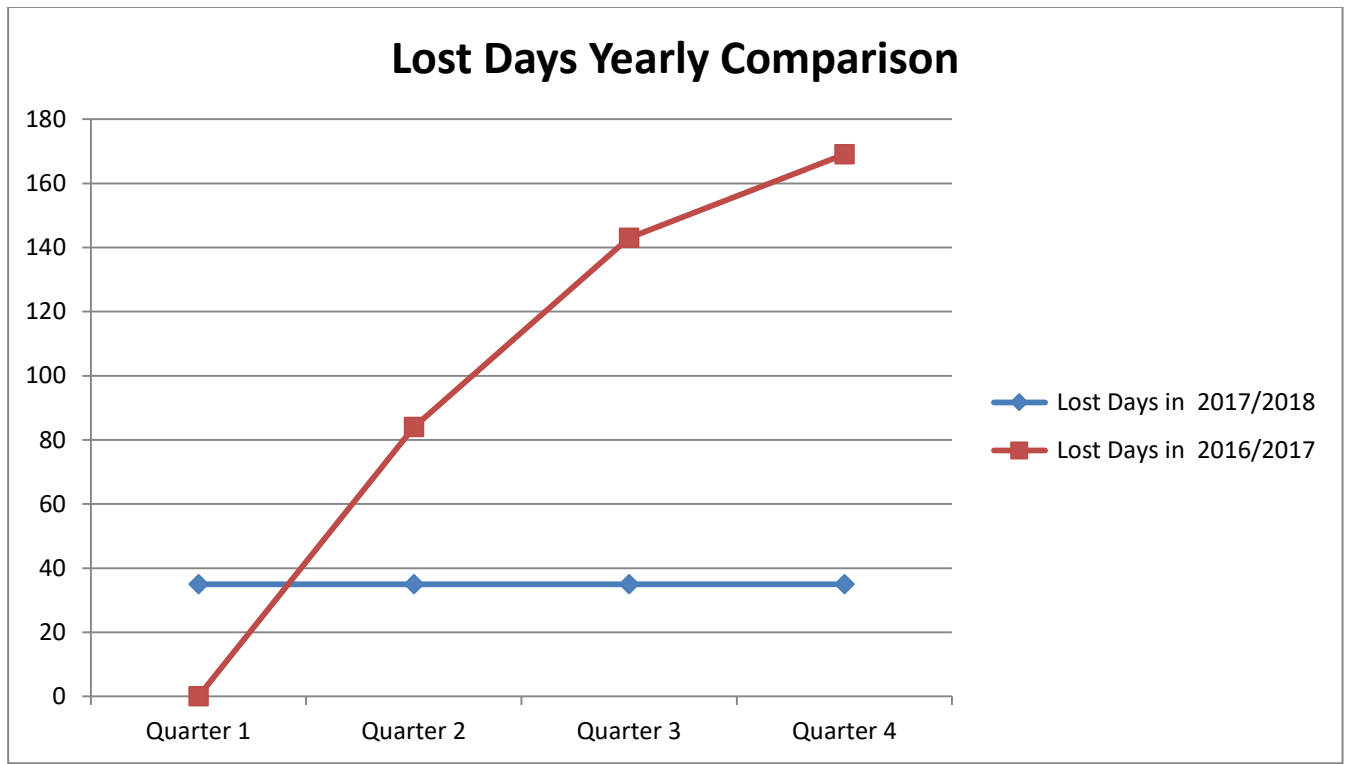
1st Quarter Accident Category Analysis



1.1.3 Accident Lost Days

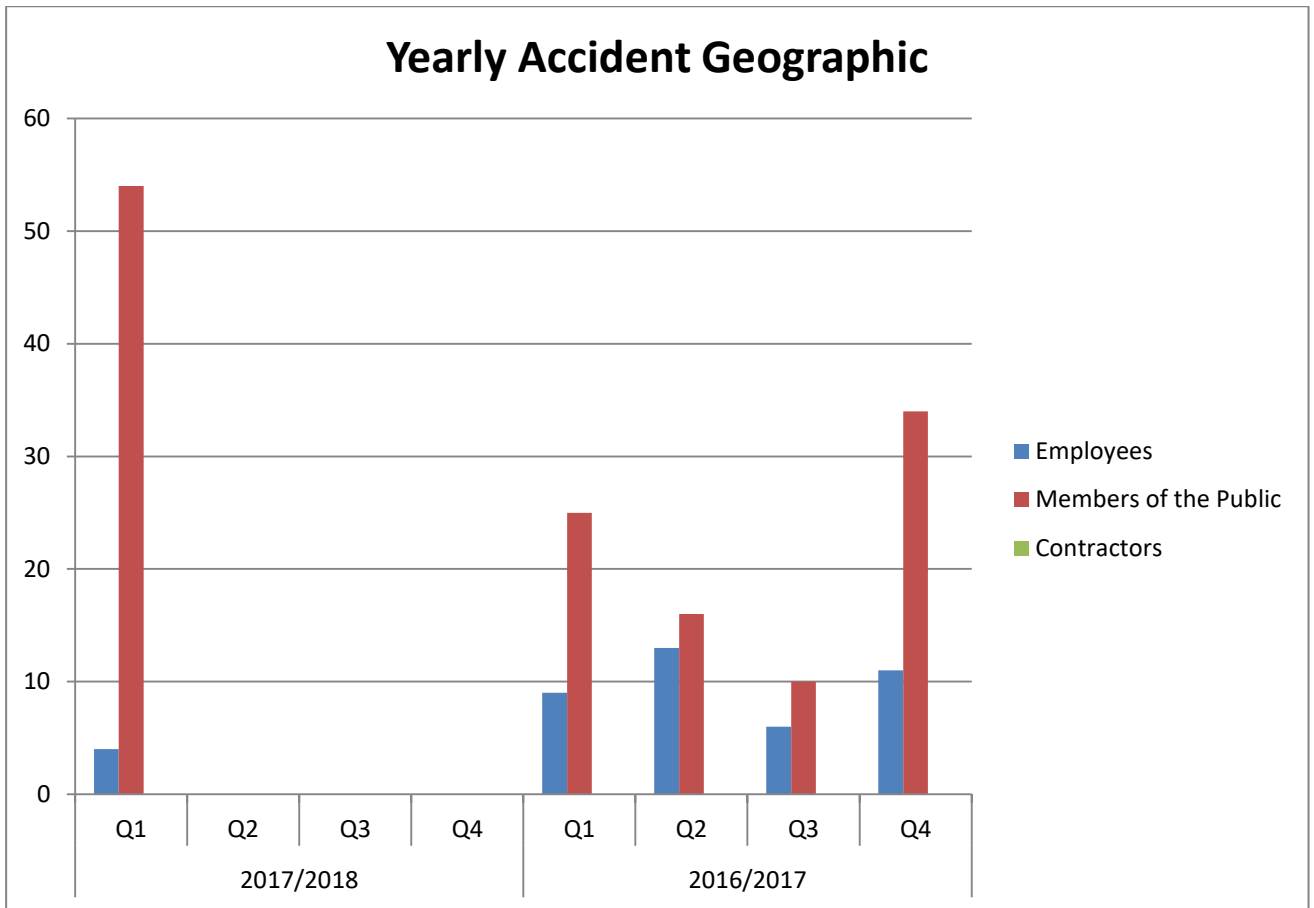
	Lost Days for 1st Quarter 2017/2018	Total Lost Days 2017/2018	Lost Days for 1st Quarter 2016/2017	Total Lost Days to End of 1st Quarter 2016/2017
Customer Service and Improvement	0	0	0	0
Leisure	0	0	0	0
Human Resources and Payroll	0	0	0	0
Economic Growth	0	0	0	0
Planning and Environmental Health	0	0	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	1	35	0	0

Housing	0	0	0	0
IT	0	0	0	0
TOTAL	1	35	0	0



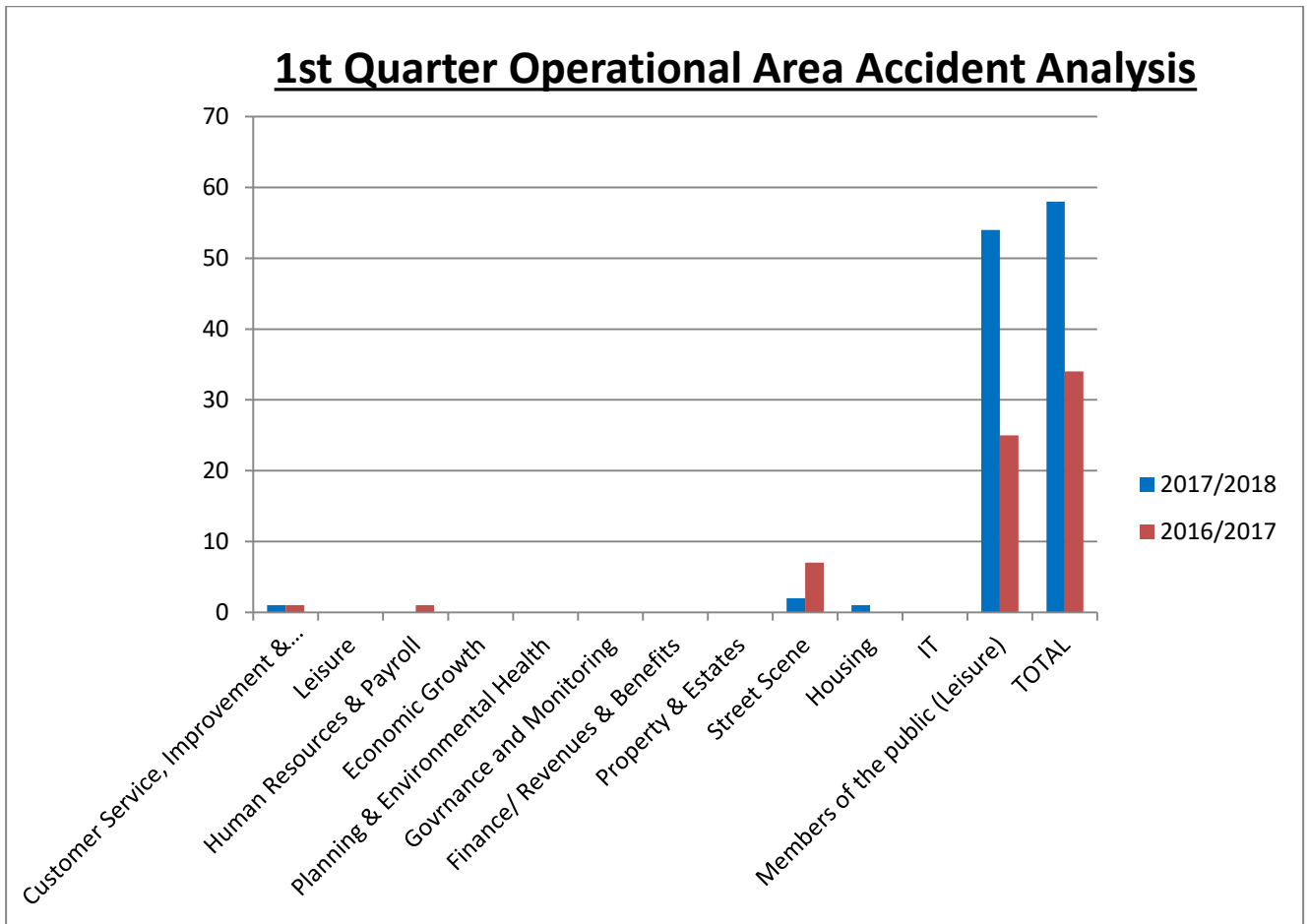
1.1.4 Accident Geographic

MONTH	2017/2018			2016/2017		
	Employees	Members of the Public	Contractor	Employees	Members of the Public	Contractor
April	2	16	0	4	5	0
May	1	24	0	2	6	0
June	1	14	0	3	14	0
July				6	8	0
August				4	7	0
September				3	1	0
October				2	6	0
November				2	2	0
December				2	2	0
January				7	0	0
February				3	14	0
March				1	20	0
1st Quarter	4	54	0	9	25	0
2nd Quarter				13	16	0
3rd Quarter				6	10	0
4th Quarter				11	34	0
TOTALS	4	54	0	39	85	0



1.1.5 Operational Area Accidents

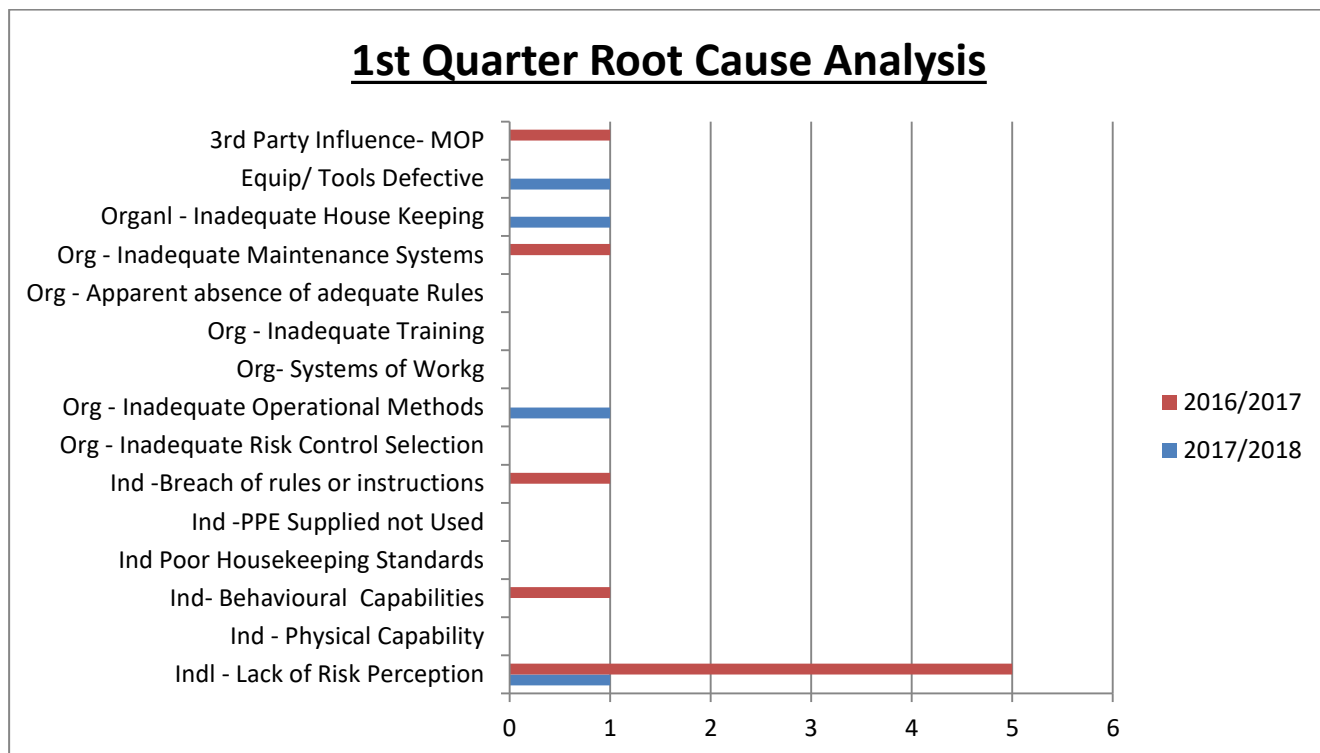
	1st Quarter Accidents Totals 2017/2018	Yearly Accidents Totals 2017/2018	1st Quarter Accidents Totals 2016/2017	Yearly Accidents Totals to end of 1st Quarter 2016/2017
Customer Service & Improvement	1	1	1	
Leisure				
Human Resources & Payroll			1	
Economic Growth				
Planning & Environmental Health				
Governance and Monitoring				
Finance/ Revenues & Benefits				
Property & Estates				
Street Scene	2	2	7	
Housing	1	1		
IT				
Members of the Public (Leisure)	54	54	25	25
TOTAL	58	58	34	34



1.1.5 Incident Root Cause

4th QUARTER EMPLOYEE ROOT CAUSE CATEGORIES	1st Quarter 2017/2018	Yearly Total to end of 1st Quarter 2017/2018	1st Quarter 2016/2017	Yearly Total to end of 1st Quarter 2016/201 7
Ind. - Lack of Risk Perception	1	1	5	5
Ind. - Physical Capability				
Ind.- Behavioural Capabilities			1	1
Ind. Poor Housekeeping Standards				
Ind. -PPE Supplied not Used				
Ind.- Breach of Rules or Instructions			1	1
Org - Inadequate Risk Control Selection				
Org - Inadequate Operational Methods	1	1		
Org - Systems of Work				
Org - Inadequate Training				
Org - Absence of adequate Rules				

Org - Inadequate Maintenance Systems			1	1
Org - Inadequate House Keeping	1	1		
Equipment/ Tools Defective	1	1		
3rd Party Influence- member of the public			1	1
TOTAL	4	4	9	9



1.1.6 Key Issues Identified.

- The main causes of employee accidents in the quarter were:
 - Slip, Trip and fall (75%)
 - Struck by Moving Objects (25%)
- The number of employee accidents recorded in the quarter has fallen by 55.6% over the same period last year though the lost time incidents have risen from zero to one. RIDDOR reportable incidents remained the same at zero.
- The number of days lost recorded in the quarter has significantly increased over those recorded for the previous year. In 2016/2017 no lost days were recorded whereas in 2017/2018 it was 35 days, however it should be noted that the lost days related to one accident.
- The overall number of accidents occurring within the authority in the 1st Quarter has significantly increased by a figure of 41.4%. This rise is mostly due to the fact that the number of 'member of the public' recorded accidents has risen from 25 to 54 though all of these were of a very minor nature.

- Street Scene (50%), Housing Services (25%) and Customer Services (25%) are the operational areas with the highest number of accidents occurring in the quarter.
- The main route cause of employee accidents were Lack of Risk Perception (25%), and Organisational Factors (75%)

1.2 KEY PERFORMANCE INDICATORS

Accident Incident Rate (AIR)

$$\begin{aligned} \text{AIR} &= \frac{\text{Number of Reportable Accidents over last 12 months} \times 100,000}{\text{Average Number of Permanent Employees for Period}} \\ &= \frac{5 \times 100,000}{452} \\ &= 1106 \text{ (As at 30th June 2017)} \end{aligned}$$

SHE Assure H&S User Group Benchmark AIR Figure – 243 (As at 31st March 2017)

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.

$$\begin{aligned} &= \frac{5 \times 100,000}{37 \times 50 \times 452} \\ &= \frac{500,000}{836200} \\ &= 0.60 \text{ (As at 30th June 2017)} \end{aligned}$$

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

$$\begin{aligned} &\underline{\text{Date of Last Reportable Accident}} - 18^{\text{th}} \text{ April 2017} \\ &= (5.29 \times 424) \times 73 \\ &= 163,736 \text{ Hours (As at 30th June 2017)} \end{aligned}$$

1.3 EMPLOYEE ACCIDENT RECORDS

Date of Incident	Incident Details	Service Area	Type of Incident	Incident Severity	Lost Time Days (Actual)	Report able?
18/04/2017	Whilst alighting from cab of vehicle into grass tyre track injured party trip and fall in overgrown grass around a depression in ground.	Street scene	Slip, Trip and Fall	Lost Time – Over 7 days	35	Yes
25/04/2017	Whilst entering void property injured party fell through hole in floor where floorboards were missing.	Housing	Slip, Trip and Fall	Minor Injury – No lost days	0	No
15/05/2017	Whilst unlocking roller shutter on van, roller shutter shot up trapped injured party's hand.	Street scene	Struck by Moving Object	Minor Injury – No lost days	0	No
30/06/2017	Whilst moving about office injured party fell over storage box.	Customer Services	Slip, Trip and Fall	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

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p><i>BDC:</i> <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input checked="" type="checkbox"/></p> <p><i>NEDDC:</i> <i>Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	<p>No</p>
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	
<p>District Wards Affected</p>	
<p>Links to Corporate Plan priorities or Policy Framework</p>	<p>Transforming our Organisation</p>

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 Manager	242403