

Bolsover District Council

Safety Committee

30th August 2018

Accident Statistics Report

Report of the Health and Safety Manager

This report is public

Purpose of the Report

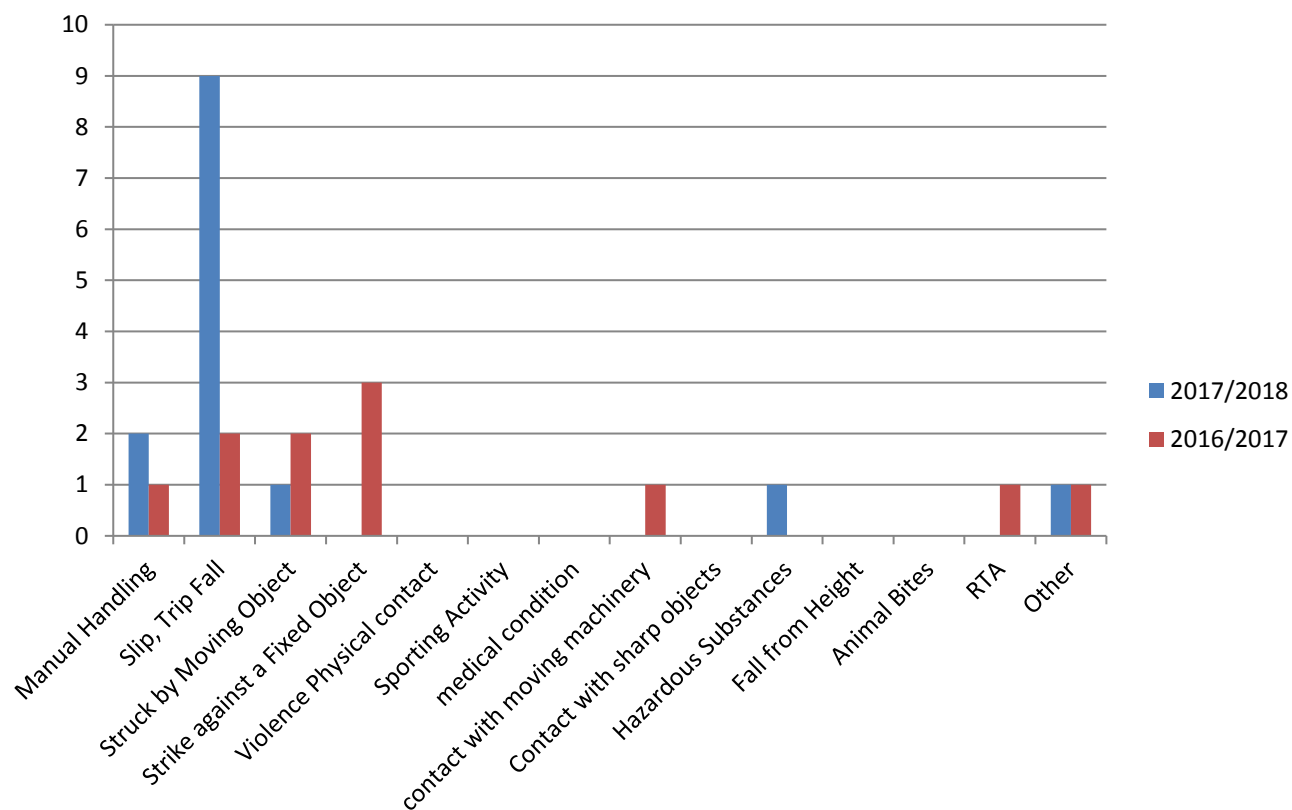
- To provide an update on the authorities accident performance over the last quarter.
- To allow comparison of current accident performance against historical data to demonstrate whether effective continual improvement is being achieved.
- To review key accident indicators so that potential accident 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	2	9	1	0	0	0	0	0	0	1	0	0	0	1	14
2016/2017	1	2	2	3	0	0	0	1	0	0	0	0	1	1	11

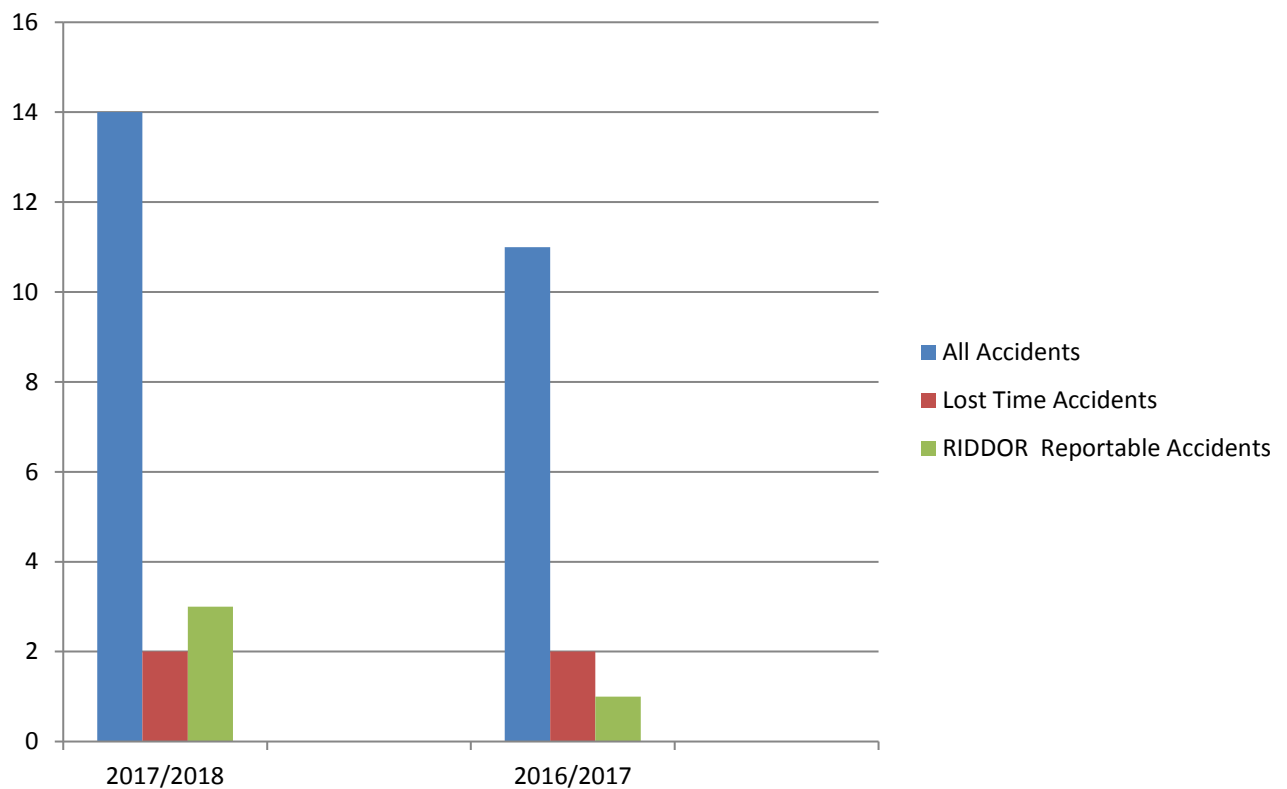
4th Quarter Employee Accident Type Analysis



1.1.2 Accident Category Totals

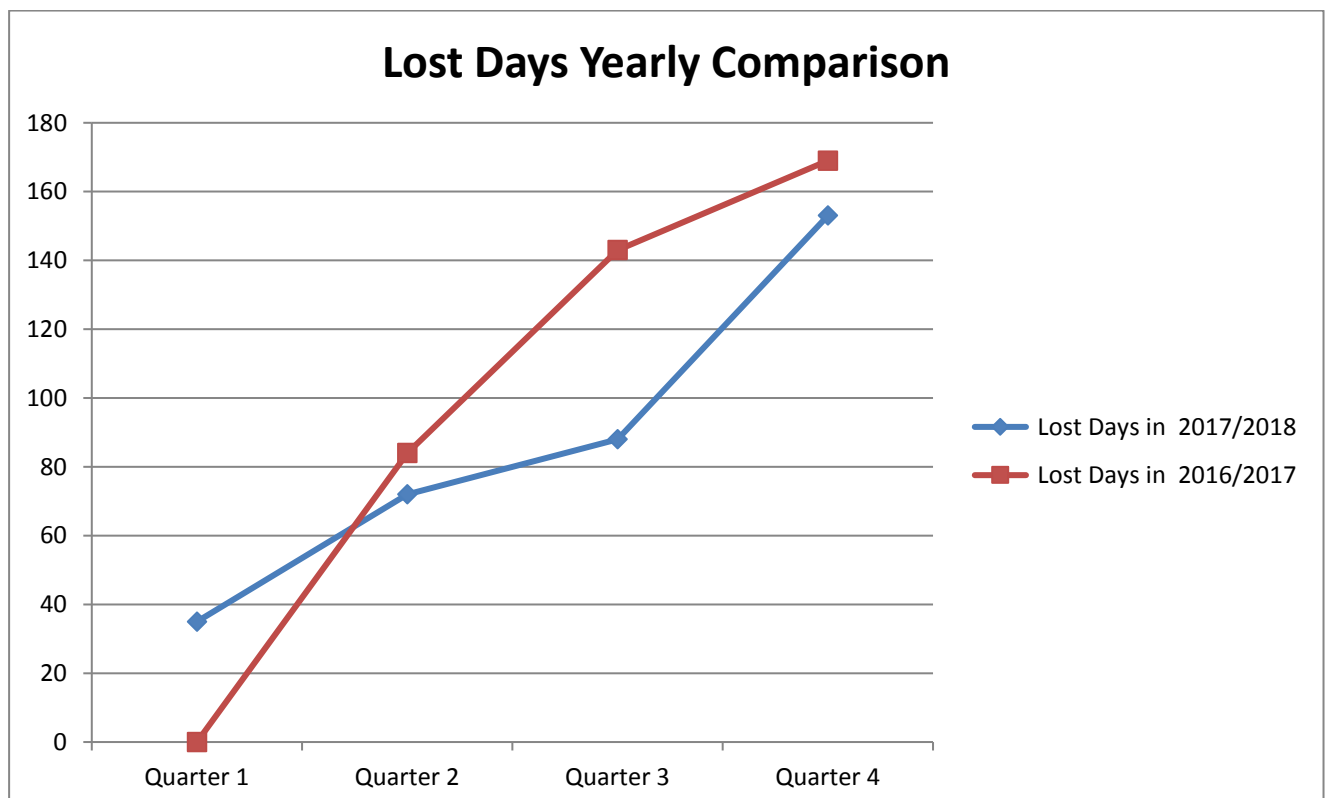
MONTH	Employee Accident Numbers 2017/2018			Employee Accident Numbers 2016/2017		
	All Accidents	Non RIDDOR Lost Time Accidents	RIDDOR Accidents	All Accidents	Non RIDDOR Lost Time Accidents	RIDDOR Accidents
April	2	0	1	4	0	0
May	1	0	0	2	0	0
June	1	0	0	3	0	0
July	5	1	1	6	3	2
August	4	0	1	4	2	0
September	3	1	0	3	1	0
October	2	0	0	2	1	0
November	6	1	1	2	1	0
December	3	1	0	2	2	1
January	1	0	0	7	0	1
February	10	1	2	3	2	0
March	3	1	1	1	0	0
1 st Quarter	4	1	1	9	0	0
2 nd Quarter	12	2	2	13	6	2
3 rd Quarter	11	2	1	6	3	1
4 th Quarter	14	2	3	11	2	1
TOTALS	41	9	7	39	11	4

4th Quarter Accident Category Analysis



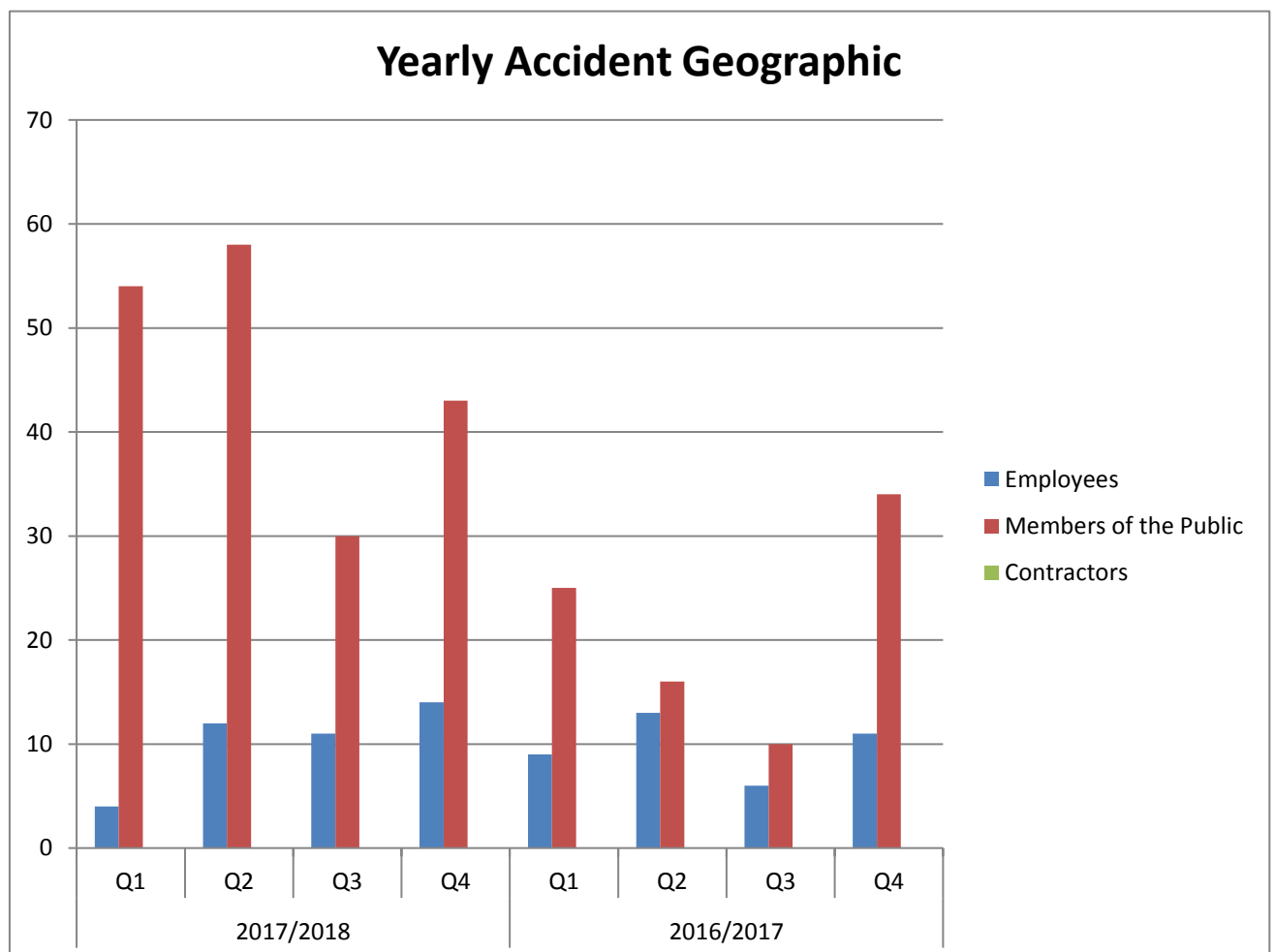
1.1.3 Accident Lost Days

	Lost Days for 4 th Quarter 2017/2018	Total Lost Days 2017/2018	Lost Days for 4 th Quarter 2016/2017	Total Lost Days to End of 4 th Quarter 2016/2017
Customer Service and Improvement	0	0	0	0
Leisure	0	0	5	5
Human Resources and Payroll	0	0	0	0
Economic Growth	0	0	0	2
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	36	103	17	39
Housing	29	50	4	123
IT	0	0	0	0
TOTAL	65	153	26	169



1.1.4 Accident Geographic

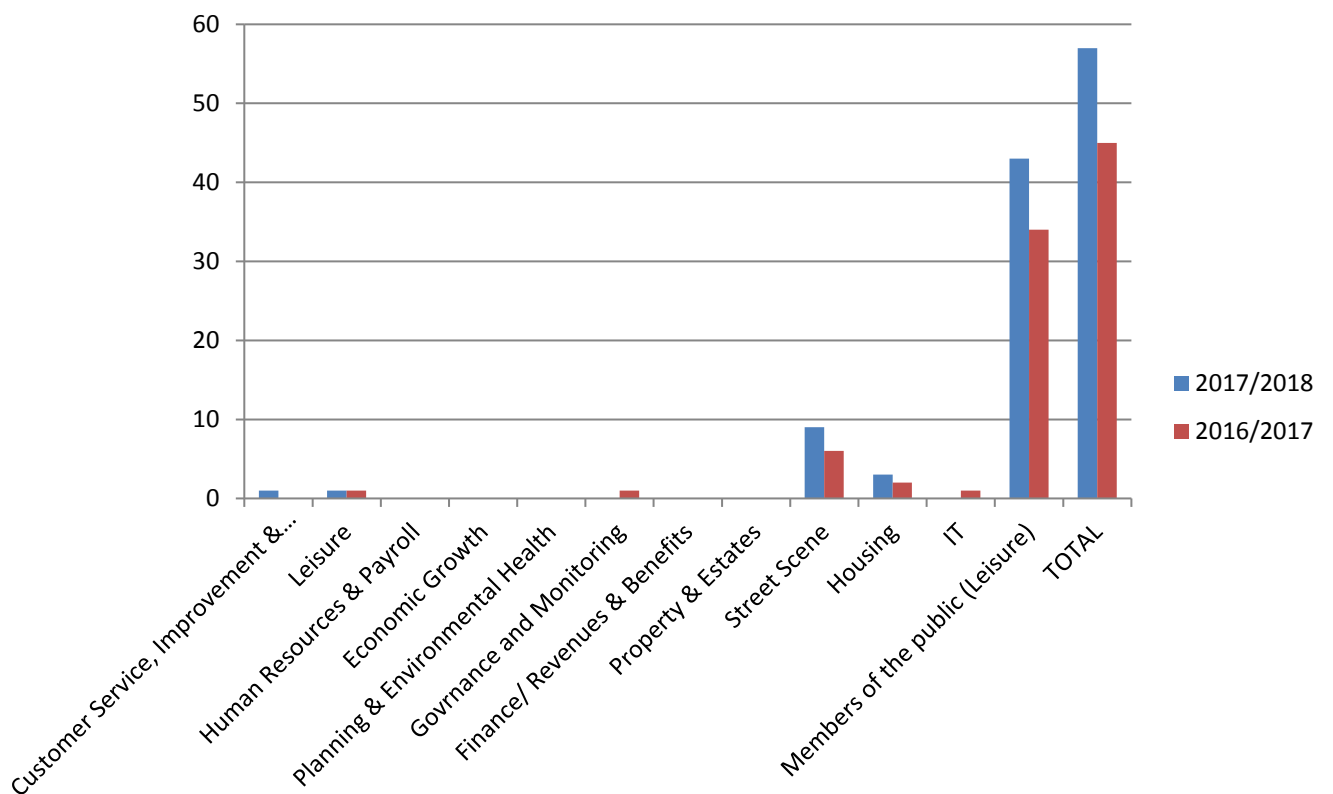
MONTH	2017/2018			2016/2017		
	Employees	Members of the Public	Contractor	Employees	Members of the Public	Contractor
April	2	16	0	4	5	0
May	1	24	0	2	6	0
June	1	14	0	3	14	0
July	5	18	0	6	8	0
August	4	24	0	4	7	0
September	3	16	0	3	1	0
October	2	14	0	2	6	0
November	6	14	0	2	2	0
December	3	2	0	2	2	0
January	1	15	0	7	0	0
February	11	17	0	3	14	0
March	3	11	0	1	20	0
1 st Quarter	4	54	0	9	25	0
2 nd Quarter	12	58	0	13	16	0
3 rd Quarter	11	30	0	6	10	0
4 th Quarter	14	43	0	11	34	0
TOTALS	41	185	0	39	85	0



1.1.5 Operational Area Accidents

	4 th Quarter Accidents Totals 2017/2018	Yearly Accidents Totals 2017/2018	4 th Quarter Accidents Totals 2016/2017	Yearly Accidents Totals to end of 4 th Quarter 2016/2017
Customer Service & Improvement	1	2		2
Leisure	1	4	1	1
Human Resources & Payroll				1
Economic Growth				1
Planning & Environmental Health				
Governance and Monitoring		2	1	1
Finance/ Revenues & Benefits		1		
Property & Estates		1		
Street Scene	9	18	6	20
Housing	3	13	2	12
IT			1	1
Members of the Public (Leisure)	43	185	34	85
TOTAL	57	226	45	124

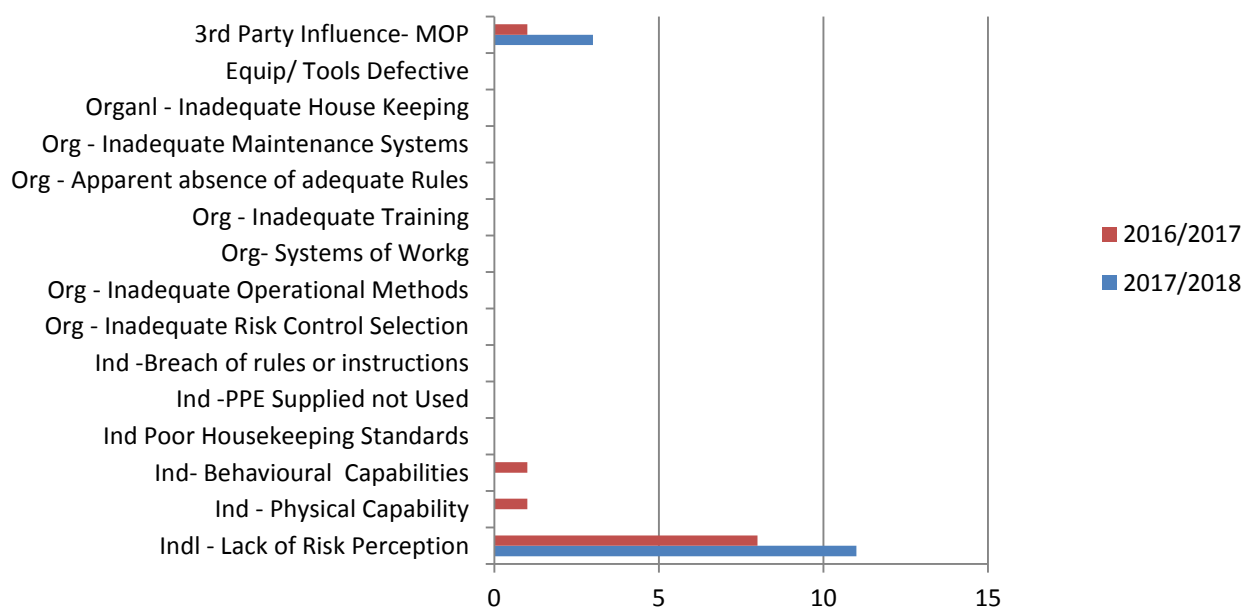
4th Quarter Operational Area Accident Analysis



1.1.6 Incident Root Cause

4th QUARTER EMPLOYEE ROOT CAUSE CATEGORIES	4th Quarter 2017/2018	Yearly Total to end of 4th Quarter 2017/2018	4th Quarter 2016/201 7	Yearly Total to end of 4th Quarter 2016/2017
Ind. - Lack of Risk Perception	11	26	8	23
Ind. - Physical Capability		1	1	2
Ind.- Behavioural Capabilities		4	1	4
Ind. Poor Housekeeping Standards				
Ind. -PPE Supplied not Used				
Ind.- Breach of Rules or Instructions				2
Org - Inadequate Risk Control Selection				
Org - Inadequate Operational Methods		1		2
Org - Systems of Work				1
Org - Inadequate Training				
Org - Absence of adequate Rules				
Org - Inadequate Maintenance Systems		2		2
Org - Inadequate House Keeping		1		
Equipment/ Tools Defective		2		
3rd Party Influence- member of the public	3	4	1	1
TOTAL	14	41	11	39

4th Quarter Root Cause Analysis



1.1.7 Key Issues Identified.

- The main causes of employee accidents in the quarter were:
 - Slip Trips and falls (64.4%)
 - Manual Handling (14.2%)
 - Contact with Hazardous Substances (7.1%)
 - Struck by Moving Objects (7.1%)
 - Other Non-Classified Accidents (7.1%)
- The number of employee accidents recorded in the quarter has risen by 27.2% over the same period last year, however the number on lost time non-RIDDOR Incidents has remained the same. RIDDOR reportable incidents have risen by 200%.
- The number of days lost recorded in the quarter has significantly increased over those recorded for the previous year. In 2016/2017 26 days were recorded whereas in 2017/2018 it was 65 days. The overall yearly total however has dropped by 16 days to 153 days lost.
- The overall number of accidents occurring within the authority in the 4th Quarter has increased by a figure of 26.6%. This rise is mostly due to the fact that the number of 'member of the public recorded accidents has risen from 34 to 43 though it should be noted that Leisure usage figures has increased by 1,200%
- Street Scene (64.4%), Housing (21.4%), Leisure (7.1%) and Customer Services and Improvement (7.1%) are the operational areas recording employee accidents in the quarter.
- The main route cause of employee accidents were Lack of Risk Perception (78.6%) and 3rd party actions (21.4%)

1.2 KEY PERFORMANCE INDICATORS

Accident Incident Rate (AIR)

$$\begin{aligned}\text{AIR} &= \frac{\text{Number of Reportable Accidents over last 12 months} \times 100,000}{\text{Average Number of Permanent Employees for Period}} \\ &= \frac{7 \times 100,000}{475} \\ &= 1473 \text{ (As at 31st March 2018)}\end{aligned}$$

This figure has risen from a figure of 1052 recorded at the end of the 3rd Quarter.

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.

$$= \frac{7 \times 100,000}{37 \times 50 \times 475}$$

$$= \frac{700,000}{878750}$$

$$= 0.80 \text{ (As at 31st March 2018)}$$

This figure has risen from a figure of 0.57 recorded at the end of the 3rd Quarter.

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 – 28th February 2018

$$= (5.29 \times 461) \times 31$$

$$= 75,599 \text{ Hours (As at 31st March 2018)}$$

1.2 EMPLOYEE ACCIDENT RECORDS

Date of Incident	Incident Details	Type of Incident	Other Type of Incident	Incident Severity	Lost Time Days (Actual)	Reportable
26/03/2018	IP injury back whilst manoeuvring roof crawler ladder.	Manual Handling		Lost Time Over 7 Days	21.00	Yes
22/03/2018	IP struck by loose brick dislodged by tenant whilst removing door frame.	Struck by Moving Object		Lost Time Up To 7 Days	4.00	No
21/03/2018	IP trapped fingers whilst moving around office	Other	Trapped fingers	Minor Injury - No Lost Days	0.00	No
28/02/2018	IP slipped on snow whilst collecting wheelie bins during refuse collection duties.	Slip Trip or Fall on Same Level		Lost Time Up To 7 Days	2.00	No

Date of Incident	Incident Details	Type of Incident	Other Type of Incident	Incident Severity	Lost Time Days (Actual)	Reportable
28/02/2018	IP slipped on snow whilst collecting wheelie bins during refuse collection duties.	Slip Trip or Fall on Same Level		Minor Injury - No Lost Days	0.00	No
28/02/2018	IP slipped on snow whilst collecting bulky waste during refuse collection duties.	Slip Trip or Fall on Same Level		Lost Time Over 7 Days	12.00	No
28/02/2018	IP slipped on snow whilst collecting wheelie bins during refuse collection duties.	Slip Trip or Fall on Same Level		Minor Injury - No Lost Days	0.00	Yes
20/02/2018	IP slipped on raised manhole cover whilst undertaking hedge cutting operations	Slip Trip or Fall on Same Level		Minor Injury - No Lost Days	0.00	No
15/02/2018	Whilst manoeuvring freezer as part of bulky waste collection, freezer slipped hit IP foot.	Manual Handling		Minor Injury - No Lost Days	0.00	No
13/02/2018	Whilst moving trade waste bin wooden frame fell and hit IP's foot	Struck by Moving Object		Minor Injury - No Lost Days	0.00	No
08/02/2018	IP stepped on broken slab which gave way causing her to slip and twist her ankle.	Slip Trip or Fall on Same Level		Minor Injury - No Lost Days	0.00	No
07/02/2018	Whilst clearing away play equipment IP slip on dumped food waste.	Slip Trip or Fall on Same Level		Minor Injury - No Lost Days	0.00	No
06/02/2018	Clearing waste from garden shed IP slipped on rotten floor	Slip Trip or Fall on Same Level		Minor Injury - No Lost Days	0.00	No
04/01/2018	Whilst working on vehicle in workshops anti-freeze dipped into IP's eye	Exposure to Hazardous substances		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 Manager	242403

Report Reference –