

Bolsover District Council

Safety Committee

14th February 2018

Accident Statistics Report

Report of the Health and Safety Manager

This report is public

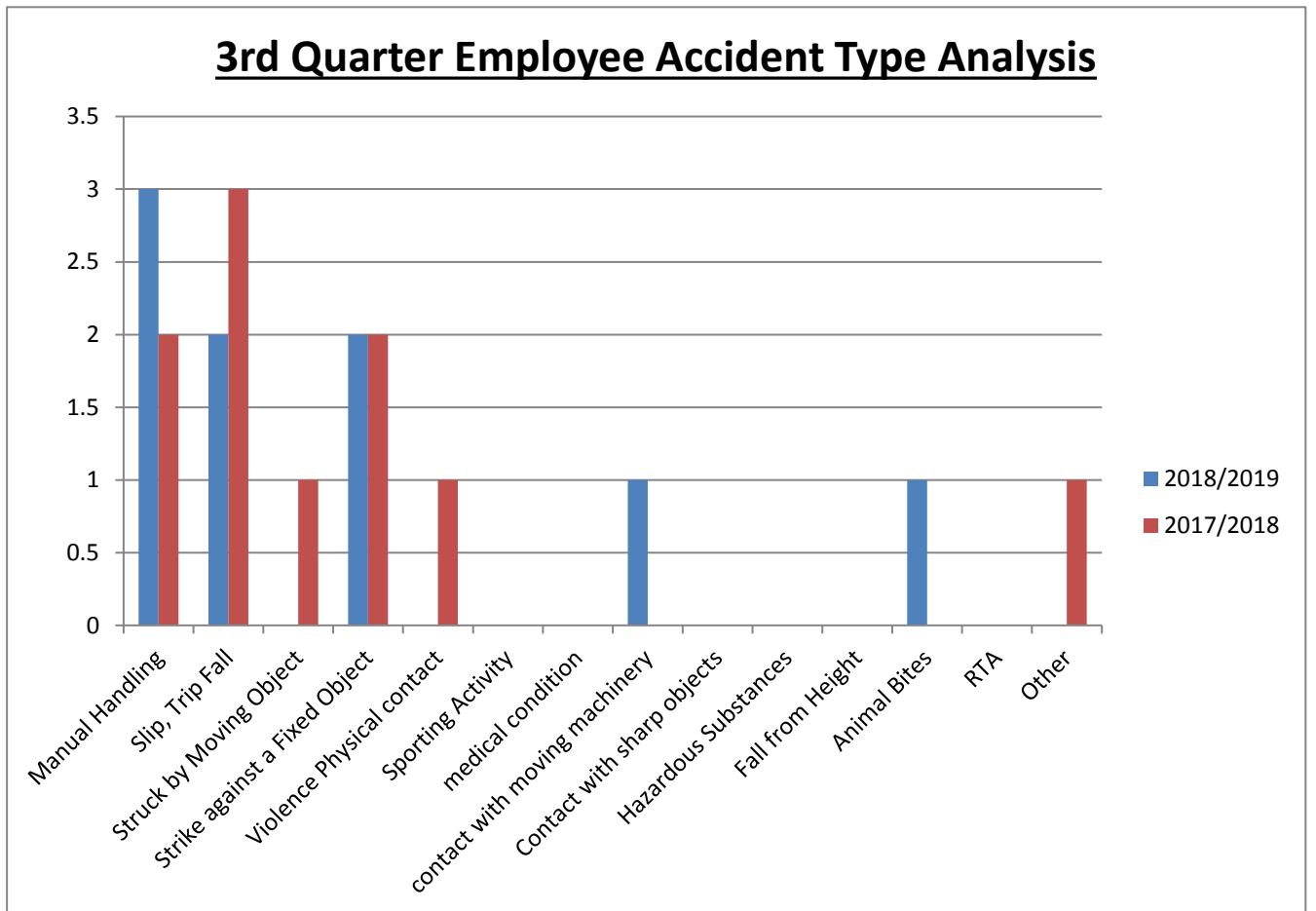
Purpose of the Report

- 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

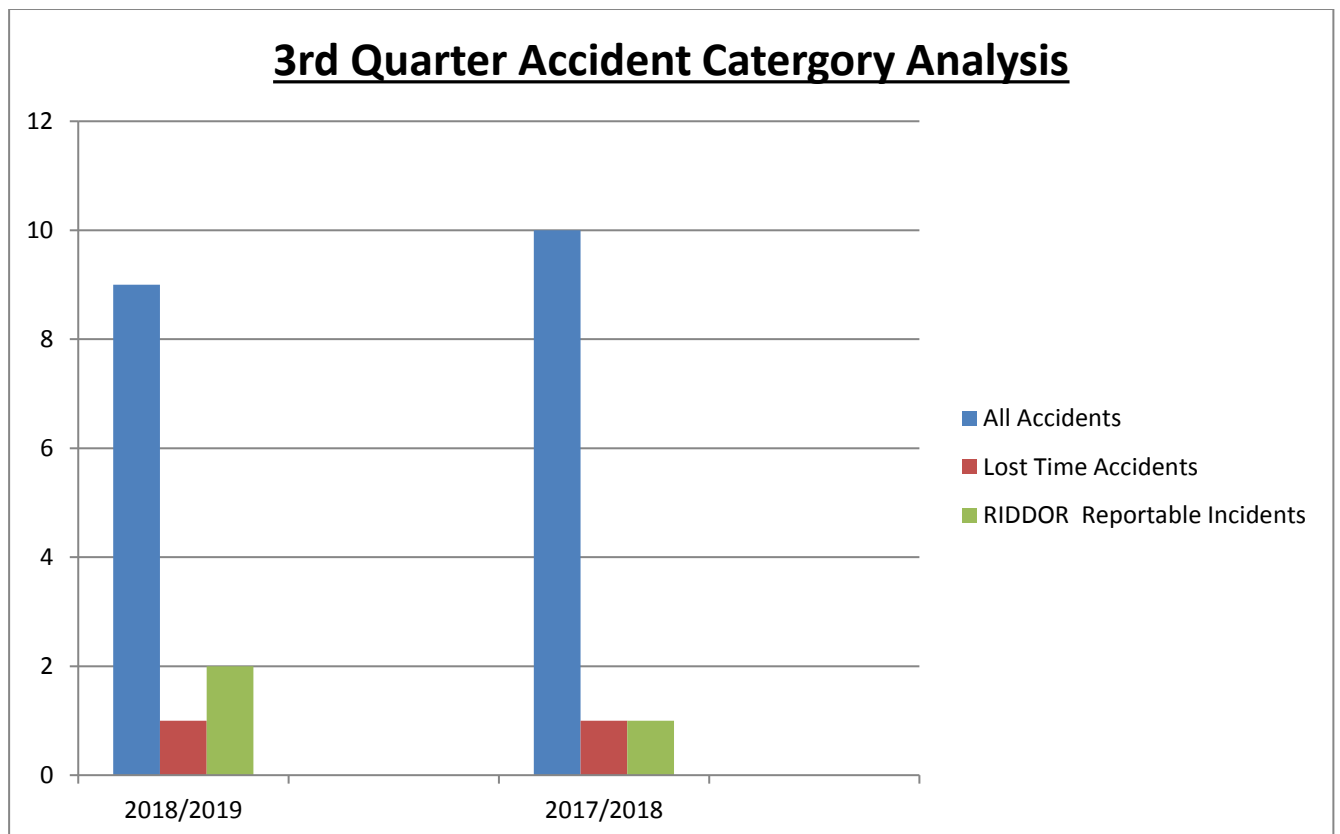
1.1.1 Accident Type

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
2018/2019	3	2	0	2	0	0	0	1	0	0	0	1	0	0	9
2017/2018	2	3	1	2	1	0	0	0	0	0	0	0	0	1	10



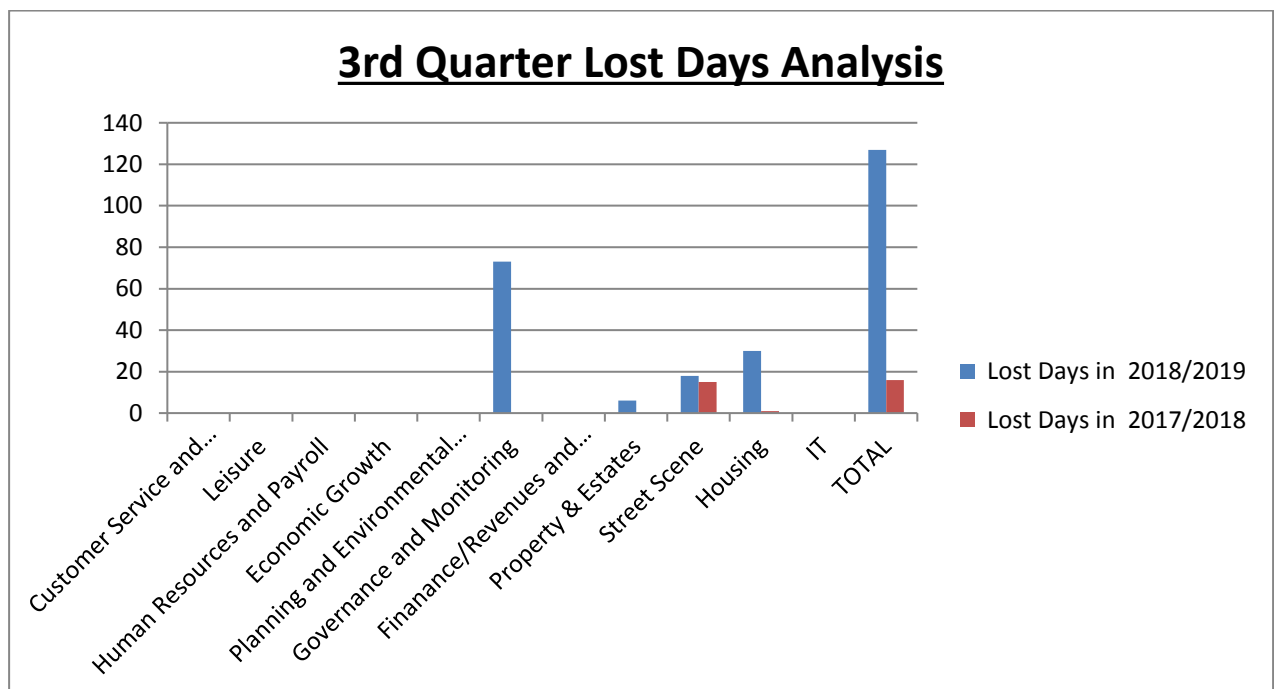
1.1.2 Accident Category Totals

MONTH	Employee Accident Numbers 2018/2019			Employee Accident Numbers 2017/2018		
	All Accidents	Non RIDDOR Lost Time Accidents	RIDDOR Accidents	All Accidents	Non RIDDOR Lost Time Accidents	RIDDOR Accidents
April	1	0	0	2	0	1
May	3	0	0	1	0	0
June	2	1	0	1	0	0
July	3	0	0	5	1	1
August	4	1	1	4	0	1
September	0	0	0	3	1	0
October	4	0	1	2	0	0
November	3	1	0	5	1	1
December	2	0	1	3	0	0
January	0	0	0	1	0	0
February	0	0	0	10	1	2
March	0	0	0	3	1	1
1 st Quarter	6	1	0	4	0	1
2 nd Quarter	7	1	1	12	2	2
3 rd Quarter	9	1	2	10	1	1
4 th Quarter	0	0	0	14	2	3
TOTALS	22	3	3	40	5	7



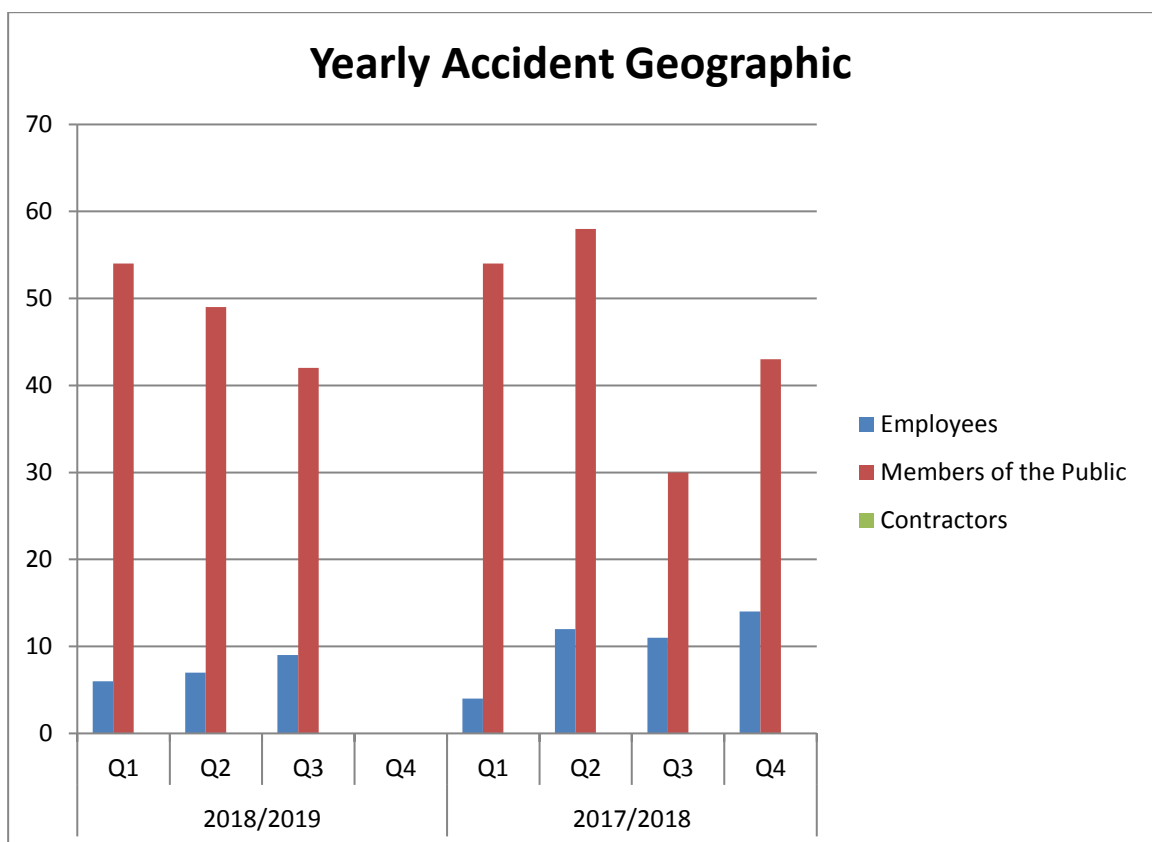
1.1.3 Accident Lost Days

	Lost Days for 3rd Quarter 2018/2019	Total Lost Days to End of 3rd Quarter 2018/2019	Lost Days for 3rd Quarter 2017/2018	Total Lost Days to End of 3rd Quarter 2017/2018
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	73	111	0	0
Finance/Revenues and Benefits	0	0	0	0
Property & Estates	6	6	0	0
Street Scene	18	20	15	67
Housing	30	30	20	20
IT	0	0	0	0
TOTAL	127	167	35	87



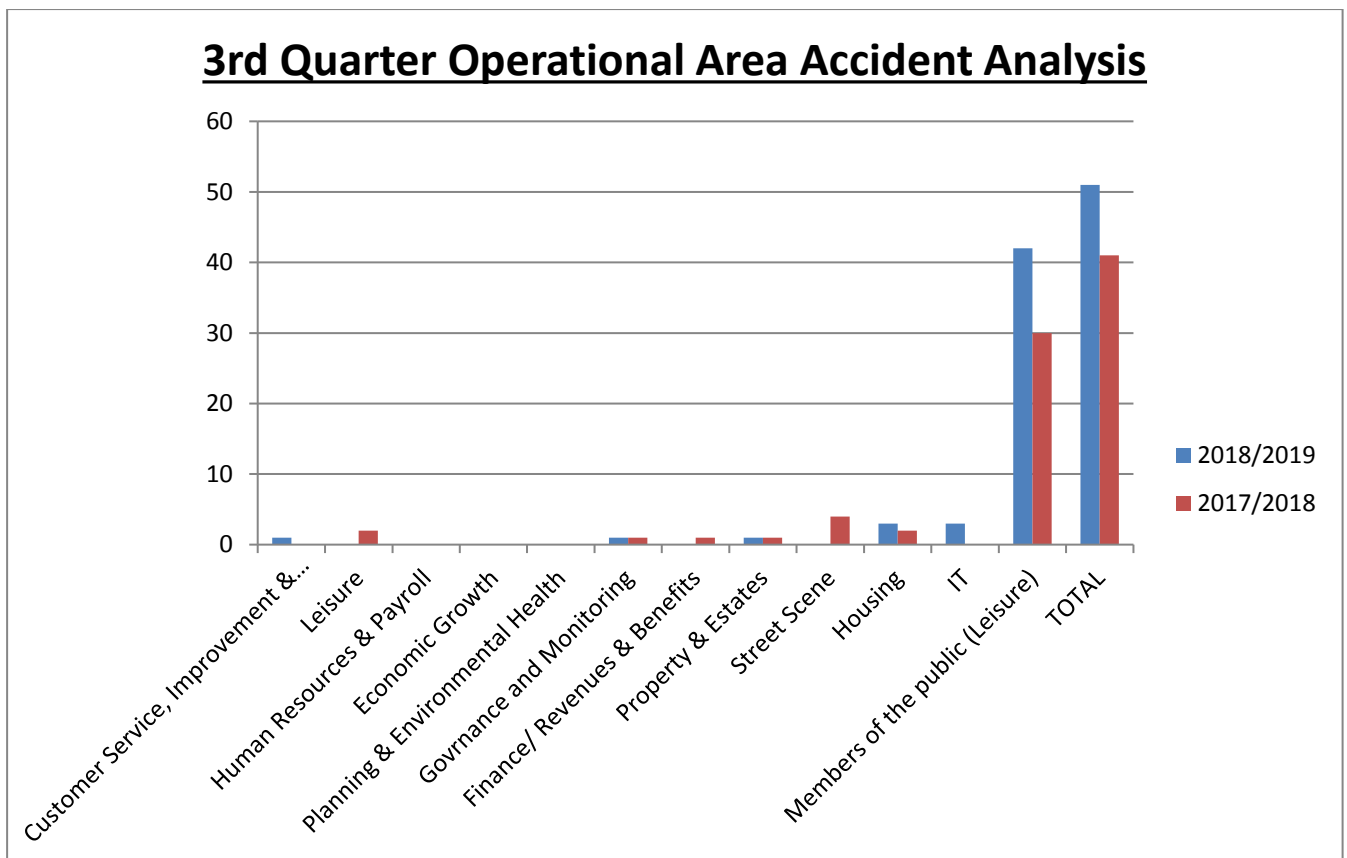
1.1.4 Accident Geographic

MONTH	2018/2019			2017/2018		
	Employees	Members of the Public	Contractor	Employees	Members of the Public	Contractor
April	1	25	0	2	16	0
May	3	15	0	1	24	0
June	2	14	0	1	14	0
July	3	17	0	5	18	0
August	4	19	0	4	24	0
September	0	13	0	3	16	0
October	4	18	0	2	14	0
November	3	14	0	6	14	0
December	2	10	0	3	2	0
January	0	0	0	1	15	0
February	0	0	0	10	17	0
March	0	0	0	3	11	0
1 st Quarter	6	54	0	4	54	0
2 nd Quarter	7	49	0	12	58	0
3 rd Quarter	9	42	0	11	30	0
4 th Quarter	0	0	0	14	43	0
TOTALS	22	145	0	41	185	0



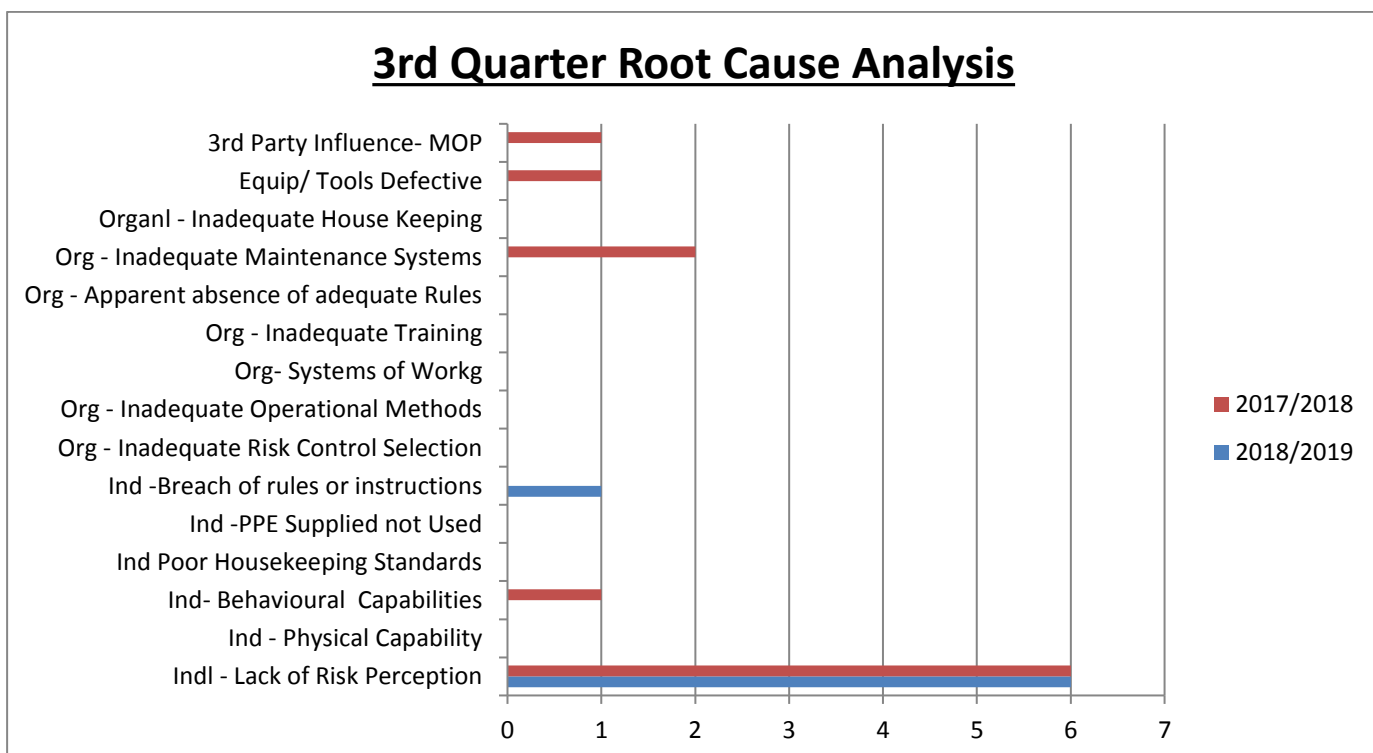
1.1.5 Operational Area Accidents

	3rd Quarter Accidents Totals 2018/2019	Yearly Accidents Totals to end of 3rd Quarter 2018/2019	3rd Quarter Accidents Totals 2017/2018	Yearly Accidents Totals to end of 3rd Quarter 2017/2018
Customer Service & Improvement	1	2		1
Leisure	0	1	1	1
Human Resources & Payroll	0			
Economic Growth	0			
Planning & Environmental Health	0			
Governance and Monitoring	1	2	1	1
Finance/ Revenues & Benefits	0			
Property & Estates	1			
Street Scene	3	10	3	5
Housing	3	5	7	8
IT				
Members of the Public (Leisure)	42	145	58	112
TOTAL	51	165	70	128



1.1.6 Incident Root Cause

3rd QUARTER EMPLOYEE ROOT CAUSE CATEGORIES	3rd Quarter 2018/2019	Yearly Total to end of 3rd Quarter 2018/2019	3rd Quarter 2017/2018	Yearly Total to end of 3rd Quarter 2017/2018
Ind. - Lack of Risk Perception	6	9	6	15
Ind. - Physical Capability		2	0	1
Ind.- Behavioural Capabilities			1	4
Ind. Poor Housekeeping Standards		1		
Ind. -PPE Supplied not Used				
Ind.- Breach of Rules or Instructions	1	1		
Org - Inadequate Risk Control Selection				
Org - Inadequate Operational Methods				1
Org - Systems of Work		1		
Org - Inadequate Training				
Org - Absence of adequate Rules				
Org - Inadequate Maintenance Systems			2	2
Org - Inadequate House Keeping		1		1
Equipment/ Tools Defective	2	3	1	1
3rd Party Influence- member of the public	0	4	1	
TOTAL	9	22	11	25



1.1.7 Key Issues Identified.

- The main causes of employee accidents in the quarter were:
 - Manual Handling (33.4%)
 - Slips, Trips and fall on Same Level (22.2%)
 - Striking Against a Fixed Object (22.2%)
 - Animal Bites (11.1%)
 - Contact with Moving Machinery (11.1%)

Total Number of Employee Accidents – 9

- The number of employee accidents recorded in the quarter has fallen by one from 10 to 9 compared with the same period last year and this is below target figure of 9.5 accidents per Quarter.
- Lost time accidents and RIDDOR reportable incidents have risen by (33%) over the same period last year. There were 2 RIDDOR reportable accidents in this quarter.
- The number of lost days recorded in the quarter has risen from 37 days in 2017/2018 to 127 days in 2018/2019, 73 of these days related to one incident not occurring in this quarter but resultant from an accident at work. (This is based on the RIDDOR calculation of not counting the day of the accident but counting weekends and rest days.)
- The overall number of accidents occurring within the Authority in the 3rd Quarter has decreased by a figure of 27% compared with the same period last year. This reduction is mostly due to the fact that the number of Member of the Public accidents has fallen from 58 to 42.
- Street Scene (33.35%), Housing (33.35%), Governance & Elections (11.1%), Property & Estates (11.1%) and Customer Services (11.1%) are the operational areas recording accidents during the quarter.
- The main root cause of employee accidents was down to lack of risk perception (67%). Risk perception Awareness Training is due for renewal this year but not yet scheduled in.

1.2 KEY PERFORMANCE INDICATORS

Accident Incident Rate (AIR)

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

$$= \frac{6 \times 100,000}{489}$$

$$= 1226 \text{ (As at 31st December 2018)}$$

This figure has risen from a figure of 1022 recorded at the end of the 2nd 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 a base figure) X Average Number of Permanent Employees.

$$= \frac{2 \times 100,000}{37 \times 50 \times 489}$$

$$= \frac{500,000}{904,650}$$

$$= 0.22 \text{ (As at 31st December 2018)}$$

This figure has increased from a figure of 0.11 recorded at the end of the 2nd 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

$$\text{Date of Last Reportable Accident} - 5^{\text{th}} \text{ December 2018}$$

$$= (7.24 \times 470) \times 12$$

$$= 40,833 \text{ Hours (As at 31st December 2018)}$$

(This figure has been skewed by the Christmas closure period)

1.2 EMPLOYEE ACCIDENT RECORDS

Date of Incident	Incident Details	Type of Incident	Incident Severity	Section	Lost Time Days (Actual)	Reportable?
09/10/18	Went to empty green bin with branches stuck up when I took it to the wagon it caught me in the eye	Manual Handling	Minor Injury, No Lost Days	Streetscene	0	No
11/10/18	IP a time served joiner, was using an electric plane and scalloped off some skin to his middle finger on the left hand	Contact with Moving Machinery	Lost Time – Over 7 days	Housing Repairs	30	Yes
11/10/18	IP cut wrist on sharp edge of metal box that has the controls for the glass shutter, which is attached to the front Reception desk	Striking Against Fixed Object	Minor Injury, No Lost Days	Customer Services	0	No
29/10/18	Walked into the raised corner of the Dais in Council Chamber and grazed knee	Striking Against Fixed Object	Minor Injury, No Lost Days	Governance	0	No
07/11/18	Whilst picking up fridge freezer that was flat on the floor, incurred back strain	Manual Handling	Minor Injury, No Lost Days	Streetscene	0	No
16/11/18	IP, one of The Arc cleaners was car sharing and as the rear of the car was exited, IP tripped over the raised kerb adjacent car parking space	Slips, Trips, Falls – same level	Lost Time – Up To 7 days	Property and Estates	6	No
20/11/18	IP was conducting a gas service at the property. There was a dog in the room and it was barking whilst IP was in attendance. As IP turned his back to the dog, it attacked him and bit him on the right calf breaking the skin	Animal Bite	Minor Injury, No Lost Days	Housing Repairs	0	No
05/12/18	Whilst picking up a 3 seater settee, didn't realise it was a recliner. When lifted the bottom opened up and trapped 2 fingers on right hand	Manual Handling	Lost Time – Over 7 days	Streetscene	18	Yes

11/12/18	Lost footing on the ground as dismounted from hop up	Slips, Trips and Falls – same level	Minor Injury, No Lost Days	Housing Repairs	0	No
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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	N/A
Links to Corporate Plan priorities or Policy Framework	N/A

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 –