

## West Suffolk Joint Health and Safety Panel 17 June 2013

### Employee Accidents and Accidents Involving Members of the Public 1 April 2012 to 31 March 2013: Summary

#### 1. Summary and reasons for recommendation

- 1.1 Attached to this report as Appendix A are statistics relating to Employee Accidents and Accidents Involving Members of the Public during the period 1 April 2012 to 31 March 2013 for both Forest Heath District Council and St Edmundsbury Borough Council.
- 1.2 These are submitted for the information of the Panel.

#### 2. Recommendation

- 2.1 The Panel are requested to **NOTE** the summary of Employee Accidents and Accidents Involving Members of the Public for the period 1 April 2012 to 31 March 2013

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### **3. Corporate priorities/Strategic Priorities**

3.1 The recommendation(s) meet the following, as contained within the Corporate Plan:

- (a) Corporate priority: *'working together for an efficient council'*; and
- (b) Strategic priority: *'being an efficient and effective Council'*.

### **4. Key issues**

4.1 Accident /incident reports are completed every time there is an accident or incident at work involving a member of staff, or a member of the public on our premises.

4.2 RIDDOR reports have to be submitted to the Health and Safety Executive (HSE) whenever there is:

- (i) death;
- (ii) a serious injury;
- (iii) amputation;
- (iv) loss of sight, permanent or temporary;
- (v) someone is taken to hospital and is admitted for more than 24 hours;
- (vi) a member of staff is not seriously injured, but spends more than 7 days off work as a result of that injury;
- (vii) illness that resulted from exposure to a biological agent, or its toxins or infected material; and
- (viii) acute illness or loss of consciousness arising from absorption of any substance by inhalation, ingestion or through the skin.

4.3 These incident reports are read by the Health and Safety Manager to identify accident trends, if any, and to put in place measures to mitigate further injury.

### **5. Other options considered**

5.1 N/A

### **6. Community impact**

6.1 **Crime and disorder impact** *(including Section 17 of the Crime and Disorder Act 1998)*

6.1.1 N/A

6.2 **Diversity and equality impact** *(including the findings of the Equality Impact Assessment)*

6.2.1 N/A

6.3 **Sustainability impact** *(including completing a Sustainability Impact Assessment)*

6.3.1 N/A

6.4 **Other impact** *(any other impacts affecting this report)*

6.4.1 N/A

**7. Consultation** *(what consultation has been undertaken, and what were the outcomes?)*

7.1 The accident statistics were discussed at the Joint Health & Safety Group on the 10 May 2013.

**8. Financial and resource implications** *(including asset management implications)*

8.1 N/A

**9. Risk/opportunity assessment** *(potential hazards or opportunities affecting corporate, service or project objectives)*

Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
N/A	High/Medium/Low		High/Medium/Low

**10. Legal and policy implications**

10.1 It is a legal requirement under health and safety legislation to maintain a safe working environment for all staff and users of our facilities. Reporting of injuries under RIDDOR is a requirement of the Health and Safety at Work etc Act 1974. The main purpose of the regulations is to generate reports to the HSE and to Local Authorities (enforcing authorities) alerting those to serious accidents or incidents, so they can be investigated and action taken to prevent reoccurrence.

**11. Ward(s) affected**

11.1 All

**12. Background papers**

12.1 N/A

**13. Documents attached**

13.1 Appendix A – Statistics relating to Employee Accidents and Accidents involving Members of the Public during the year 2012/2013.

## Forest Heath District Council

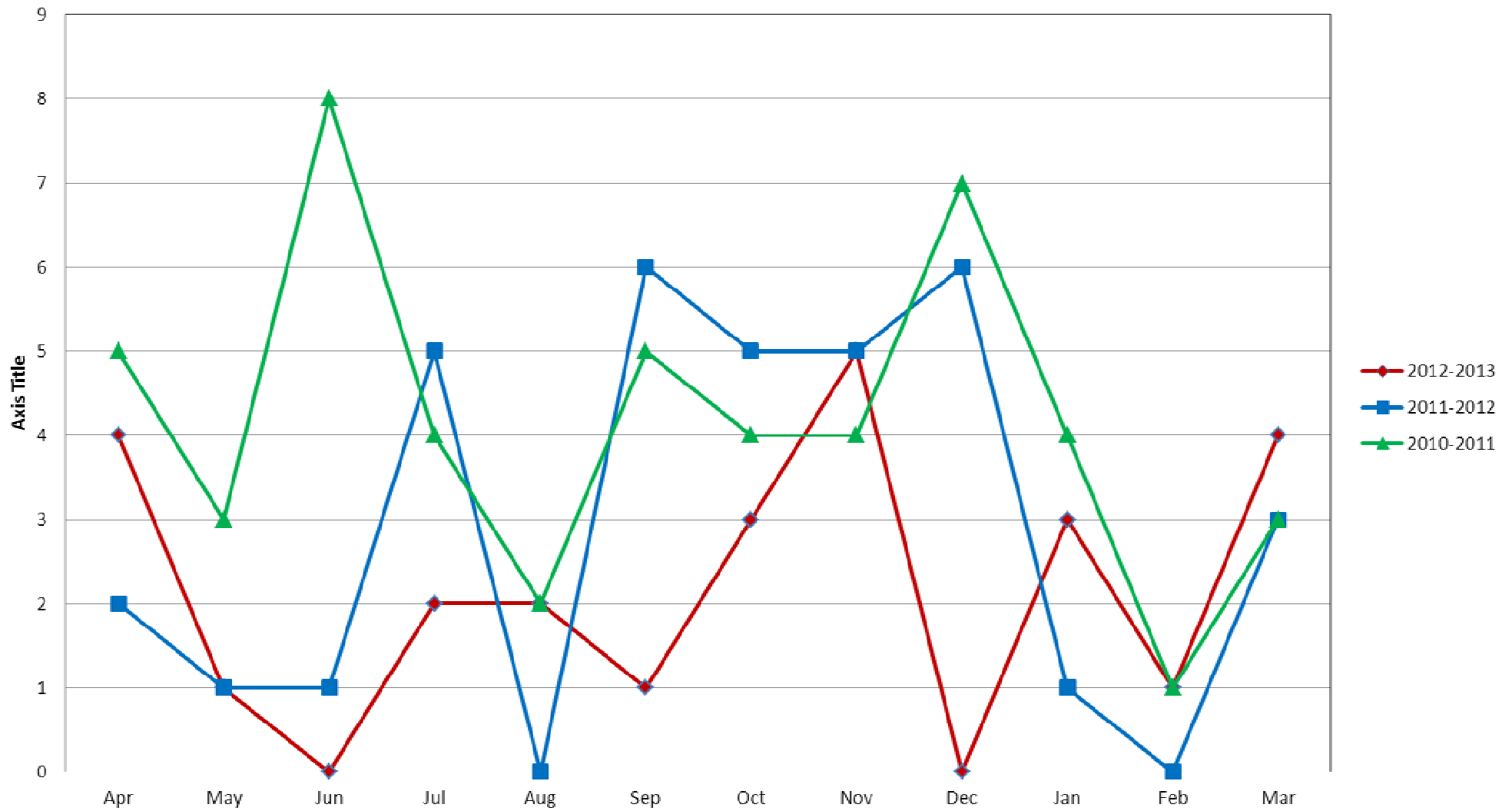
## Summary of EMPLOYEE accidents 2012/2013

	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
Contact with moving machinery													0
Hit by moving object	1			1								1	3
Hit by moving vehicle													0
Hit something fixed or stationary	1												1
Manual Handling								1				1	2
Slipped, Tripped or fell				1			2			2			5
Exposed to a harmful substance													0
Injured by an animal					1								1
Violence at work/ verbal abuse against staff					1			2		1	1	2	7
Another kind of accident						1	1	2					4
Technique													0
Dangerous occurrence													0
Disease													0
Near Miss/ Dangerous Condition	1												1
Road Traffic Accident	1	1											2
Ill health													0
<b>Total accidents</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>5</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>26</b>

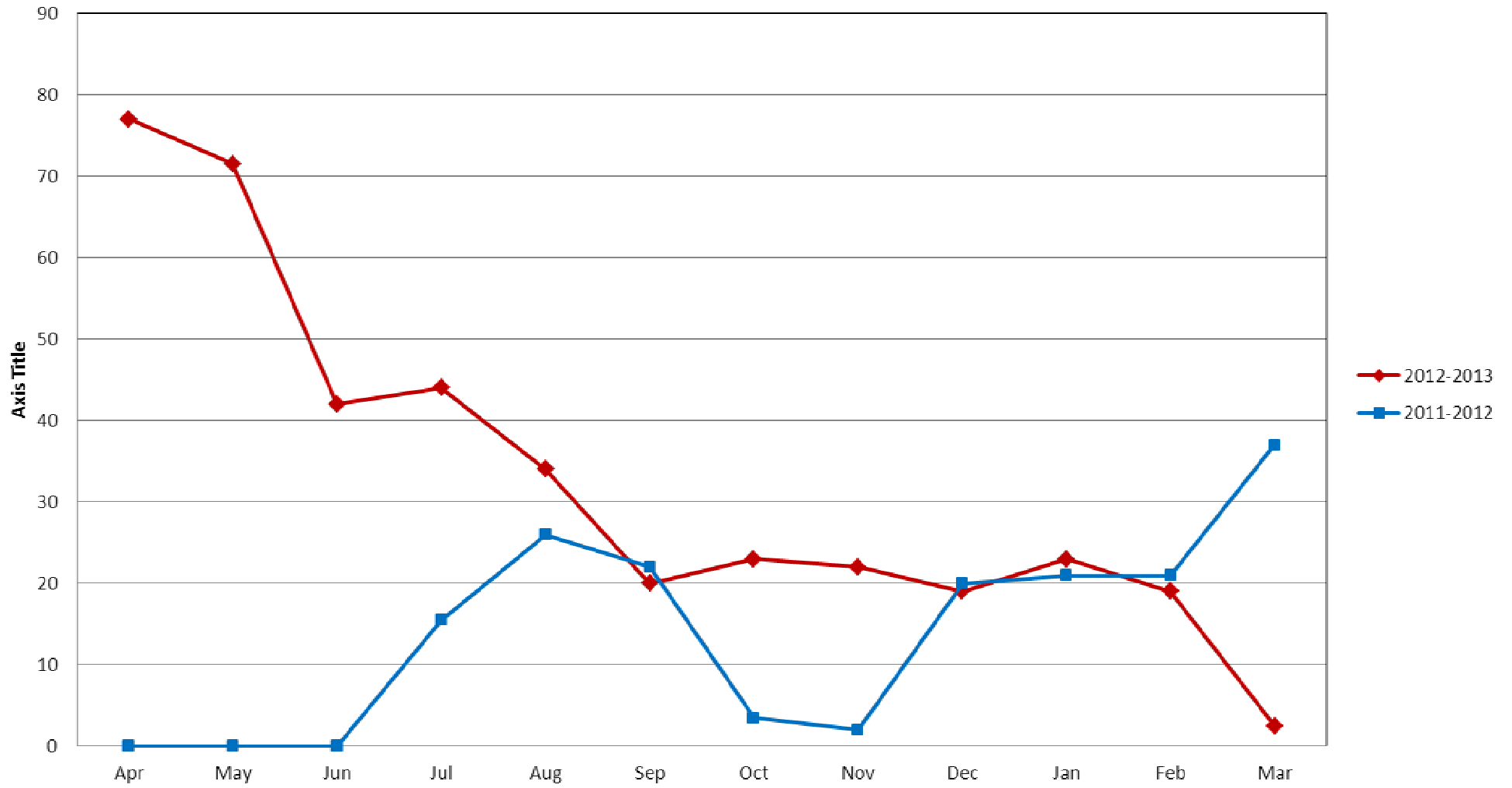
## Total Number of Days Lost for 2012/2013

	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
Contact with moving machinery													0
Hit by moving object												0.5	0.5
Road Traffic Accident		10.5											10.5
Hit by moving vehicle													0
Hit something fixed or stationary													0
Manual Handling												1	1
Slipped, Tripped or fell	42	38	21	22	23	20	23	22	19	23	19	1	273
Other type of accident	35	23	21	22	11								112
<b>Total days</b>	<b>77</b>	<b>71.5</b>	<b>42</b>	<b>44</b>	<b>34</b>	<b>20</b>	<b>23</b>	<b>22</b>	<b>19</b>	<b>23</b>	<b>19</b>	<b>2.5</b>	<b>397</b>

### Forest Heath DC Staff Accidents/Incidents 2010-2013



### Forest Heath DC Staff lost days 2011-2013



## St Edmundsbury Borough Council

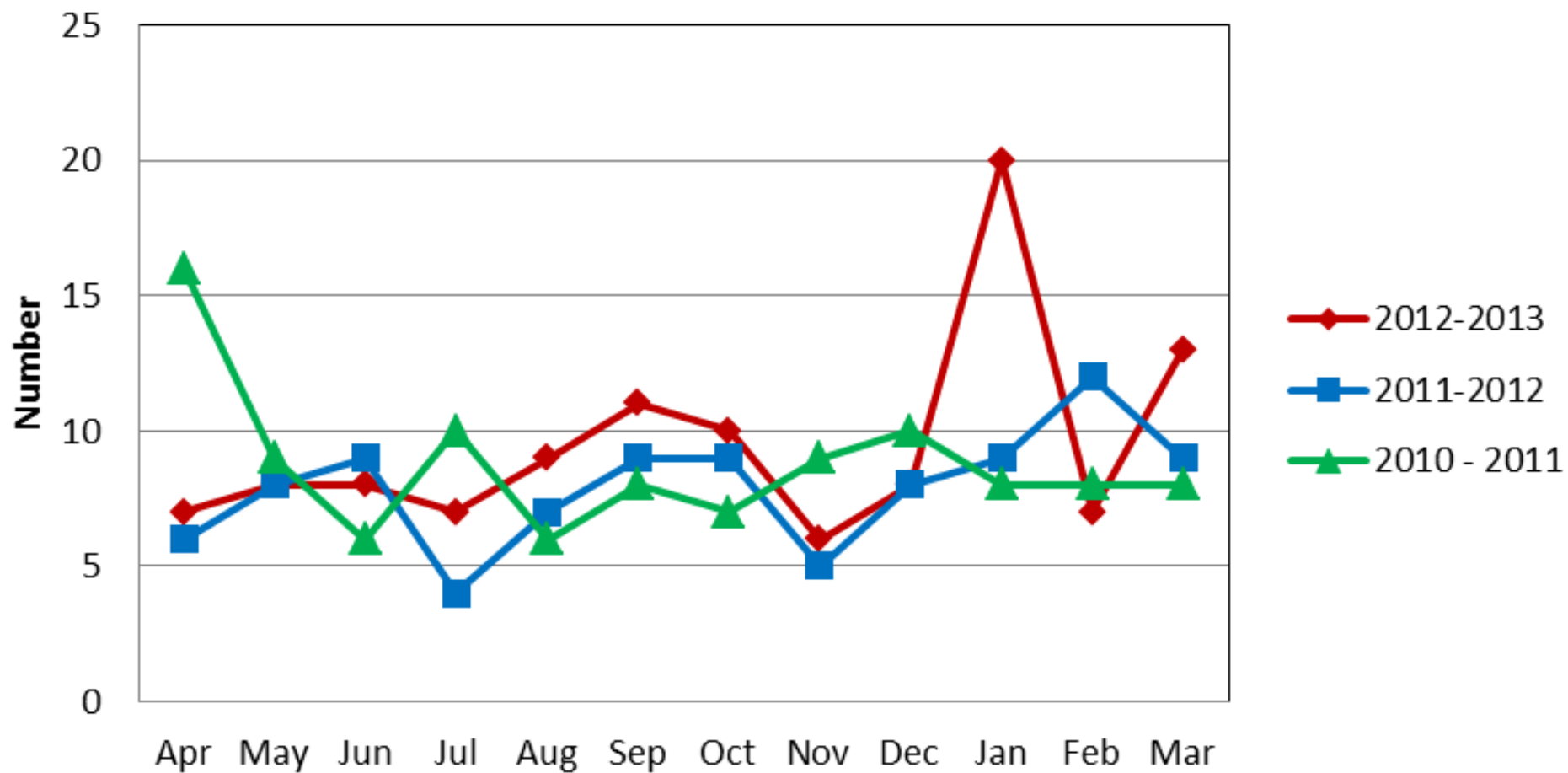
### Summary of EMPLOYEE accidents 2012 - 2013

	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
Contact with moving machinery										1	1		2
Hit by moving object	1		3	1	1		1	1	1	3		1	13
Hit by moving vehicle	1	0			1	1							3
Hit something fixed or stationary		1		1		1		1	1				5
Manual Handling	1			1	2	1	3						8
Slipped, Tripped or fell	2	3	2	2	2	1	1	1	3	9	2	3	31
Exposed to a harmful substance													0
Injured by an animal							1				1		2
Violence at work/ verbal abuse against staff		2	1	4	1	1	3	1			1	4	18
Another kind of accident	3	2	6	2	2	2	1	1	1	2		1	23
Technique													0
Dangerous occurrence													0
Disease													0
Near Miss/ Dangerous Condition									1	1			2
Trapped						2							2
Cut						2		1	1	4	1	4	13
Road Traffic Accident													0
<b>Total accidents</b>	<b>8</b>	<b>8</b>	<b>12</b>	<b>11</b>	<b>9</b>	<b>11</b>	<b>10</b>	<b>6</b>	<b>8</b>	<b>20</b>	<b>6</b>	<b>13</b>	<b>122</b>

### Total Number of Days Lost for 2012 - 2013

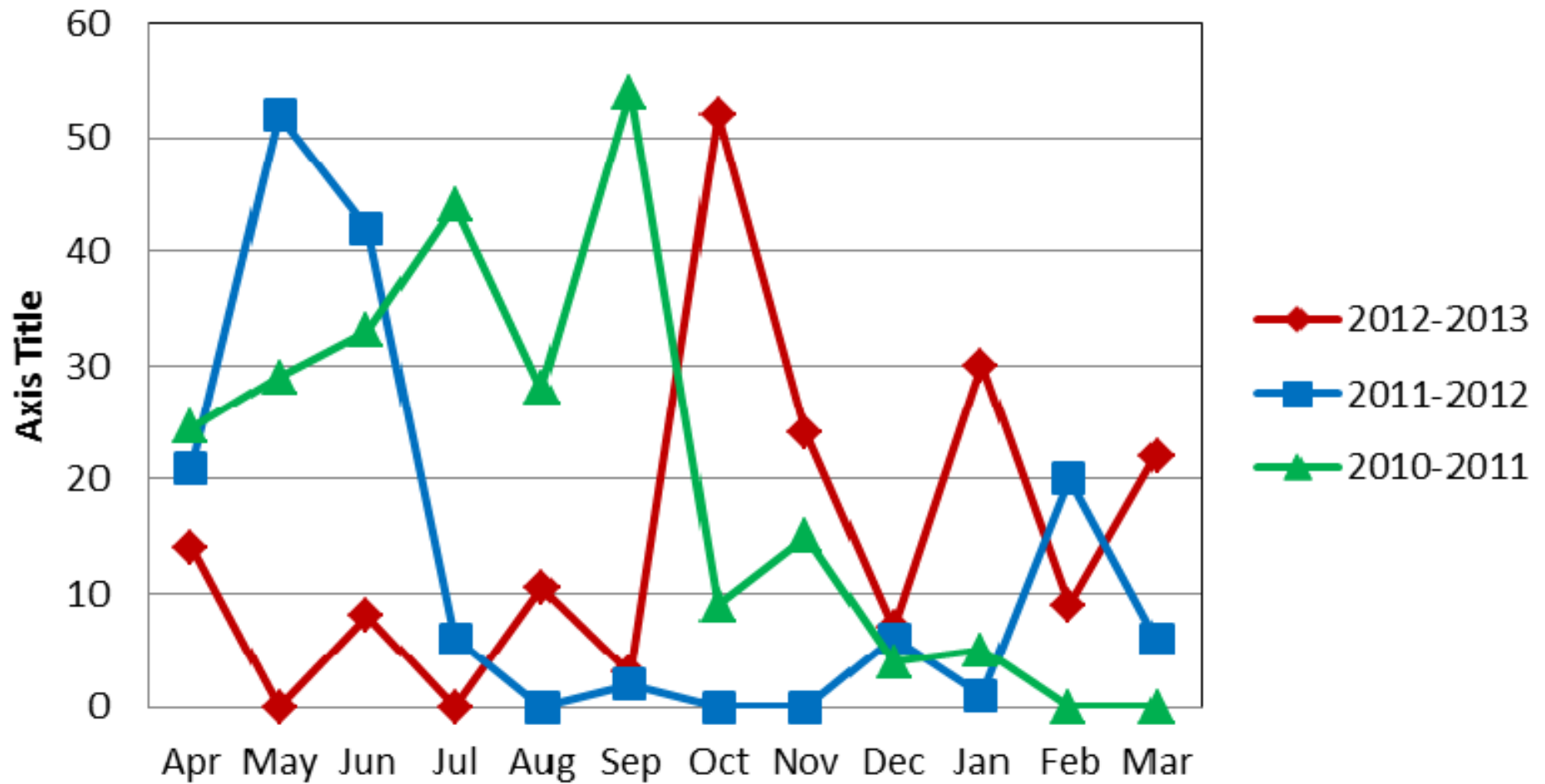
	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
Contact with moving machinery										20	6	22	48
Hit by moving object			8		10.5								18.5
Hit by moving vehicle													0
Hit something fixed or stationary													0
Manual Handling	14					2	21						37
Slipped, Tripped or fell									7	10	3		20
Another kind of accident						1	31	24					56
<b>Total days</b>	<b>14</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>10.5</b>	<b>3</b>	<b>52</b>	<b>24</b>	<b>7</b>	<b>30</b>	<b>9</b>	<b>22</b>	<b>179.5</b>

## St Edmundsbury BC Staff Accidents/ Incidents 2010-2013





# St Edmundsbury BC Staff lost days 2010-2013

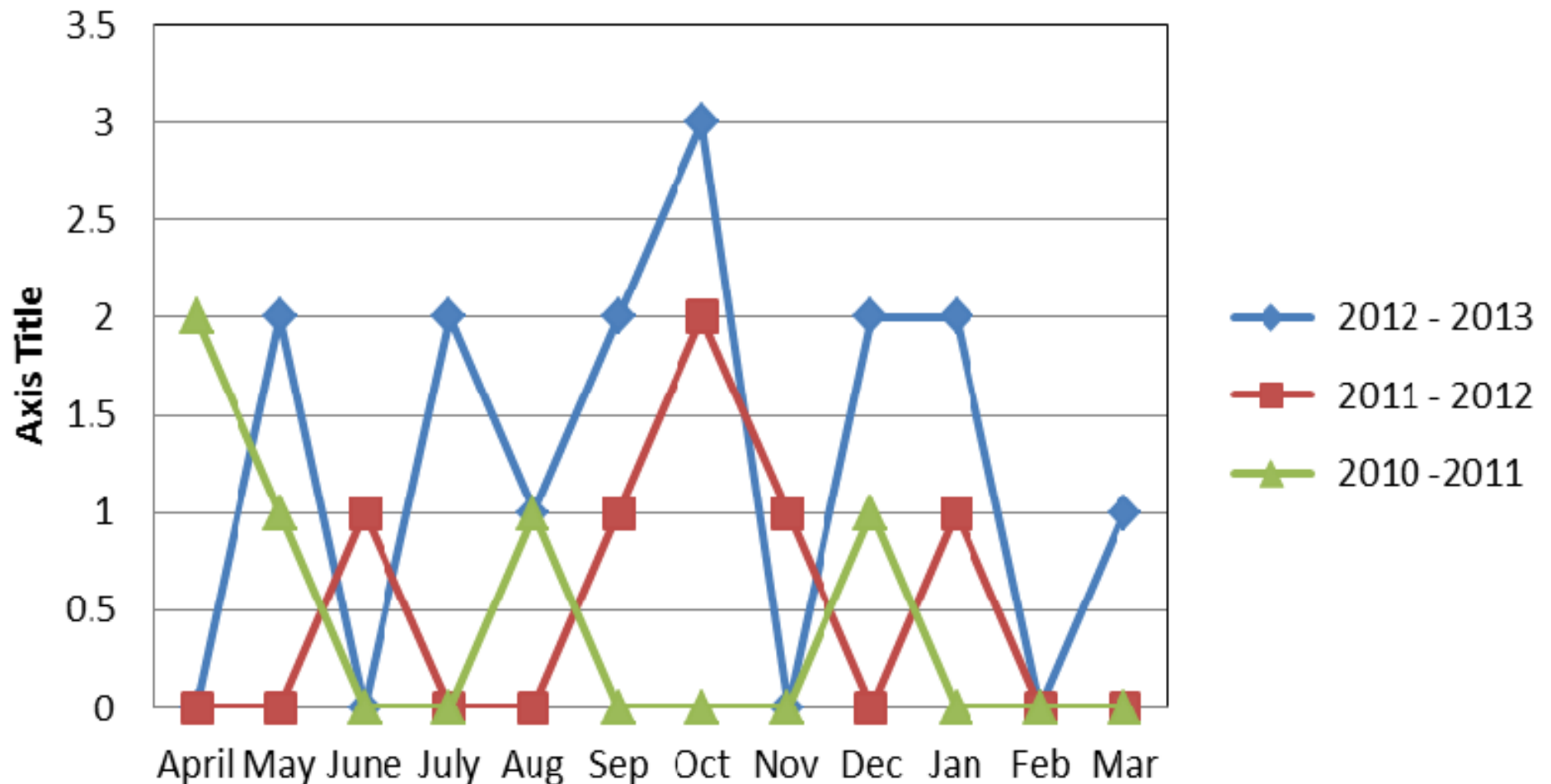


**Forest Heath District Council Public Accidents 2012 - 2013**

<b>LOCATION</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>TOTAL</b>
Newmarket		1											1
FHDC Offices										1			1
Greville Starkey Newmarket													0
Mildenhall Bus station		1			1							1	3
Newmarket Market Place				1									1
Field Road Brandon				1									1
Grosvenor Yard Car park						1							1
Jubilee Centre Mildenhall						1							1
Hethersett Close Newmarket							1						1
Laureate Gardens Newmarket							1						1
Rous Road Car Park NMKT							1						1
Yellow Brick Road NMKT									1				1
The Guineas Car Park									1				1
The Guineas Toilet										1			1
<b>TOTAL</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>15</b>

Hit something fixed or Stationary	0	0	0	0	0	0	1	0	0	0	0	0	1
Children - Non Sporting	0	0	0	0	0	0	0	0	0	0	0	0	0
General Accidents	0	0	0	1	0	0	0	0	0	0	0	0	1
Slips, Trips, Falls, Bumps	0	2	0	1	0	1	2	0	2	1	0	0	9
Sub-Contractor Accidents	0	0	0	0	0	0	0	0	0	0	0	0	0
Dangerous Occurrence	0	0	0	0	0	0	0	0	0	0	0	0	0
Near Miss	0	0	0	0	1	1	0	0	0	0	0	1	3
Ill health	0	0	0	0	0	0	0	0	0	1	0	0	1
<b>TOTAL</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>15</b>

# Forest Heath DC Public Accidents/Incidents 2011-2013



**Public Accidents St Edmundsbury 2012 - 2013**

<b>LOCATION</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>TOTAL</b>
Abbey Gardens		1		3	1	2							7
Abbey Gardens Toilets													0
East Town Park					3								3
Corn Exchange													0
West Stow Country Park			3										3
West Suffolk House							1						1
All Car Parks		1	1		2	2	3	2		2			13
Athenaeum													0
Moyses Hall													0
WSH Car parks													0
Great Churchyard													0
Nowton Park			3	1	1						1	1	7
Chalkstone Centre HH													0
Bury Depot													0
Haverhill Town Centre													0
Parkway											3		3
Bury Town Centre								4					4
The Apex	1	1					1	1	2		1		7
Angel Hill													0
Bus Station					1				1				2
Haverhill Offices													0
Hardwick Heath													0
Street								1					1
<b>TOTAL</b>	<b>1</b>	<b>3</b>	<b>7</b>	<b>4</b>	<b>8</b>	<b>4</b>	<b>5</b>	<b>8</b>	<b>3</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>51</b>
Animal				1	1								2
Children - Non Sporting					3								3
General Accidents			3			1						1	5
Slips, Trips, Falls, Bumps		3	1	3	2	2	4	3	1		3		22
Sub-Contractor Accidents													0
Dangerous Occurrence			3					2		2	1		8
Near Miss					1	1							2
Ill health	1				1		1	3	2		1		9
<b>TOTAL</b>	<b>1</b>	<b>3</b>	<b>7</b>	<b>4</b>	<b>8</b>	<b>4</b>	<b>5</b>	<b>8</b>	<b>3</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>51</b>

# St Edmundsbury BC Public Accidents/Incidents 2010-2013

