



West Suffolk Joint Health and Safety Panel 21 October 2013

Employee Accidents and Accidents Involving Members of the Public 1 April 2013 to 31 July 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 2013 to 31 July 2013 for West Suffolk.
- 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 01 April 2013 to 31 July 2013

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3. Corporate Priorities/Strategic Priorities

- 3.1 The recommendation meets 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 4 September 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. Wards 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 2013.

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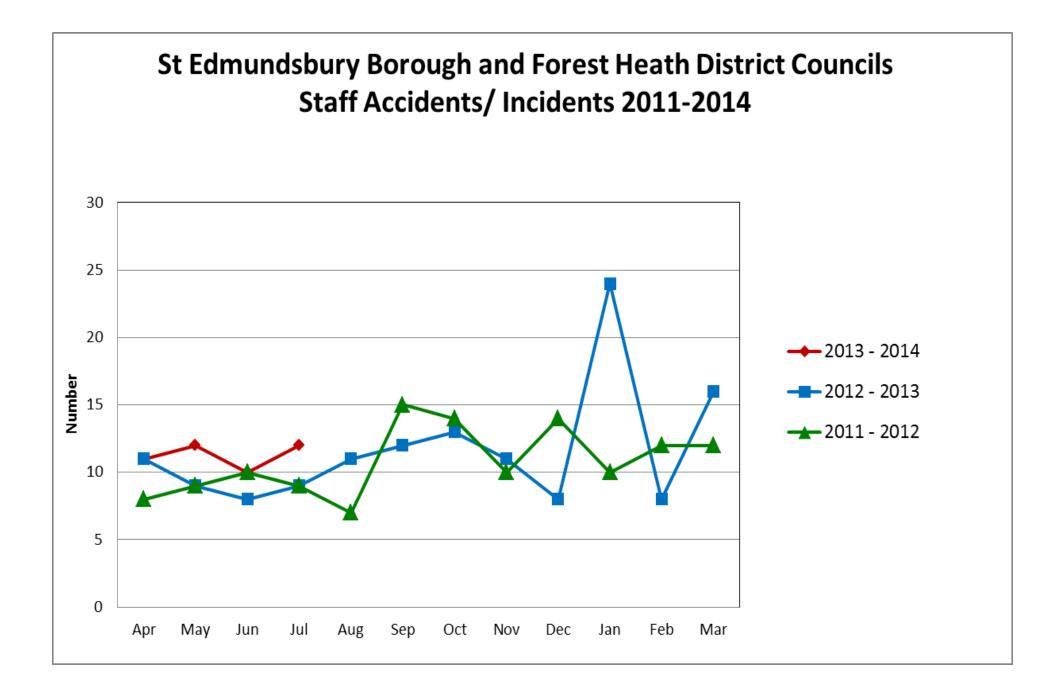
APPENDIX A

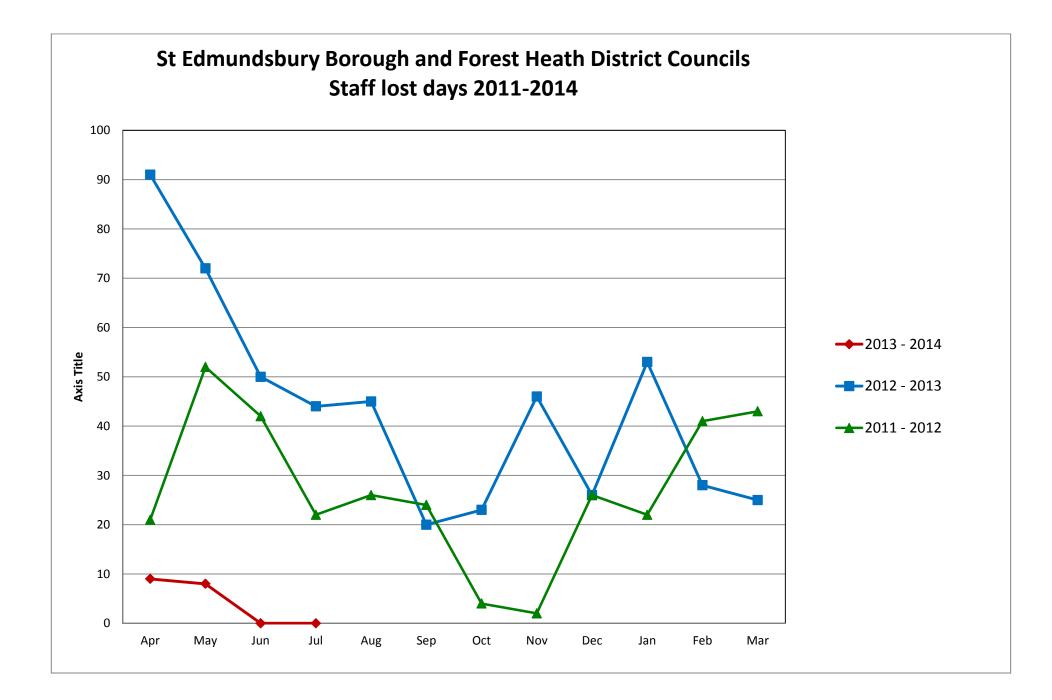
St Edmundsbury Borough and Forest Heath District Councils Employee Accidents and Days Lost - April 2013 to March 2014

	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
Contact with moving machinery	1												1
Hit by moving object		1											1
Hit by moving vehicle			1										1
Hit something fixed or stationary		1	1										2
Manual Handling	4	1	1	1									7
Slipped, Tripped or Fell	1	4	1	2									8
Exposed to a harmful substance													0
Injured by an animal		1											1
Violence at work/ verbal abuse against staff	3	3	2	5									13
Another kind of accident	1	1	1	1									4
Technique													0
Dangerous occurrence			1	1									2
Disease			1										1
Near Miss/ Dangerous Condition													0
Trapped													0
Cut	1		1	2									4
Road Traffic Accident													0
Total accidents	11	12	10	12	0	0	0	0	0	0	0	0	45

Total Number of Days Lost for April 2013 - March 2014

	April	Мау	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
Contact with moving machinery				0									0
Hit by moving object				0									0
Hit by moving vehicle				0									0
Hit something fixed or stationary				0									0
Manual Handling				0									0
Slipped, Tripped or Fell	9	8	0	0									17
Another kind of accident													0
Total days	9	8	0	0	0	0	0	0	0	0	0	0	17





St Edmundsbury Borough and Forest Heath District Councils Public Accidents - April 2013 to March 2014

LOCATION	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
Abbey Gardens	1	1											2
Abbey Gardens Toilets													0
East Town Park													0
Corn Exchange													0
West Stow Country Park		1											1
West Suffolk House			1										1
All Car Parks		1		2									3
Athenaeum													0
Moyses Hall													0
WSH Car parks		1											1
Great Churchyard													0
Nowton Park													0
Chalkstone Centre HH													0
Bury Depot													0
Haverhill Town Centre													0
Parkway	1												1
Bury Town Centre													0
The Apex			1										1
Angel Hill													0
Bus Station				1									1
Haverhill Offices													0
Hardwick Heath													0
FHDC Offices				1									
Street													0
TOTAL	2	4	2	4	0	0	0	0	0	0	0	0	12
Animal													0
Children - Non Sporting	1												1
General Accidents													0
Slips, Trips, Falls, Bumps		2	1	1									4
Sub-Contractor Accidents													0
Dangerous Occurrence								1				1	0
Violence on our premises				1									1
Road Traffic Accident	1	1											
Ill health		1	1	2									4
TOTAL	2	4	2	4	0	0	0	0	0	0	0	0	12

