

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

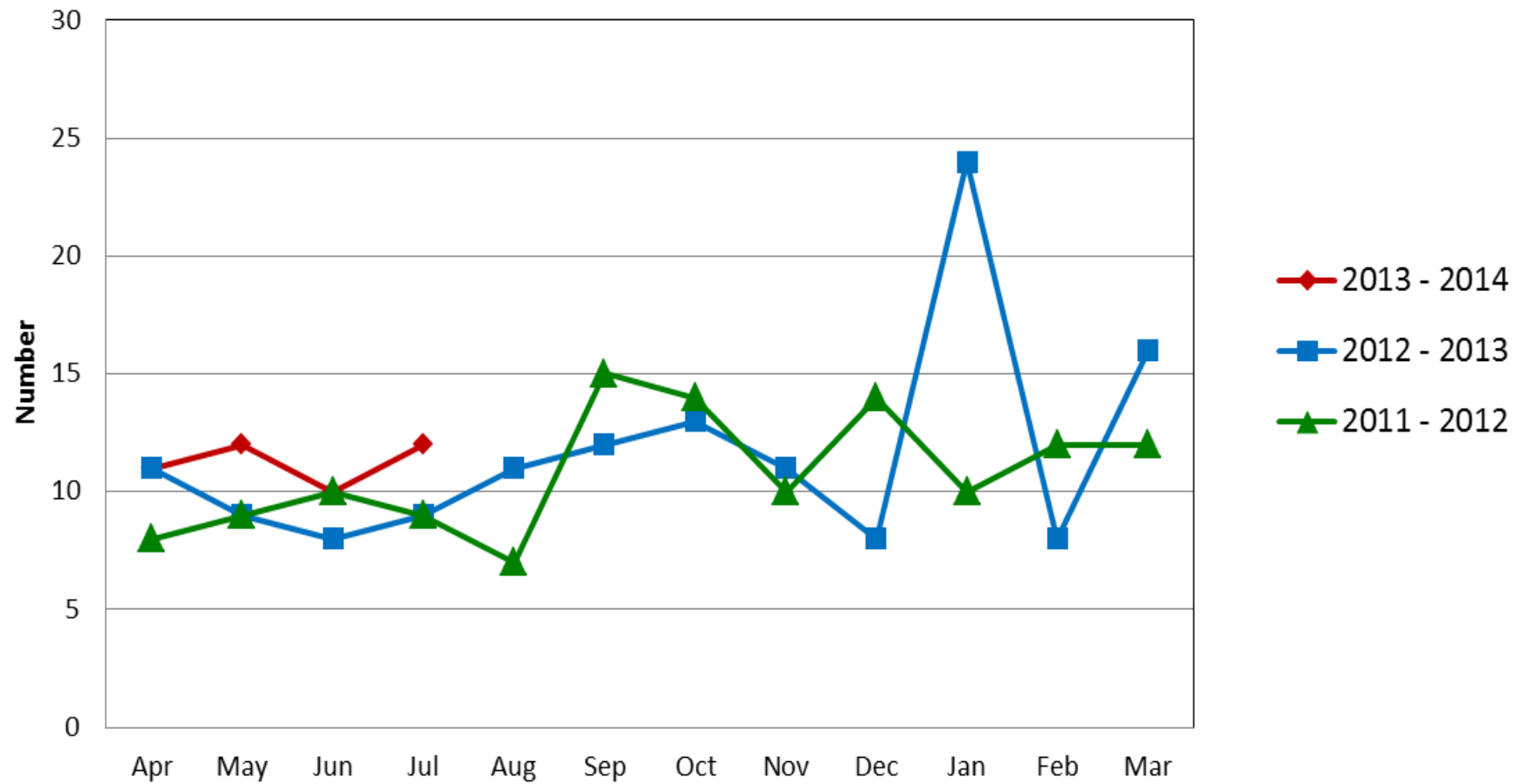
12. Background papers

12.1 N/A

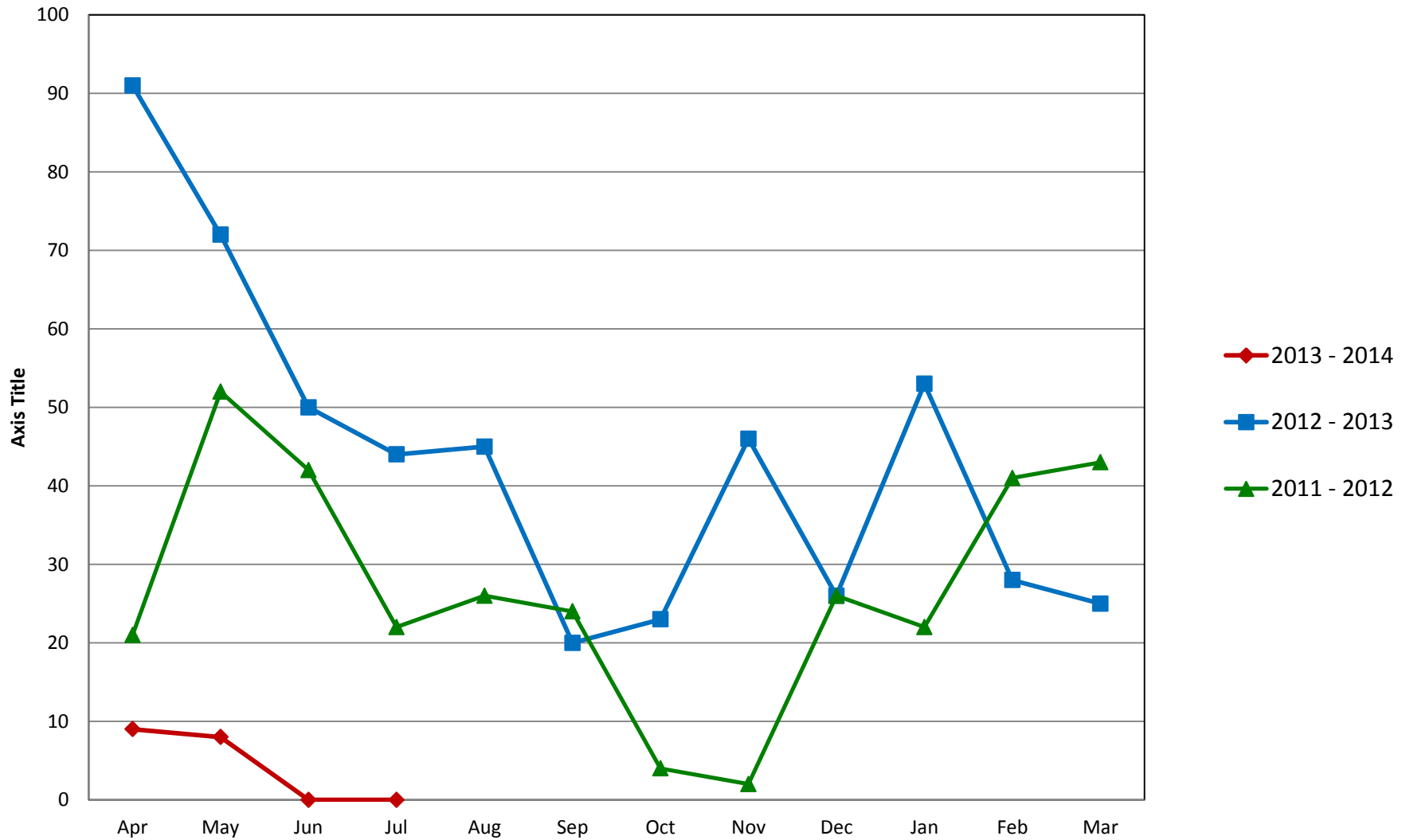
13. Documents attached

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

St Edmundsbury Borough and Forest Heath District Councils Staff Accidents/ Incidents 2011-2014



St Edmundsbury Borough and Forest Heath District Councils Staff lost days 2011-2014



St Edmundsbury Borough and Forest Heath District Councils Public Accidents/Incidents 2010-2014

