



## **CORPORATE HEALTH AND SAFETY COMMITTEE – 16TH NOVEMBER 2020**

**SUBJECT: ACCIDENT STATISTICS REPORT FOR JANUARY - SEPTEMBER 2020**

**REPORT BY: CORPORATE DIRECTOR – EDUCATION AND CORPORATE SERVICES**

### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to inform Members, Management and Trade Union Safety Representatives of the numbers and types of work related accidents/incidents that occurred during the period of January to September 2020 (inclusive).

### **2. SUMMARY**

- 2.1 The following report provides accident statistics for January to September 2020 (inclusive). Accident statistics are produced for each quarter and presented to the members of the Health and Safety Committee for information.

### **3. RECOMMENDATIONS**

- 3.1 That the Committee note the contents of the report.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To keep the Committee up to date on any health and issues that may be relevant or may require further consideration.

## 5. THE REPORT

5.1.1 The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 require accidents which arise as a result of, or in connection with, work to be categorised as follows and reported to the Health and Safety Executive (HSE):

- Fatal accidents
- 'Specified injury' (formerly referred to as a 'major injury'), including a fracture, other than to fingers, thumbs and toes; amputation of an arm, hand, finger, thumb, leg, foot or toe; permanent loss or reduction of sight; crush injuries leading to internal organ damage; serious burns (covering more than 10% of the body, or damaging the eyes, respiratory system or other vital organs); scalpings (separation of skin from the head) which require hospital treatment; unconsciousness caused by head injury or asphyxia; and any other injury arising from working in an enclosed space, which leads to hypothermia, heat-induced illness or requires resuscitation or admittance to hospital for more than 24 hours.
- Accidents which cause an employee to be away from work or unable to perform their normal work duties for more than seven consecutive days (not counting the day of the accident).
- Work-related accidents involving members of the public or people who are not at work (including pupils) if the injured person is taken from the scene of the accident directly to hospital for treatment to that injury.

5.1.2 The term 'non reportable' accident or incident, refers to any accident or incident that is not included in point 5.1 and therefore is not reportable to the Health and Safety Executive. Most of these accidents result in minor injuries. Accidents in this classification are reported to the Health and Safety Division only if they affect:

- Employees while they are at work.
- Pupils, clients and members of the public who are injured as a result of work activity while they are on Council premises or using the facilities.
- Any persons who are injured as a result of any work activity carried out by or on behalf of the Authority

5.1.3 Appendix 1 provides details on all of the accidents for the Authority that were reported to the Health and Safety Division between January – March 2020. Appendix 2 provides details for the period April to June 2020. Appendix 3 provides details for the period July to September 2020. These are categorised by accident type and by type of incident, e.g. non-reportable, over seven days' lost time or restricted duties, and 'specified' (formerly referred to as a 'major') injury, and 'near-miss'. For comparison, tables for the same periods during 2018 and 2019 are also provided as Appendices 7-12.

5.1.4 Appendix 4 details the RIDDOR-reportable accidents per directorate between January – March 2020, and details those accidents that occurred to members of the public that were reported. Appendix 5 provides details for the period April to June 2020, and Appendix 6 for the period July to September 2020. For comparison, tables for the same periods during 2018 and 2018 are also provided as Appendices 13-18.

5.1.5 There were three RIDDOR-reportable accidents in the period January to March 2020, two during the period April to June 2020, and none for the period July to September in the Communities Directorate.

- 5.1.6 There was one RIDDOR-reportable accident in the period January to March 2020, none during the period April to June 2020, and one during the period July to September 2020 in the Social Services and Housing Directorate.
- 5.1.7 There was one RIDDOR-reportable accident in the period January to March 2020, none during the period April to June 2020, and one during the period July to September 2020 in the Education and Corporate Services Directorate.
- 5.1.8 For the purposes of reporting, staff who are working for the Authority via an agency are treated as employees. It should also be noted that when making comparisons with earlier years' reports there has been a change in the management structure within the Authority, with certain service areas now falling under different Directorates.
- 5.1.9 The Committee may wish to note that only one RIDDOR-reportable incident during the period January – September 2020 was due to a 'specified injury.'

## **5.2 Conclusion**

- 5.2.1 Near-miss reporting remains low. The corporate Accident/Incident Reporting and Investigation Policy has been reviewed, and includes new arrangements for reporting near miss incidents to improve reporting rates.
- 5.2.2 RIDDOR-reportable incidents remain consistently low. This is encouraging and demonstrates the positive benefits of interventions of Health and Safety Officers regarding audits of workplaces and work activities, and the provision of health and safety related training.
- 5.2.3 The updated Accident/Reporting and Investigation Policy will need to be supported by a poster campaign, policy briefing sessions and a team talk for Managers to deliver as part of their team meetings. It is anticipated that increasing managers and employees understanding of the policy and its application will result in a better appreciation of the importance of reporting both accidents and near-misses. However, the covid-19 pandemic has significantly changed and increased workloads making this not possible to progress. Additionally, with staff increasingly working from home, new innovations such as video briefings may be necessary.

## **6. ASSUMPTIONS**

- 6.1 No assumptions have been made regarding the information contained in this report.

## **7. LINKS TO RELEVANT COUNCIL POLICIES**

- 7.1 The report links to the Corporate Health and Safety Policy and Accident/Incident Reporting and Investigation Policy.

## **7.2 Corporate Plan 2018-2023.**

### **7.2.1 The report content contributes towards or impacts the Corporate Well-being Objectives:**

Objective 1 - Improve education opportunities for all. Through using accident/incident statistics to affording Health and Safety training opportunities both for our employees and for others across the borough which will support with developing skills and improving employability.

Objective 2 - Enabling employment. Through collating and reviewing accident statistics and using the information to assist with ensuring that CCBC employees and others affected by our work activities are kept safe and healthy and able to remain in employment.

Objective 5 - Creating a county borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015. Through ensuring that information on work related ill-health is recorded and reviewed thereby ensuring that the health risks associated with work are assessed, controlled and managed and ensuring that Health and Safety policies and practises support good health and well-being.

Objective 6 - Support citizens to remain independent and improve their well-being. Through ensuring that our health and safety policies and practises are promote good health and well-being.

## **8. WELL-BEING OF FUTURE GENERATIONS**

### **8.1.1 This report contributes to the Well-being Goals as set out in the Well-being of Future Generations (Wales) Act:-**

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales

### **8.1.2 It is also consistent with the five ways of working as defined within the sustainable development principle in the Act in that we will review accident statistics and will use then when we seek to consider the long-term impact of occupational health and safety policies and practices, prevent any ongoing issues and ensure that occupational health and safety is integrated into good management. We will also ensure there is effective collaboration and involvement as required in order to meet our legal occupational health and safety objectives in line with the act. This will assist in safeguarding the health and safety of our employees, residents, service users and visitors and ensure that the Council as a public body and social landlord meets its regulatory duties and corporate objectives.**

## **9. EQUALITIES IMPLICATIONS**

### **9.1 There are no equalities implications within this report**

## **10. FINANCIAL IMPLICATIONS**

10.1 There are no financial implications within this report.

## **11. PERSONNEL IMPLICATIONS**

11.1 There are no personnel implications within this report

## **12. CONSULTATIONS**

12.1 All comments from consultees have been included in the report.

## **13. STATUTORY POWER**

13.1 The Health and Safety at Work etc. Act 1974 and the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

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### **Appendices:**

Appendix 1 All accidents by Type for the Authority between January – March 2020  
Appendix 2 All accidents by Type for the Authority between April – June 2020  
Appendix 3 All accidents by Type for the Authority between July - September 2020  
Appendix 4 RIDDOR reportable accidents by Type and Directorate between January -  
March 2020  
Appendix 5 RIDDOR reportable accidents by Type and Directorate between April - June  
2020  
Appendix 6 RIDDOR reportable accidents by Type and Directorate between July -  
September 2020  
Appendix 7 All accidents by Type for the Authority between January – March 2018  
Appendix 8 All accidents by Type for the Authority between April – June 2018  
Appendix 9 All accidents by Type for the Authority between July - September 2018  
Appendix 10 All accidents by Type for the Authority between January – March 2019  
Appendix 11 All accidents by Type for the Authority between April – June 2019  
Appendix 12 All accidents by Type for the Authority between July - September 2019  
Appendix 13 RIDDOR reportable accidents by Type and Directorate between January -  
March 2018  
Appendix 14 RIDDOR reportable accidents by Type and Directorate between April - June  
2018

- Appendix 15 RIDDOR reportable accidents by Type and Directorate between July - September 2018
- Appendix 16 RIDDOR reportable accidents by Type and Directorate between January - March 2019
- Appendix 17 RIDDOR reportable accidents by Type and Directorate between April - June 2019
- Appendix 18 RIDDOR reportable accidents by Type and Directorate between July - September 2019