



## **CORPORATE HEALTH AND SAFETY COMMITTEE – 15TH NOVEMBER 2021**

**SUBJECT: ACCIDENT STATISTICS REPORT FOR APRIL 2021 -  
SEPTEMBER 2021**

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

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

- 1.1 The purpose of this report is to inform the Committee of the numbers and types of work-related accidents/incidents that occurred during the period of April 2021 – September 2021 (inclusive).

### **2. SUMMARY**

- 2.1 The following report provides accident statistics for April 2021 – September 2021 (inclusive).

Accident statistics are produced for each quarter and presented to the members of the Health and Safety Committee for information. The appendices are graphs illustrating these statistics, and include for the previous 2 years for comparison.

### **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):

- All deaths to workers and non-workers, with the exception of suicides,
- 'Specified injury' - including a fracture, other than to fingers, thumbs and toes; amputations; any injury likely to lead to permanent loss or reduction of sight; any crush injury to the head or torso causing damage to the brain or internal organs; serious burns (including scalding) covering more than 10% of the body, or causing significant damage to eyes, respiratory system or other vital organs); scalpings (separation of skin from the head) requiring hospital treatment; loss of consciousness caused by head injury or asphyxia; and any other injury arising from working in an enclosed space which leads to hypothermia or 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) as a result of their injury.
- 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.
- Dangerous occurrences are specified near-miss events that do not cause injury or ill health but had potential to do so as defined in RIDDOR, such as failure of collapse of lifting equipment or accidental release of a hazardous substance.

5.1.2 The term 'minor injury' refers to any accident or incident causing injury that is not included in point 5.1.1 and therefore is not reportable to the Health and Safety Executive. Accidents in this classification need only be reported to the Health and Safety Division 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 The term 'near miss' refers to any significant work-related incident reported that caused no injury but had potential to cause at least one person to be injured or put at risk of ill-health as a consequence of the incident, but not meeting the legal definition in RIDDOR of a 'dangerous occurrence.'

5.1.4 Appendix 1 provides details on all of the accidents for the Authority that were reported to the Health and Safety Division between July to September 2021  
Appendix 2 provides details for the period April – June 2021  
Appendix 3 provides details for the period January – March 2021;  
Appendix 4 provides details for the period October – December 2020  
These are categorised by accident or incident type, ie reasons as set out in points 5.1.1, 5.1.2 and 5.1.3,.

5.1.5 For comparison, tables for the same quarter periods during 2019 and 2020 are provided as Appendices 9-14.

5.1.6 Appendix 5 shows the RIDDOR-reportable accidents per directorate between July to September 2021 and the injury causation;  
Appendix 6 provides details for the period April to June 2021  
Appendix 7 provides details for the period January – March 2021;  
Appendix 8 provides details for the period October – December 2020

For comparison, tables for the same periods during 2019 and 2020 are provided as Appendices 15-20.

- 5.1.7 There were no RIDDOR-reportable accidents in the period April - June 2021, but one during the period July - September 2021, in the Communities Directorate.
- 5.1.8 There was two RIDDOR-reportable accidents in the April - June 2021, and four during the period July - September 2021 in the Social Services and Housing Directorate. In addition, one 'near-miss' incident was recorded.
- 5.1.9 There was no RIDDOR-reportable accidents in the period April - September 2021 in the Education and Corporate Services Directorate. However, one 'near-miss' incident was recorded.
- 5.1.10 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.
- 5.1.11 All RIDDOR-reportable incidents reported since April have related to over-7-day injuries.
- 5.1.12 There has been no follow up action from the HSE with regard to any of the above RIDDOR-reportable accidents. There were no common themes or linked accidents in a particular service area.
- 5.1.13 There have been no RIDDOR-reportable diseases or dangerous occurrences throughout 2021.

## **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 requires supporting by a poster campaign and policy briefing sessions and a team talk for Managers to deliver as part of their team meetings. Work is ongoing to develop an online training video to support this. 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. The covid-19 pandemic has significantly changed priorities leading to a delay in progressing. Due to staff working from home and social distancing new solutions such as video briefings are being considered.

## **6. ASSUMPTIONS**

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

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 This report is for information only and so an Integrated Impact Assessment is not required

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no financial implications.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no personnel implications

## **10. CONSULTATIONS**

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

## **11. STATUTORY POWER**

11.1 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 July - September 2021  
Appendix 2 All accidents by Type for the Authority between April – June 2021  
Appendix 3 All accidents by Type for the Authority between January – March 2021  
Appendix 4 All accidents by Type for the Authority between October - December 2021  
Appendix 5 RIDDOR reportable accidents by Type and Directorate between July - September 2021  
Appendix 6 RIDDOR reportable accidents by Type and Directorate between April – June 2021

- Appendix 7 RIDDOR reportable accidents by Type and Directorate between January – March 2021
- Appendix 8 RIDDOR reportable accidents by Type and Directorate between October - December 2020
- Appendix 9 All accidents by Type for the Authority between July - September 2020
- Appendix 10 All accidents by Type for the Authority between April – June 2020
- Appendix 11 All accidents by Type for the Authority between January – March 2020
- Appendix 12 All accidents by Type for the Authority between October - December 2019
- Appendix 13 All accidents by Type for the Authority between July - September 2019
- Appendix 14 All accidents by Type for the Authority between April – June 2019
- Appendix 15 RIDDOR reportable accidents by Type and Directorate between July– September 2020
- Appendix 16 RIDDOR reportable accidents by Type and Directorate between April – June 2020
- Appendix 17 RIDDOR reportable accidents by Type and Directorate between January – March 2020
- Appendix 18 RIDDOR reportable accidents by Type and Directorate between October - December 2019
- Appendix 19 RIDDOR reportable accidents by Type and Directorate between July - September 2019
- Appendix 20 RIDDOR reportable accidents by Type and Directorate between April – June 2019