

Health and Safety Executive Board Paper		HSE/07/114	
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## HEALTH AND SAFETY EXECUTIVE

The HSE Board

### Health & safety - Monthly incident and absence statistics - November 2007

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#### Issue

1. Monthly health and safety statistics for HSE

#### Timing

2. For review at the meeting.

#### Recommendation

3. That the Board notes the strong possibility that HSE will miss the target for sickness absence set for 2007/08. Individual Board members are asked to take any action appropriate in their own areas of responsibility.

#### Argument

4. Annex 1 contains details of incidents up to 19<sup>th</sup> October 2007. Progress against targets is satisfactory. It still seems likely that HSE will meet its targets for numbers of incidents in the 4 categories being monitored. Further research by HRD indicates that the rate of incidents causing injury has fallen considerably whereas the rate of ill health has not fallen by so much.
5. Annex 2 gives details of sickness absence performance. Comments on specific issues of are found underneath the relevant chart. Overall there is a strong indication that we will fail to meet our annual target for sickness absence levels. There is an opportunity to discuss sickness absence during deliberations about the 2<sup>nd</sup> quarter balanced scorecard.

## Annex 1 – Update on health & safety incident numbers

**Table 1 - Incidents in HSE since the start of 2007/08**

Category	Actual number reported since 1/4/06	Number required to exceed target	Target for 2007/08
All incidents causing injury	41	76	<137
All work related ill health	41	56	<101
DSE ill health	21	23	<41
Slips/trips causing injury	11	19	<35

Two near misses reported this month related to obstructions that would have led to a slip/trip accident and one concerned property damage after a road traffic accident. One near miss related to an unsafe action by one of HSE's porters which has been addressed locally.

The low numbers of incidents continue. Last month the Board requested that HR investigated. Following the investigation some problems with data entry were identified. These have been resolved and the figures in this month's report amended.

The way to compensate for fluctuations in staff levels is to use incidents rates rather than whole numbers. The raw data in Table 1 above is converted into rates in the table below.

**Table 2 - Comparison in incident rates for 2007/08**

Category	Equivalent rate for 2007/08 targets (per 1,000 staff <sup>1</sup> )	Current actual annualised rate of accidents (per 1,000 staff)
All incidents causing injury	36	21
All work related injury	26	21
DSE ill health	11	11
Slip/trips causing injury	9	6

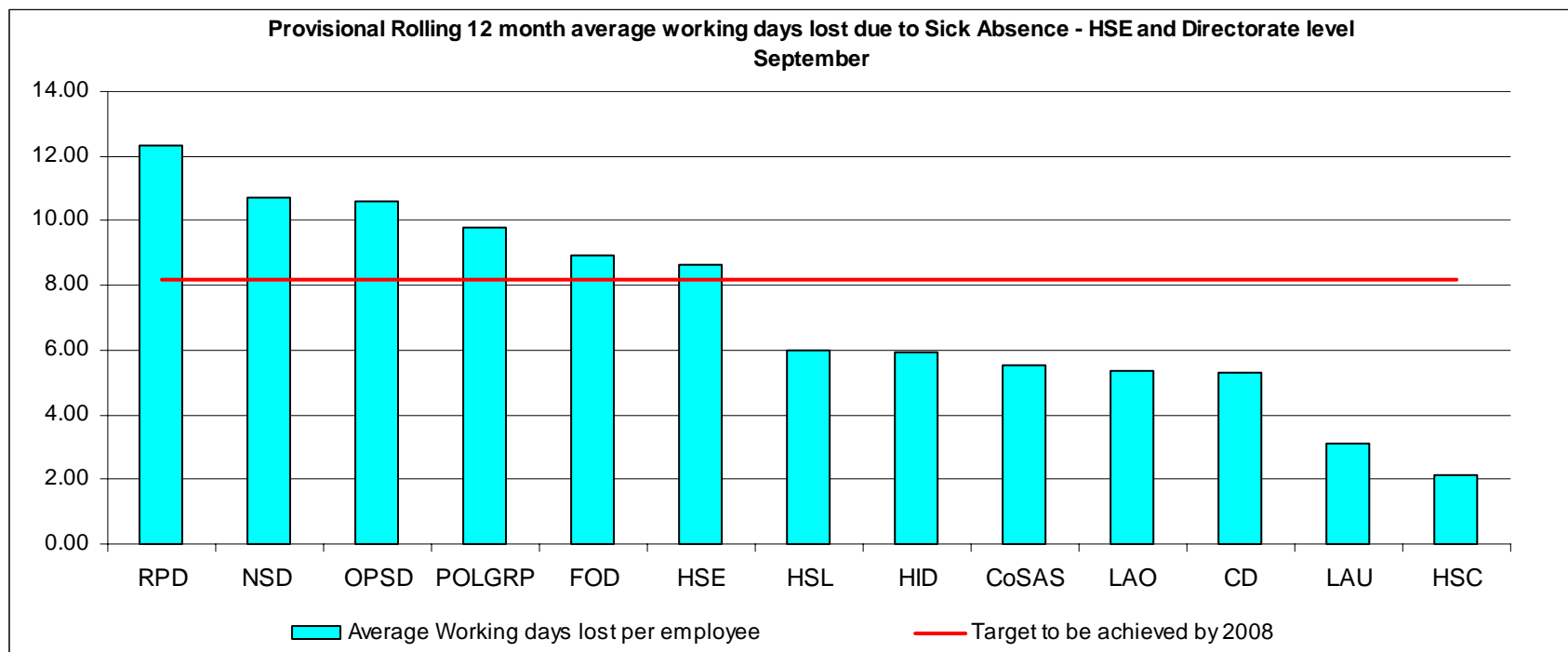
The incident rate information shows that for DSE cases we are actually at the target rate. The rate of ill health cases is not far below the target rate. In contrast the actual rates of incidents are much lower than the target rates.

Looking at the rates gives a more complete picture of health & safety performance in HSE. It appears that so far this year the rate of accidents causing injuries is down considerable whereas the rate of ill health is closer to the target level.

<sup>1</sup> Incident categories include non-HSE staff. It is difficult to calculate how many non-HSE staff work on HSE premises. For the purpose of this comparison HSE staff in post whole time equivalent is used to calculate rates

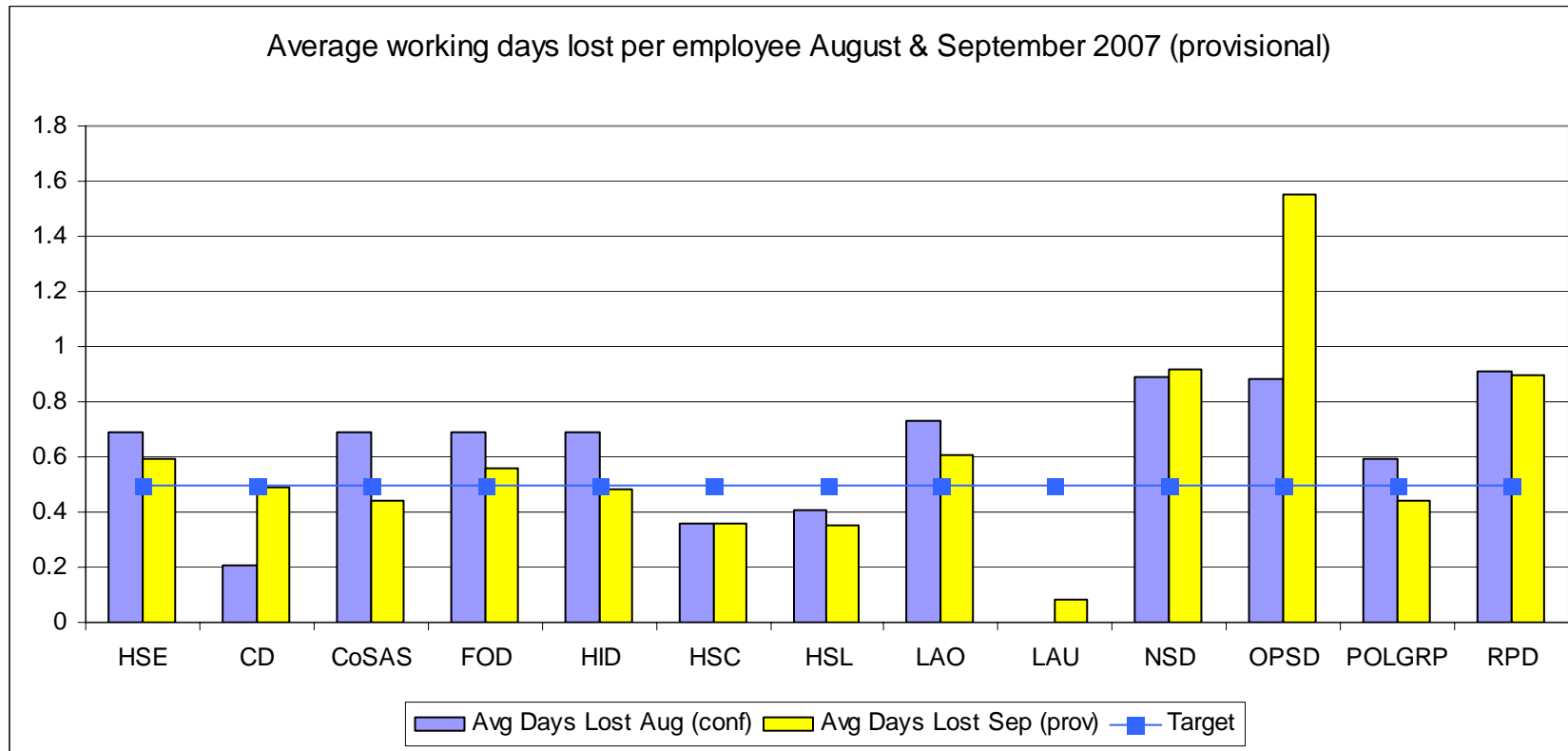
Annex 2 – Sickness absence report up to September 2007 (final month provisional as late reporting affects this slightly)

Graph 1



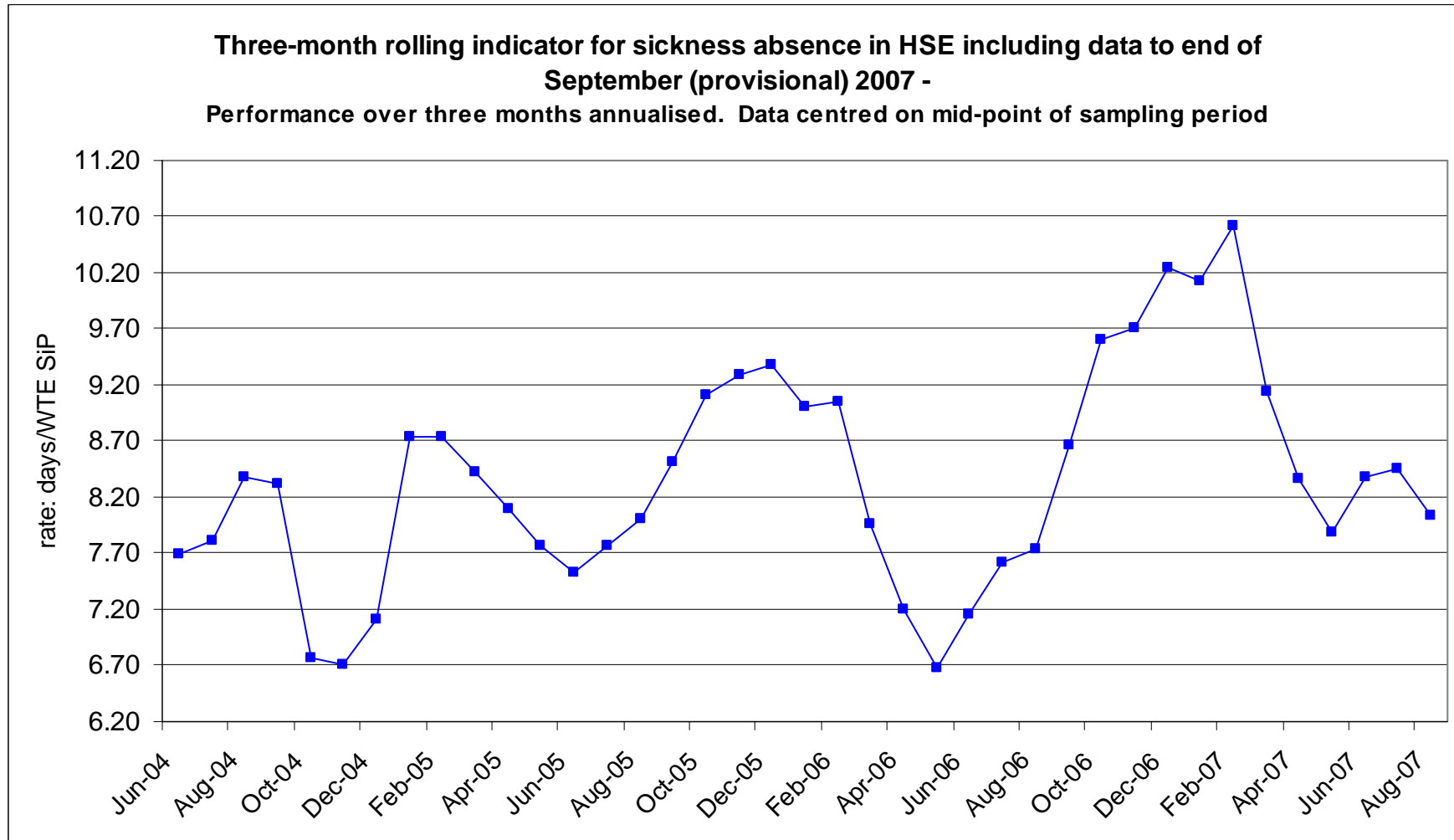
Commentary: This graph illustrates an historical 12-month rolling total average working days lost per employee, at Directorate level. The HSE overall level for the previous 12 months is above the target level for the end of the year. There has been no great movement on this chart compared to last month with Directorates likely to miss or hit the target remaining the same.  
 Source data: e-hr data extracted 24 October 2007

Graph 2



Commentary: For the second month running there was a fall in the average working days lost per month for HSE. This is possibly because for the second month running the rates fell for FOD, RPD & Policy Group  
 Source data: e-hr data extracted 24 October 2007

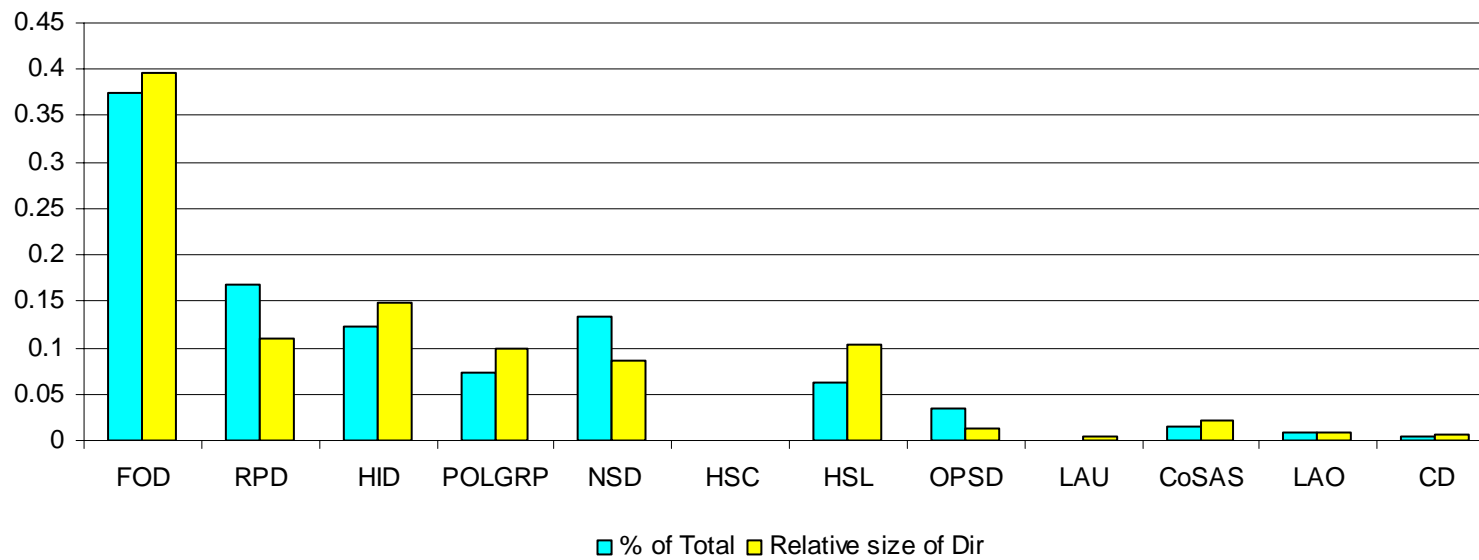
Graph 3



Commentary: There was a fall in the three month rate. This is unusual as in the previous two years the rate has started to rise in September. However the rate is still above what it was this time last year.  
Source data: e-hr data extracted 24 October 2007

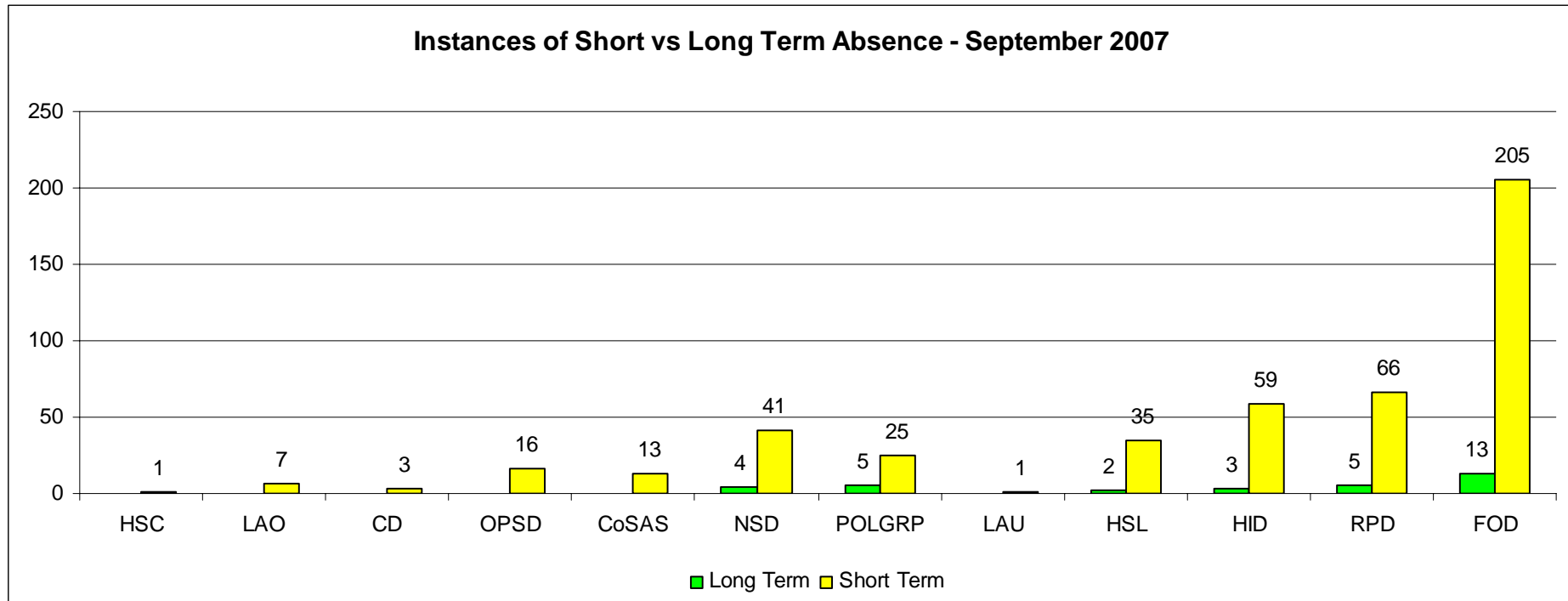
Graph 4

### Comparison of relative size of Directorate vs ownership of days lost - September 2007



Commentary: There is little change in the overall picture, although the situation in RPD & NSD has deteriorated from the last month.  
Source data: e-hr data extracted 24 October 2007

Graph 5

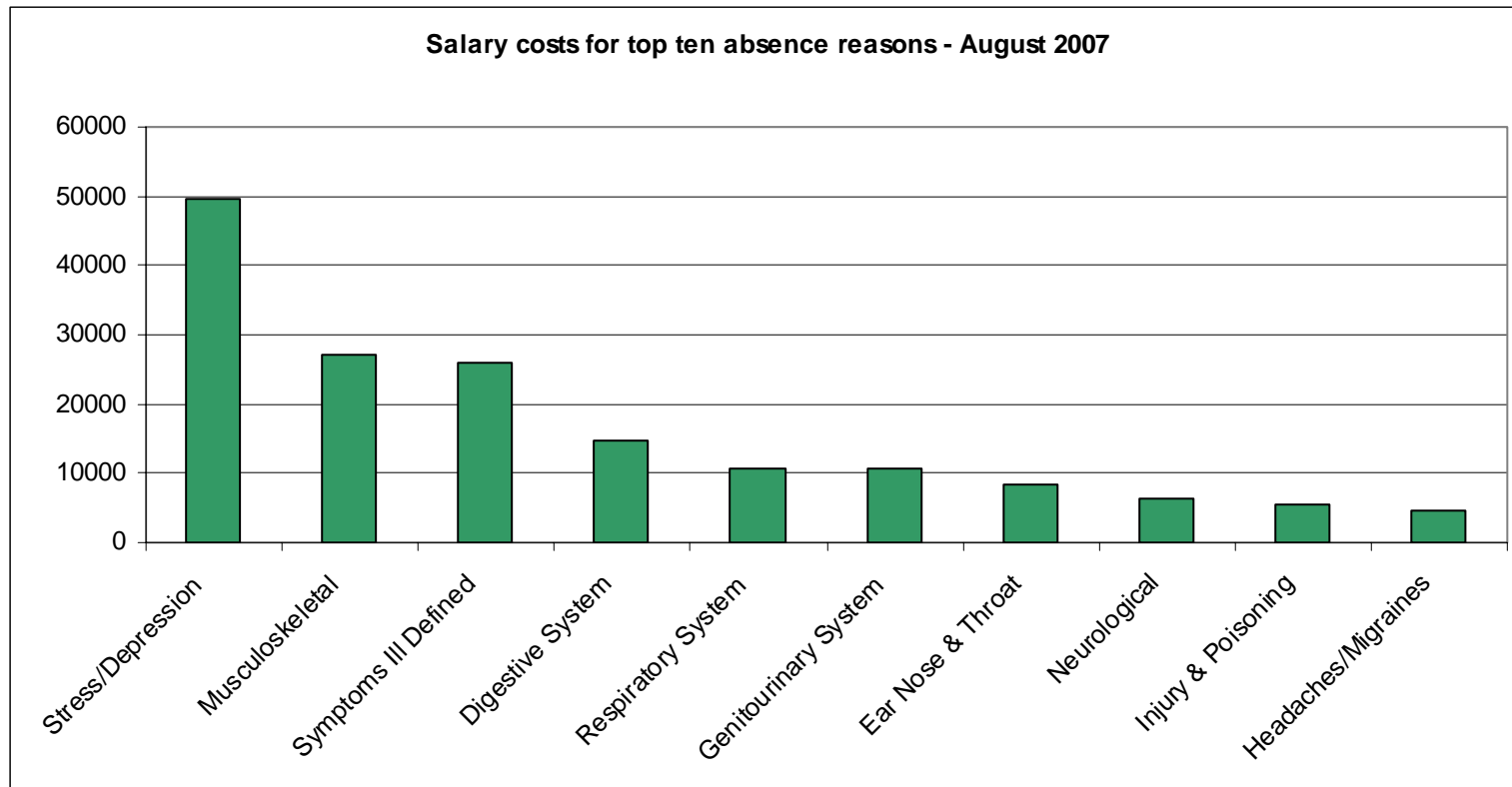


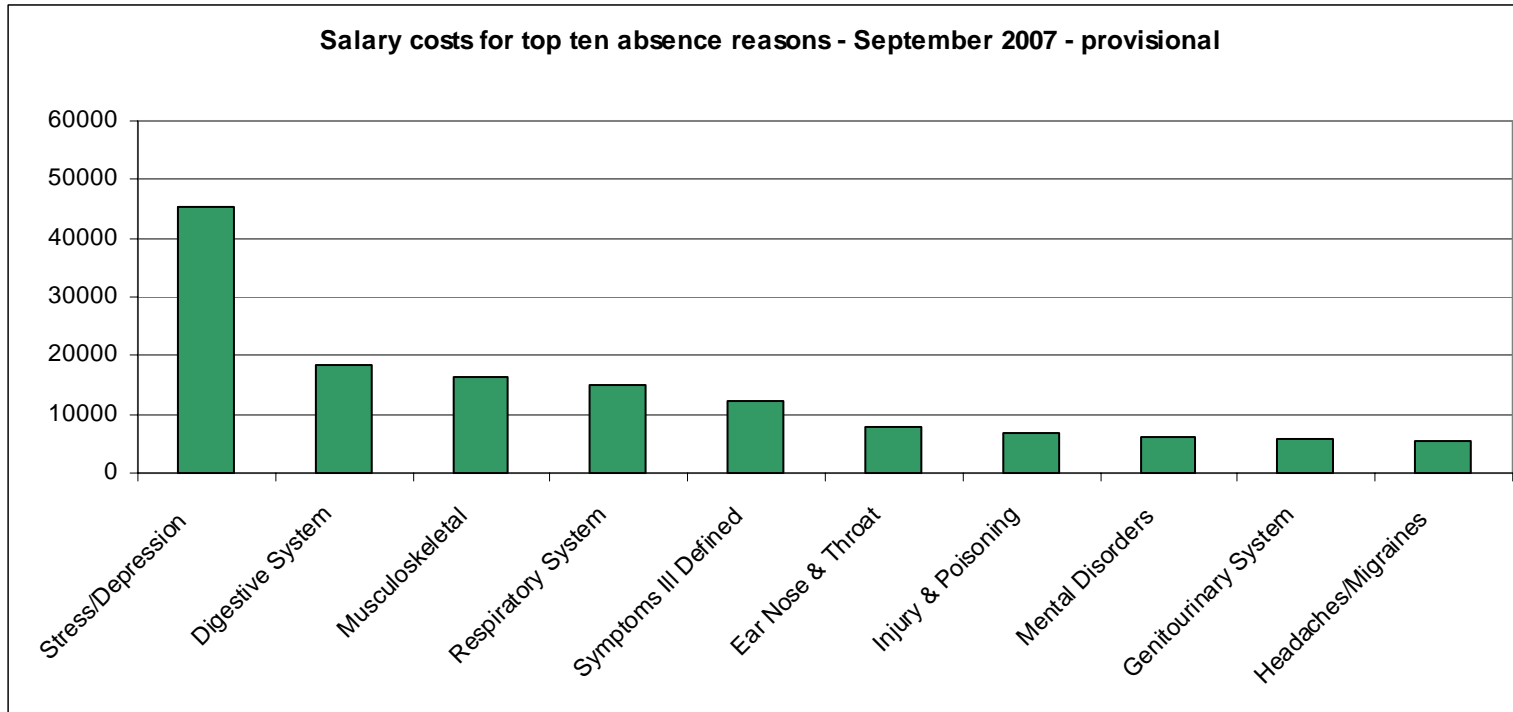
**Commentary:**

Compared to last month short term absence has risen from 435 to 472, and long term has fallen from 37 to 32.

Source data: e-hr data extracted 24 October 2007

Graph 6s a and b





**Commentary:**

The calculation of cost for the organisation is direct salary costs only. They do not include allowances or the cost of covering absence. Two interesting features of the September data is that digestive system problems are now second in reasons given and symptoms ill defined has fallen to fifth most common reason given. The fall in numbers of cases entered as symptoms ill defined is encouraging. Source data: E-HR 24 October 2007