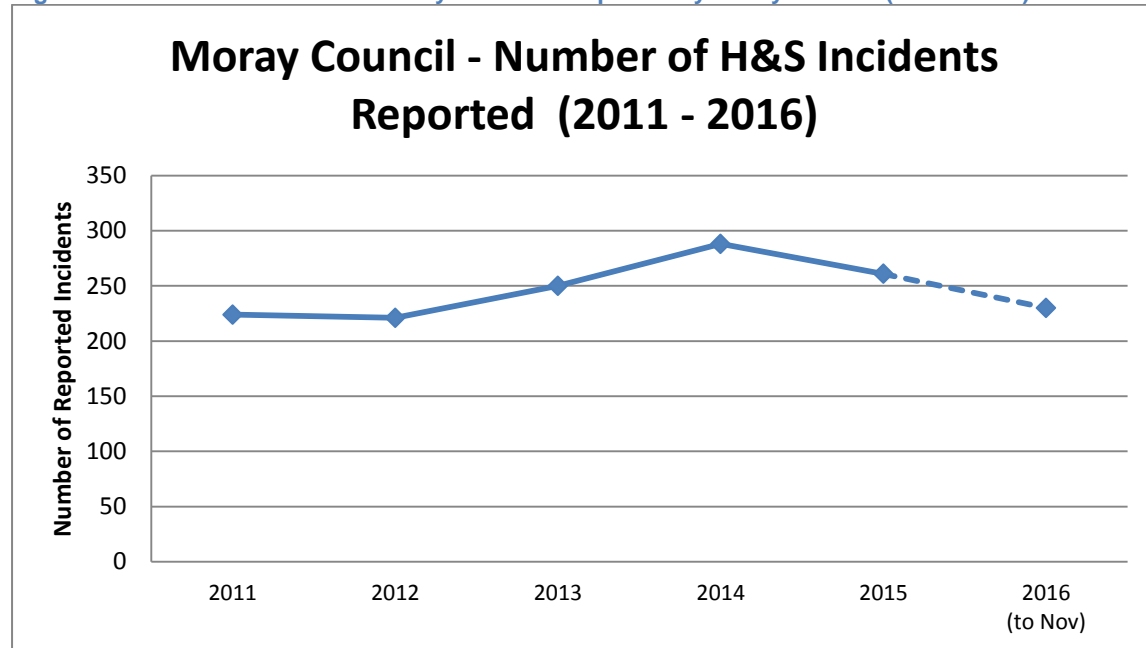


APPENDIX 1(B)

DRAFT HEALTH AND SAFETY INCIDENTS 2016
SUMMARY FOR POLICY & RESOURCES COMMITTEE (DATE TBC)

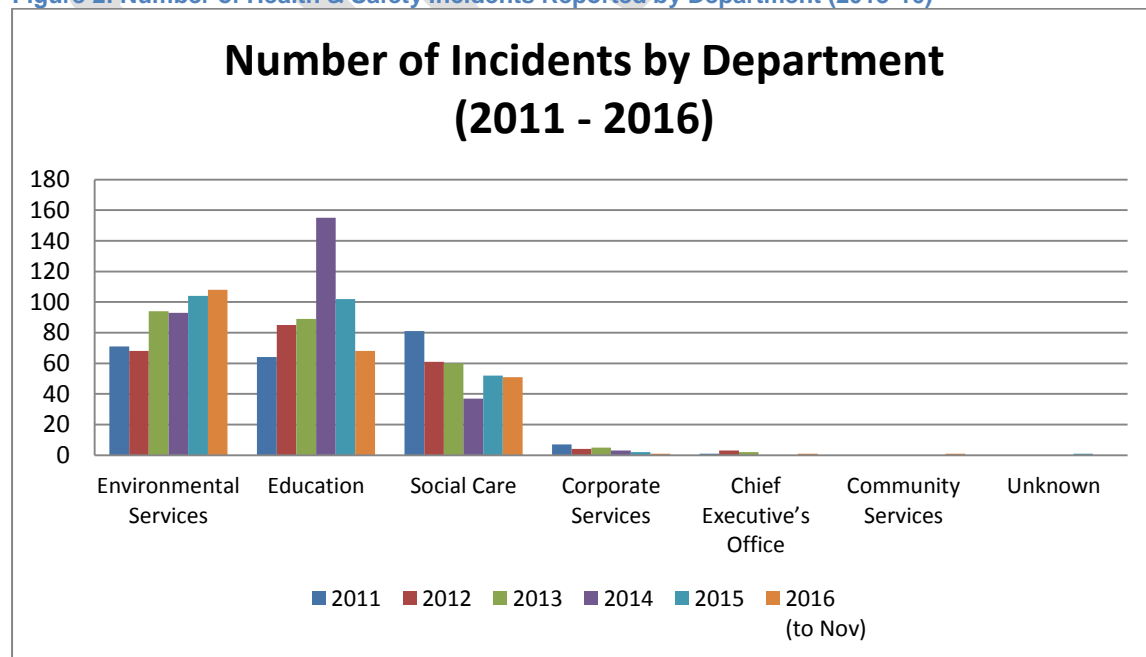
The following information is based on available data up to the end of November 2016.

Figure 1: Number of Health and Safety Incidents Reported by Moray Council (2011 - 2016)



The number of health and safety incidents being reported continues the downwards trend of last year. If the number of incidents in December is the same as the average monthly figure for 2016 then the total for the year will be lower than 2015.

Figure 2: Number of Health & Safety Incidents Reported by Department (2013-16)

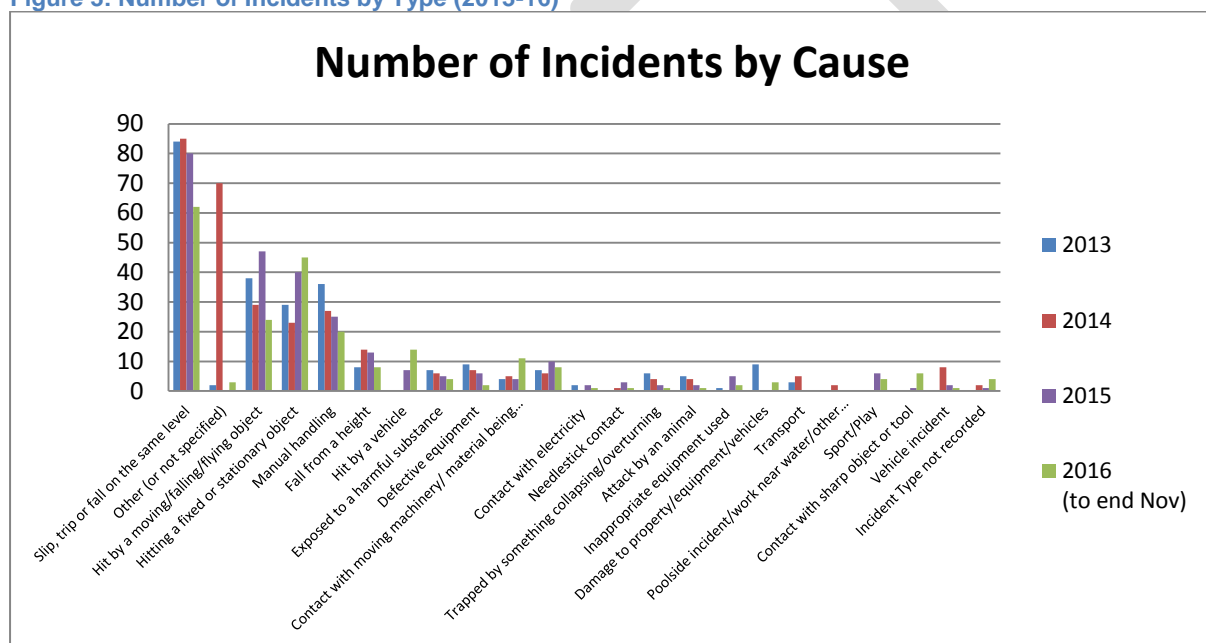


The number of Health and Safety incidents reported up until the end of November 2016 is 14% lower than in 2015, and below the full-year figure recorded in 2013. Environmental Service and Social Care have reported a similar of incidents, so far, compared to 2015, but the decrease in incident numbers for 2016 so far has been due to a 55% reduction in incidents reported by the Education Department (36 fewer incidents in 2016 so far).

The largest change from 2015 to 2016 is the significant reduction in the number of slips, trips and falls on the same level (down from 80 reported incidents to 62), and people hit by moving or falling objects (down by a half from 47 to 24).

The number of Moray Council health and safety incidents involving members of the public remains low, with the 5 incidents reported up to the end of November 2016 just below the average for the last 5 years. Two of these incidents involved slips, trips or fall from the same level. One was due to a member of the public jumping over the balcony in the Elgin library.

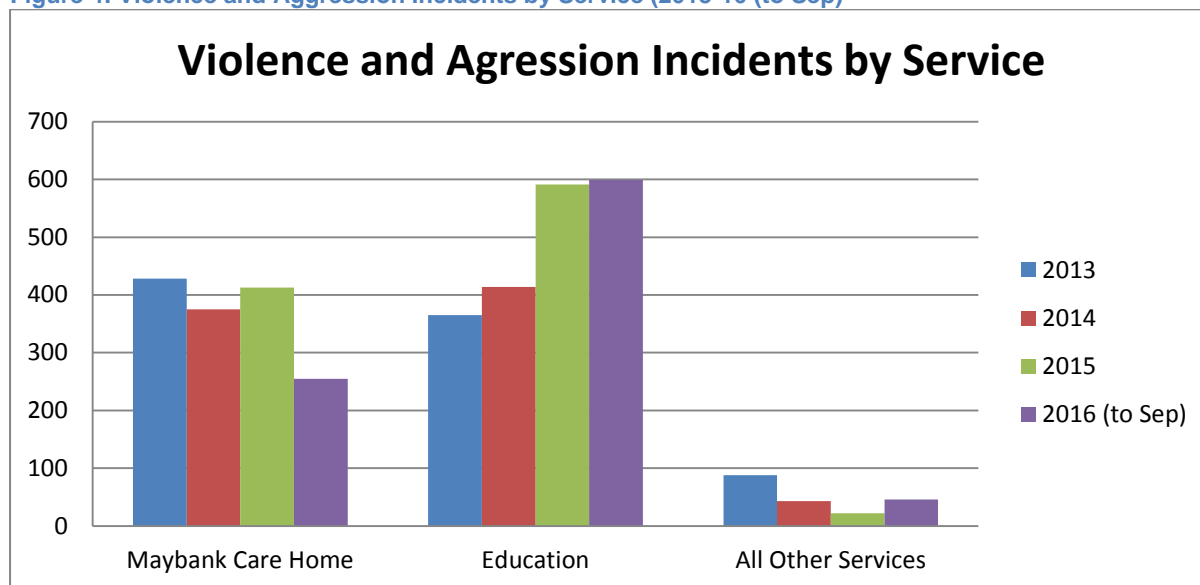
Figure 3: Number of Incidents by Type (2013-16)



Slip, trips and falls continue to be the highest number of incidents reported, although the numbers are reducing. Hit by a moving/falling object and manual handling are showing a general reduction, while hitting a fixed or stationary object is now the second highest cause, and continues to rise. The remaining causes broadly exhibit similar numbers to previous years.

INCIDENTS OF VIOLENCE AND AGGRESSION 2016

Figure 4: Violence and Aggression Incidents by Service (2013-16 (to Sep))



Maybank Care Home

The number of incidents reported by the Maybank Care Home remains at historic levels, and accounts for 28% of all violence and aggression incidents reported within the Moray Council for 2016. Maybank is being replaced with a development of 10 purpose-built bungalows on a site in Lhanbryde. Construction work is now underway on the new facility.

Schools

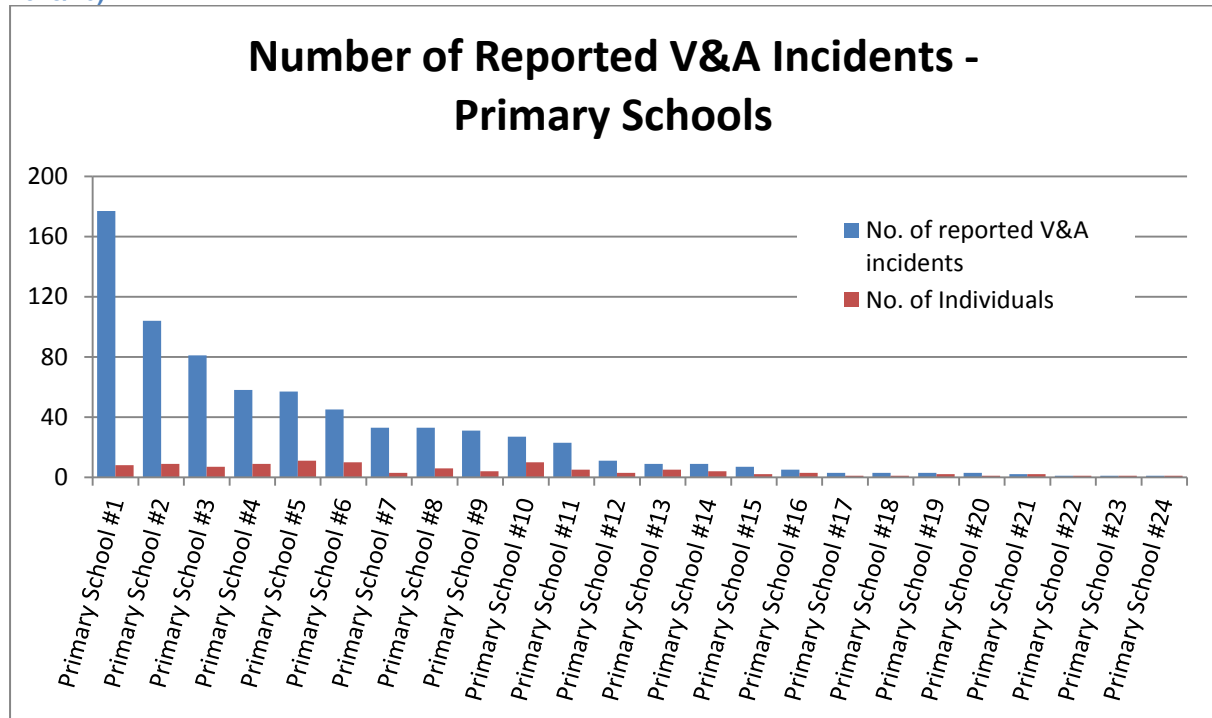
There were 823 violence and aggression incidents reported for Moray schools in the 2015/16 academic year, more than double the 377 incidents reported in 2014/15. This represents 15.5 incidents per school in 2015/16 on average (equivalent to 1.3 incidents each month for each of the 53 Moray schools). 159 pupils were involved in incidents, compared to 90 in 2014/15. Incidents were reported by 24 primary schools and all 8 secondary schools during 2015/16, which was an increase from 21 primary schools and 7 secondary schools the previous year.

Four primary schools were the source of over half (51%) of all reported incidents for both primary and secondary schools. Looking more closely at these four schools a relatively small number of pupils are reported for violence and aggression incidents. Out of a Moray school roll of 11,941¹, there were 19 pupils (18 at primary school and one at secondary school), who accounted for 515 (63%) of all violence and aggression incidents reported by schools throughout Moray. There were 308 incidents that these 19 were not responsible for.

Averaging these 308 incidents out across all Moray schools over the whole school year equates to approximately 7 reported incidents per school, or 1 incident per school every 2 months involving pupils who have been reported fewer than 10 times.

¹ Moray School Roll Numbers as of September 2016

Figure 5: Number of Reported Violence and Aggression Incidents in Primary Schools (School year 2015/16)



There is a wide range in the level of reported incidents between primary schools (see Figure 5) with 24 out of the 45 primary schools in Moray reporting any incidents.

Figure 6 illustrates the situation for secondary schools, and shows the number of violence and aggression incidents is considerably lower than the number reported for primary schools. The rate for violence and aggression incidents is 10.4 incidents per 100 pupils for primary schools. For secondary schools this rate is 1.7 per 100 pupils.

Figure 6: Number of Reported Violence and Aggression Incidents in Secondary Schools (School year 2015/16)

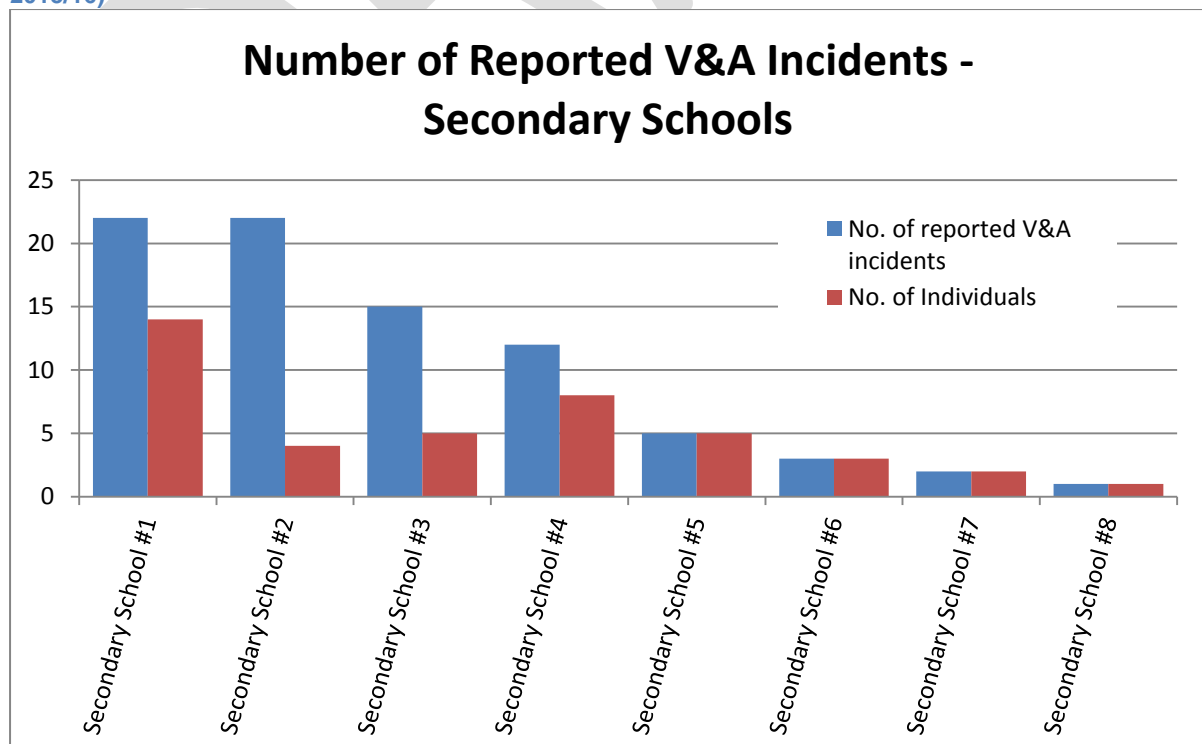
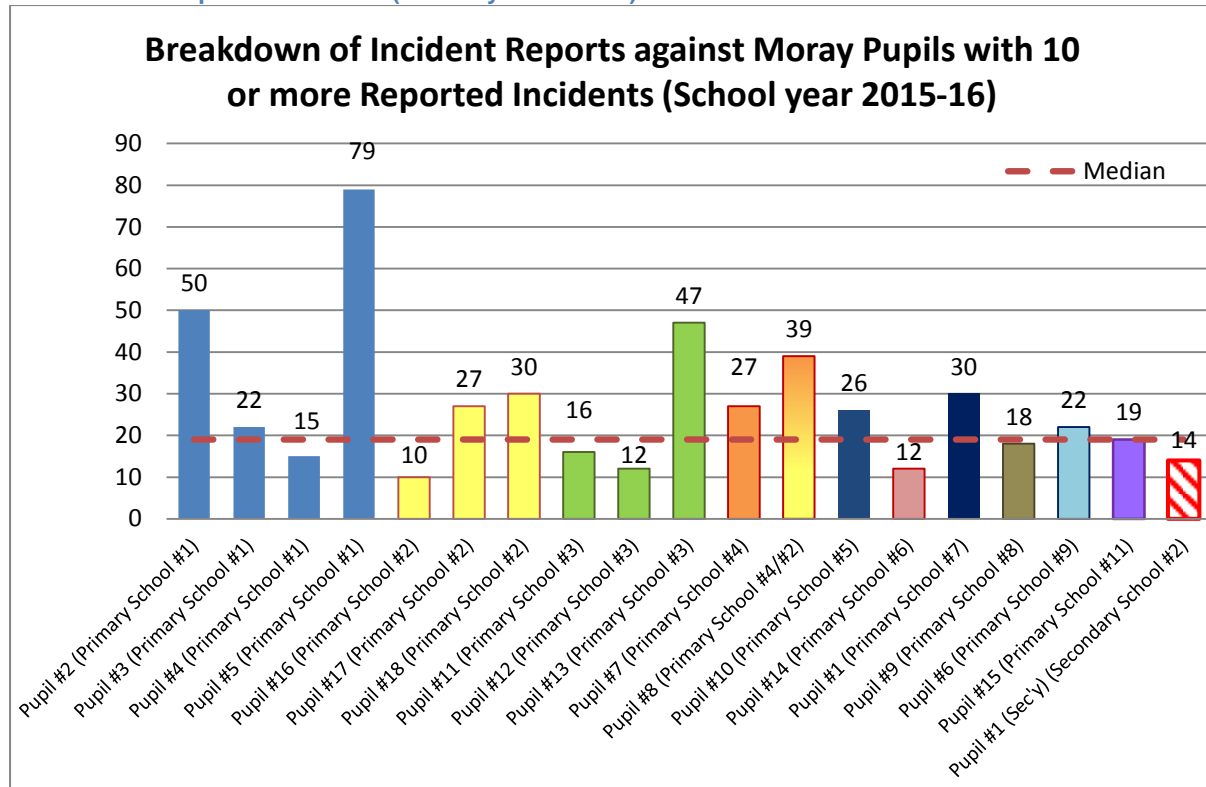


Figure 7: Breakdown of Incident Reports by Pupil for Pupils at Moray Schools who have been Included in 10 or more Reported Incidents (School year 2015/16)



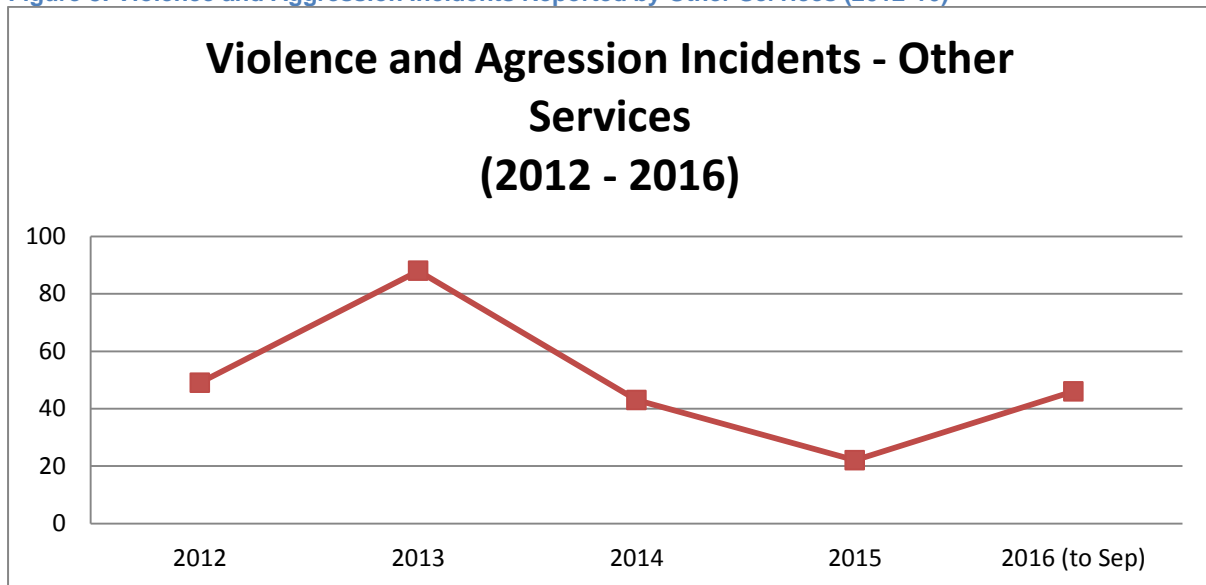
All but one of the pupils who have been reported for more than 10 V&A incidents attended Primary School; just one was at secondary school. The number of violence and aggression incidents in schools is due to a very small proportion of the school population of 11,941 pupils. The 11 pupils with the most incidents recorded against them were responsible for 399 incidents (48% of all incidents).

The colours used in Figure 7 highlight the schools attended by the pupils involved.

Other Services

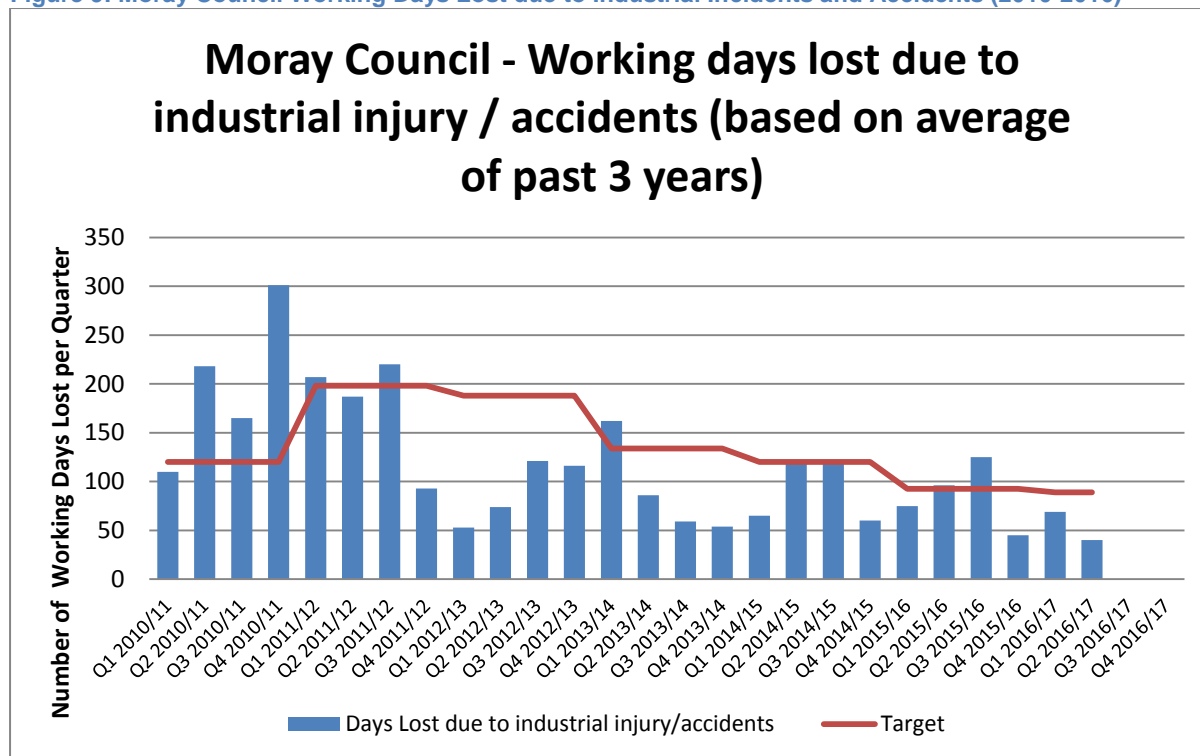
There have already been over twice as many incidents reported by other services during 2016 compared to the number reported in 2015 (46 incidents reported up to the end of September 2016). This figure already exceeds the 2014 total (43), but is some way off the high of 88 reported in 2013. An analysis of the incidents and the causes will be included in the final report.

Figure 8: Violence and Aggression Incidents Reported by Other Services (2012-16)



WORKING DAYS LOST DUE TO INDUSTRIAL INJURY/ACCIDENT 2010-2015

Figure 9: Moray Council Working Days Lost due to Industrial Incidents and Accidents (2010-2016)



The number of working days lost due to industrial injury or accident continues to reduce.. The rate fluctuates considerably from quarter-to-quarter, but is generally following a long-term downwards trend with 2016/17 looking to be lower than 2015/16 if the performance for December and Q4 remains similar to the first 8 months of the year.

Table 1: Health and Safety Incidents Moray Council 2011 - 2016 (Nov)

| Incident Type | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 (to end Nov) |
|---|-------------|-------------|-------------|-------------|-------------|--------------------------------------|
| Slip, trip or fall on the same level | 65 | 79 | 84 | 85 | 80 | 62 |
| Other (or not specified) | 2 | 1 | 2 | 70 | 0 | 4 |
| Hit by a moving/falling/flying object | 34 | 30 | 38 | 29 | 47 | 24 |
| Hitting a fixed or stationary object | 15 | 23 | 29 | 23 | 40 | 45 |
| Manual handling | 40 | 40 | 36 | 27 | 25 | 20 |
| Fall from a height | 16 | 19 | 8 | 14 | 13 | 8 |
| Hit by a vehicle | | | 0 | 0 | 7 | 14 |
| Exposed to a harmful substance | 7 | 5 | 7 | 6 | 5 | 4 |
| Defective equipment | 10 | 4 | 9 | 7 | 6 | 2 |
| Contact with moving machinery/ material being machined | 5 | 4 | 4 | 5 | 4 | 11 |
| Exposed to fire, temperature extremes or explosion | 4 | 8 | 7 | 6 | 10 | 7 |
| Contact with electricity | 2 | 0 | 2 | 0 | 2 | 1 |
| Needlestick contact | 3 | 3 | 0 | 1 | 3 | 1 |
| Trapped by something collapsing/overturning | 0 | 1 | 6 | 4 | 2 | 1 |
| Attack by an animal | 3 | 0 | 5 | 4 | 2 | 1 |
| Inappropriate equipment used | 1 | 0 | 1 | | 5 | 2 |
| Damage to property/equipment/vehicles | 12 | 2 | 9 | 0 | 0 | 3 |
| Transport | 5 | 2 | 3 | 5 | 0 | 0 |
| Poolside incident/work near water/other asphyxiation | 0 | 0 | 0 | 2 | 0 | 0 |
| Sport/Play | 0 | 0 | 0 | 0 | 6 | 4 |
| Contact with sharp object or tool | 0 | 0 | 0 | 0 | 1 | 6 |
| Vehicle incident | 0 | 0 | 0 | 8 | 2 | 1 |
| Incident Type not recorded | 0 | 0 | 0 | 2 | 1 | 3 |
| Total | 224 | 221 | 250 | 298 | 261 | 224 |

Table 2: Health and Safety Incidents by Department 2015 & 2016 (Nov)

| Incident Type 2015 | Environmental Services | Education | Social Care | Corporate Services | Chief Executive's office | Department not recorded | Total |
|---|------------------------|------------|-------------|--------------------|--------------------------|-------------------------|------------|
| Slip, trip or fall on the same level | 19 | 40 | 21 | 0 | 0 | 0 | 80 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hit by a moving/falling/flying object | 25 | 18 | 4 | 0 | 0 | 0 | 47 |
| Hitting a fixed or stationary object | 23 | 10 | 6 | 1 | 0 | 0 | 40 |
| Manual handling | 15 | 2 | 8 | 0 | 0 | 0 | 25 |
| Fall from a height | 2 | 7 | 3 | 1 | 0 | 0 | 13 |
| Hit by a vehicle | 5 | 1 | 0 | 0 | 0 | 1 | 7 |
| Exposed to a harmful substance | 2 | 3 | 0 | 0 | 0 | 0 | 5 |
| Defective equipment | 3 | 1 | 2 | 0 | 0 | 0 | 6 |
| Contact with moving machinery/material being machined | 3 | 1 | 0 | 0 | 0 | 0 | 4 |
| Exposed to fire, temperature extremes or explosion | 0 | 6 | 4 | 0 | 0 | 0 | 10 |
| Contact with electricity | 0 | 2 | 0 | 0 | 0 | 0 | 2 |
| Needlestick contact | 2 | 1 | 0 | 0 | 0 | 0 | 3 |
| Trapped by something collapsing/overturning | 0 | 2 | 0 | 0 | 0 | 0 | 2 |
| Attack by an animal | 0 | 1 | 1 | 0 | 0 | 0 | 2 |
| Inappropriate equipment used | 4 | 0 | 1 | 0 | 0 | 0 | 5 |
| Damage to property/equipment/vehicles | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transport | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Poolside incident/work near water/other asphyxiation | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sport/Play | 0 | 6 | 0 | 0 | 0 | 0 | 6 |
| Contact with sharp object or tool | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| Vehicle incident | 1 | 0 | 1 | 0 | 0 | 0 | 2 |
| Incident Type not recorded | 0 | 0 | 1 | 0 | 0 | 0 | 1 |
| Total | 104 | 102 | 52 | 2 | 0 | 1 | 261 |

| Incident Type 2016 | Environmental Services | Education | Social Care | Corporate Services | Community Services | Chief Executive's office | Department not recorded | Total |
|---|------------------------|-----------|-------------|--------------------|--------------------|--------------------------|-------------------------|------------|
| Slip, trip or fall on the same level | 11 | 30 | 19 | 1 | 0 | 1 | 0 | 62 |
| Other | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 3 |
| Hit by a moving/falling/flying object | 14 | 8 | 2 | 0 | 0 | 0 | 0 | 24 |
| Hitting a fixed or stationary object | 32 | 8 | 5 | 0 | 0 | 0 | 0 | 45 |
| Manual handling | 11 | 4 | 5 | 0 | 0 | 0 | 0 | 20 |
| Fall from a height | 2 | 3 | 3 | 0 | 0 | 0 | 0 | 8 |
| Hit by a vehicle | 13 | 1 | 0 | 0 | 0 | 0 | 0 | 14 |
| Exposed to a harmful substance | 1 | 1 | 1 | 0 | 1 | 0 | 0 | 4 |
| Defective equipment | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 2 |
| Contact with moving machinery/material being machined | 9 | 2 | 0 | 0 | 0 | 0 | 0 | 11 |
| Exposed to fire, temperature extremes or explosion | 2 | 2 | 4 | 0 | 0 | 0 | 0 | 8 |
| Contact with electricity | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Needlestick contact | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Trapped by something collapsing/overturning | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Attack by an animal | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| Inappropriate equipment used | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Damage to property/equipment/vehicles | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| Transport | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Poolside incident/work near water/other asphyxiation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sport/Play | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 4 |
| Contact with sharp object or tool | 2 | 2 | 2 | 0 | 0 | 0 | 0 | 6 |
| Vehicle incident | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| Incident Type not recorded | 2 | 0 | 2 | 0 | 0 | 0 | 0 | 4 |
| Total | 108 | 66 | 48 | 1 | 1 | 1 | 0 | 225 |

Table 3: Health & Safety Incident by Category of Person 2015 & 2016 (Nov)

| Incident Type 2015 | Employee | School Pupil | Client/service User | Member of the Public | Student | Volunteer | Contractor/ agency staff | Classification not recorded | Total |
|---|------------|--------------|---------------------|----------------------|----------|-----------|--------------------------|-----------------------------|------------|
| Slip, trip or fall on the same level | 31 | 27 | 16 | 5 | 0 | 0 | 1 | 0 | 80 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hit by a moving/falling/flying object | 29 | 12 | 3 | 1 | 0 | 0 | 2 | 0 | 47 |
| Hitting a fixed or stationary object | 25 | 9 | 6 | 0 | 0 | 0 | 0 | 0 | 40 |
| Manual handling | 21 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 25 |
| Fall from a height | 5 | 7 | 1 | 0 | 0 | 0 | 0 | 0 | 13 |
| Hit by a vehicle | 4 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 7 |
| Exposed to a harmful substance | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| Defective equipment | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 6 |
| Contact with moving machinery/material being machined | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 4 |
| Exposed to fire, temperature extremes or explosion | 1 | 5 | 4 | 0 | 0 | 0 | 0 | 0 | 10 |
| Contact with electricity | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 2 |
| Needlestick contact | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| Trapped by something collapsing/overturning | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Attack by an animal | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Inappropriate equipment used | 4 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 5 |
| Damage to property/equipment/vehicles | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transport | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Poolside incident/work near water/other asphyxiation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sport/Play | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 6 |
| Contact with sharp object or tool | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Vehicle incident | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 |
| Incident Type not recorded | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| Total | 138 | 73 | 37 | 9 | 0 | 0 | 4 | 0 | 261 |

| Incident Type 2016 | Employee | School Pupil | Client/service User | Member of the Public | Student | Volunteer | Contractor/ agency staff | Classification not recorded | Total |
|---|------------|--------------|---------------------|----------------------|----------|-----------|--------------------------|-----------------------------|------------|
| Slip, trip or fall on the same level | 23 | 20 | 16 | 2 | 0 | 0 | 1 | 0 | 62 |
| Other | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 3 |
| Hit by a moving/falling/flying object | 19 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 24 |
| Hitting a fixed or stationary object | 36 | 5 | 2 | 1 | 0 | 0 | 1 | 0 | 45 |
| Manual handling | 18 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 20 |
| Fall from a height | 3 | 2 | 2 | 1 | 0 | 0 | 0 | 0 | 8 |
| Hit by a vehicle | 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 14 |
| Exposed to a harmful substance | 1 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 4 |
| Defective equipment | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 |
| Contact with moving machinery/material being machined | 9 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 11 |
| Exposed to fire, temperature extremes or explosion | 6 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 8 |
| Contact with electricity | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Needlestick contact | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Trapped by something collapsing/overturning | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Attack by an animal | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Inappropriate equipment used | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Damage to property/equipment/vehicles | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| Transport | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Poolside incident/work near water/other asphyxiation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sport/Play | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| Contact with sharp object or tool | 3 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 6 |
| Vehicle incident | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Incident Type not recorded | 2 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 4 |
| Total | 144 | 43 | 30 | 5 | 0 | 0 | 3 | 0 | 225 |