

Company Directive

STANDARD TECHNIQUE : HS1C/19

Relating to 2020 Safety Report

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Approved by:



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Date: 16th May 2021

Target Staff Group	All staff
Impact of Change	Green – document updated to provide updated information about the Company's safety performance
Planned Assurance checks	Content checked by author against published statistics

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1. ACCIDENT STATISTICS (STAFF)

Fatalities & Lost Time Accidents

During 2020 there were 6 Lost Time Accidents (LTAs) reported by staff working for WPD, 4 of which resulted in the injured person being absent from work for more than 7 calendar days, with 3 of these being reportable to the Health and Safety Executive (HSE) under RIDDOR. These incidents included 1 Specified Major Injury.

Non Lost Time Accidents

There were an additional 43 Non Lost Time Accidents (NLTAs) reported by staff, with 2 of these reported to the HSE under RIDDOR as Specified Major Injuries.

All Accidents

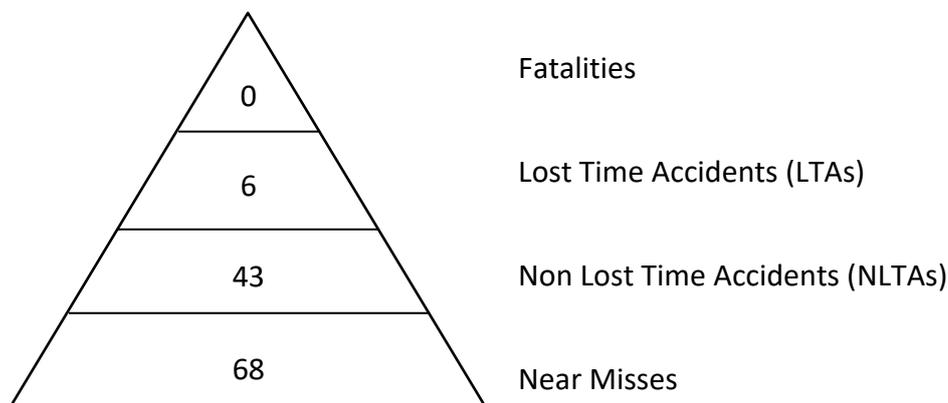
The total number of staff accidents reported in 2020 was 49, which compares with 47 reported in 2019. Details of the staff accidents reported in 2020 can be found in Appendix A.

Near Misses

The total number of near misses reported to the safety team in 2020 was 68. This compares with 98 reported in 2019.

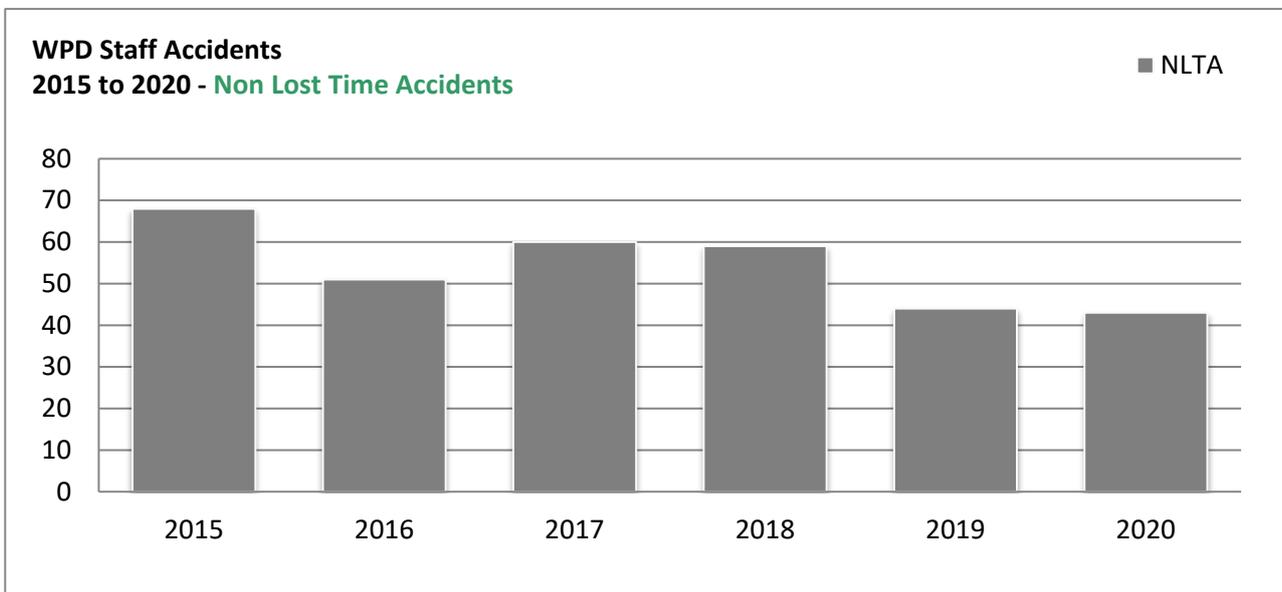
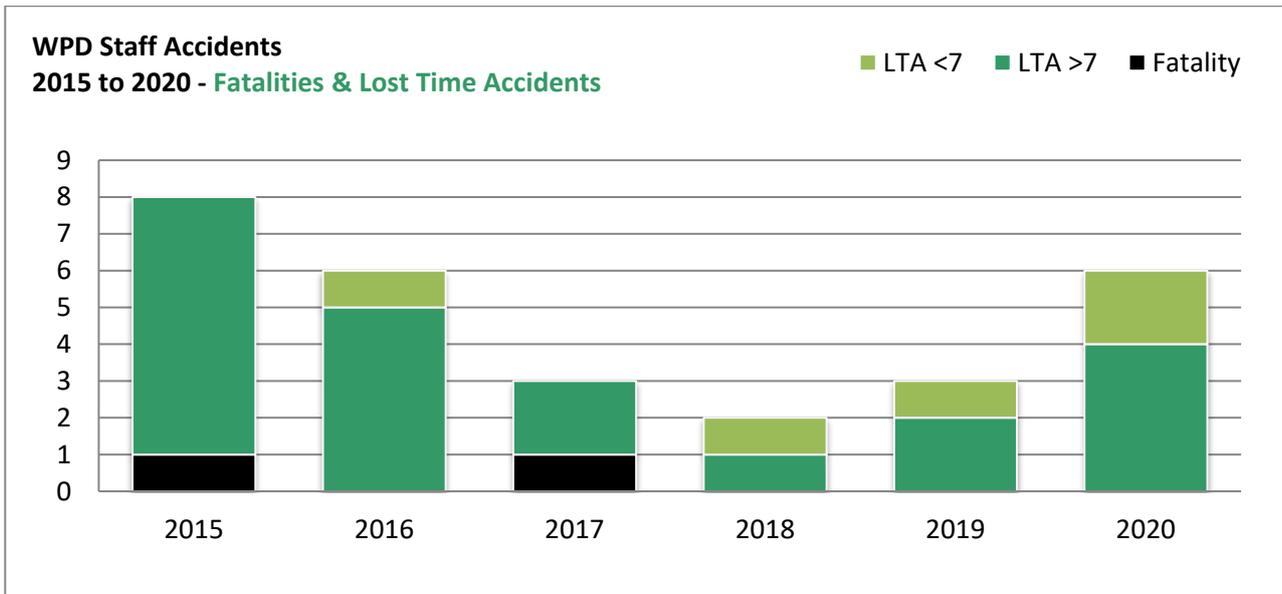
All Accidents & Near Misses

The total numbers of accidents and near misses may be shown diagrammatically as:



Six Year Historic Accident Statistics 2015-2020

Accident Type	2015	2016	2017	2018	2019	2020
Fatal	1	0	1	0	0	0
Lost Time > 7 Days	7	5	2	1	2	4
Lost Time < 7 Days	0	1	0	1	1	2
Non Lost Time	68	51	60	59	44	43
Total	76	57	63	61	47	49
Including HSE Specified Major Injuries	6	4	4	2	4	3



The 49 accidents occurred in the following business areas;

- NS South West 1x LTA, 6x NLTA
- NS South Wales 1x LTA, 1x NLTA Major, 4x NLTA
- NS East Midlands 1x LTA, 1x NLTA Major, 2x NLTA (LD), 13x NLTA
- NS West Midlands 1x LTA Major, 2x LTA, 1x NLTA (LD), 13x NLTA
- Logistics (inc Smart Metering) 1x NLTA
- Corporate (inc Finance, IR) 1x NLTA (LD)

2. WORKING TIME LOST

The amount of working time lost, at the end of 2020, as a direct result of the 6 LTAs reported by Staff was 179 calendar days.

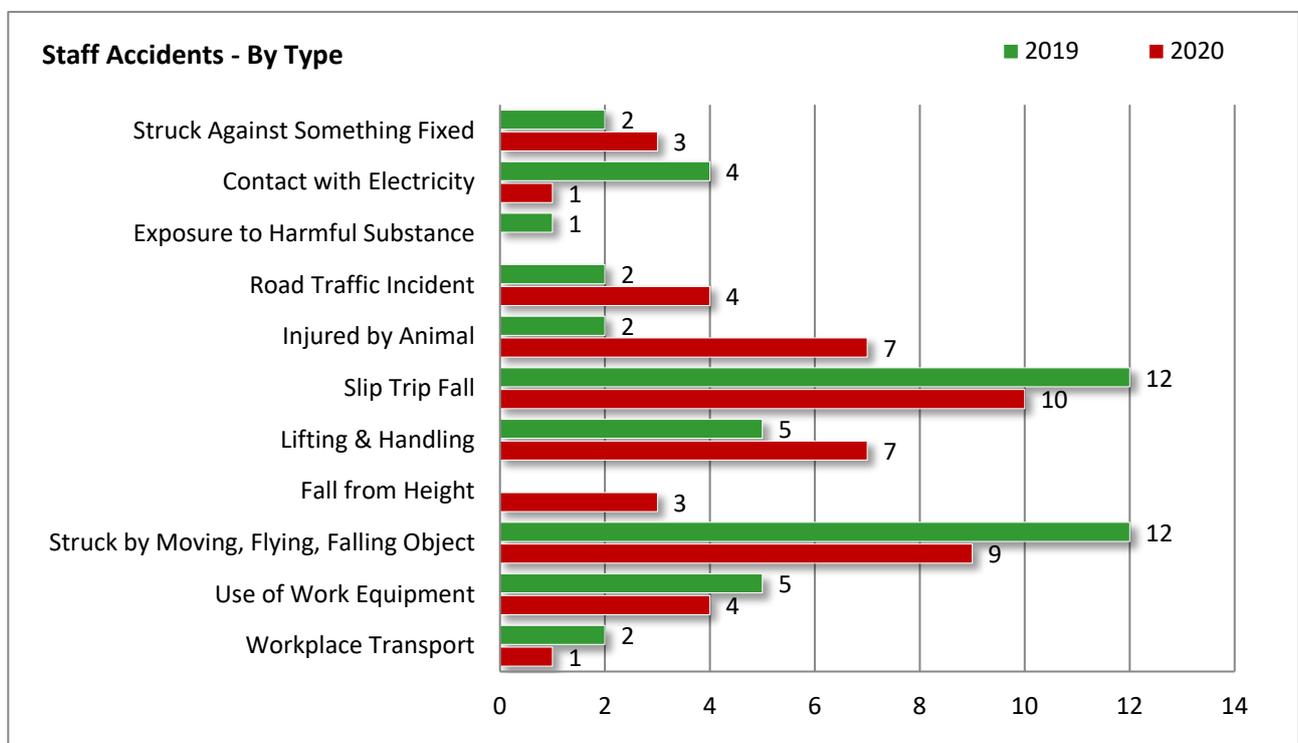
3. ACCIDENT FREQUENCY RATE

In order to provide a measure of the Company's safety performance, independent of any changes in the number of staff employed by the company, it is necessary to consider the Accident Frequency Rate. The measure of 'Lost Time' and 'Fatal' Accidents (LTA) per 100 staff employed is generally used within the industry.

The LTA frequency rate for WPD staff in 2020 was 0.091. This is based on 6 reported LTAs from a year end headcount of 6,586. This compares with the 2019 frequency rate of 0.045 based on 3 reported LTAs from a year end headcount of 6,562.

The all accident frequency rate for WPD staff for 2020 is 0.744, based on 49 accidents from an end of year headcount of 6586 which compares with the 2019 all accident frequency rate of 0.716.

4. CAUSES OF ACCIDENTS



The main causes of accidents can be seen to be related to slip, trip and fall events or by events where the injured person was struck by moving, flying, or falling object and equated to 10 and 9 events respectively this compares with the same two types of accident in 2019 when there were 12 of each type recorded.

5. HEALTH

There were 0 confirmed reports of Carpel Tunnel Syndrome and 0 confirmed reports of Hand Arm Vibration submitted to the Health and Safety Executive (HSE) during 2020.

6. CONTRACTORS

There were 25 accidents reported by our Contractors in 2020, of which 9 were LTAs and 16 were NLTAs. Details of these incidents can be found in Appendix B.

This compares with 27 accidents reported by our Contractors in 2019, of which 7 were LTAs and 20 were NLTAs.

7. MEMBERS OF THE PUBLIC

During 2020 there were 11 significant incidents reported which involved members of the public and electricity or the electricity network. These included 6 fatalities. These are often not attributable in any way to WPD but are captured in HSE statistics as “electricity related”. Details of these can be found in Appendix C.

This compares with 8 significant incidents, reported during 2019, which involved members of the public and electricity or the electricity network, which included 2 fatalities.

In 2020, WPD have actively participated in the production of a national video to highlight the dangers associated with carrying out excavation work near electricity cables. WPD has also distributed safety information, to a targeted audience of businesses and organisations who carry out excavation activities, in an effort to raise awareness of the dangers and reduce the number of incidents.

8. PROSECUTIONS, PROHIBITION AND IMPROVEMENT NOTICES

There have been no formal prosecutions or improvement notices served against WPD by the Health & Safety Executive (HSE) during 2020. One prohibition notice was served on WPD in December 2020 which has been appealed awaiting the outcome of ongoing investigation.

9. SAFETY COMPETITION RESULTS

The following teams won prizes in the Target Zero Competition. Prizes were awarded to any Network Services, Logistics or SURF team which achieved zero Lost Time Accidents, zero Non Lost Time Accidents and zero “at fault” Vehicle Accidents.

Network Services – East Midlands

Team Name - DM	Team Manager	Location	MU
Alford	Phil Woodcock	North Lincolnshire	6111
Lincoln City	Dave Naunton	North Lincolnshire	6113
Lincoln West	Kim Barker	North Lincolnshire	6115
Spalding	Tomasz Paradowski	South Lincolnshire	6123
Stamford	Mick Nuttley	South Lincolnshire	6124
NW Leicestershire	Andy Mallon	Coventry & Warwickshire	6135

Network Services – East Midlands (continued)

Team Name - DM	Team Manager	Location	MU
Alfreton	Caroline Curzon	Chesterfield & Mansfield	5131
Chesterfield	Steve Smedley	Chesterfield & Mansfield	5133
Retford	Dean Wall	Chesterfield & Mansfield	5136
Ilkeston	Dave Croydon	Derby	5143
Notts East	Eirian Llewellyn	Nottingham	5153
Grantham	James Bradley	Major Projects East	6162

Network Services – West Midlands

Team Name - DM	Team Manager	Location	MU
Birmingham Plant	David Tonks	Birmingham	4116
Tipton North West	Craig Tonks	Tipton	4121
Tipton Plant	Andy Turley	Tipton	4126
Hereford U/G & Plant	John Goode	Hereford & Ludlow	4133
Ludlow O/H West	Paul Davies	Hereford & Ludlow	4135
Gloucester Plant	Richard Odelet	Gloucester	4156
Stoke West	Darren Machin	Stoke	5122
Stoke Plant	Steve Weddell	Stoke	5128
Projects Central	Scott Walters	Major Projects West	4161

Network Services – South West

Team Name - DM	Team Manager	Location	MU
Newquay Cons/Maint/Repl	David Gilbert	Bodmin	1282
Bodmin Cons/Maint/Repl	James Weston	Bodmin	1284
Bristol NW Const/Faults	Mike Haskins	Avonbank	1176
Bristol SW Const/Faults	Darren Drinkwater-Cridge	Avonbank	1177
Devon Exeter North C/M/R	Dan Bowles	Sowton	1319
Devon Exeter East C/M/R	Steve Hucks	Sowton	1328
Weston North Const & Faults	Henry Treasure	Warne Road (W-S-M)	1156
Weston South Const & Faults	Dean Harwood	Warne Road (W-S-M)	1157
Bath Rural Const & Faults	Mike Tout	Radstock Road	1164
Plymouth City West	Lee Duke	Elliott Road	1272
Plymouth City East	Shaun Lang	Elliott Road	1273
Plymouth Rural East	Steve Atwell	Elliott Road	1279
Somerset South Coast C/M/R	Alex Chamberlain	Crewkerne	1182
South Somerset C/M/R	Harrison Blyth	Crewkerne	1183
Taunton Deane C/M/R	Wayne Hitchcott	Venture Way	1188
Sedgemoor C/M/R	Simon Richards	Venture Way	1194
Taunton Vale C/M/R	Sean Carney	Venture Way	1195
Projects Somerset	Jason Baker	Venture Way	1342
Hinckley Point Project	Paul Young	Warne Road	1344

Network Services – South Wales

Team Name - DM	Team Manager	Location	MU
Cardiff Construction	David Roberts	Church Village	7133
Merthyr Construction R&M	Chris James	Church Village	7134
E. Wales - Plant Centre	Andrew Cox	Ty Coch	7140
E. Wales - Gwent	Paul Thomas	Ty Coch	7142
E. Wales - E. Monmouth	Bradley Griffiths	Brecon	7143
Swansea Plant	Steve Rudall	Ffynnon Menter	7110
W. Wales Pembs Sth	Chris Gunner	Withybush	7121
Projects Eastern	Andrew Coates	Church Village	7150

Following feedback from the WPD business climate safety survey, it was agreed that this Safety Competition should be changed for 2020. Each team managing to achieve a full year accident free, would receive a £1000 donation to give to a charity of their choice (increased from £500).

It was also agreed that a separate prize would be awarded to any team that put forward a safety suggestion, which after review by a selected panel of judges was considered worthy of adoption by the business. A simple, low value reward was also to be provided to the originator for every considered suggestion.

The impact of Covid-19 resulted in the delayed implementation of the awards for safety suggestions so this initiative will be relaunched for 2021.

10. ISSUED SAFETY BULLETINS

During 2020 the following Safety Bulletins were issued;

- SB 01/2020 – Working on 11kV Under Crossings
- SB 02/2020 – Damage to a Medium Pressure Gas Main
- SB 03/2020 – Pole Foundation Failure Causing Injury to WPD OHL Staff
- SB 04/2020 – Service Cable Failure Causing a Flashover and Injury to Staff
- SB 05/2020 – Fatalities in Two DNOs
- SB 06/2020 – Litton Generator Connection Plug
- SB 07/2020 – Contact with a Live 33kV Conductor on a Tower

11. SAFETY ACTION PLAN

Actions from the WPD 2020 Safety Action Plan that were developed include:

- Completion of a gap analysis and development of a plan and schedule to move towards achieving ISO 45001 accreditation.
- A review of the Fire Risk assessment process and an update of assessments for all depots within the business (including DSEAR arrangements where necessary).

- Formation of craft working groups to assist with the selection, procurement, use and maintenance of tools and equipment.
- Provision of assistance with the development of revised arrangements for temporary works associated with construction projects
- Significant work to update the current COSHH risk assessment database for the business and to include substances required to assist with control of the Covid-19 virus.
- The policy documents associated with Hand-Arm Vibration and Noise were reviewed and re-issued to the business.
- The DSE arrangements were reviewed and advice was provided for staff who were temporarily required to work from home due to government guidance and Covid-19.
- The policy associated with Mental Health and Wellbeing was reviewed and updated and additional training was provided for managers to enable them to recognise symptoms of mental health issues and offer support mechanisms as soon as possible.
- Management H&S IOSH training courses were identified and provided to staff as required.
- Raising the awareness of policy into practice documents and arranging for updates to be provided to a central file.
- A revision of the arrangements for incident investigation to ensure useful learning can be gained from each incident and near miss.
- Development of a revised on-site specific risk assessment process that was released for trial to specific depots within the business.
- Assistance with the identification, procurement and provision of information about appropriate PPE for use to prevent exposure and spread of Covid-19 virus
- Establishment of a process to monitor and reward safety suggestions that are beneficial to the business

The 2021 WPD Safety Action Plan was prepared following consultation with the WPD SHE Committee, and was published as ST: HS1A/16.

12. OTHER ACTIVITY

During 2020 other actions that were completed included:

- A complete review of all training courses to consider and implement new methods of delivery where possible due to the Covid-19 restrictions on social distancing.
- The delivery of virtual Safety and Health conferences to staff and contractors using remote means to avoid close contact.
- Assistance with and the development of measures to ensure staff and contractors were not exposed to Covid-19 through work related activities.
- Improved the quality and content of the health and safety messages displayed on screens at all offices and depots.
- Arranging a review by an external consultant, of measures implemented following the receipt of responses from the WPD Climate Safety Survey at 20 follow-up workshops.
- Provision of assistance to the transport team to facilitate the trials and introduction of a Driver Behavioural Safety (DBS) system.
- Successful completion of an OHSAS 18001 Safety Conformance audit and the initiation of a supplementary audit into asbestos management procedures

13. CONCLUSION

The total number of all accidents suffered by staff during 2020 was 49 compared with the 47 reported in 2019. This is the second lowest ever number recorded across the South West, South Wales and Midlands licence areas, however the fact that the number increased by 2 from the total achieved last year reminds us that continued focus is necessary to reduce the number further. Three of these accidents involved specified injuries reported to HSE under RIDDOR and is compared with four accidents that were reported in 2019 to HSE.

The total number of accidents reported by contractors working for WPD during 2020 was 25, which is a reduction from the 27 reported during 2019.

While these low numbers of accidents are really encouraging, especially when you consider the distraction caused by the additional Covid-19 measures that have been required during 2020, the severity of some of the injuries that did or could have occurred must remind us all that there should never be any let up in the determination to work safely. We should always focus on safety during our activities at work and we should make sure we follow company policy and training during all work tasks, to avoid injuring ourselves or anybody else affected by our activities. If we are in any doubt about how to do something safely, we should always stop and ask for assistance.

During 2020 a record breaking 48 field based teams from Network Services achieved a full calendar year with no reported accidents involving lost time, non-lost time or at blame vehicle accidents. This number is an increase from the 37 teams that achieved this during 2019. This clearly demonstrates, that with determination and focus, it is possible to attain 'zero accidents' and this is a common goal we should all aim for.

Paul Woodward

Safety and Environment Manager

April 2021