

# ACCIDENT INVESTIGATION

BIGGA'S Health & Safety series produced by Xact



**If you are unfortunate enough to have an accident at your Club, the causes that led to the event should be investigated: To comply with legislation; To prevent a recurrence; To help control insured and uninsured losses; To provide full disclosure to any injured parties of the circumstances that led to the accident and also aid your insurance company in the event of a claim.**

A properly conducted accident investigation will enable you to: Understand the reasons for the event; Understand the true working practices within the Club and if your procedures are being adhered to; Understand whether your existing risk assessments and control measures are suitable.

Accidents that have caused serious injury or fatalities may have to be investigated by the enforcing authorities in which case the accident scene should be left undisturbed. Otherwise when carrying out an investigation: Start the investigation ASAP; If the accident has resulted in serious injury leave the scene of the accident undisturbed until all the evidence has been gathered– unless to do so leaves the area dangerous; Take photographs of the scene if appropriate; Gather documentary evidence, as applicable; Assure all involved at the outset the objective of the internal investigation is not to apportion blame but to ensure all possible steps are taken to prevent recurrence; Aim to produce a clear, concise report which documents findings, recommendations and a suggested programme for their implementation.

The person carrying out the investigation should aim to take the following into account: Collect 'facts' NOT 'opinions'; Witnesses interviewed

MUST have been present at the time of the accident for their statements to be of value; Conditions that may have contributed to the incident should be noted; Machinery/equipment which may have been involved in/contributed to the incident should be identified and removed from service until the investigation is completed; Maintenance records should be checked whenever machinery/equipment is involved.

The accident investigation report should include the following: Details of the location of the incident within the premises together with a plan/layout of the area; Any photographs of the location or any equipment involved; Full names and addresses of witnesses along with their witness statements signed and dated by them on each page; Details of any machinery/equipment or substances involved in the incident; The investigators conclusions; A list of recommendations for preventing a recurrence.

Should the incident be subject to further investigation by the local enforcing authority or the employer's insurance assessors, the employer should ensure all employees fully co-operate with the inspector(s).

An effort must be made to investigate all accidents. There are lessons to be learned from any safety related incident. The tendency is to look for the immediate cause, rather than beyond this, and to identify other contributory factors.



## WHAT'S YOUR NUMBER?



**Name:** David Green  
**Company:** Terrain Aeration Services Ltd  
**Position:** Managing Director

**How long have you been in the industry?**  
"On and off for 16 years, full time for seven."

### How did you get into the industry?

"When Terralift made my wife redundant and I was persuaded to take part in the buyout that resulted. The new company was desperately short of engineering knowledge - I was fortunate enough to be able to fill the gap."

### What other jobs have you done?

"All sorts of jobs, from working in a food factory making pies when a student, to a PAYE wage slave."

### What do you like about your current job?

"I am my own boss, I can make and implement decisions without having to play politics and be politically correct. There is great personal reward in creating a viable company from next to nothing and watching it grow."

### What industry changes have you seen?

"A growth in the pressures upon sports turf resources, more matches per month, more rounds of golf and a growing demand for high quality year round playing surfaces that can stand heavy use even in winter."

"There has been a marked increase in the range/type of machinery and services available for the leisure sector as manufacturing in the UK has declined."

### What do you do in your spare time?

"Play chess on the Internet."

### Where do you see yourself in 10 years time?

"Looking back with satisfaction at the machinery which I have continued to develop and build. Eventually I hope to be able to retire to my shed with some different (railway and electrical control) engineering matters to tax my, by then, fast diminishing little brain cells!"

### Who do you consider your 'best friends' in the industry?

"Pete Britton, Phil Evans and Carol Dutton, our PR specialist. Harry Jurgens, of AFT Trenchers, whose multilingual skills amaze me and have been offered free to us at some particularly useful times. My wife, Lynda, who knows half the industry and is able to identify anyone of them by voice alone."

### What is your lucky number?

"13, I was raised for 20 years at No 13 without too many disastrous consequences!"

### Pick a number

"13"

**David has picked Martin Ward from Symbio.**