

Agenda Item No: 9 **Report No:** 174/16
Report Title: Accidents to staff from April 2016 to November 2016
Report To: Employment Committee **Date:** 19 December 2016
Ward(s) Affected: Employees and workers
Report By: Jill Yeates, Health and Safety Officer
Contact Officer(s)- Jill Yeates

Name(s): Jill Yeates
Post Title(s): Health and Safety Officer
E-mail(s): jill.yeates@lewes.gov.uk
Tel No(s): 01273 7106276

Purpose of Report:

To report the statistics on accidents reported between 1 April 2016 and 30 November 2016.

Officer's Recommendation:

- 1 To note the report.
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Reasons for Recommendations

- 1 This regular report to Employment Committee provides accident and near miss information necessary to fulfil items 2.4 (c), and 2.5 (g) and (k) of the Lewes District Council Constitution Section 5 Remit of the Employment Committee.
- 2 **Information**
 - 2.1 The statistics are presented as previously requested – with numbers and percentages, and comparisons with the previous year (same period). Insurance has been included as requested.
 - 2.2 Currently, whenever an accident or incident is recorded, the individual will have reported it to a supervisor or manager, who will then have discussed the accident or incident with them and completed the second side of the form which looks at the underlying causes, and reports on actions taken. This then comes to the Health and Safety Officer who will follow up any action and ask for updated documents where relevant.
 - 2.3 The last accident report covered a couple of more serious accidents in Waste and Recycling: bins falling off a delivery van and onto our staff, and the failure of a banksman operation. The report documented the

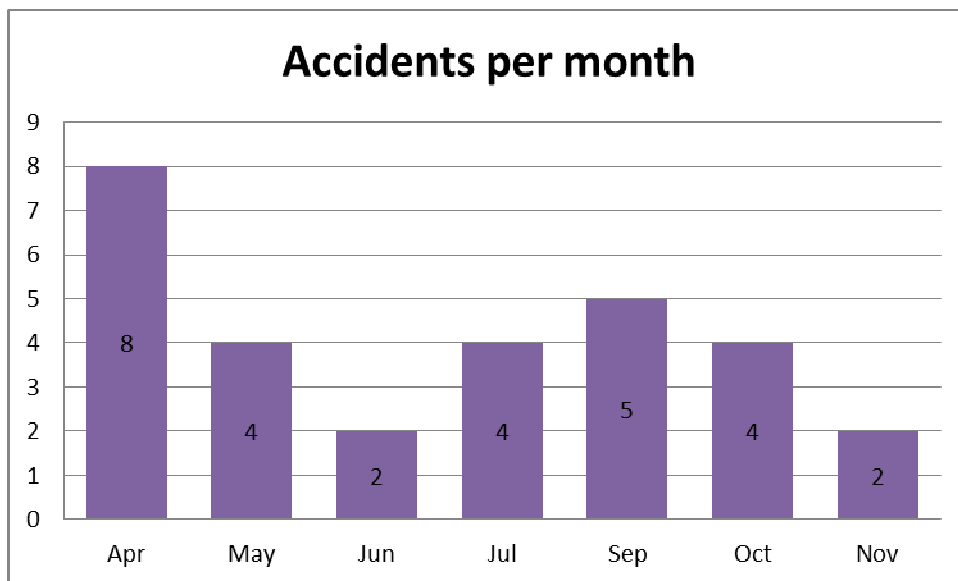
changes made to processes, risk assessments and safe systems of work which have been made.

- 2.4** Since the last report, the most serious accident we have had was where one of our EVs was parked in Lewes, and a van drove passed and clipped the back. This caused the driver sitting in the driving seat a whiplash injury.
- 2.5** The last report also mentioned the incident reporting working group, and a draft process and form is now out for initial consultation, and being considered by the Forum today.
- 2.6** The reduction of last year's 45 accidents in the same period to 29 (so far reported) this year may be real evidence of reduced accidents, or may be that people are not reporting them as much as last year. Safety training, discussion in all team meetings and the discussion of safety issues on the regular Waste and Recycling JCC meetings may well have helped. Immediate responses to accidents – such as providing gauntlet gloves for moving alloy blocks in the recycling centre, and head torches for staff on the rural rounds may also have helped.

Accident Statistics - Staff

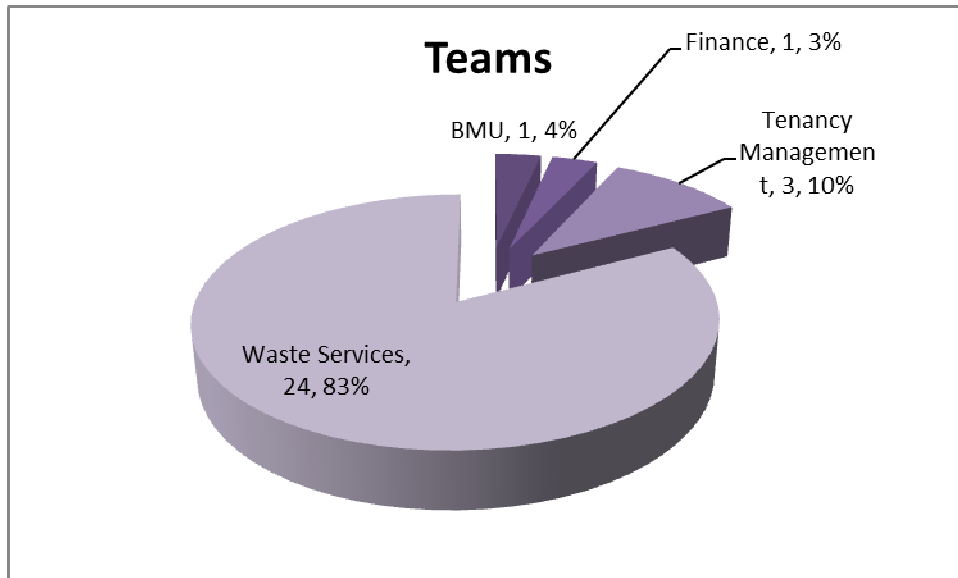
Monthly accidents

From 1 April to 30 November 2016 there were 29 accidents reported: 8 in April and 4, 2, 4, 0 (August), 5, 4 and 2 in subsequent months. Last year there were 45 in total during this period: 7 in April, 1 in May, 11 in June, 5 in July, 7 in August, 2 in September, 8 in October and 4 in November. It can be seen that there are no patterns!



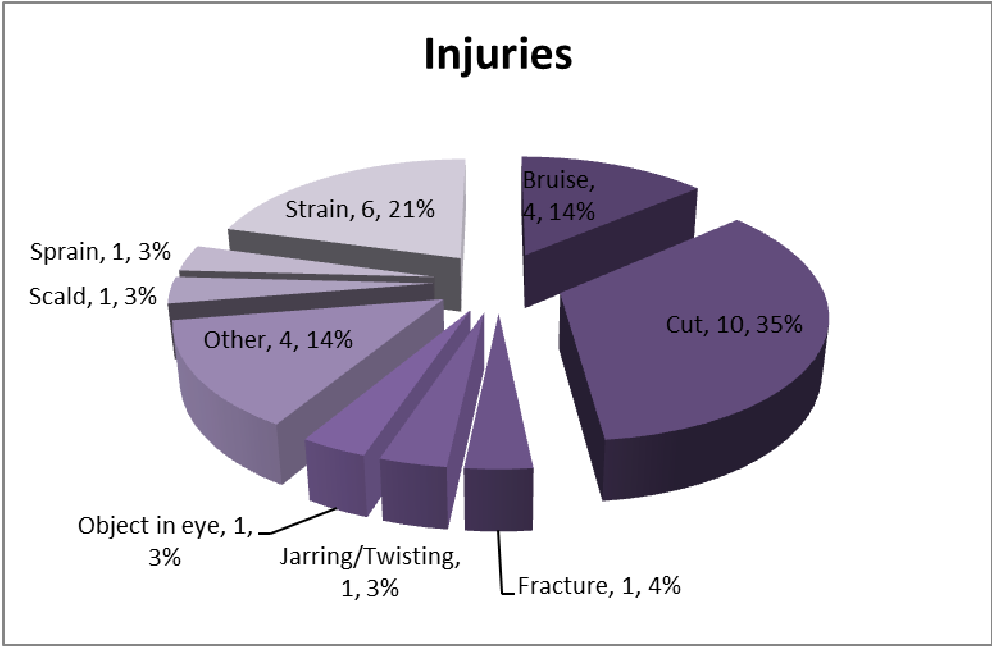
Which teams

Between 1 April to 30 November 2016, there were 24 accidents in Waste Services, 3 in Tenancy Management and 1 each in Finance and the Building Maintenance Unit. Last year there were 36 accidents in Waste Services, 3 each in Customer Services and Housing, 2 in Building Maintenance and one each in Contracts and Facilities, Property Services, Finance and Parks.



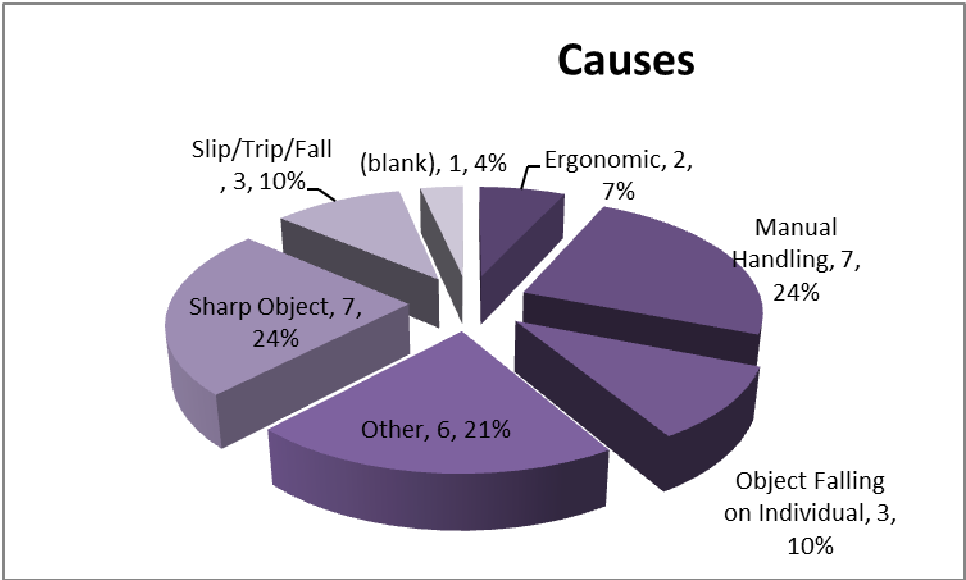
Injuries

Bruising and cuts make up the largest numbers of injuries – 14 (49%) out of the 29 accidents. However, now we have a variety of other injuries, including a fracture (due to not wearing PPE). The 'others' were – a possible sting, verbal abuse from a customer, feeling a 'pop' in the back, and whiplash. Last year there were 15 (32%) bruises, 11 cuts, (24%) 7 jarring (15%) 3 scalds, one fracture and one dust in the eye, and various sprains, strains, torn and twisted muscles, a pulled hernia and general jolting of the body.



Causes of injury

Causes were balanced amongst the 29 accidents with manual handling and sharp objects having the most, (slips, trips and falls have reduced in proportion since July). 'Blank' is because someone wasn't wearing PPE and dropped a brick on his foot; the 'others' were the person being verbally abused, the person struck by an EV, the person whose back 'popped', a person scalding themselves through looking away, a person in a RTA resulting in whiplash, and a worker who got grit in their eye. Last year, 19 were ergonomic or manual handling, 14 slips, trips and falls, 7 sharp objects, 3 objects falling from height, one object falling and one individual falling from height.



Near misses

There were 10 Near Misses reported from 1 April to 30 November. All were to our employees, 8 in Waste, 1 in Housing and EH Admin and 1 in the Hub.

4 were violence threats or verbal abuse, the other 6 were one each of driving, ergonomic, fire, trip, sharp object and tree collapsing. They happened all around the district including Saxon House and Southover House and the depot.

Last year there were four near misses at this stage – three slips, trips and falls and one vehicle/pedestrian interaction.

Road Traffic Accidents

There were 5 road traffic accidents reported from 1 April to 30 November. All were our employees, one in their own vehicle and four in council vehicles. One council vehicle involved two of our staff who both suffered injury but not serious injury, despite it being a serious accident. Of the others, three resulted in no injury; the one which resulted in whiplash was the result of an EV being clipped by a lorry travelling past when it was parked. There were no patterns.

RIDDOR Reports

There were 4 accidents to our staff reported to the HSE under RIDDOR; all were due to absence of 7 days or more: the person struck by the EV, the person in the EV struck by another vehicle, the person lifting bags who hurt their back and the person who the stack of bins fell on. (The fracture was reported under RIDDOR as well but by the employer – it was an agency worker.)

3 Financial Appraisal

In Waste and Recycling, and the Building Maintenance Unit, we have to use Agency staff to cover for those absent. This is around 70 days during this period, plus one person off on long-term sickness from one of the RTAs, and another off for a couple of weeks as a result of another RTA.

Insurance

The Council is insured 'for accidents' although much depends on who's having the accident and whether the Council are negligent. Employer's Liability (EL) insurance covers the Council's liability to its employees arising from negligent acts and omissions. Public Liability insurance covers the same in respect of third parties.

We also have a Personal Accident (PA) policy. This is benefit rather than an indemnity policy and no liability need be demonstrated. So if, for example, a

worker cut his fingers off in a bizarre accident involving power tools then he or she would be entitled to claim on the PA policy even if an EL claim failed or was not pursued at all. From April to November 2016 we have had no staff claims on either EL or PA.

4 Legal Implications

The Legal Services Department does not need to comment specifically on the accident statistics as it is a progress report.

5 Sustainability Implications

I have not completed the Sustainability Implications Questionnaire as this Report is exempt from the requirement because it is a progress report.

6 Risk Management Implications

I have not completed the Risk Management Implications Questionnaire as this Report is exempt from the requirement because it is a progress report.

7 Equality Screening

I have not completed the Equality Questionnaire as this Report is exempt from the requirement because it is a progress report.

8 Background Papers

There are no background papers.

9 Appendices

There are no appendices.