

**Agenda Item No:** 9 **Report No:** 176/17

**Report Title:** Accidents to Lewes District Council staff from April 2017 to August 2017

**Report To:** Employment Committee **Date:** 18 December 2017

**Ward(s) Affected:** Employees and workers

**Report By:** Jill Yeates

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### **Purpose of Report:**

To report the statistics on accidents sustained by staff working for Lewes District Council, reported between 1 April 2017 and 30 November 2017.

### **Officer's Recommendation:**

- 1 That the Committee note the report and make any recommendations to the relevant senior officer or Council body for follow-up action considered necessary.

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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 information has been included as requested, although this will change over time as claims on Employers Liability insurance will go to Eastbourne Borough Council (EBC). Our insurance officer will still be informed and asked to look into the issue.
- 2.2 Whenever an accident or incident is recorded, the individual will have reported it to a supervisor or manager, who will then have discussed the

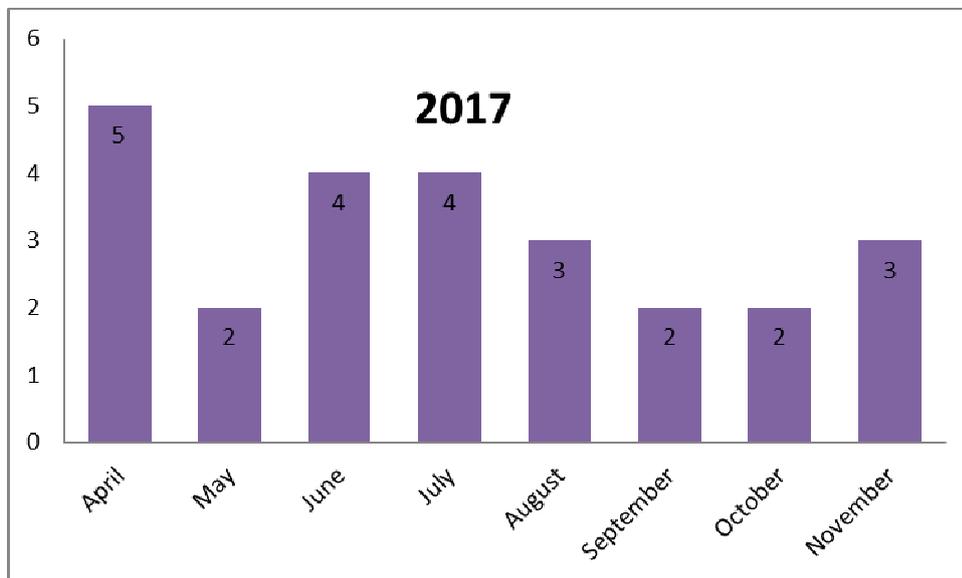
accident or incident with them and completed Part 3 of the form which looks at the underlying causes, and reports on actions taken. This then comes to the Health and Safety Officer who will follow up any action and ask for updated documents where relevant.

- 2.3** Starting in the current financial year (2017-18), the new accident and incident reporting system has been introduced, whereby one form covers accidents, near misses, aggression and violence at work reports. Because most employees are now employed by EBC, once we have a common intranet from February onwards, the accident reporting system will gradually change again in line with EBC's system whereby they are reported online.
- 2.4** Although most employees are now employed by EBC, accidents and near misses to those in Southover House, Saxon House, and in Waste and Recycling are still clearly reported to the Lewes District Council (LDC) Health and Safety Officer; thus the information given below is still comparable with last year.

## 2.4 Accident Statistics - Staff

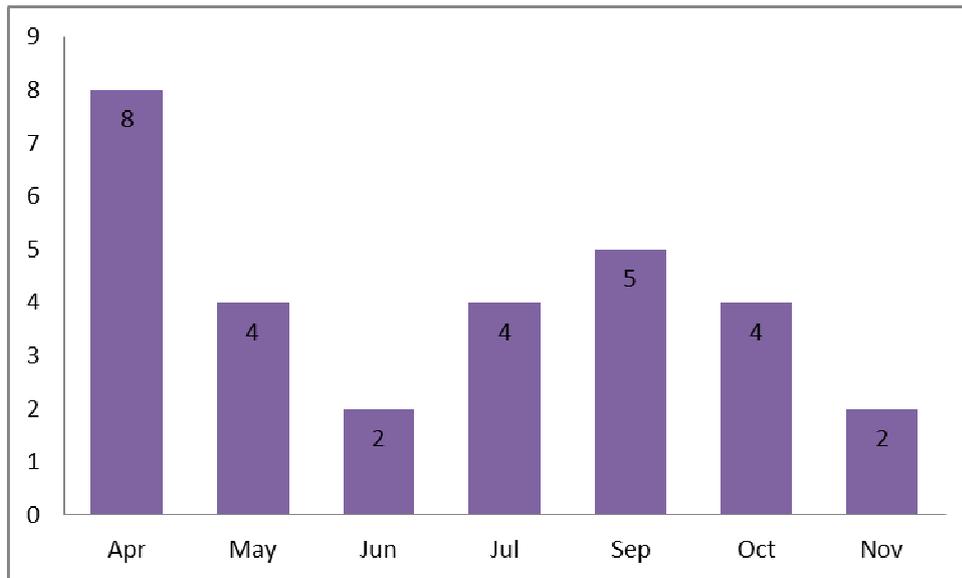
### Monthly accidents

Between April 2017 and November 2017, there were 25 accidents to staff and agency staff reported.



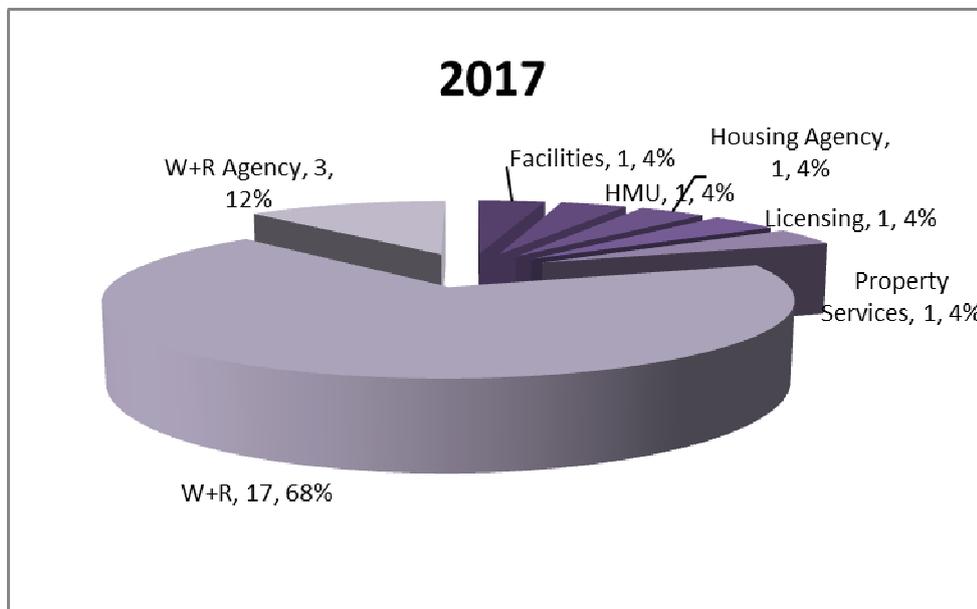
Last year between April 2016 to November 2016, there were 29 accidents reported to employees and agency staff. There doesn't appear to be much of a pattern other than April having the most accidents in a month in both years (although this wasn't the case in the previous three years. There are no obvious patterns.

## 2016



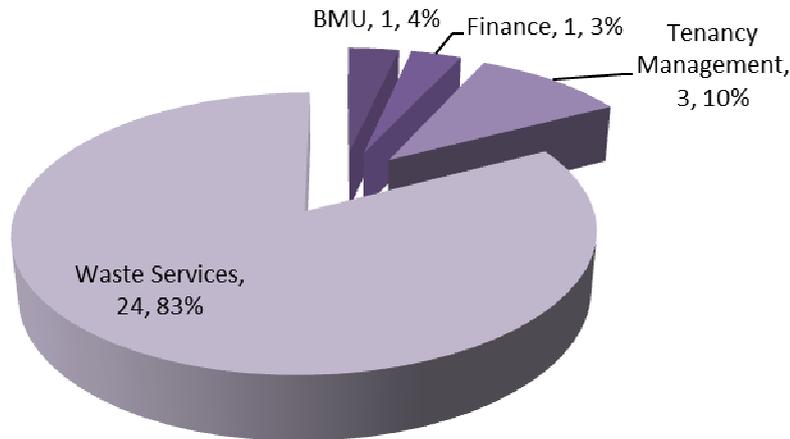
### Which teams

So far this year, 20 employees and agency staff in waste services reported having accidents (80% of the total accidents), and one each in building maintenance, property services, licensing, facilities and sheltered housing (agency).



Last year, 24 employees and agency staff in waste and recycling reported having accidents (83% of the total accidents), 3 in tenancy management, 1 in finance and 1 in the building maintenance unit.

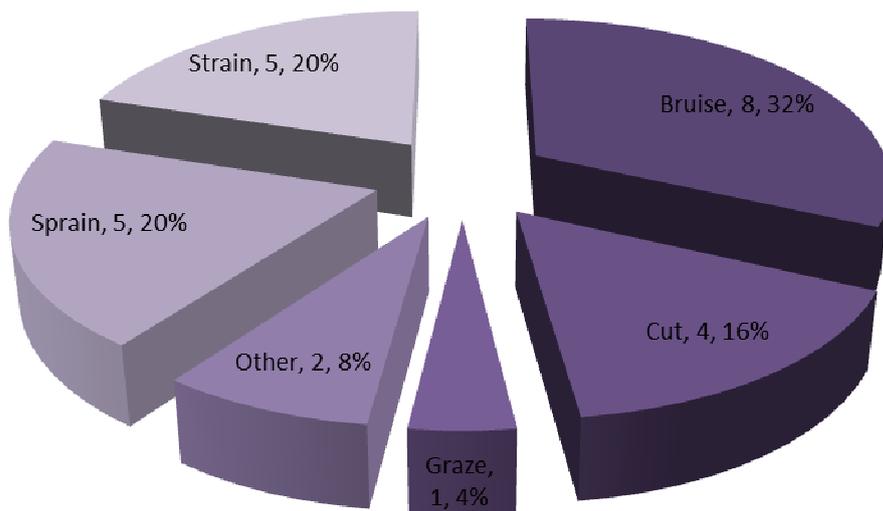
**2016**



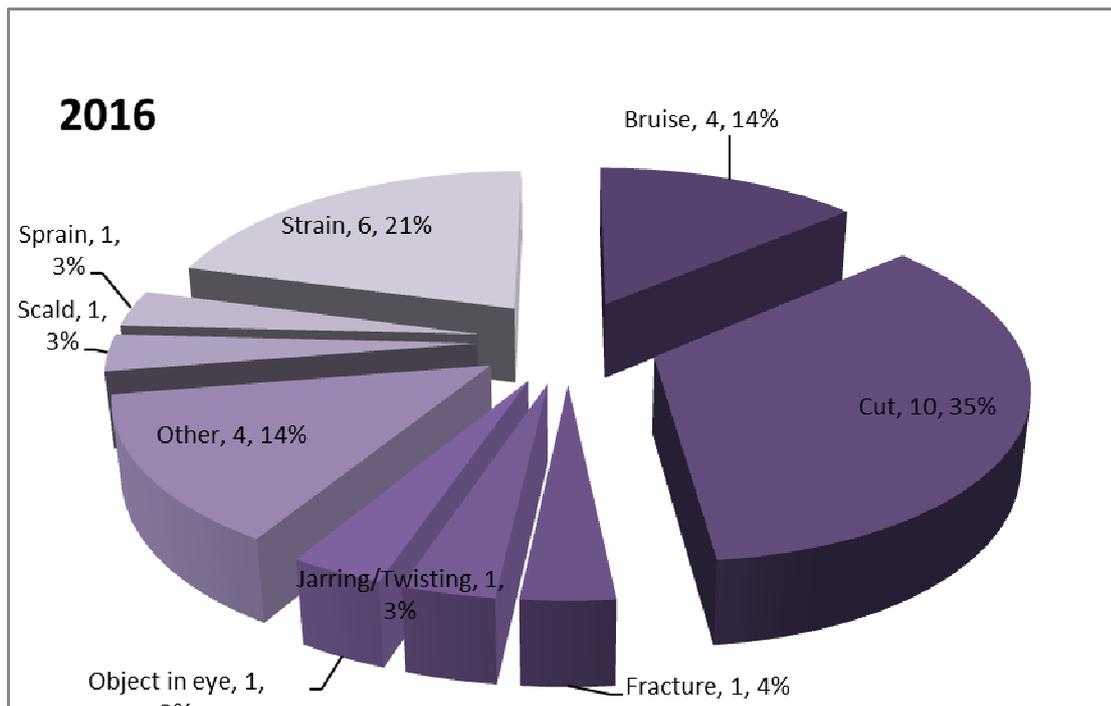
**Injuries**

This year, strains, sprains, bruises and cuts account for most (22, 88%) of the injuries; this is higher than last year, but there are no fractures this year. There was one graze, one wasp sting and one stomach upset.

**2017**

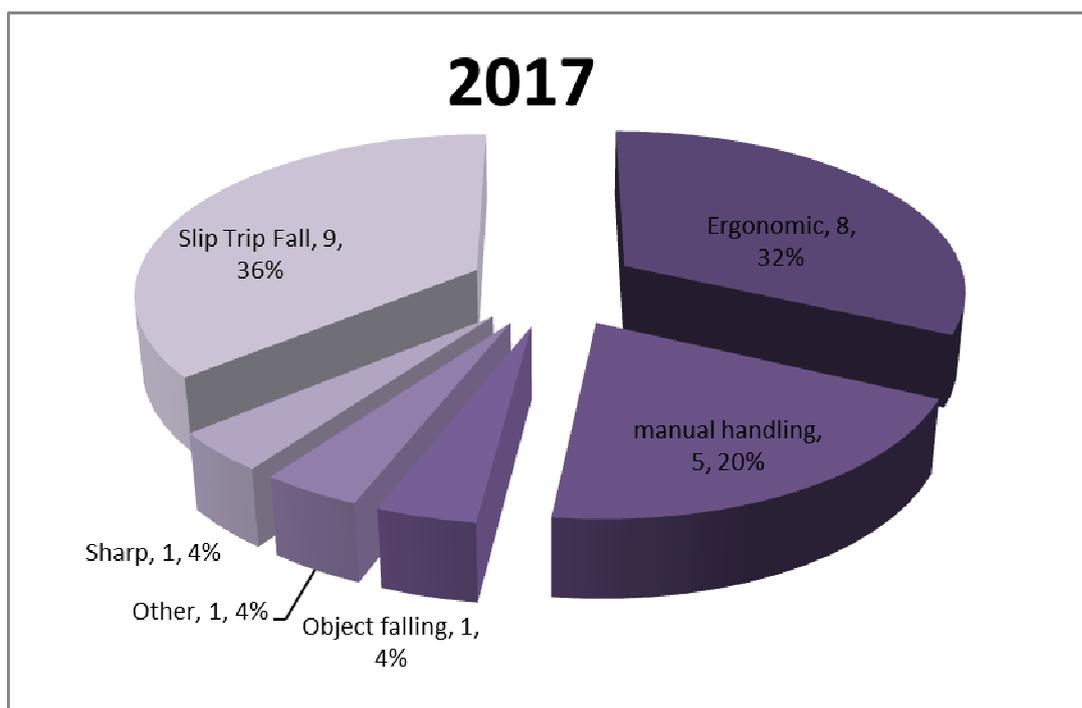


Last year, 11 (38%) of the accidents had resulted in bruises, sprains and strains, and 10 (35%) more accidents involved cuts. A fracture, a scald, an object in the eye, and jarring were each the result of one accident. The 'others' were a back problem, a sting, results of a road traffic accident and the receipt of abuse.

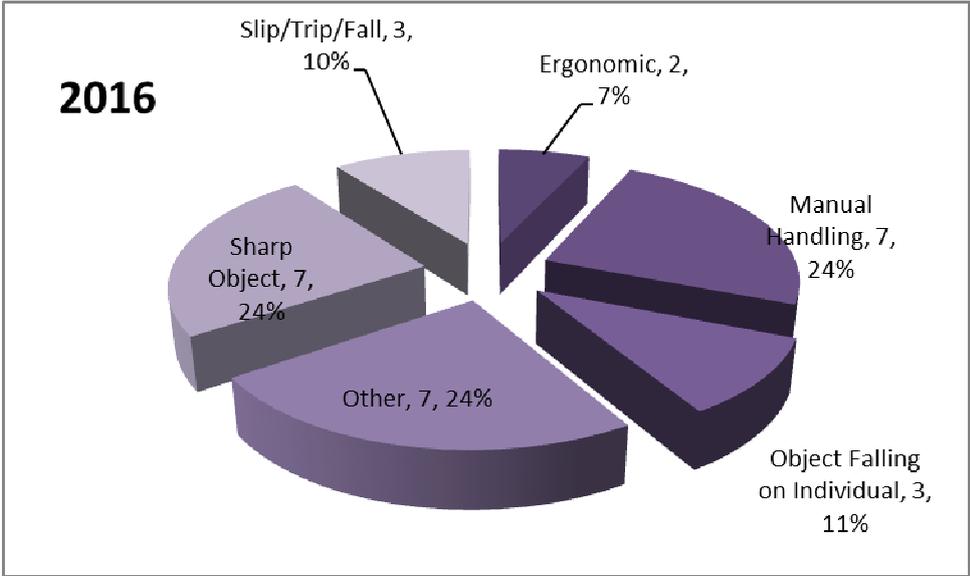


### Causes of injury

This year, slips, trips and falls (9, 36%) have been the largest single cause of injury, although manual handling and ergonomic causes were jointly responsible for 52% (13) of the accidents. An object falling, a sharp object and disturbing a wasp's nest were the other causes. The percentage of slips, trips and falls is over three times higher this year than last year, but cuts caused by sharps are lower this year – despite the increased numbers of 'needlesticks' being found.



Last year, it was manual handling (24%), sharp objects (24%), slips, trips and falls (10%) and objects falling on individuals (11%) which were the main causes. There were seven 'other' causes: someone dropping a brick on their foot whilst not wearing PPE, someone 'touched' by a reversing EV whilst fulfilling banksman duties, the person whose back 'popped', the aggression from a commercial customer, a scald, grit in the eye and the results of a road traffic accident.



**Near misses**

We have had 1 near miss reported this year so far, it other involved a blind falling down when touched (it was put back up and the rest checked). It was agreed at the last Employment Committee meeting that we will resurrect the 'Near Miss Campaign' in the new financial year when staff across both councils are settled into their new roles.

Last year we had 12 reported near misses by the end of November – three of which were reported aggression on the same day. There were also a driving near miss in the depot, 3 ergonomic near misses, a 'fire' near miss, 2 slips, trips and falls, a sharp and another aggression.

**RIDDOR Reports**

There were 3 accidents reported to the HSE under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) (compared to 6 last year); all these were for Waste and Recycling people being incapacitated for more than 7 days, and involved pulling bins, pushing bags and stepping into a pothole resulting in leg, ankle and groin strains.

### **3 Financial Appraisal**

At least 28 (96 last year) employee working days have been lost, all of them in Waste Services (4 accidents). This means that more than 28 (96 last year – 8 accidents) days' Agency staff would have to be paid for as a result of the accidents

#### **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. The insurance (EL) claim from the member of staff who was knocked over last year by the bins, where our insurers have accepted liability, is still ongoing (reported in the previous report). There are no other claims currently.

We also have a Personal Accident (PA) policy. This is a benefit rather than an indemnity policy and no liability need be demonstrated. So if, for example, a worker had a life-changing accident, 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. There are no claims currently.

### **4 Legal Implications**

The Committee should consider, in light of the statistics and trends presented in this report, whether to recommend to the relevant person(s) specific measures intended to fulfil the Council's legal duty to ensure, so far as is reasonably practicable, the health, safety and welfare at work of its employees.

### **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.