

**Agenda Item No: 8**

**Report No: 115/17**

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

**Report To: Employment Committee      Date: 11 September 2017**

**Cabinet Member:**

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

**Report By: Jill Yeates**

**Contact Officer(s)- Jill Yeates**

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**Purpose of Report:**

To report the statistics on accidents sustained by Lewes District Council staff reported between 1 April 2017 and 31 August 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**

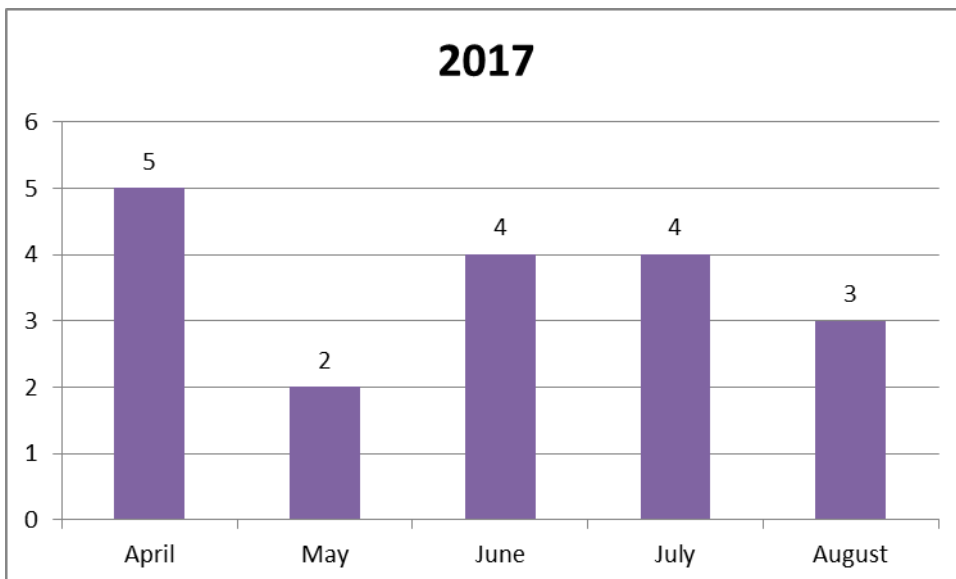
- 2.1 The statistics are presented as previously requested – with numbers and percentages, comparisons with the previous year (same period). Insurance information has been included as requested, although this will change over time as claims on Employers Liability insurance will go to Eastbourne Borough Council (EBC). Our insurance officer would 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 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** 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, the accident reporting system will 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, 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.

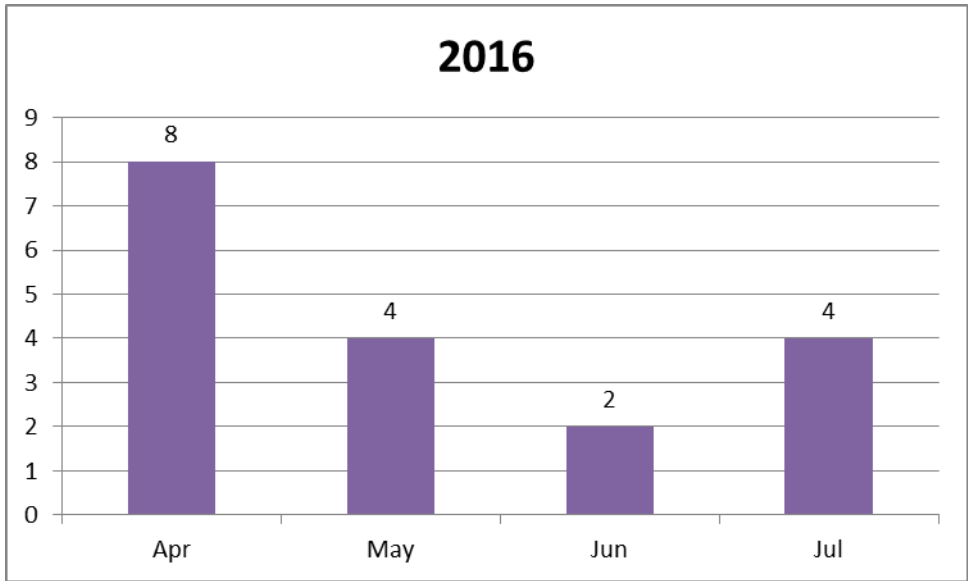
## 2.4 Accident Statistics - Staff

### Monthly accidents

Between April 2017 and August 2017, there were 18 accidents reported to staff and agency staff.

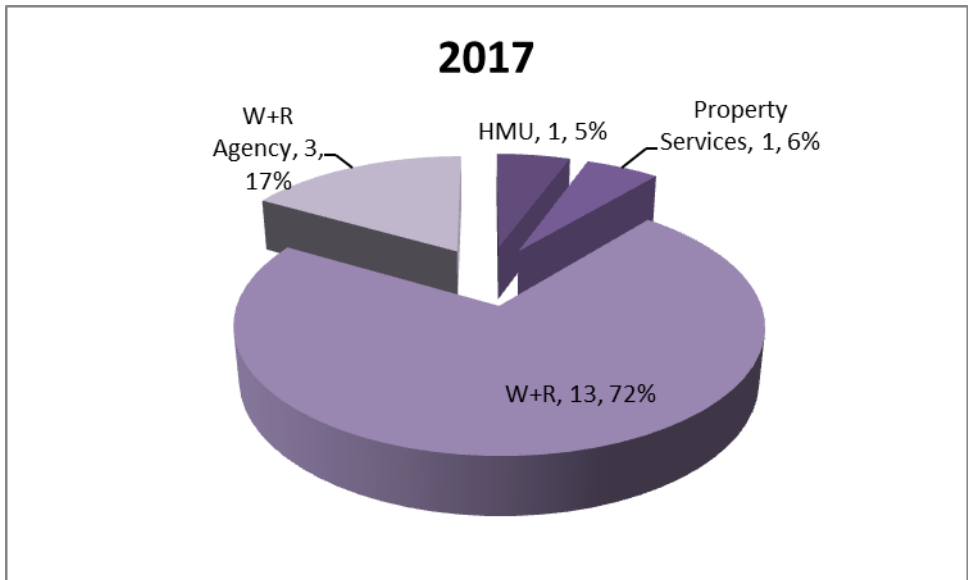


Last year between April 2016 to August 2016, there were also 18 accidents reported (though none in August) to staff and agency staff.

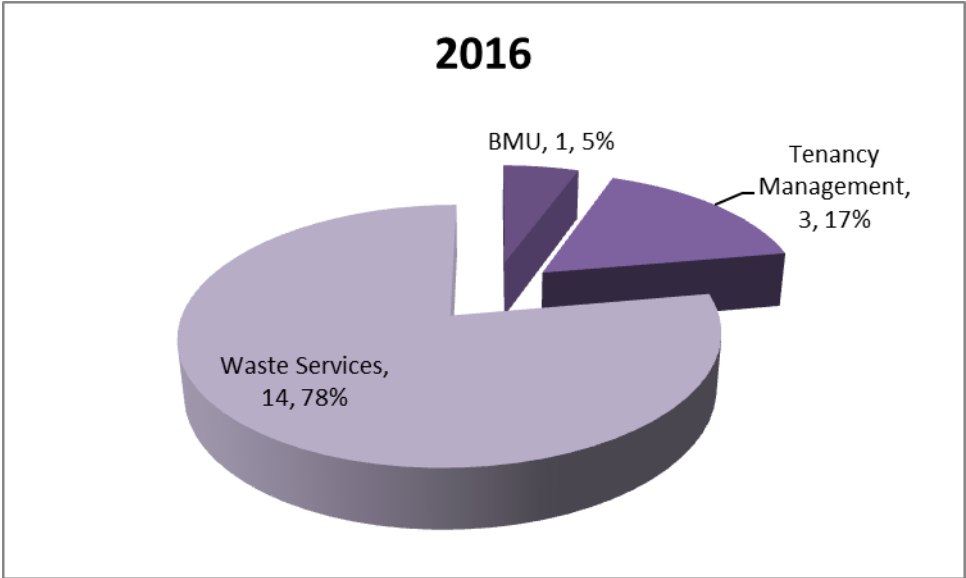


### Which teams

This year, 16 employees and agency staff in waste services reported having accidents (89% of the total accidents), 1 in building maintenance and 1 in property services.

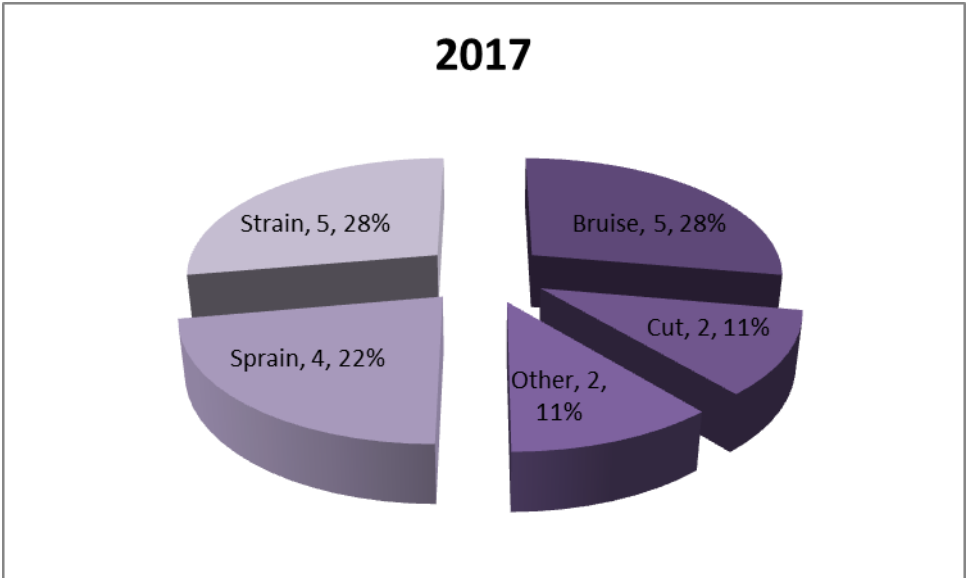


Last year, 14 employees and agency staff in waste and recycling reported having accidents (78% of the total accidents), 3 in tenancy management and 1 in the building maintenance unit.

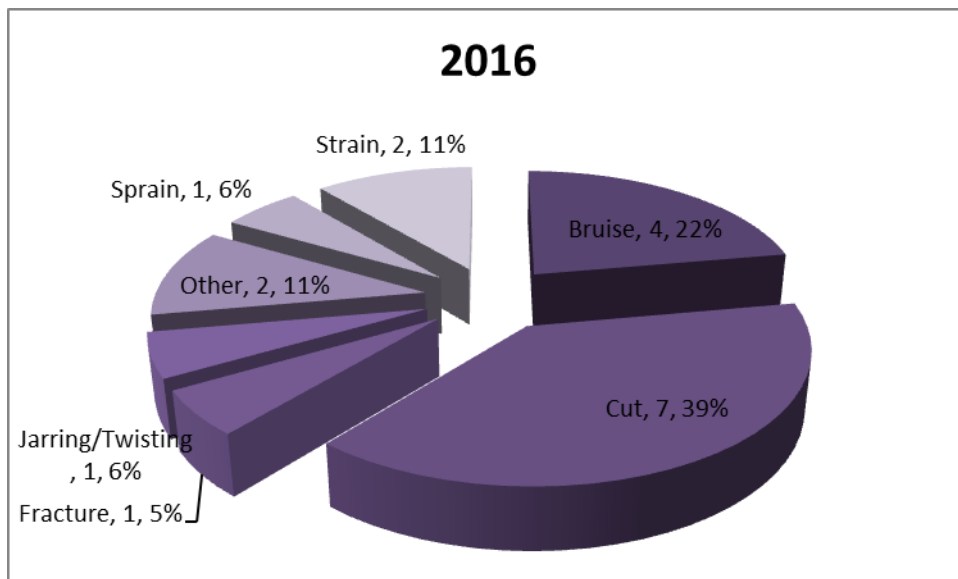


**Injuries**

This year, strains, sprains and bruises account for most (14, 78%) of the injuries. There were two cuts, one wasp sting and one stomach upset.

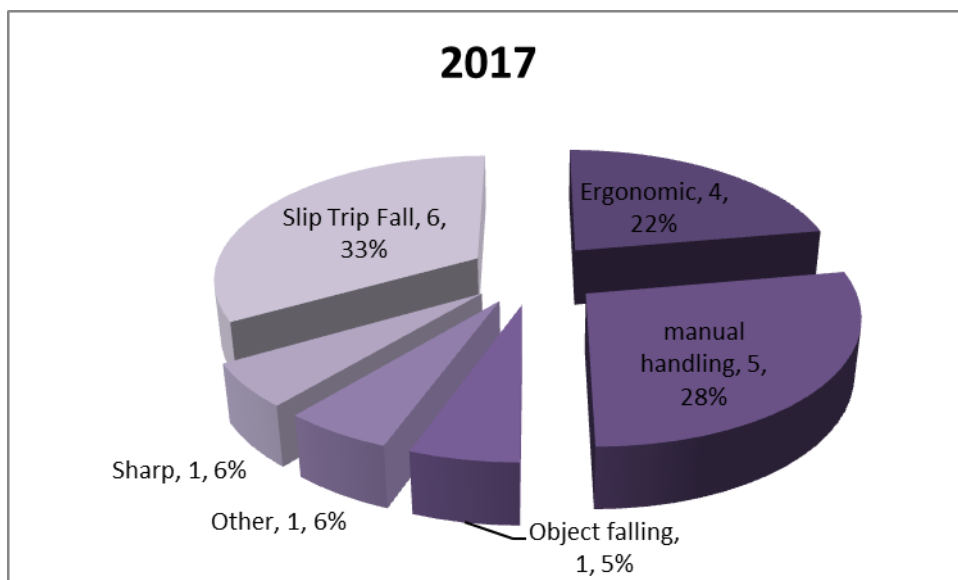


Last year, 7 of the accidents involved cuts, and 7 more involved bruises, sprains and strains. The 'others' were a back problem and the receipt of abuse.

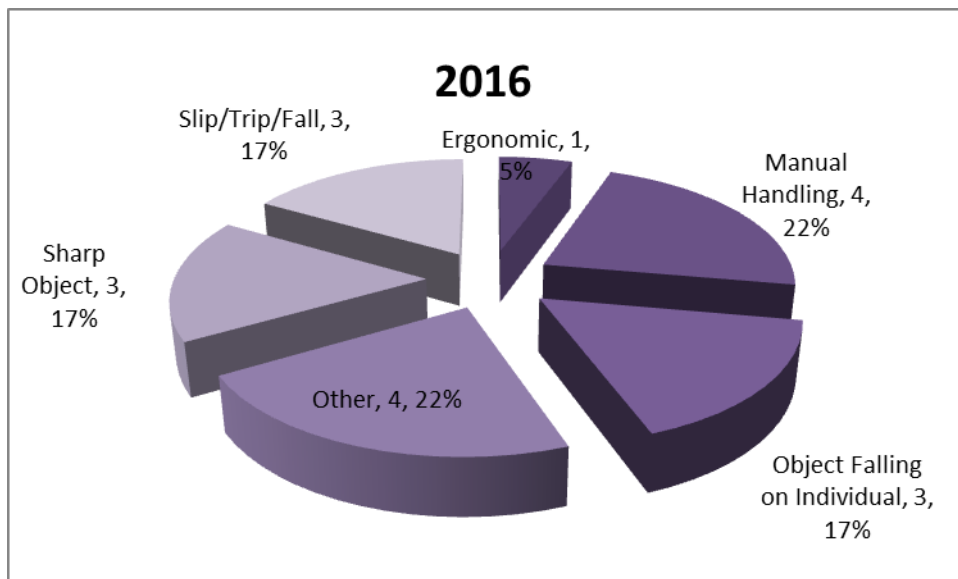


### Causes of injury

This year, slips, trips and falls (6, 33%) have been the largest single cause of injury, although manual handling and ergonomic causes were jointly responsible for 50% (9) of the accidents. An object falling, a sharp object and disturbing a wasp's nest were the other causes.



Last year, it was manual handling (22%), slips, trips and falls (17%) and objects falling on individuals (17%) which were the main causes. There were four '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' and the aggression from a commercial customer.



### Near misses

We have had no near misses reported this year so far. We may need to resurrect the 'Near Miss Campaign'.

Last year we had 9 near misses – three of which were reported aggression on the same day. There were also a driving near miss in the depot, an ergonomic near miss, a 'fire' near miss, a slip, trip and fall, 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 5 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.

### 3 Financial Appraisal

At least 28 (46 last year) employee working days have been lost, all of them in Waste Services (4 accidents). This means that around 28 (46 last year) 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 new claims currently.

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 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.

Lawyer consulted 30.5.17. Legal ref: 006374-LDC-OD.

#### **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.