




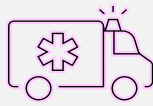
Report #:	2	Month:	Feb-24	Date of report:	5/03/2024	Prepared By:	Katy Ortiz
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1. GENERAL RESULTS


1.1 Overview


This report is intended to provide an overview of organisational safety performance. The tables below show the monthly results of the safety indicators established at Ipswich City Council.


Lost Time			
LTI	Difference	↓ Decrease/ ↑ Increase /≡ No change	


Medically Treated			
MTI	Difference	↓ Decrease/ ↑ Increase /≡ No change	


LTI Severity Rate			
LTI Severity Rate	Difference	↓ Decrease/ ↑ Increase /≡ No change	
15.87	3.97	↑	


Percentage of Harm			
% of 'Harm' Incidents	Difference	↓ Decrease/ ↑ Increase /≡ No change	
21.1%	-0.25	↓	

Incidents			
Number of Incidents	Difference	↓ Decrease/ ↑ Increase /≡ No change	
57	14.00	↑	

Injuries			
Number of Injuries	Difference	↓ Decrease/ ↑ Increase /≡ No change	
12	0.00	≡	

Inspections			
Compliance	Difference	↓ Decrease/ ↑ Increase /≡ No change	
90%	0.02	↑	

Observations			
Compliance	Difference	↓ Decrease/ ↑ Increase /≡ No change	
59%	0.05	↑	

Actions			
Compliance	Difference	↓ Decrease/ ↑ Increase /≡ No change	
82%	-0.03	↓	

1.2 Treated Injury Frequency Rates

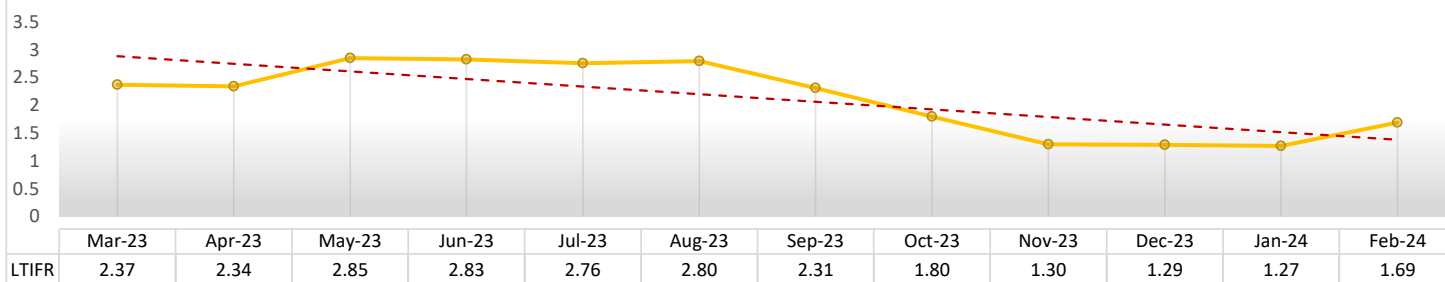
Frequency Rates	
Injury Frequency	Frequency Rate (Rolling 12 Months)
Lost Time	1.69
Medically Treated	7.62

Percentage of Harm	
% of 'Harm' Incidents-Month	% of 'Harm' Incidents-Year
21.1%	24.0%

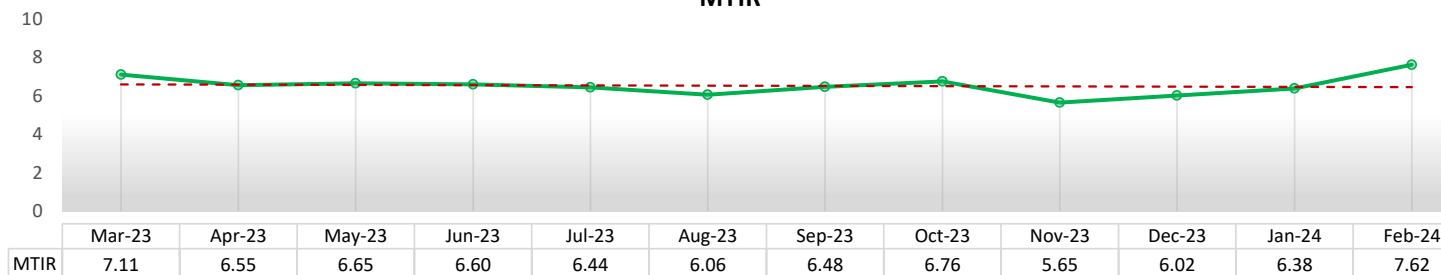
DAYS LOST (Rolling 12 Month)	LTI SEVERITY RATE
252	15.87

LTIFR and MTIFR - number of occurrences in the period. A Medical Treatment Injury (MTI) is defined as an injury, illness or disease that resulted in a level of treatment (above First Aid) given by a Registered Health Practitioner.

Lost Time Injury Frequency Rate
LTIFR



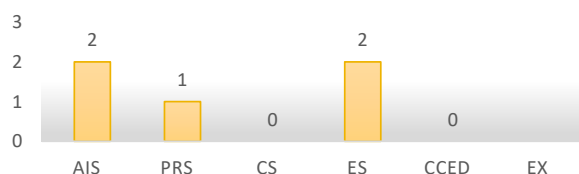
Medical Treatment Injury Rate
MTIR



1.3 Treated Injuries by Department

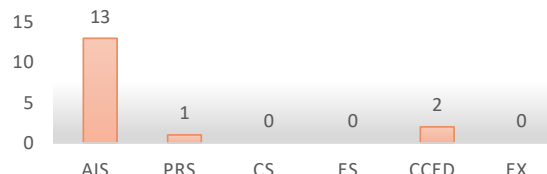
Lost Time		
Department	LTI (Month)	LTI (Rolling 12 Months)
AIS	2	2
PRS	0	1
CS	0	0
ES	0	2
CCED	0	0
EX	0	0

LTI by Department
(Rolling 12 Months)



Medically Treated		
Department	MTI (Month)	MTI (Rolling 12 Months)
AIS	4	13
PRS	0	1
CS	0	0
ES	0	0
CCED	0	2
EX	0	0

MTI by Department
(Rolling 12 Months)



2. INCIDENTS REPORT

2.1 Number of incidents and Near Miss reported for the month

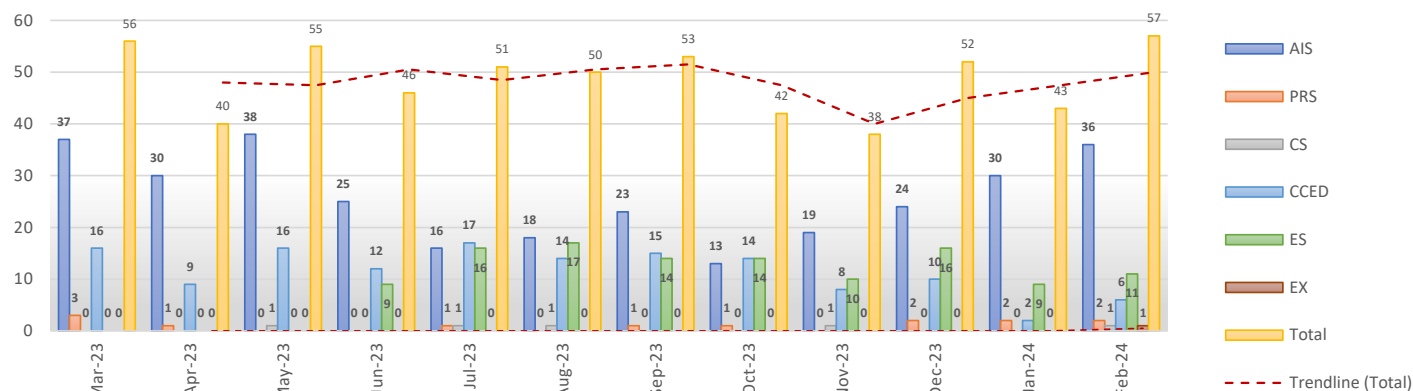
Department	Number of Incidents		Incident Rates	Number of Injuries		Injury Rates	Near Miss	Notifiable Incident to regulator
AIS Asset and Infrastructure Services	36	↑	6.41	9	≡	1.60	25	
PRS Planning and Regulatory Services	2	≡	1.14	0	↓	0.00	0	
CS Corporate Services	1	↑	0.43	0	≡	0.00	1	
CCED Community, Cultural & Economic Development	6	↑	1.65	3	↑	0.83	1	
ES Environment and Sustainability	11	↑	7.75	0	↓	0.00	11	
EX Executive and Other Services	1	↑	11.11	0	≡	0.00	0	
GRAND TOTAL	57	↑	14.00	12	≡	0.00	38	

• Incident and injury rate is number of occurrences / workers x 100

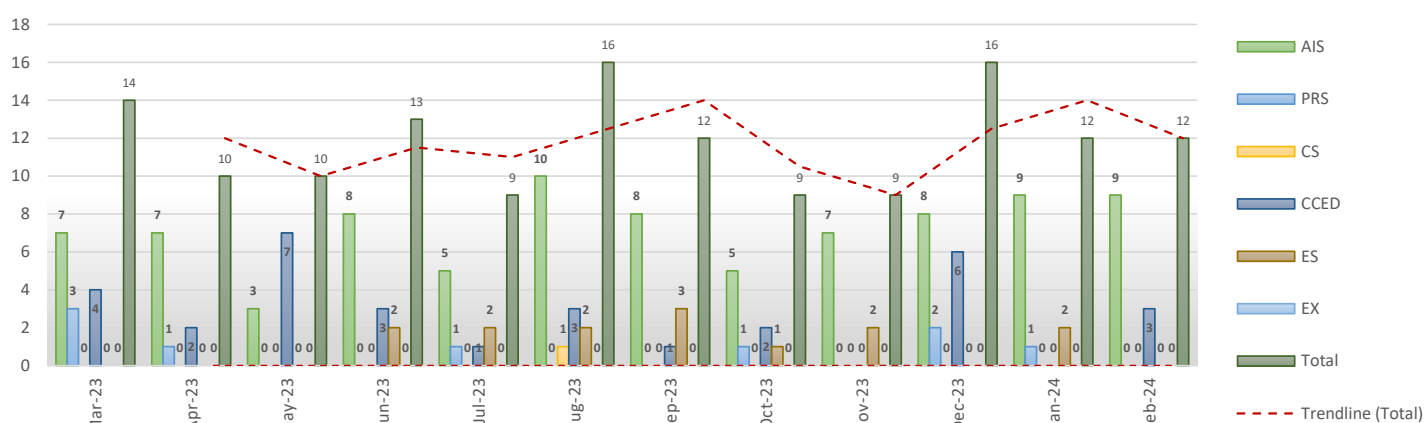
• Compared to the previous month; ↓ Indicates reduction in incidents, ↑ Indicates an increase in incidents, ≡ Indicates no change in incidents

2.2 Rolling Data Incidents and Injuries

Rolling Data Incidents

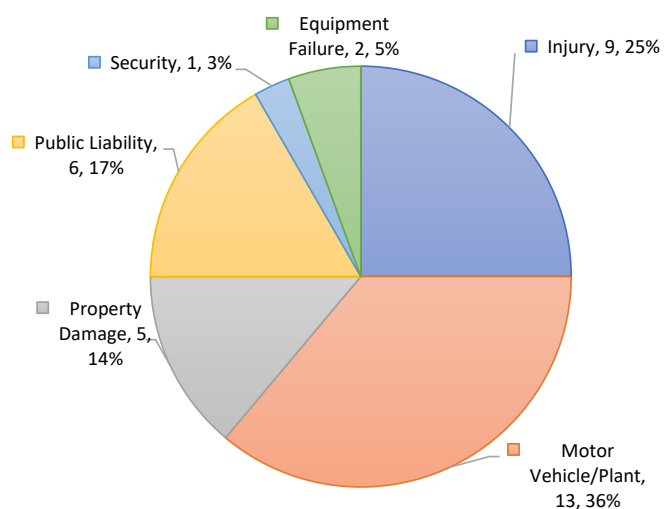


Rolling Data Injuries

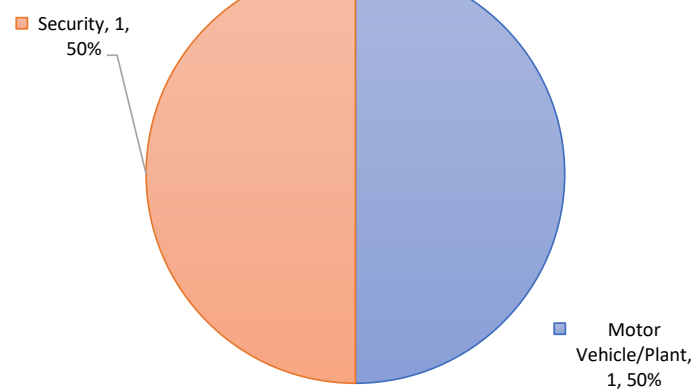


2.3 Incidents by Type per Department

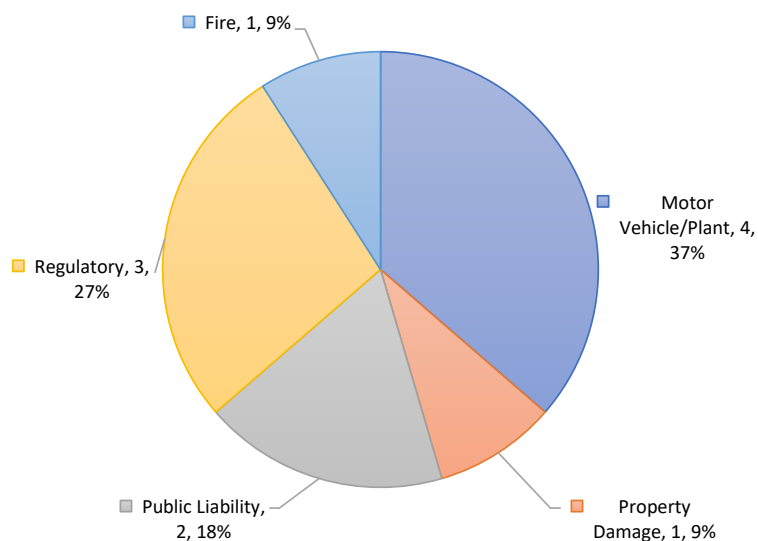
AIS - Asset and Infrastructure Services



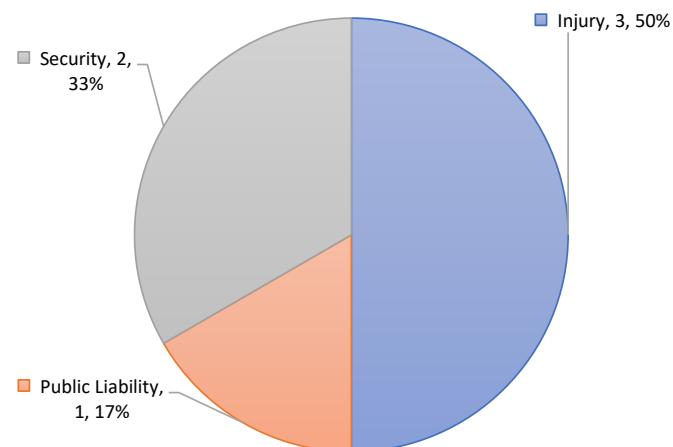
PRS - Planning and Regulatory Services



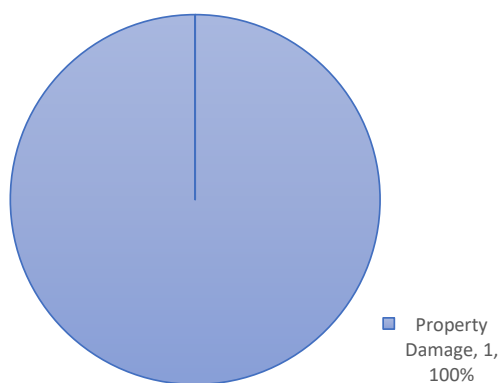
ES - Environment and Sustainability



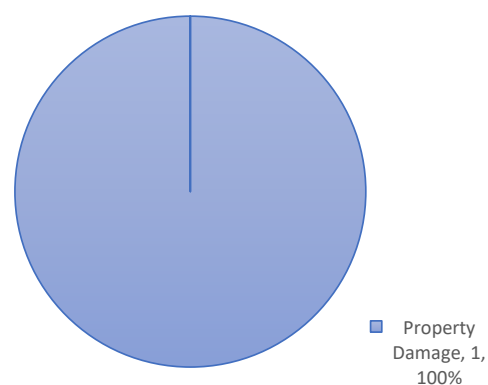
CCED - Community, Cultural & Economic Development



CS - Corporate Services

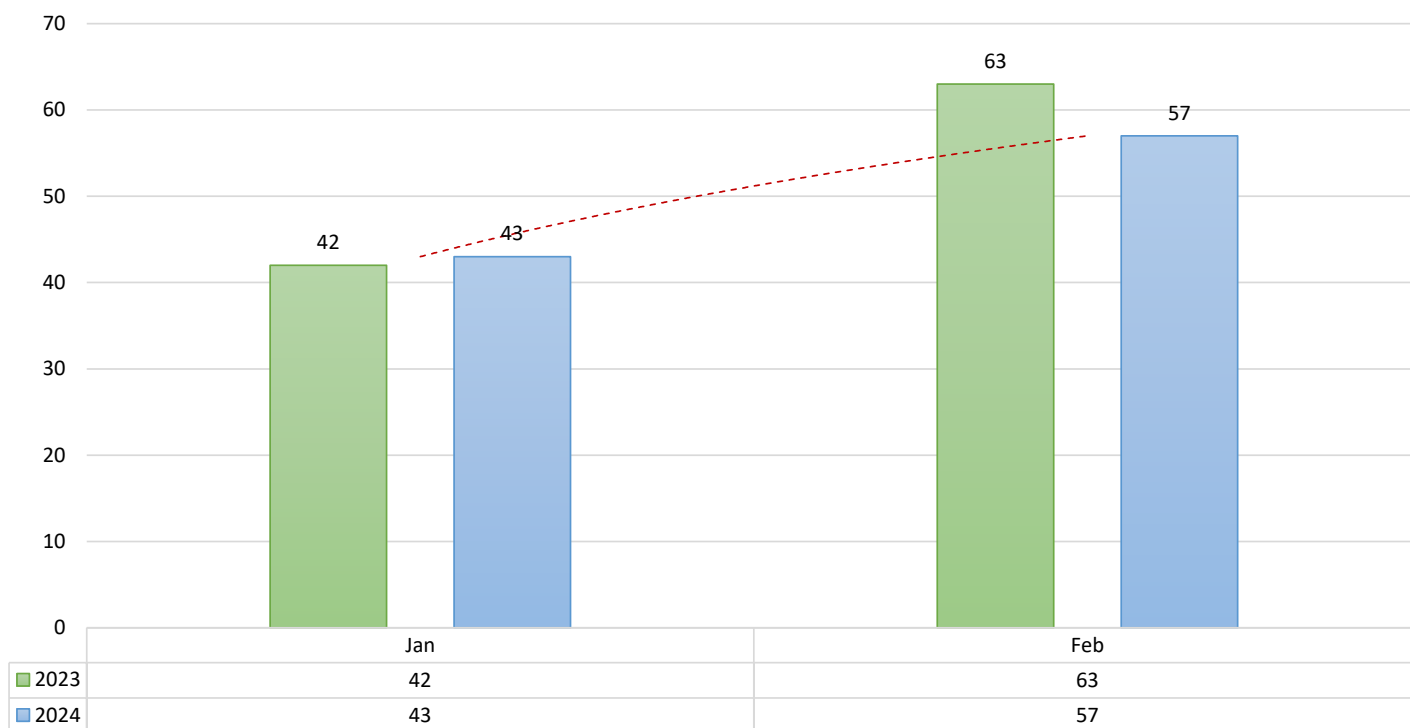


EX - Executive and Other Services

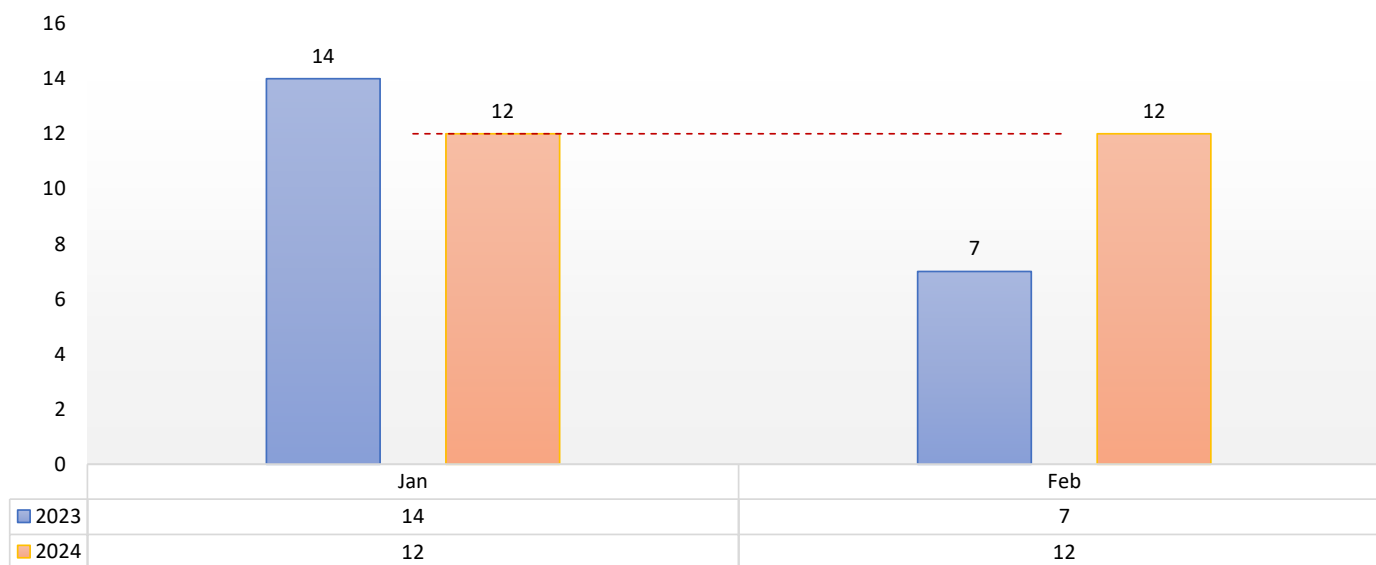


2.4 Incidents and Injuries Monthly Comparison

Incidents Monthly Comparison



Injuries Monthly Comparison



2.5 Incidents of harm

Percentage of Harm	
% of 'Harm' Incidents-Month	% of 'Harm' Incidents-Year
21.1%	24.0%

21.1% of the total reported incidents in **February** are involving injury harm. In Appendix 5.1, the relation of the significant incidents is listed; they are considered significant because they require first aid treatment or above.

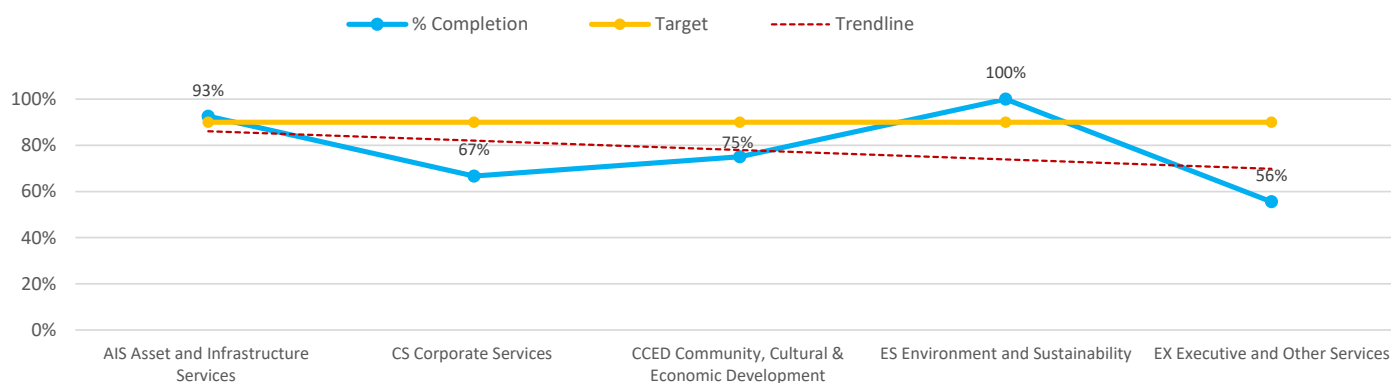
Click to go
Appendix 5.1



3. LEAD INDICATORS

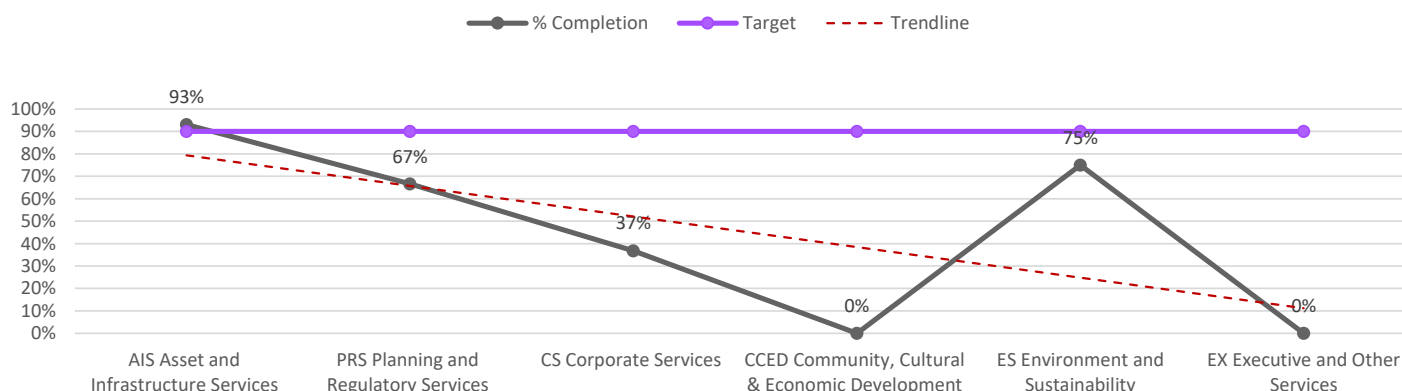
3.1 Risk Inspections

Inspections					
Department	Total	Completed	Not completed	% Completion	Target
AIS Asset and Infrastructure Services	121	112	9	93%	90%
PRS Planning and Regulatory Services	0	0	0		90%
CS Corporate Services	3	2	1	67%	90%
CCED Community, Cultural & Economic Development	8	6	2	75%	90%
ES Environment and Sustainability	18	18	0	100%	90%
EX Executive and Other Services	9	5	4	56%	90%
GRAND TOTAL	159	143	12	90%	90%
				0.02 ↑	

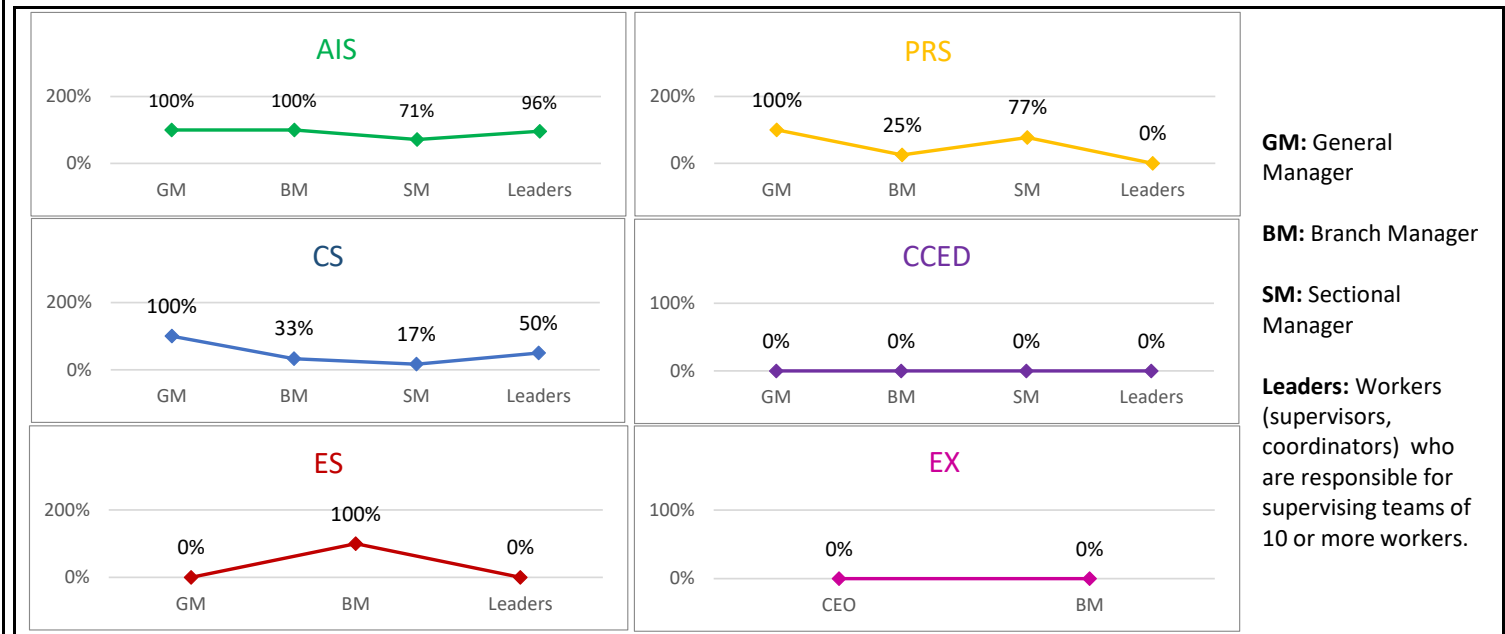


3.2 Observations

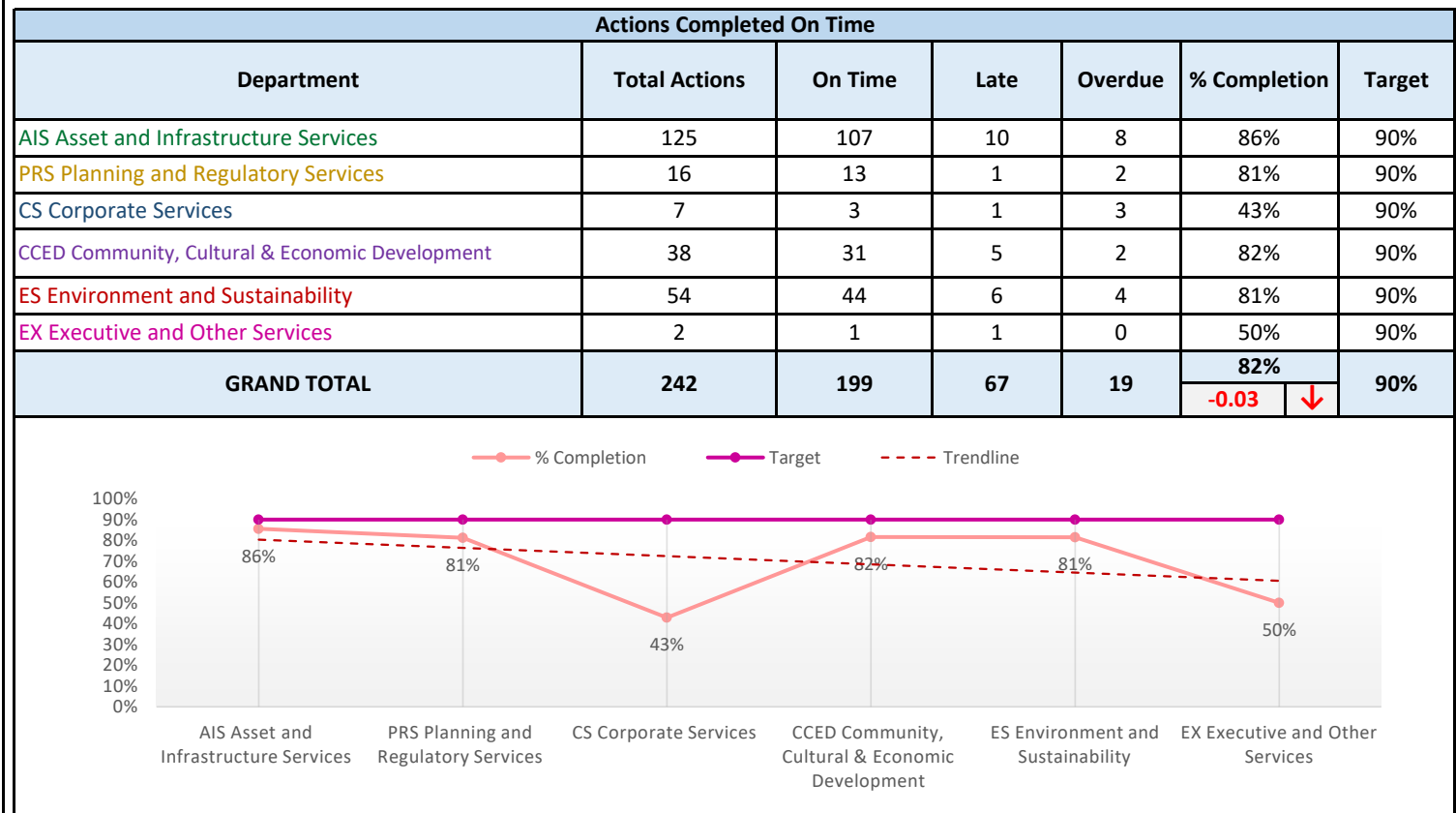
Observations					
Department	Total	Completed	Not completed	% Completion	Target
AIS Asset and Infrastructure Services	43	40	3	93%	90%
PRS Planning and Regulatory Services	18	12	6	67%	90%
CS Corporate Services	19	7	12	37%	90%
CCED Community, Cultural & Economic Development	19	0	19	0%	90%
ES Environment and Sustainability	4	3	1	75%	90%
EX Executive and Other Services	2	0	2	0%	90%
GRAND TOTAL	105	62	43	59%	90%
				0.05 ↑	



3.2.1 Observations per department



3.3 Actions Completed On Time



3.4 Lead Indicators Analysis

Although 90% of the scheduled hazard inspections were completed, the safety observations, serving as a lead indicator, fell short of the target. Despite a slight improvement from the previous month's 54% to 59%, there's room for enhancement. Completion rates for PRS and CS were low, with CCED and EX showing 0% compliance, highlighting the need for improvement. Collaborative efforts between departments and WSW are recommended to address these issues effectively.

Furthermore, while 82% of reported actions were closed on time, this marks a slight decline from the previous month's 85%. It's crucial to focus on completing actions to meet the lead indicator requirements.

4. MENTAL HEALTH REPORT

4.1 Mental Health First Aid Interactions for the Month

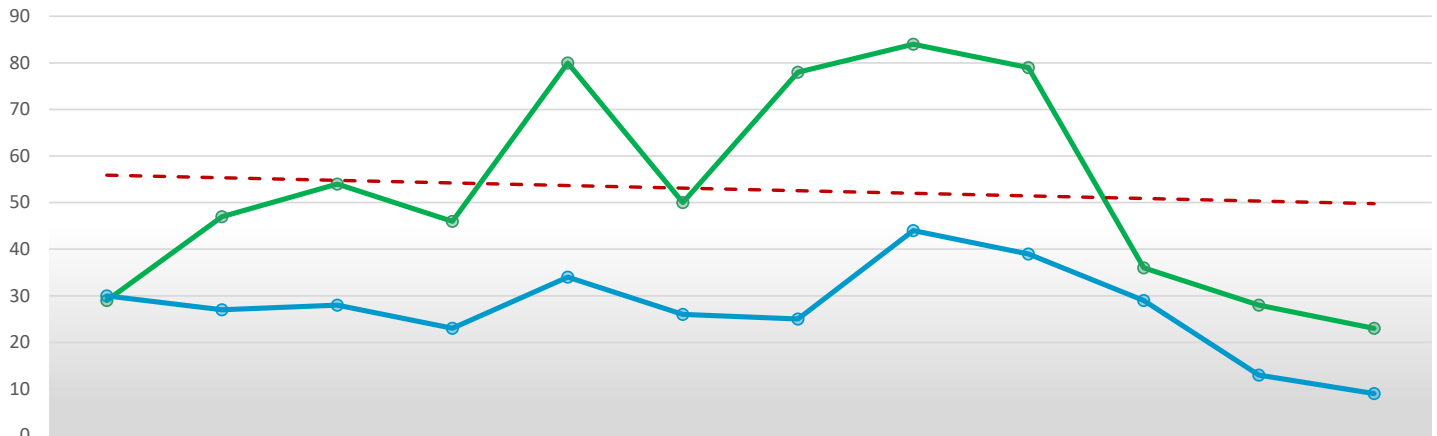
Number of
interactions

23

Number requiring follow-
up

9

Mental Health First Aid Interactions History



4.2 Mental Health First Aid - Breakdown of Interactions

Interactions Work Related

- * Work related Stress (Including workload)
- * Conflict with Colleagues/workmates
- * Conflict with Manager/Supervisor or Senior Management
- * Long Working Hours
- * Imminent Retirement
- * Organisational Morale
- * Alleged bullying/discrimination/harassment

The common and repetitive factors are: Work-related Stress (including workload); Conflict with Colleagues/workmates; Conflict with Manager/Supervisor or Senior Management.

Interactions Non Work Related

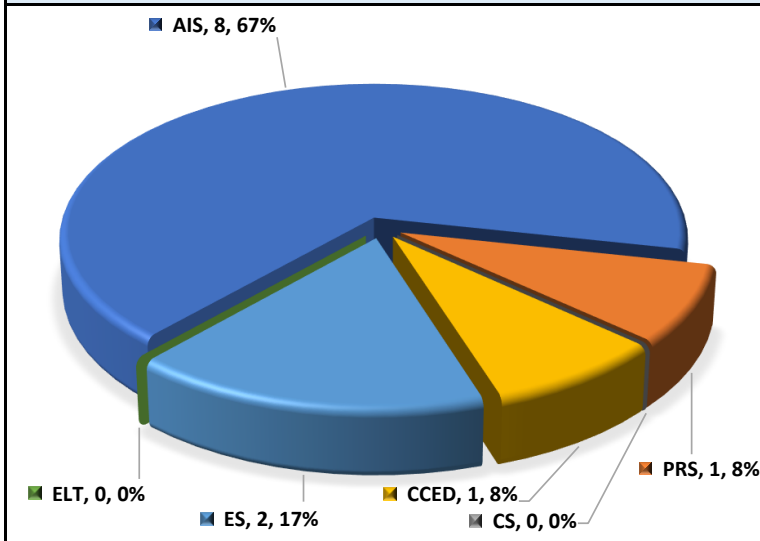
- * Family member death/illness
- * Family breakdown/issues
- * Parenting issues
- * Financial Issues
- * Divorce/Separation

The common and repetitive factors are: There are no common and repetitive factors; the report registered one case per each non-work related factor.

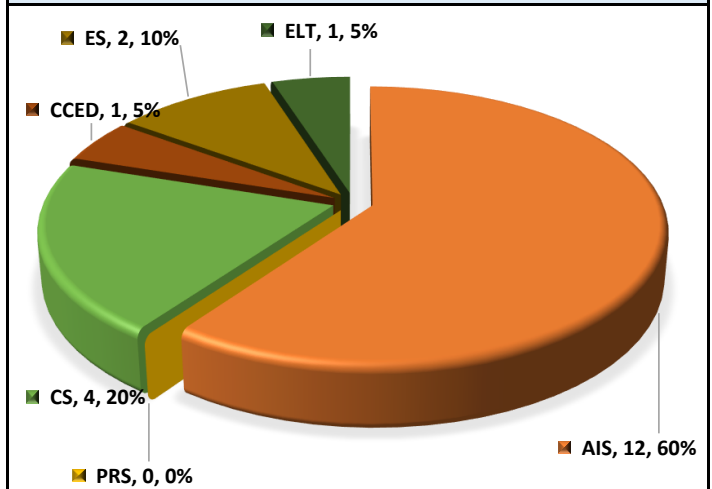
The departments where issues originate are: AIS (WFS), CCED (LCS), PRS, CS, EX.

4.3 Workers Compensation Claims - Work Related

**Workers Compensation Claims Per Department
Work Related****

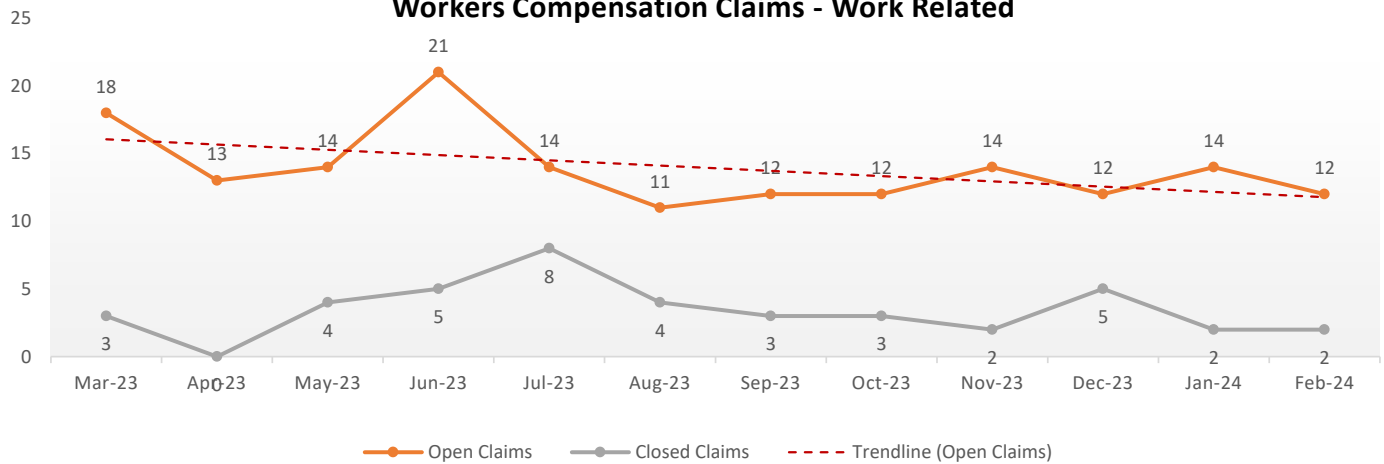


**Claims Per Department
Non - Work Related**



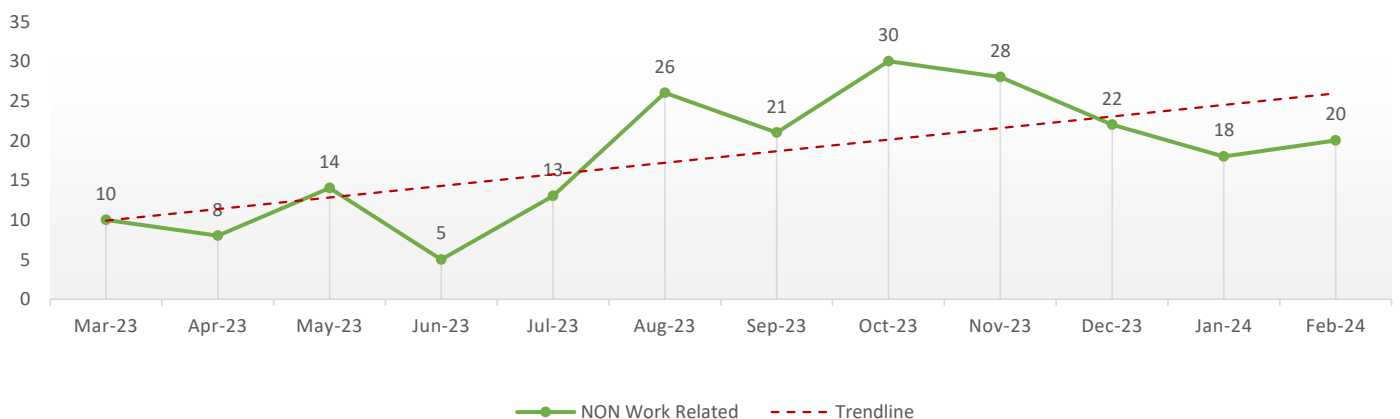
** The total number of work-related claims includes the claims that are currently pending

Workers Compensation Claims - Work Related



4.4 Workers Claims - Non Work Related

Open Claims - NON Work Related



5. Appendix

5.1 Appendix 1 - Incidents of Significance

Debris in left eye

Incident Date	Department	Description	Injury Treatment	Root Cause
5/02/2024	AIS Asset and Infrastructure Services Department	Whilst whipper snipping garden, debris has gone under safety glasses and into left eye causing irritation.	First Aid	Routine task / Repetitive
Corrective Actions				
1. AC-INC-20240212-006		1. Better pep: Anthony safety glasses did not have dust and debris protection foam attached at the time of incident, he has since been given those as well as a face shield.		
2. AC-INC-20240212-007		2. SWI revision: Anthony has been given a new swi for brush cutting to read and sign as it required he wears the dust/debris protection foam on the safety glasses while brush cutting		

Employee hit by front deck mower on left leg

Incident Date	Department	Description	Injury Treatment	Root Cause
8/02/2024	AIS Asset and Infrastructure Services Department	While loading the mower at Ebbw Vale Sports Fields employee was spotting while another employee was driving the front deck mower rolled forward and struck the spotter in the leg with deck of the mower which caused his foot to lose grip and twist his ankle	First Aid	Personal Factors
Corrective Actions				
1 AC-INC-20240209-005		1. Correct place to stand when loading mower on to trailer: Supervisor to have toolbox talk with staff about loading the mower on the trailer. We will discuss the SWI and go through the correct way to load the mower. And when doing this no one is to stand in front of the ramps will the mower is being loaded on the trailer. We will be discussing the following SWI. Ride on mower Front Deck, Safe reversing of Vehicle, Spotting Plant and Equipment and Loading, Transport and unloading Activities.		

Staff hit back (just below neck, between shoulder blades) on portable TV screen in Children's Library.

Incident Date	Department	Description	Injury Treatment	Root Cause
13/02/2024	CE Community, Cultural and Economic Development Department	Staff member was packing up after toddler time event in the Children's Library, and bent down to pack up resources, when standing back up staff member struck the corner of the portable TV between the shoulder blades on their back.	First Aid	Equipment/Tools
Corrective Actions				
1. AC-INC-20240213-003		1. Add a reminder about taking care when packing up around the portable TV's		

Cribb Park, North Ipswich - boat ramp section - Worker rolled their ankle whilst exiting Truck T1217511

Incident Date	Department	Description	Injury Treatment	Root Cause
22/02/2024	AIS Asset and Infrastructure Services Department	Staff member was cleaning the surface of the boat ramp section using the water truck. Whilst exiting the water truck cabin with three points of contact, as he stepped off the last step his left foot entered the edge of a pothole and rolled his ankle. Supervisor was notified, staff member was able to drive back to depot. WSW partner was notified. The ankle was treated with Ice pack. Grange Road Medical Centre was called to book an immediate appointment.	Medical Treatment	Nature of Task; Personal Factors; Task hazards not considered; Task not analysed for hazards

Corrective Actions

1. AC-INC-20240227-005	1. Revision of JHA - Water truck Operation - Hazard, Risks & control Measures : Discuss with staff member the importance of visually assessing the jobsite ground/surface as part of the site specific Prestart prior to commencing work at any individual job Site/Locations as per control measures within the JHA- (Water Truck Operation) relative to Incident - (Page 5) *Uneven Terrain - (Slips Trips & falls) *Entering & Exiting Vehicle - (3 points of contact)
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Worker has injured elbow while brush cutting

Incident Date	Department	Description	Injury Treatment	Root Cause
22/02/2024	AIS Asset and Infrastructure Services Department	Worker was operating a Brush cutter on Thursday the 22/02/2024, worker has reported to leading hand that he has a small ache in his elbow and both agreed to monitor and report if elbow becomes painful . Worker has then completed normal duties throughout the week and Saturday overtime and has woke up with pain in arm Sunday. Worker has reported to supervisor that arm is in pain and supervisor has taken him to the Medical centre upon return to work Monday.	Medical Treatment	Personal Factors

Corrective Actions

1. AC-INC-20240226-011	1. Toolbox talk with employee about fatigue management and reporting : Toolbox Talk with worker about monitoring his own fatigue and to ensure that multiple breaks are made when using machinery for extended amounts of time. Remind worker about job rotation to prevent repetitive vibration. Ensure that worker is reporting all injury/incidents no matter how big or small to ensure the worker is safe and healthy when conducting work. Once medical treatment has been completed worker will be reviewed as to the SWI brush cutting process
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Sore left hip and left knee

Incident Date	Department	Description	Injury Treatment	Root Cause
27/02/2024	AIS Asset and Infrastructure Services Department	Worker was walking to do an inspection inside Leichhardt pool grounds. As he was walking up beside one of the buildings then went to walk back to Ute in car park have the worker has had a knocking jolt to his left hip. After this jolt there was some pain in the hip and upper leg region. Overnight the pain increased to the left knee and resolved in the hip.	Medical Treatment	Task hazards not considered
Corrective Actions				
1. AC-INC-20240301-003		1. Discuss with obligations of reporting - providing enough information to conduct investigation .		

Council Employee has fallen over in garden bed

Incident Date	Department	Description	Injury Treatment	Root Cause
27/02/2024	AIS Asset and Infrastructure Services Department	Employee has tripped on a Lamanda grass, while holding a brush cutter. He tried to remove a large branch from the footpath edge. He has lost balance causing Him to fall and Injure His back. The employee went to lunch but since then His back has stiffened up, resulting in the Supervisor to arrange a medical appointment at Grange Road.	Medical Treatment	Not reported
Corrective Actions				
1. AC-INC-20240304-001		1. Retraining with worker regarding being aware of surrounding, carrying equipment and risk assessing		

Worker slipped and sustained knee injury

Incident Date	Department	Description	Injury Treatment	Root Cause
28/02/2024	AIS Asset and Infrastructure Services Department	Whilst performing clean up part of job worker slipped on gutter and sustained an injury to his left knee	First Aid	Many variables requiring attention at once; Personal Factors
Corrective Actions				
1. AC-INC-20240301-001		1. Have discussion with the team about uneven ground.		

Worker cut top of head

Incident Date	Department	Description	Injury Treatment	Root Cause
29/02/2024	AIS Asset and Infrastructure Services Department	Worker scraped top of head on metal clip whilst crawling under building investigating issue with pump under building. This caused scalp to bleed.	First Aid	Established procedure not used/followed; Lighting levels impacted visibility; Nature of Task; Personal Factors; Task hazards not considered; Task not analysed for hazards; Work Processes; Working Conditions
Corrective Actions				
1. AC-INC-20240229-006		1. Meet with the Plumbing team to discuss incident and requirement will be to re assess PPE required due hazard and work environment changing. Pre start to be completed when inspection is escalated to a manual task.		

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