

ACCIDENT ANALYSIS SUMMARY TABLE

Number of accidents to **EMPLOYEES** in the period 1 April 2018 to 31 March 2019

LOCATION	Brockhill	Car Parks	Civic Offices	Centres	Centre grounds/ car park	Comm Meals Kitchens	H G Wells	Paths & roads	Sheltered schemes	Non-WBC premises	Other	TOTAL
CAUSES												
Slips, trips & falls on the level			1									1
Falls up/down stairs												0
Falls from height												0
Walked into something												0
Driving												0
Falling/dropped objects												0
Loading/unloading vehicles												0
Handling objects			1									1
Lifting/carrying/pushing/pulling												0
Tools/ machinery/ hand tools												0
Cooking/kitchen work						1						1
Cleaning												0
Other	1									1		2
TOTAL	1	0	2	0	0	1	0	0	0	1	0	5

INJURIES												
No injury												0
Minor bump or knock												0
Minor cuts & grazes												0
Bruising			1							1		2
Larger cuts / puncture wounds												0
Burns & scalds	1					1						2
Strains, sprains & pains			1									1
Back pain												0
Fractures												0
Eye injuries												0
Other injury												0
TOTAL	1	0	2	0	0	1	0	0	0	1	0	5

A. Major												0
B. Serious												0
C. Minor	1	0	2	0	0	1	0	0	0	1	0	5

A. Treatment at hospital (24 hours) or major injury (RIDDOR reportable - *Reporting of Injuries Diseases and Dangerous Occurrences Regulations 1995*)

B. More than 3 days absence from work (RIDDOR reportable)

C. No absence or return to work within 3 days (not reportable)

Summary of Accident Report Forms Completed For Employees

Accident details

<u>Building</u>	<u>Location</u>	<u>What happened</u>	<u>Injury</u>
Brockhill	staff room	IP was making a cup of tea, put cup on side of draining board and spilt boiling water on right hand	scald to right hand
Civic Offices	boardroom	opening the flaps in the centre of the table aggravated an existing elbow injury	partially dislocated elbow
The Vyne	kitchen	IP moved a pan of hot water and it splashed onto her arm.	scald
Civic Offices	3rd floor south	Two front spokes of IP's chair broke and IP fell to the ground, hitting his arm on the desk and jarring his back.	bruise on top of right arm, back pain
Private dwelling	sitting room	FSP client's daughter deliberately hit IP on the head with a piece of wooden toy train track	lump and bruise to right side of head and forehead

* Note – IP is an abbreviation for “injured person”. This avoids the use of their name, for privacy.

Serious accidents reported to HSE under RIDDOR:

The following accidents were reported under RIDDOR:

- None

ACCIDENT ANALYSIS SUMMARY TABLE

Number of accidents to **NON-EMPLOYEES** in the period 1 April 2018 to 31 March 2019

LOCATION	Brockhill	Car Parks	Civic Offices	Centres	Centre grounds/ car park	Comm Meals Kitchens	H G Wells	Paths & roads	Sheltered schemes	Non-WBC premises	Other	TOTAL
CAUSES												
Slips, trips & falls on the level				5				3		2	1	11
Falls up/down stairs									2			2
Falls From height								1				1
Walked into something												0
Driving												0
Falling/dropped objects												0
Loading/unloading vehicles												0
Handling objects												0
Lifting/carrying/pushing/pulling												0
Tools/ machinery/ hand tools												0
Cooking/kitchen work												0
Cleaning												0
Other				1	2		1		1		2	7
TOTAL	0	0	0	6	2	0	1	4	3	2	3	21
INJURIES												
No injury				1						1	1	3
Minor bump or knock				2					1			3
Minor cuts & grazes				2	1		1		1			5
Bruising				1				2		1		4
Larger cuts / puncture wounds					1				1	1	1	4
Burns & scalds												0
Strains, sprains & pains								1			1	2
Back pain												0
Fractures												0
Eye injuries												0
Other injury												0
TOTAL	0	0	0	6	2	0	1	3	3	3	3	21
A. Major												0
B. Serious												0
C. Minor	0	0	0	6	2	0	1	3	3	3	3	21

A. Major injury as defined by RIDDOR (Reporting of Injuries Diseases and Dangerous Occurrences Regulations 1995)

B. RIDDOR reportable because injured party taken directly to hospital

C. Not RIDDOR-reportable

Summary of Accident Report Forms Completed For Non-Employees

These include reports of accidents that occurred but were not work related.

<u>Building</u>	<u>Location</u>	<u>What happened</u>	<u>Injury</u>
Moorcroft	lounge	IP was stroking a dog which was brought in by a volunteer. The dog was young and excited, it jumped up and caught its claw on IP's forearm.	cut
Moorcroft	men's toilets	IP tripped over his shoelaces. Put his arm up to protect his face and elbow went through the lid of the toilet.	redness and graze to right elbow
Vale House	front entrance	Front entrance door opened and closed so fast that it hit and injured IP's arm. <ul style="list-style-type: none"> Please note that this incident was inadvertently duplicated on the summary table for quarter 2. 	took off a flap of skin from left arm which was bleeding heavily
Moorcroft	car park	IP was climbing the steps on the Bustler bus and her foot slipped. <ul style="list-style-type: none"> Please note that on the summary table for quarter 2, this incident was wrongly listed under "Centres" instead of "Centre grounds/car park" 	Deep cut to lower shin
The Vyne	car park	IP was hit by a car which made her fall over in the car park. <ul style="list-style-type: none"> Please note that on the summary table for quarter 2, this incident was wrongly listed under "Centres" instead of "Centre grounds/car park" 	cut to left hand
The Vyne	o/s main office	IP overbalanced whilst sitting in a coffee shop chair and fell on the floor	no injuries
Ferney Court	stairwell	IP missed the step on the way up and fell down on front side. IP had returned from the pub but only had a few pints. IP thinks he had low blood sugar as he is diabetic.	cuts and bruising to legs, mainly calves
Ferney Court	stairwell	Returning home from walking the dog, going upstairs and he (the dog) pulled a little bit and IP lost his footing. Fell down and bumped forehead and grazed bottom.	Bumped forehead and scratch at top of bottom. Felt dazed for a while
Moorcroft	Main hall	whilst sitting back down, IP lost her footing and missed the chair	bruise to left arm and sore upper leg
Moorcroft	main hall	IP was paying for raffle tickets - instead of standing in front of the table she stood on the stage. As she turned she caught her foot on the cable which was up on the stage	bump to head
On the Bustler Bus		A week after the event, IP told staff member that she had fallen on the bus.	cut to leg
On the Bustler Bus		Whilst on the bus walking to her seat, IP's leg gave way.	discomfort
HG Wells		IP knelt on a tiny piece of glass on the floor	small cut
Moorcroft	Main Hall	IP tripped over her own walking stick.	banged her nose and had nose bleed, banged her knee.

* Note – IP is an abbreviation for "injured person". This avoids the use of their name, for privacy.

Summary of Accidents Reported By Way of Claim for Compensation But No Accident Report Form Completed

<u>Building</u>	<u>Location</u>	<u>What happened</u>	<u>Injury</u>
Commercial Way	Sparrow Park	Tripped over uneven paving - notified by claim for compensation, no accident report received	Bruised above lip and on chin
Chertsey Road		Claimant fell in open gully along Chertsey Road where contractors had removed gully cover. Notified by claim for compensation, no accident report received	Injury to left knee and right wrist.
Woking Park	Skate Ramp	Child fell whilst using his scooter at skate ramp and caught his knee on a screw. Notified by claim for compensation, no accident report received	Large cut to right knee
Bedser Bridge		IP slipped on ice on the bedser bridge - notified by claim for compensation, no accident report received	soft tissue injury to arm & bruising to knees
unknown - road name given by solicitors does not exist		Claimant Tripped Over A Pothole. Road name given by solicitors does not exist - Notified by claim for compensation, no accident report received	
Sportsbox	outside	Claimant hurt hand on fencing as he climbed over the fence at Sportsbox - notified by claim for compensation, no accident report received	Puncture wound and cut, laceration across palm of right hand, loss of movement to littlerfinger and ring finger on right hand
Goldsworth Park Play Area	Monkey bars	Claimant hurt arm on monkey bars in Goldsworth play park. As he jumped down he tripped over a metal bar, as he fell he bashed his arm on a metal pole - notified by claim for compensation, no accident report received	Bicep tendon rupture

Serious accidents reported to HSE under RIDDOR:

No accidents were reported under RIDDOR.