

Work Health and Safety and Wellbeing

Quarter 4 Report 2024 – October – December

Purpose

This report provides key WHS indicators as agreed with the CPO for Q4 2024 (October - December 2024). These are aligned with good practice inside and outside the University sector and provide improved visibility as to WHS performance across both ACU overall and at the Portfolio level (where such data currently exists). To ensure that WHS data is contemporary and to allow the University and Portfolios to take actions to “course-correct” as required to address WHS performance issues, WHS reports are now provided on a monthly basis to management, supplemented by quarterly reports (this report) and annual summary reports.

1. Regulatory Activity

No Notifiable incidents reported, and zero provisional improvement notices received within the reporting period.

1.1 Provisional Improvement Notices (PINS)

No provisional improvement notices received within the reporting period.

2.0 Workers Compensation

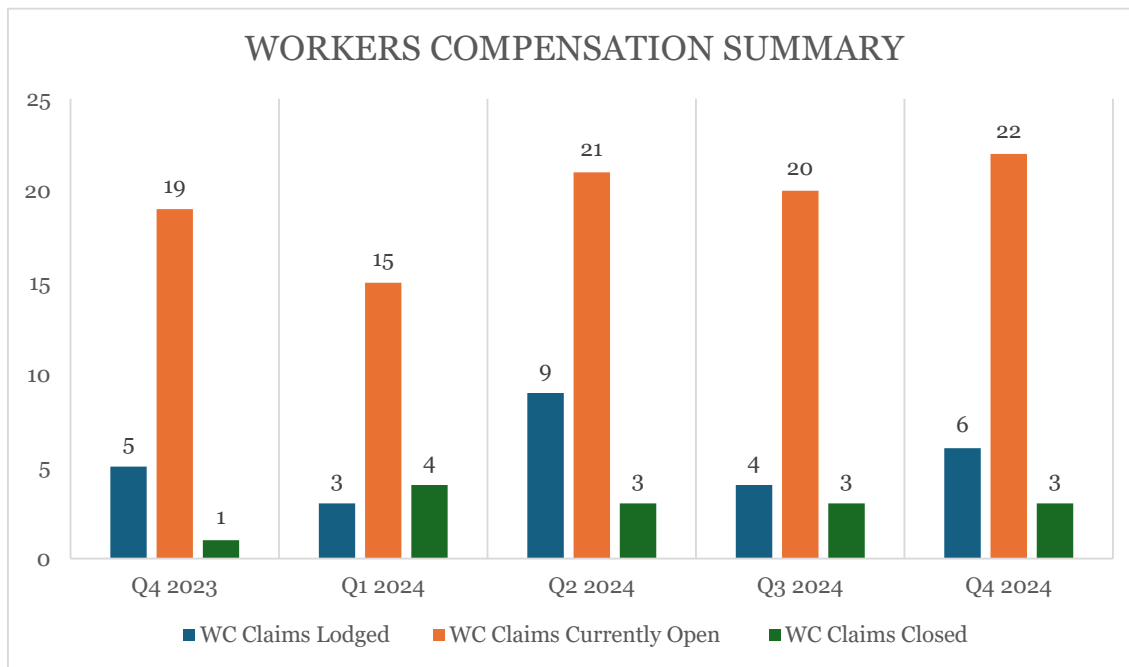
Graph 1 depicts ACU’s performance related to worker’s compensation and return to work includes a rolling YTD summary and a status breakdown for the reporting period, including new claims.

2.1 Workers Compensation claims

Q4 2024 shows- input the actual figures so they can see

- A slight increase in claims submitted in Q4 2024 (6) compared to Q4 2023 (5)
- Open worker compensation claims have increased from Q4 2024 (22) compared to Q4 2023 (19)
- An increase in claims being closed from Q4 2024 (3) compared to Q4 2023 (1)

Graph 1 – Workers Compensation Summary Q4 2023 – Q4 2024



3.0 Staff Lost Time

3.1 Lost Time Injuries (LTI’s)

LTI is an injury which has resulted in the worker missing the next shift or days’ work because of the injury. During the reporting period, three LTI injuries were recorded.

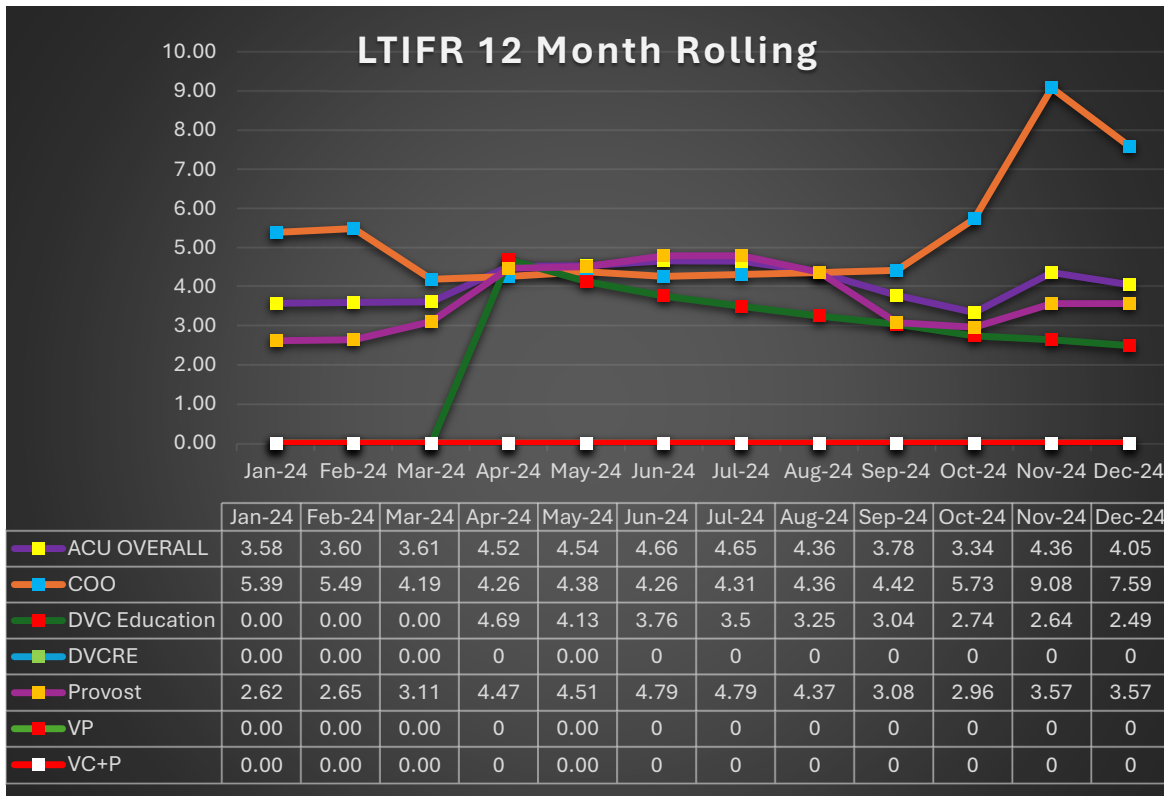
Table 1- LTI’s and LTIFR (Qtr-1 to Qtr-4 2024)

	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
LTI’s Reported	1.00	0.00	1.00	4.00	1.00	1.00	0.00	2.00	1.00	0.00	3.00	0.00
ACU LTIFR by month	7.07	0.00	3.52	15.56	2.28	3.76	0.00	6.88	3.29	0.00	10.65	0.00

3.2 Lost Time Injury Frequency Rate (LTIFR)

LTIFRs are useful for drawing conclusions about factors that contribute to lost productivity and offers an opportunity for organisations opportunities to improve their preventative injury management plan. The LTIFR measures the number of lost-time injuries per million hours worked during a single financial year. Graph 2 measures the lost time injury frequency rate rolling average from January to December 2024. ACU’s current LTIFR at 4.05 remains higher compared to the tertiary education sector benchmark figure of 2.5.

Graph 2 below depicts ACU rolling LTIFR across 2024



Actions Required:

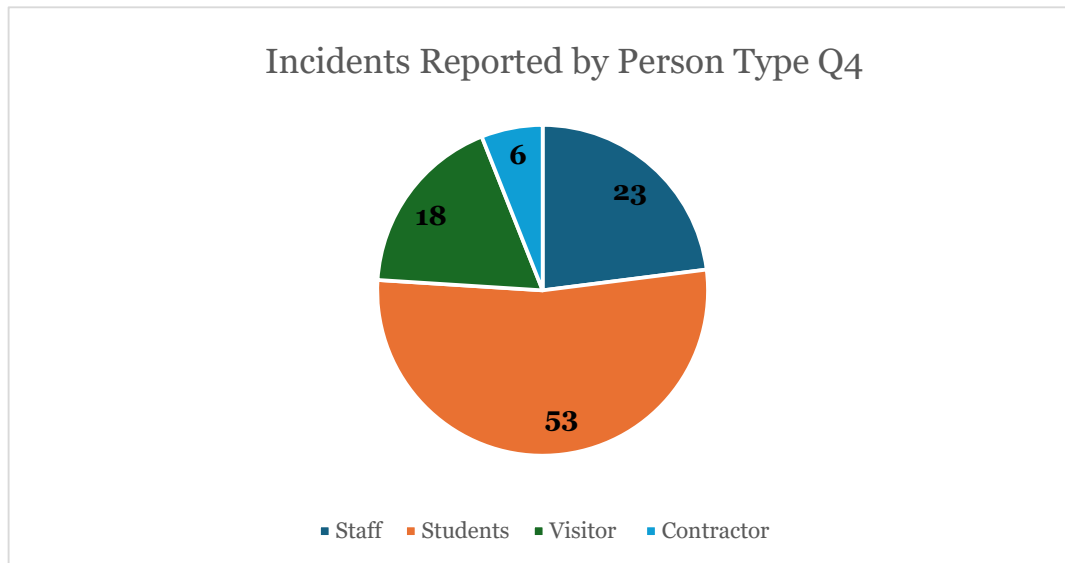
- A key focus of 2025 is the development and provision of education for both staff members and Managers in injury management practices to assist in improving incident reporting and early intervention practices

4.0 Incident and Hazard Report

4.1 Total Incidents

Of the 100 incidents lodged during the Quarter 4 2024, 53 (53%) incidents involved students, 23 (23%) incidents involved staff, 6 (6%) incidents involved contractors, and 18 (18%) incidents involved visitors.

Graph 3- Source of Incident Reported Q4 2024



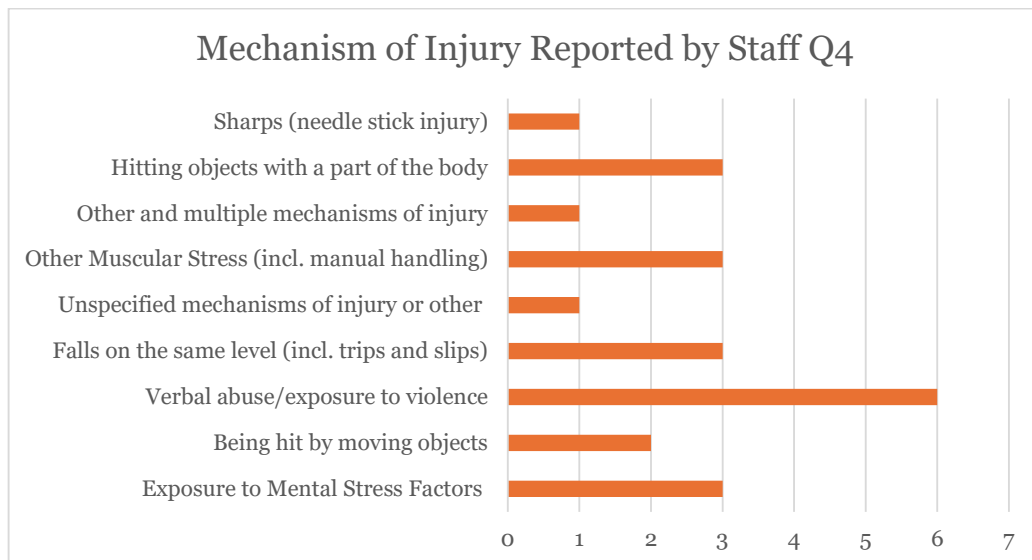
Actions Required:

- At campus levels conduct a risk assessment and review critical incidents

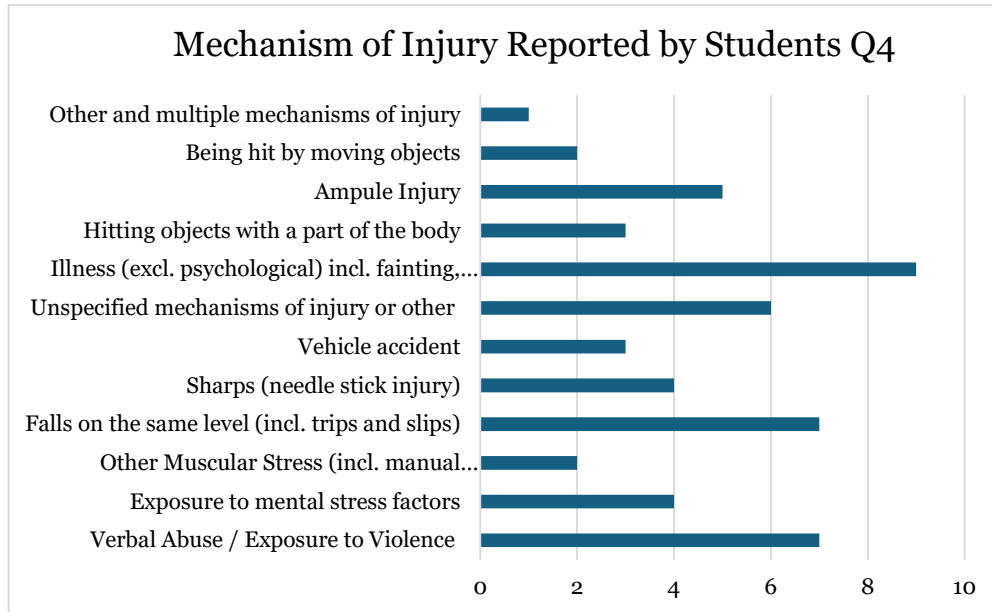
4.2 Mechanisms of Incident

The highest mechanism of injury reported by students in Quarter 4 was Illness (excl. psychological) incl. fainting, pains in chest, heart palpitations and for staff it was verbal abuse / exposure to violence.

Graph 4- Mechanism of Incident by Injury reported by Staff Q4 2024



Graph 5- Mechanism of Incident by Injury reported by Students Q4 2024



Actions Required

- Conduct a review and analysis of reported incident trends
- Trend analysis over the past 4 Quarters to offer month monthly rolling and comparison data
- Review reported incidents across business units to highlight recurring trends

4.3 Hazards and Open incidents

Table 2 – Hazards by Units Q4 2024

Location	COO	DVC Education	DVCRE	Provost	VP	VCP	Total
Hazards	2	2	0	6	0	0	10
Incidents Open	20	2	0	22	0	0	44

Actions Required

- Quarterly review of open RiskWare incidents to identify strategies and support Managers in the completion of the RiskWare Action Plan
- Generate a report in RiskWare to determine average open days before completion of an action plan

4.3 Corrective Actions EY Audit Executive Summary

Table 3 relates to the operational action plan which outlines issues and gaps in business operations and processes. It describes the process for resolving issues that may negatively impact the WHS objectives and goals.

Table 3- Ernst & Young Audit Action Progress

Action Item	Progress	Comment/Update
Safety and Wellbeing team resourcing	In progress (April 2025)	<ul style="list-style-type: none"> Recruitment activities and team capacity in review
RiskWare Incident management system	In Progress Dec 2025	<ul style="list-style-type: none"> WHS Systems and Assurance Consultant commenced in November 2024 RiskWare upgrade project has commenced
Internal audit Safety Management System	In Progress (July 2025)	<ul style="list-style-type: none"> Part of EY audit finding to update policies and procedures Project plan based on gap analysis ISO 45001, 14001 and 9001 in progress
WHS & Wellbeing Operational Risks Review	In Progress (March 2025)	<ul style="list-style-type: none"> Risk Register reviews for all Campuses and faculties Determine Top 5 risks at ACU Recruitment for WHS Risk Specialist is in progress
Mental Health and Wellbeing	In Progress (March 2025)	<ul style="list-style-type: none"> Create Psychosocial Risk Register Recruitment for Psychosocial Risk Specialist has commenced
Training and Certification	Not Started (July 2025)	<ul style="list-style-type: none"> Create WHS training matrix
Communication and Consultation	In Progress (July 2025)	<ul style="list-style-type: none"> Dependant on the Completion of the Safety Management System review

Action Required:

- Recruitment activity to be completed March 2025 for Risk and Psychosocial Risk Professional
- Review WHS & Wellbeing team resources to improve capability and ensure successful closure of the Action Items

Lead Indicators

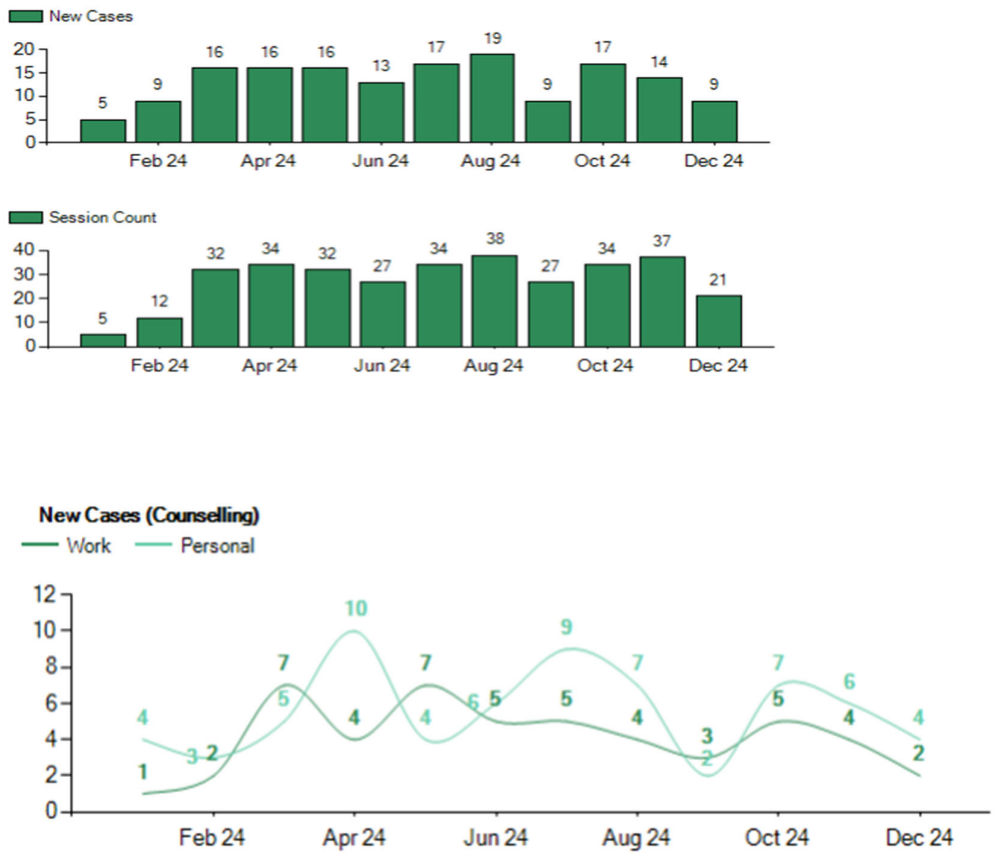
Leading indicators are proactive and preventive measures that can shed light on the effectiveness of safety and health activities and reveal potential problems in a Work Health Safety and Wellbeing program.

5.0 Employee Assistance Program (EAP)

5.1 EAP Staff Utilisation

ACU’s staff utilisation rate of EAP at the end of 2024 was reported as 6.39% with an average rate of 2.16 sessions.

Table 3- Provides data across January to December 2024 highlighting numbers of new cases each month, total session counts each month and clinical data related to engagement of counselling for personal compared to work related reasons.



* Data source ACU's

EAP provide yearly report 2024

Action Required

- Increased promotion of Acacia EAP services to occur in 2025

6.0 Training

Table 4 below highlights that since January 2024 there is a 92% completion rate of WHS module training for new starters

Training	Academic	Professional	Total
Wellbeing (virtual and in-person offerings)	93	2639	362
Compliance Training (4 x online modules)	Academic	Professional	Total
Living the Code, Every Day	1146	1362	2508
Managing Risk	1020	1087	2107
Recovery at Work	963	1089	2052
Work Health and Safety	1088	1278	2366

Action Required

- As part of Safety and Wellbeing plan audit actions training matrix is required
- Legislative mapping of training is currently underway