



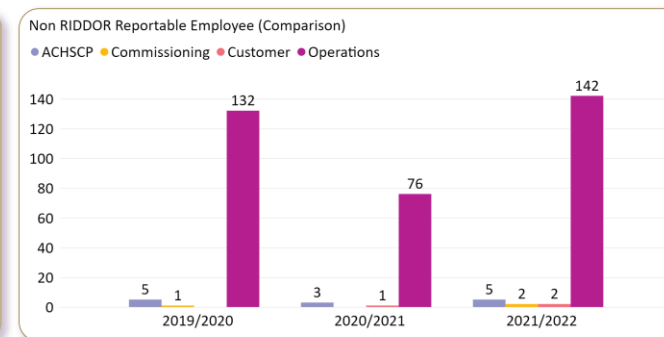
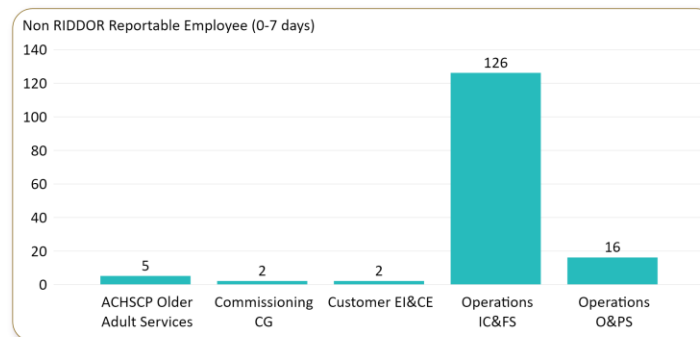
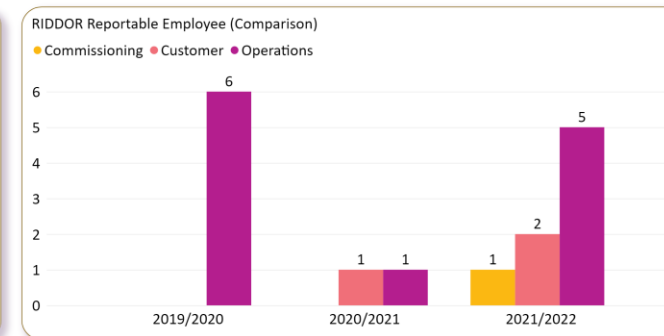
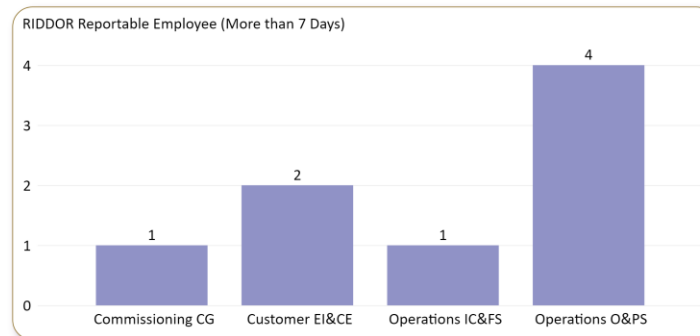
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Staff Governance Health & Safety Report Quarter 3 2021/2022 (Oct 21 to Dec 21)

**Reported H&S Incidents (Employee)
Between Oct to Dec 2021**

The following tables give breakdown of all employee incidents across all Functions and Clusters in Aberdeen City Council. The tables on the left initially show the number of incidents for each Cluster this reporting period with those on the right giving a quarter 3 comparison for each Function from 2019/20 to 2021/22.



Employee Incident Information

Operations and Protective Services

2 services account for 65% of all reported incidents, with Manual Handling the main causation, all incidents where manual handling was a cause of injury had the risk assessment reviewed. Where risk assessments have not been reviewed Managers have been informed to ensure risk assessments are reviewed as part of the investigation process. This element is followed up to closure at Function health and safety groups.

Early Interventions and Community Empowerment.

3 employees slipped over while carrying out their duties. Staff briefed about the precautions when working in icy conditions. An employee sustained a back injury assisting a member of the public who had fallen over.

City Growth

Employee was injured while carrying a Hoover down a staircase. The service has reminded employees to use the lifts; or at venues where there is no lift, extra Hoovers have been purchased so there is one on each floor.

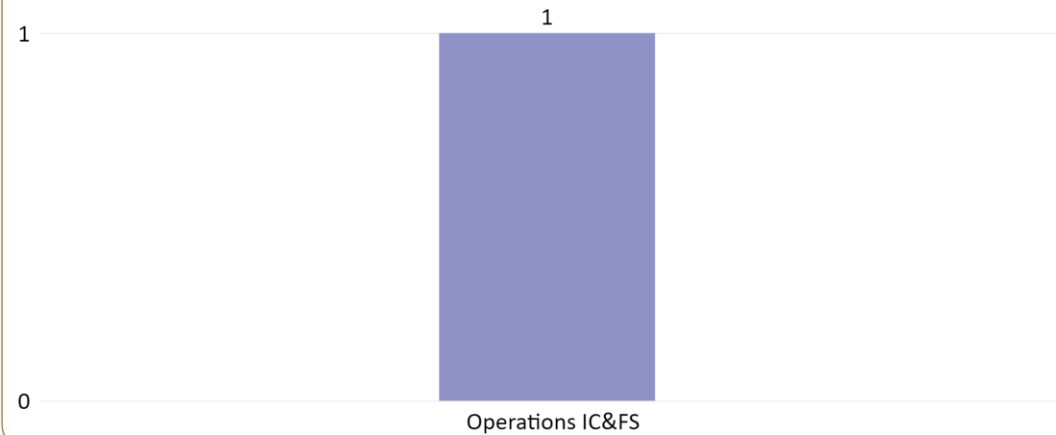
AHSCP - Of the 10 injury reports to staff, 5 were physical assaults by a client with support needs, there are risk assessments in place. 4 injuries were minor injuries caused by food preparation.

IC&FS - Top 3 causes of injuries to members of staff are behavioural issues (86%), Another Kind of Accident (9%), and Struck by Object (1 was RIDDOR (staff struck by stone during a school fire drill) 2%. 78% of the behavioural issues were in Primary Schools. Of those, 12 injured Early Years Practitioners, 17 injured teachers and 69 Pupil Support Assistants were injured. Of the behavioural issues in Primary Schools, 84% were from pupils with either an Identified Learning Need (ILN) or Social Emotional Need (SEN).

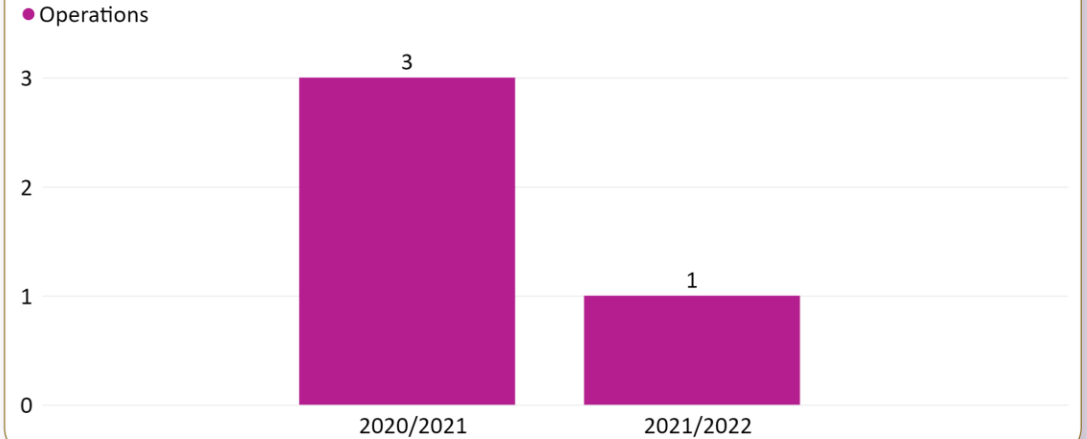
Reported H&S Incidents (Third Party) Between Oct to Dec 2021

The tables below give information on those non-employee incidents which happened across all Functions and Clusters. Again the tables on the left show the current period for each Cluster with a Function quarter 3 comparison from 2019/20 to 2021/22.

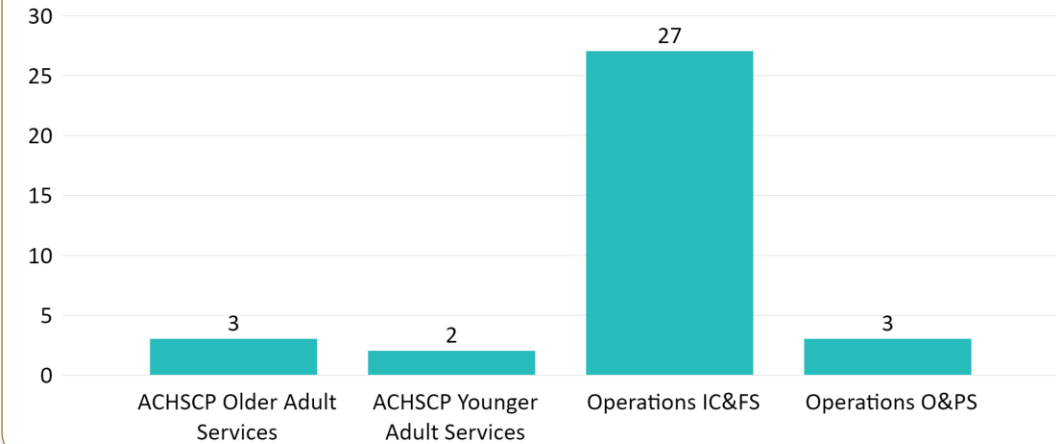
RIDDOR Reportable Non Employee (More than 7 days)



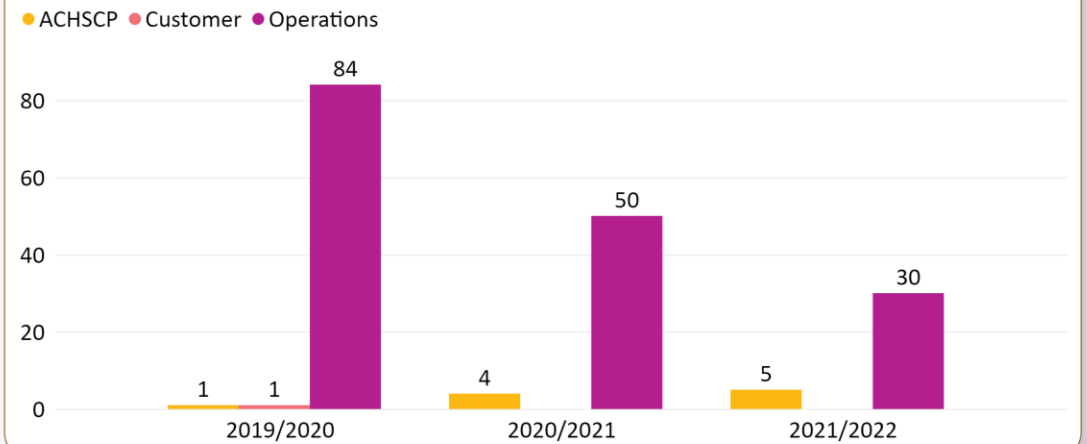
RIDDOR Reportable Non Employee (Comparison)



Non RIDDOR Reportable Non Employee (0-7 days)

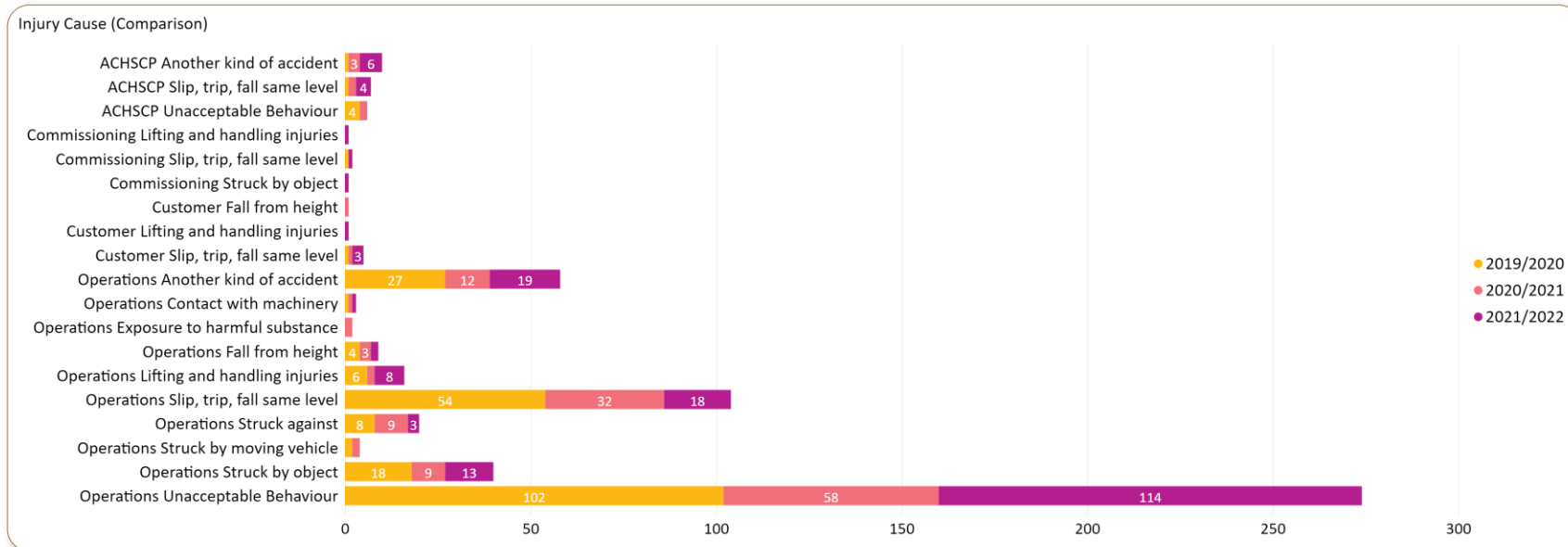
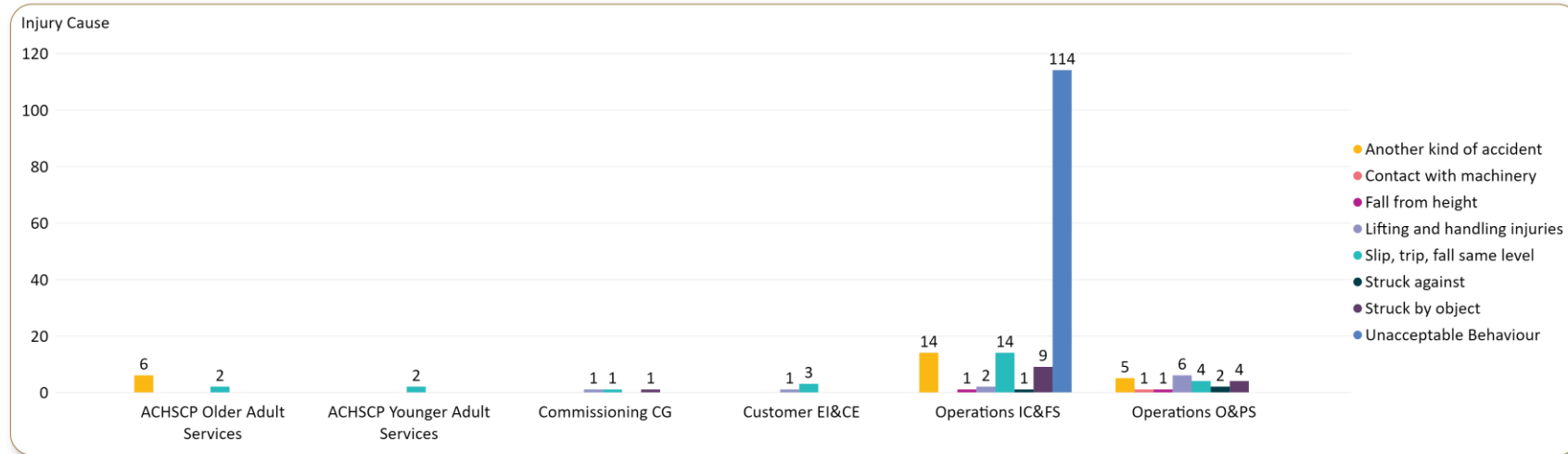


Non RIDDOR Reportable Non Employee (Comparison)



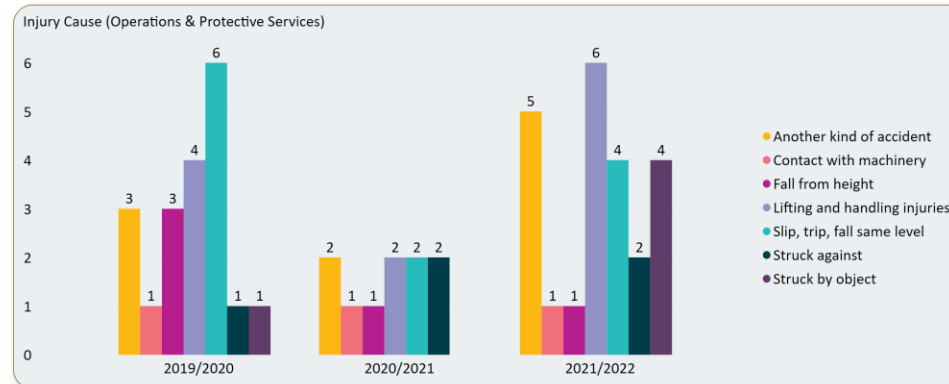
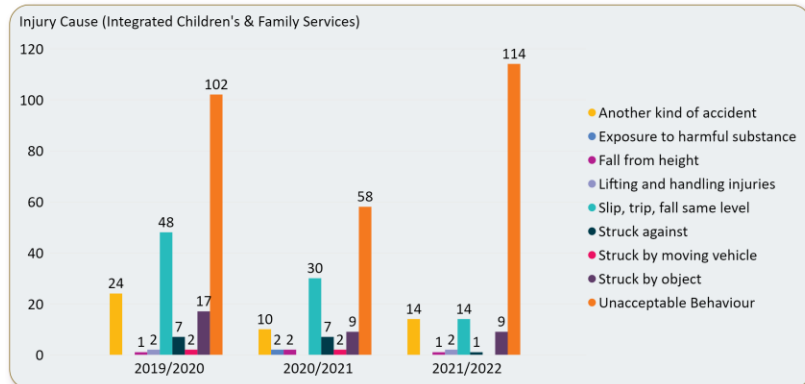
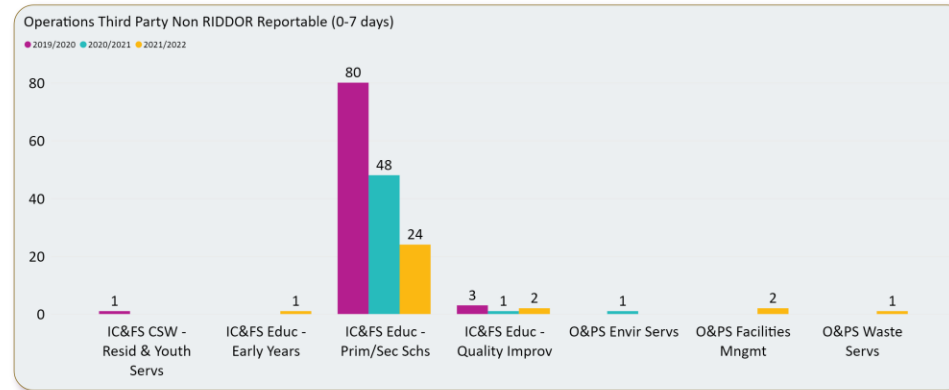
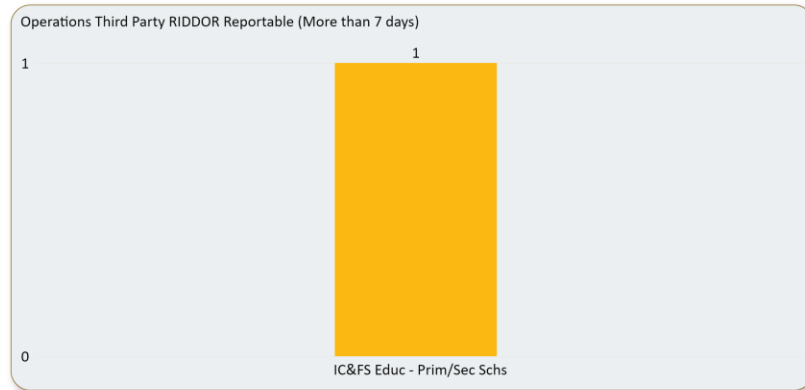
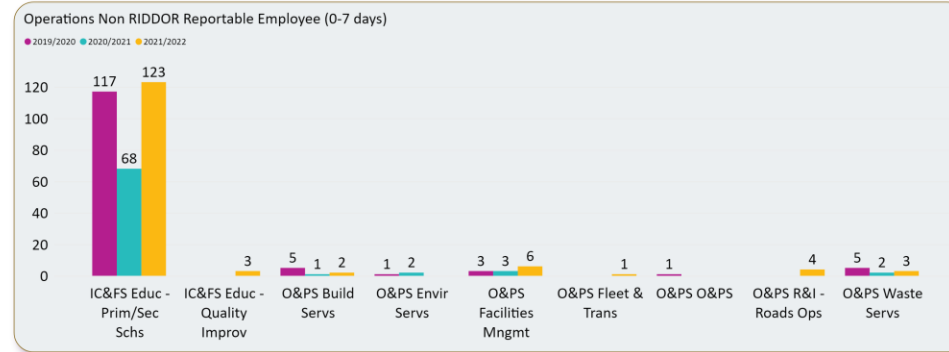
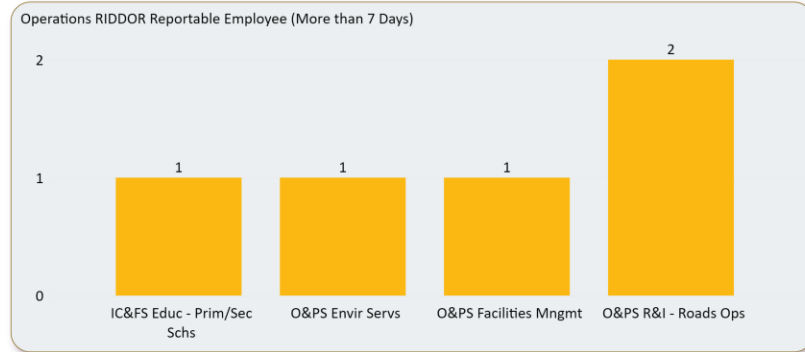
H&S Incident Causation Reported between Oct to Dec 2021

The top table shows incident causation for each Cluster colour-coded against the key for this reporting period, and bottom table a quarter 3 comparison of the types of incidents from 2019/20 to 2021/22.



Operations Reported H&S Incidents Between Oct to Dec 2021

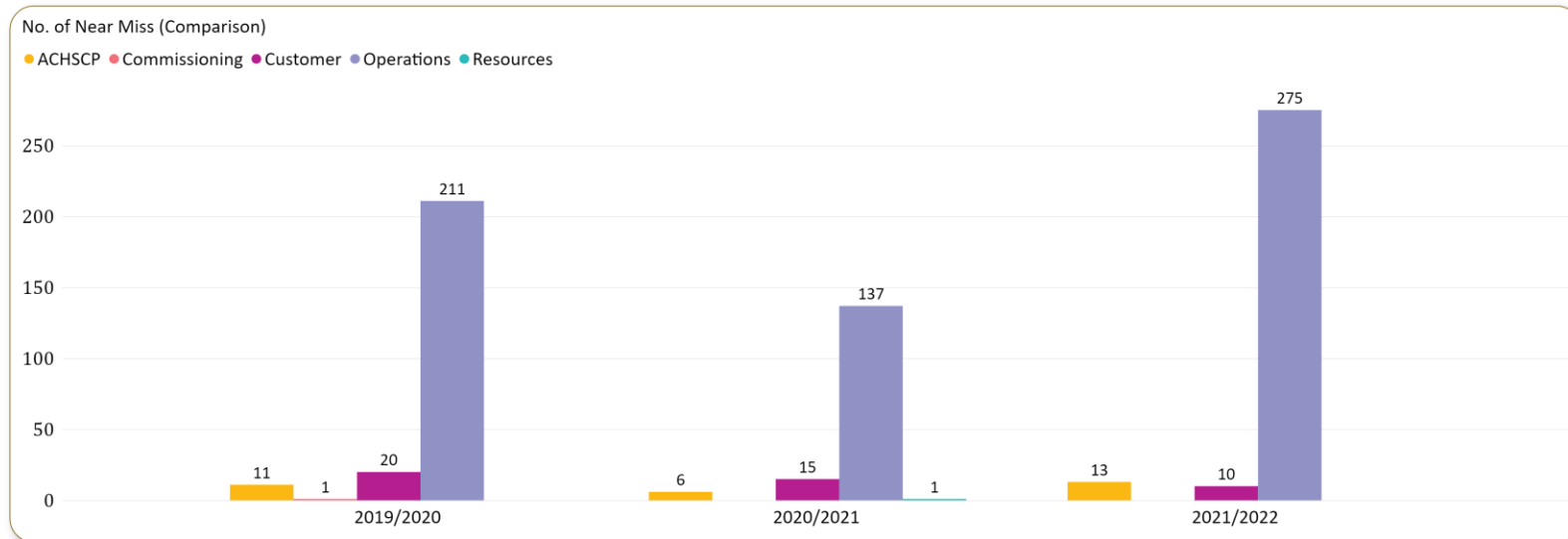
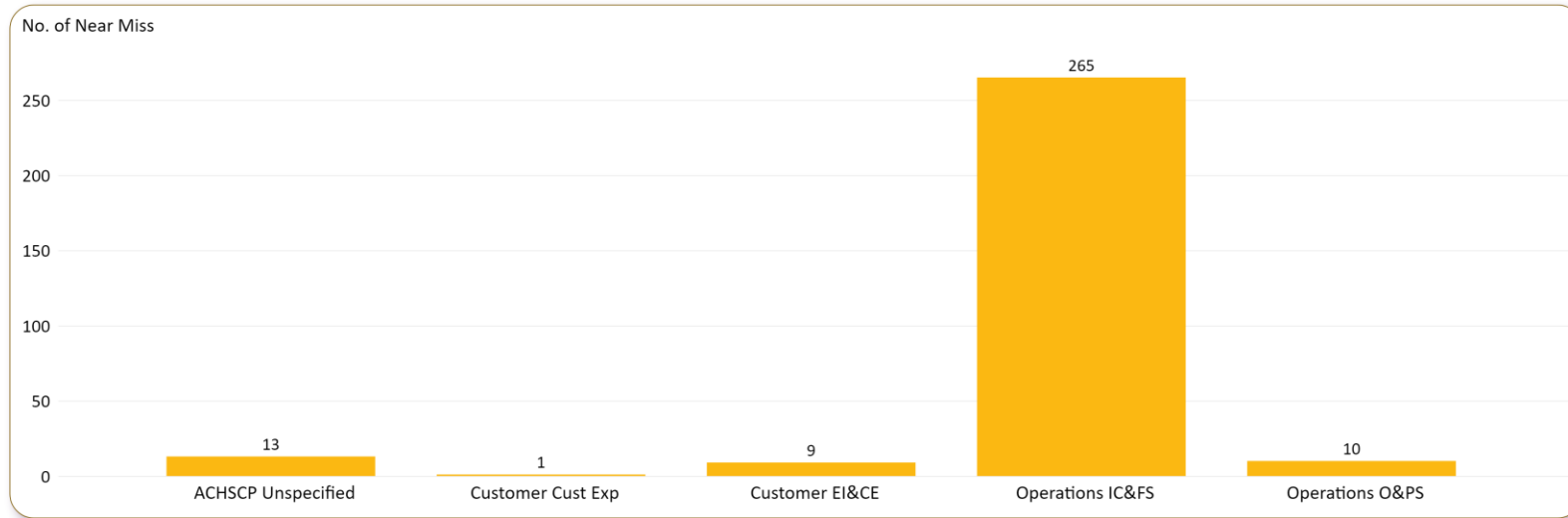
The following tables give a breakdown of **Operations** incidents (Employee and Third Party) down to service level, and in terms of injury cause a quarter 3 comparison from 2019/20 to 2021/22.



Reported H&S Near Miss Between Oct to Dec 2021

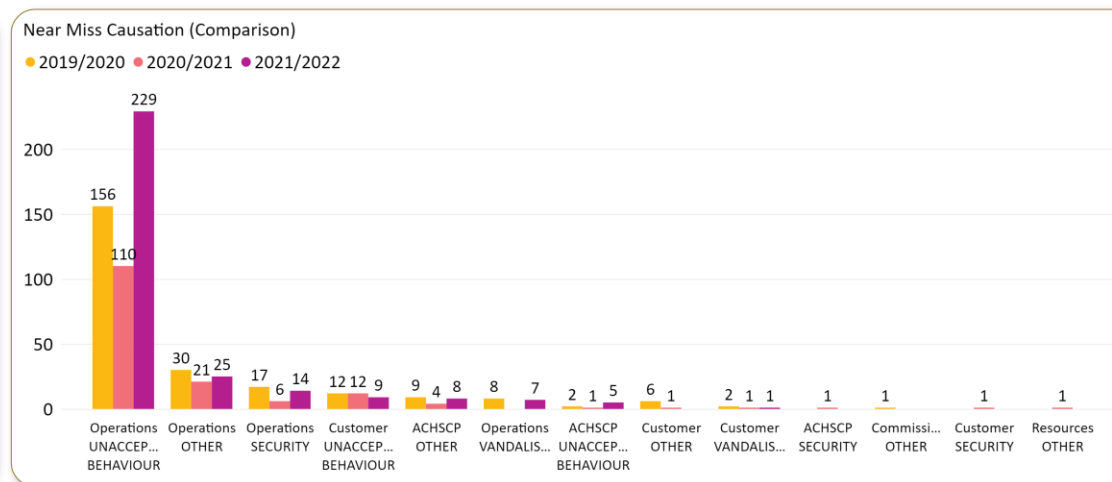
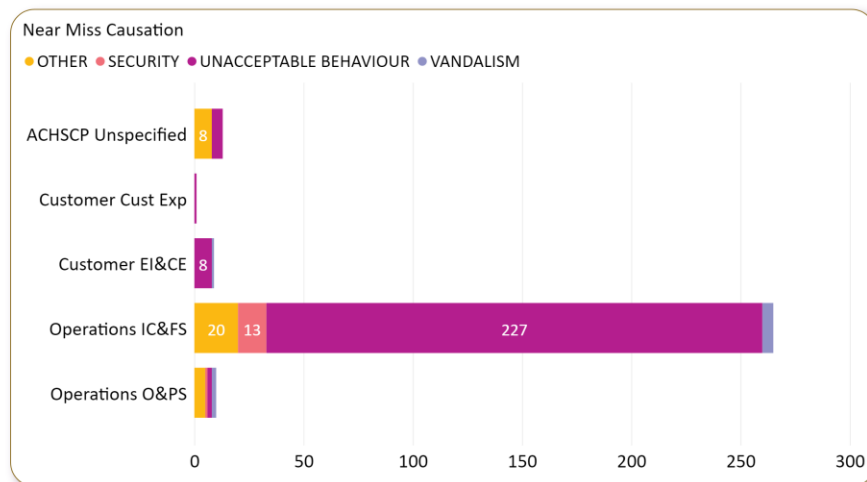
The tables below show information to a Function and Cluster level for employee and non-employee near misses.

Top table: Total near misses for this reporting period for each Cluster. Bottom table: quarter 3 comparison of near misses for each Function from 2019/20 to 2021/22.



Reported H&S Near Miss (Causation) Between Oct to Dec 2021

The tables below show information to a Function and Cluster level for employee and non-employee near misses. Top table: Near miss causation for reporting period for each Cluster. Bottom table: Near miss causation quarter 3 comparison for each Cluster from 2019/20 to 2021/22.



Near Miss

Operations and Protective Services

Three of the incidents involved security and vandalism issues in car parks, the malicious activation of fire alarms and subsequent intimidation of engineers resetting the system by groups of youths using car parks as skateboard parks. Following consultation an increased presence of City Wardens and Police Scotland to monitor these areas has been taking place.

Facilities Management reported 70% of the near misses, ongoing training with all Services to ensure all reports, investigations and risk assessments are completed and reviewed.

The number of near misses that have not had their risk assessment reviewed has increased and this will be raised at the next Operations Health and Safety Group meeting.

Customer

90% of the near misses reported involved inappropriate communication (verbal abuse) and violent, threatening behaviours towards staff during face-to-face communication with the customers / service users and during telephone calls. Services have taken a number of actions following these incidents. These included written warning letters issued to individuals; reviews of risk assessments resulting in 2 person visits to the identified properties; withdrawing telephone contact with service users and only permitting communication by email or letter with them. Following an incident that resulted in a police intervention, there has been a review with a multi-skilled group of professionals regarding the service user's care/support and implementation of a safety plan regarding their accommodation provision.

AHSCP

61% of near misses reported were for medication errors. Staff have been strongly encouraged to report near misses within the service which is partly why there is an increase in reports. There is a rigorous training process for staff who deliver medication and in the event of medication errors, there is a process of reflection, re-training, and supervision.

Of the near misses reported for staff, they relate to the behavioural issues of the clients, and risk assessments were reviewed in each case.

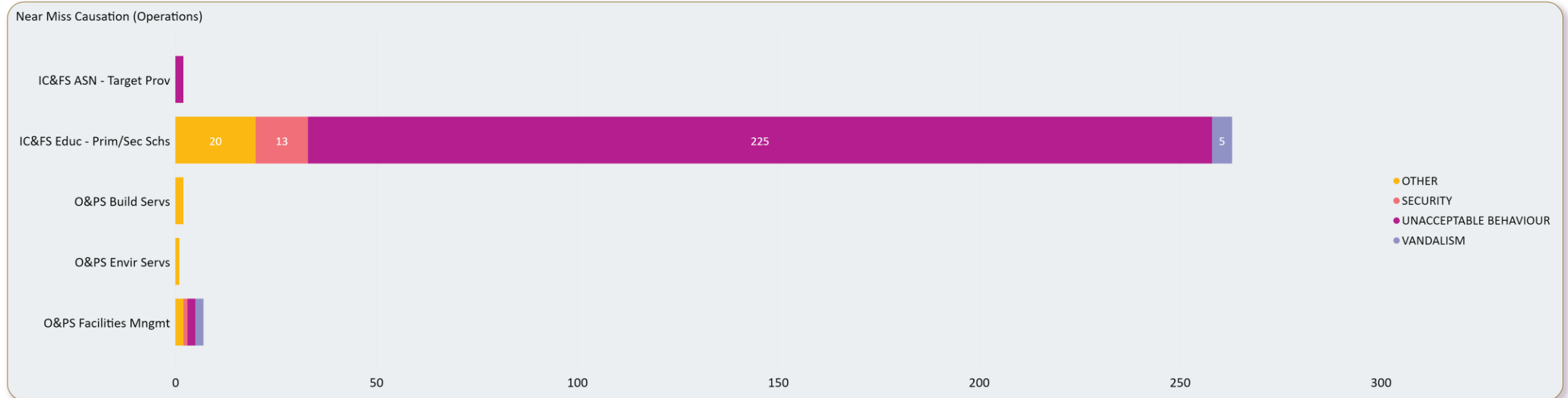
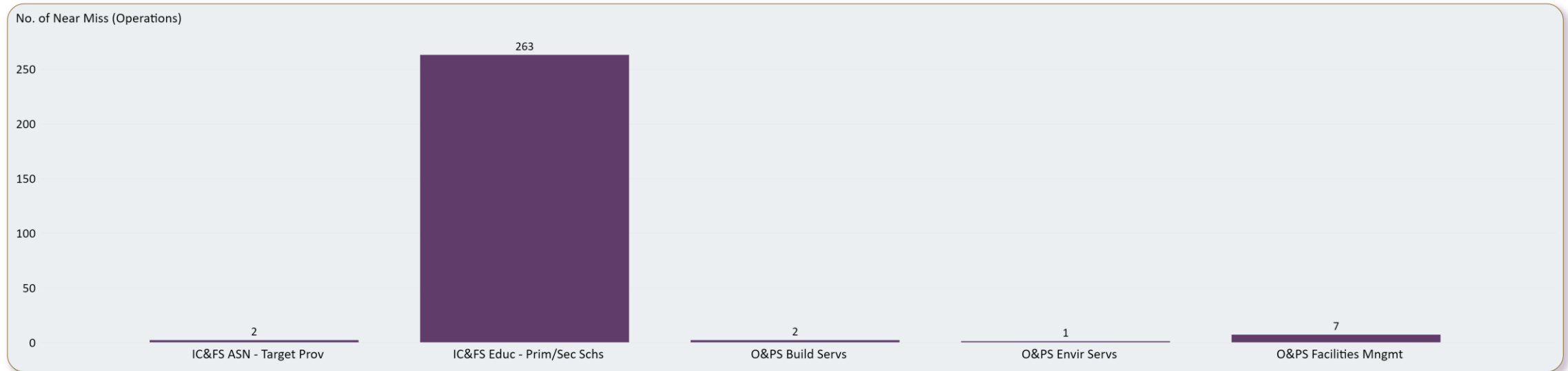
IC&FS

Top causes of near misses reported by staff are behavioural issues towards a member of staff - 62%; Inappropriate communication - 20%.

In relation to the above: 71% of near misses did not have a risk assessment; 53% of the top causes took place in Primary schools, and 46% happened in Secondary schools. 28% were reported by PSA's, 61% were reported by teachers. 47% related to a pupil with an Identified Learning Need or Social Emotional Need.

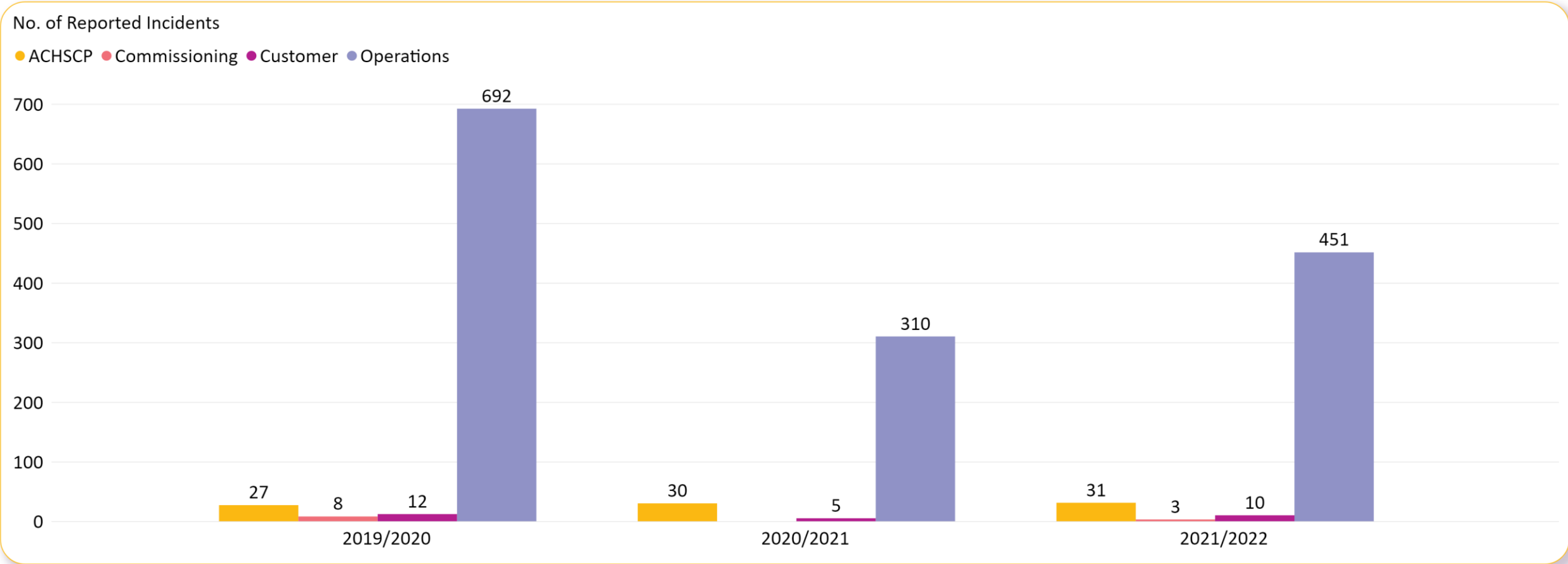
Operations Reported H&S Near Miss Between Oct to Dec 2021

The following tables give a breakdown of **Operations** Near Miss down to service level.



Reported Incidents From 2019/20 to 2021/22 (Quarter 3)

The table provides information on the total number of incidents for the last three reporting years to Function level.



Reported Near Miss From 2019/20 to 2021/22 (Quarter 3)

The table provides information on the total number of near misses for the last three reporting years to Function level.

