

SGC-H&S-Report-Visuals-V3

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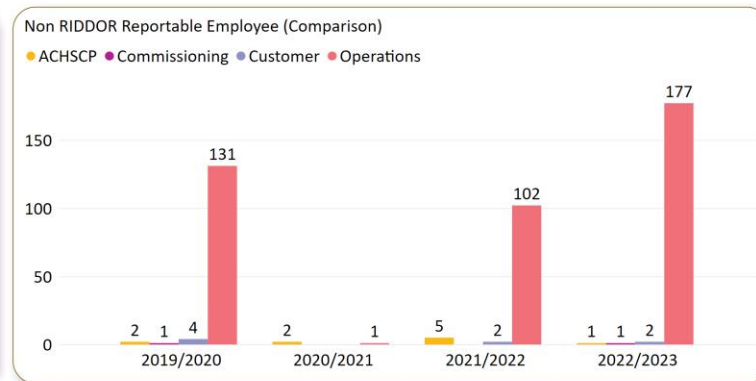
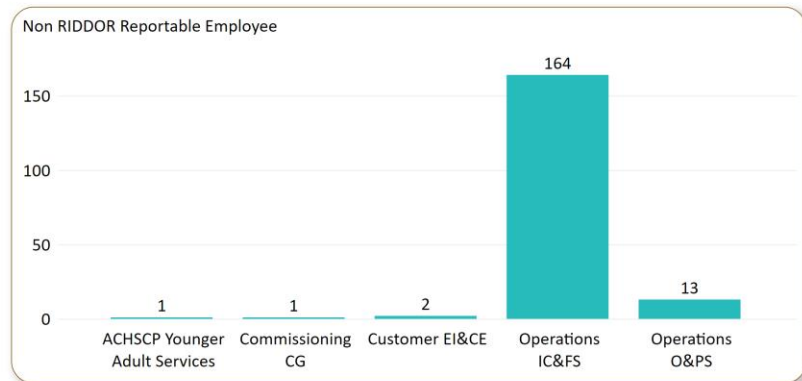
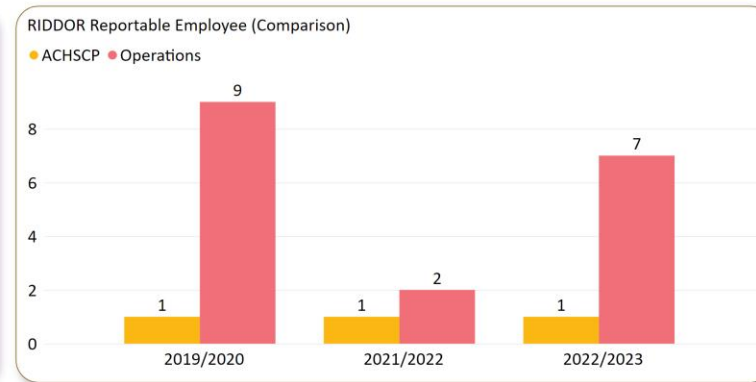
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31 August 2022

Staff Governance Health & Safety Report Quarter 1 2022/2023 (Apr 22 to Jun 22)

Reported H&S Incidents (Employee) Between Apr to Jun 2022

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 1 comparison for each Function from 2019/20 to 2022/23.



Employee Incident Information

Top 3 causes of injuries in Operations were to members of staff were: Lifting and handling (5), struck by object (4), Slips and trips (3).

Where an increase in injuries due to manual handling has been identified, Team Leaders are reassessing these tasks jointly with the CHST.

A report for both incidents and near misses has been produced sent to all Service managers on their Service health and safety performance. The Operation and Protective Services compliance Group discuss and have set up a virtual team where information and advice is shared between services.

Education

Distressed behaviours amongst children continues to be the largest number of incidents within Education. There are several strands of work being continued, firstly the medium, long-term process of working with the children to reduce the root causes of those distressed behaviour. Alongside that the short-term process of keeping staff safe continues with the training process for which the Committee received a service update following last quarter.

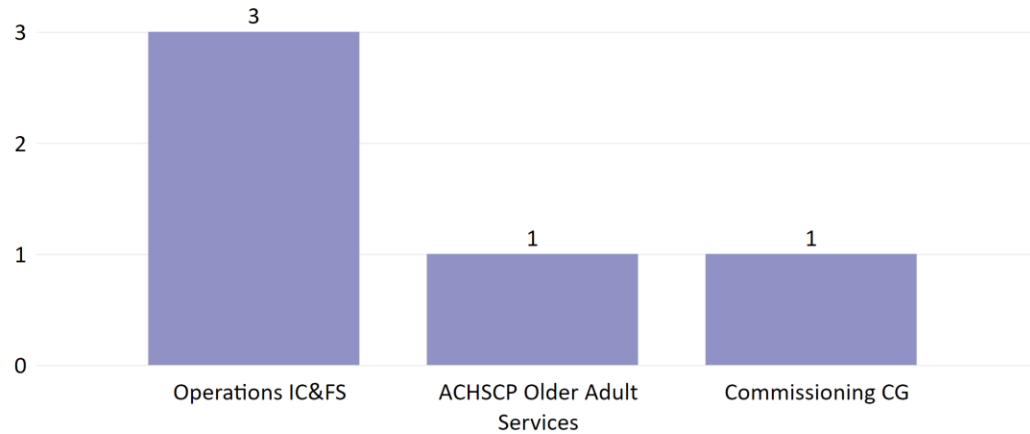
Riddor

There were 8 RIDDOR reports this quarter with slips, trips and falls accounting for 7 of these. 5 resulting in absences over 7 days and two resulting in shorter absences but as a result of broken bones (ribs, elbow).

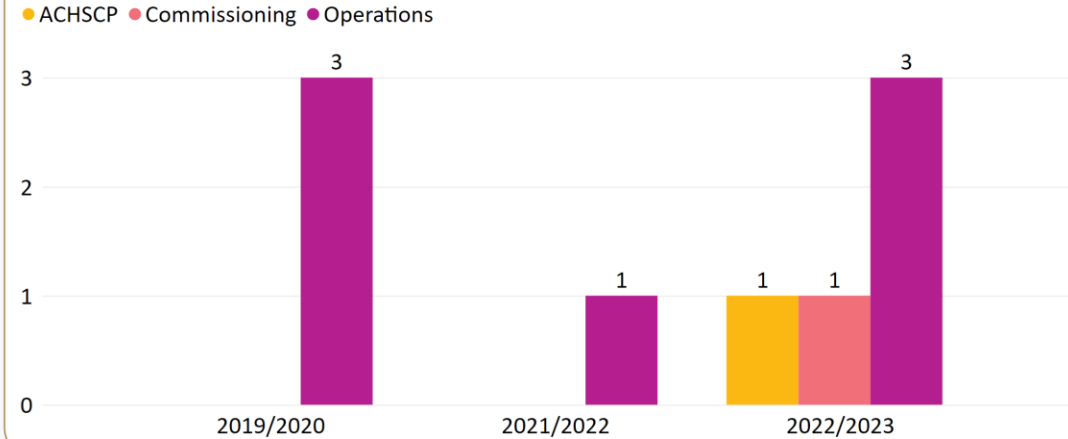
Reported H&S Incidents (Third Party) Between Apr to Jun 2022

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 those on the right giving a quarter 1 comparison for each function from 2019/20 to 2022/23.

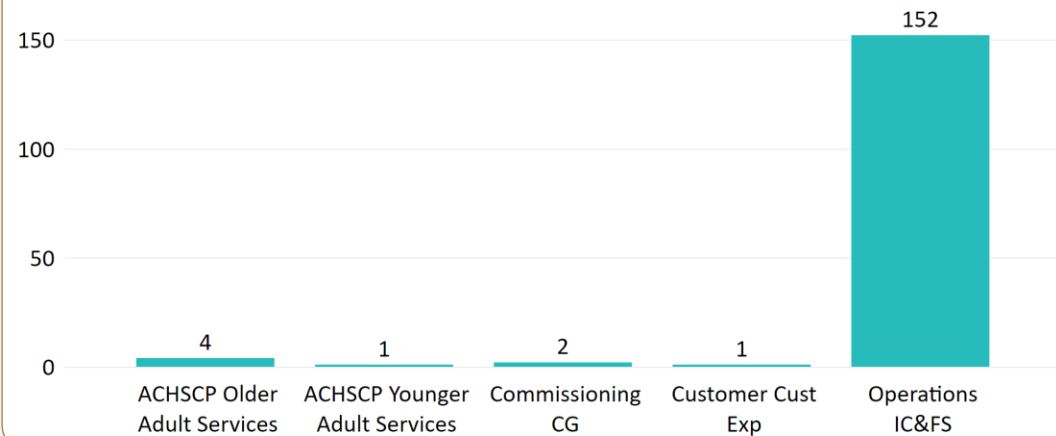
RIDDOR Reportable Non Employee



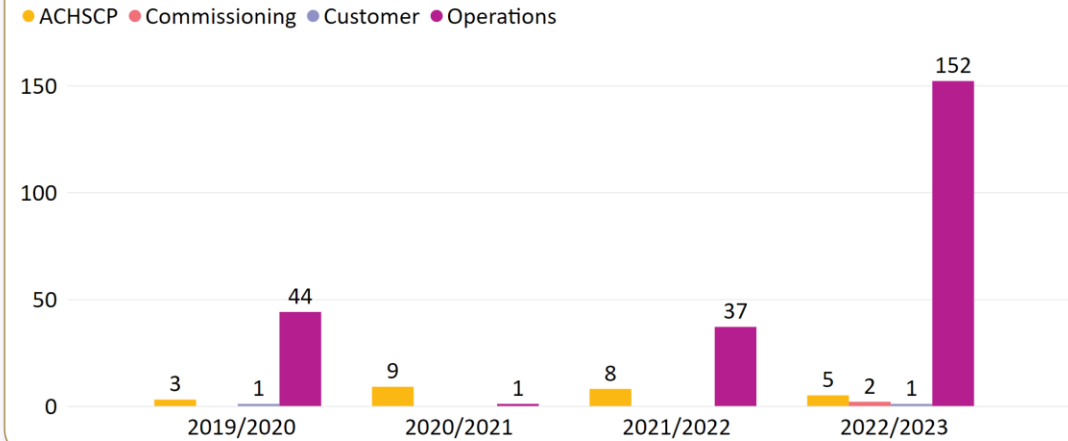
RIDDOR Reportable Non Employee (Comparison)



Non RIDDOR Reportable Non Employee

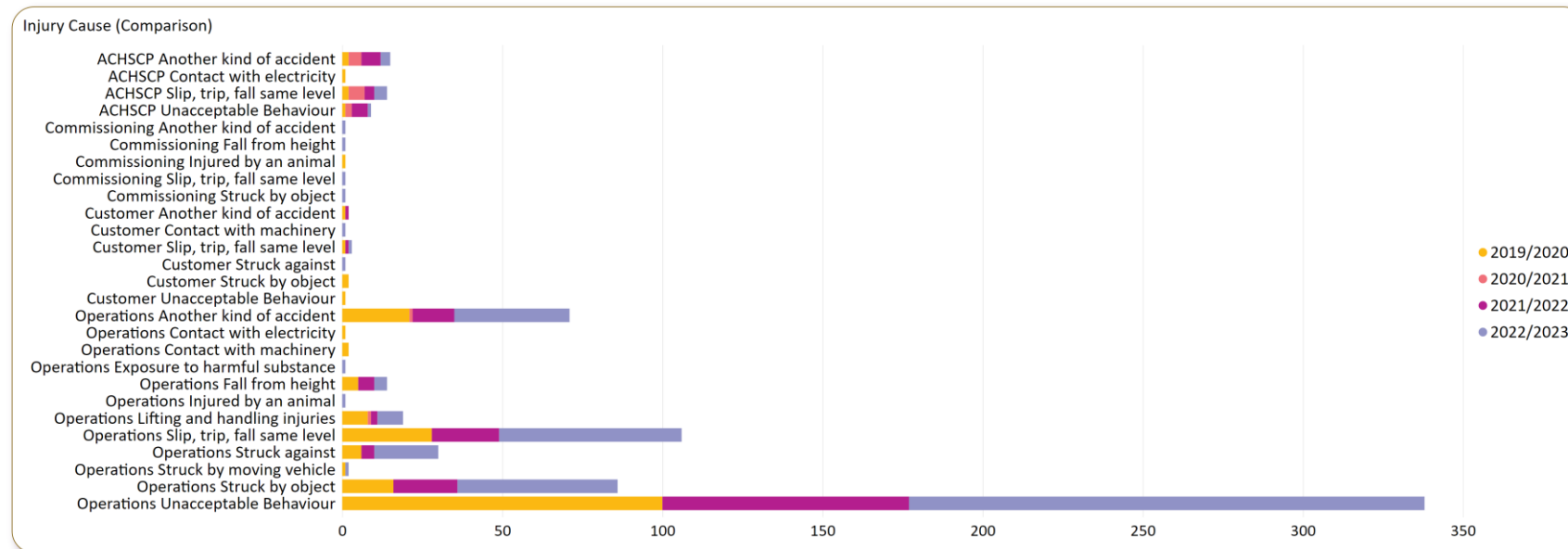
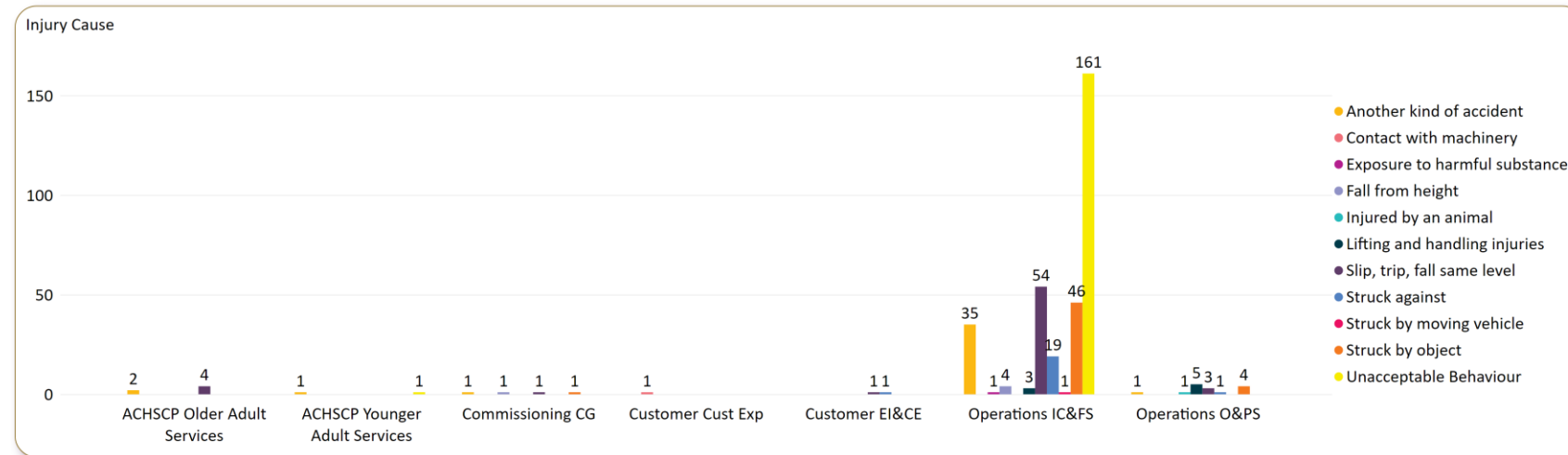


Non RIDDOR Reportable Non Employee (Comparison)



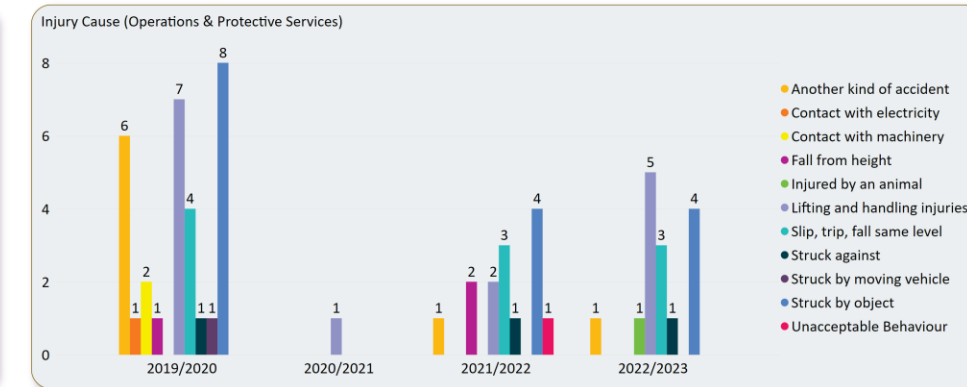
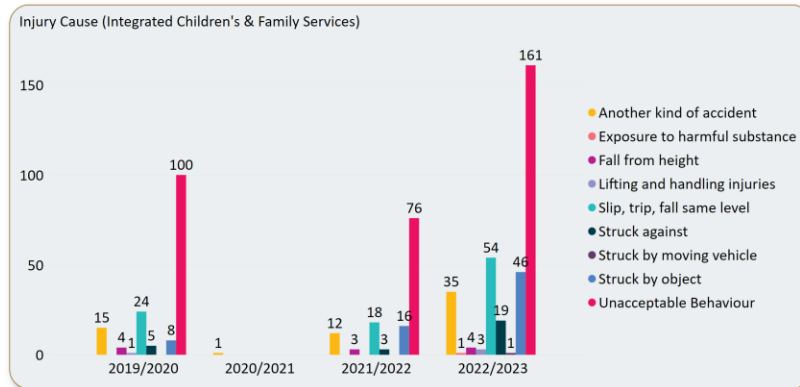
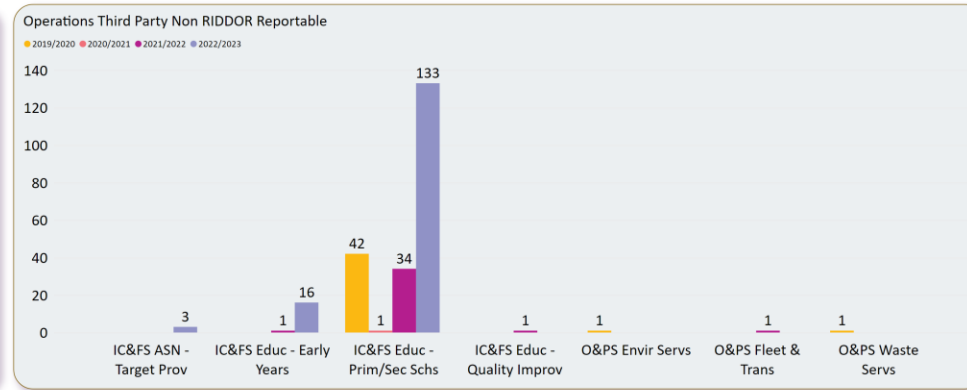
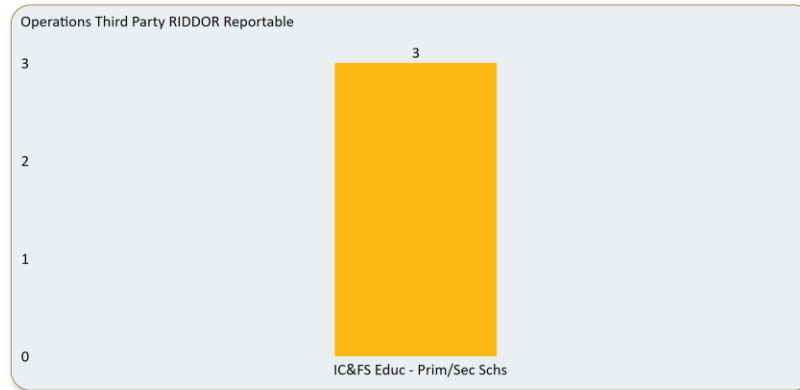
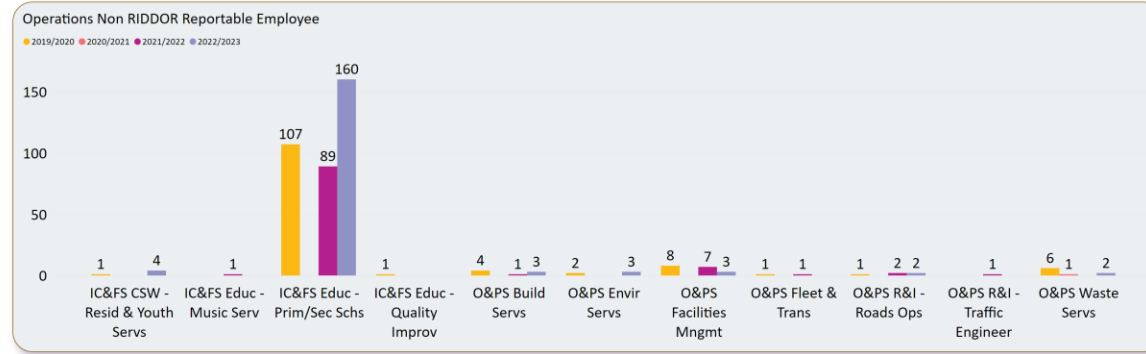
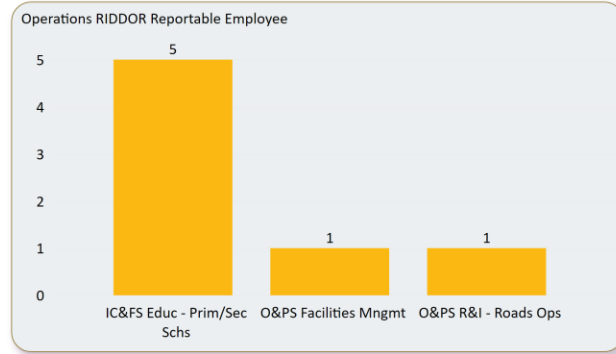
H&S Incident Causation Reported between Apr to Jun 2022

The top table shows incident causation for each Cluster colour-coded against the key for this reporting period, and bottom table a quarter 1 comparison of the types of incidents from 2019/20 to 2022/23.



Operations Reported H&S Incidents Between Apr to Jun 2022

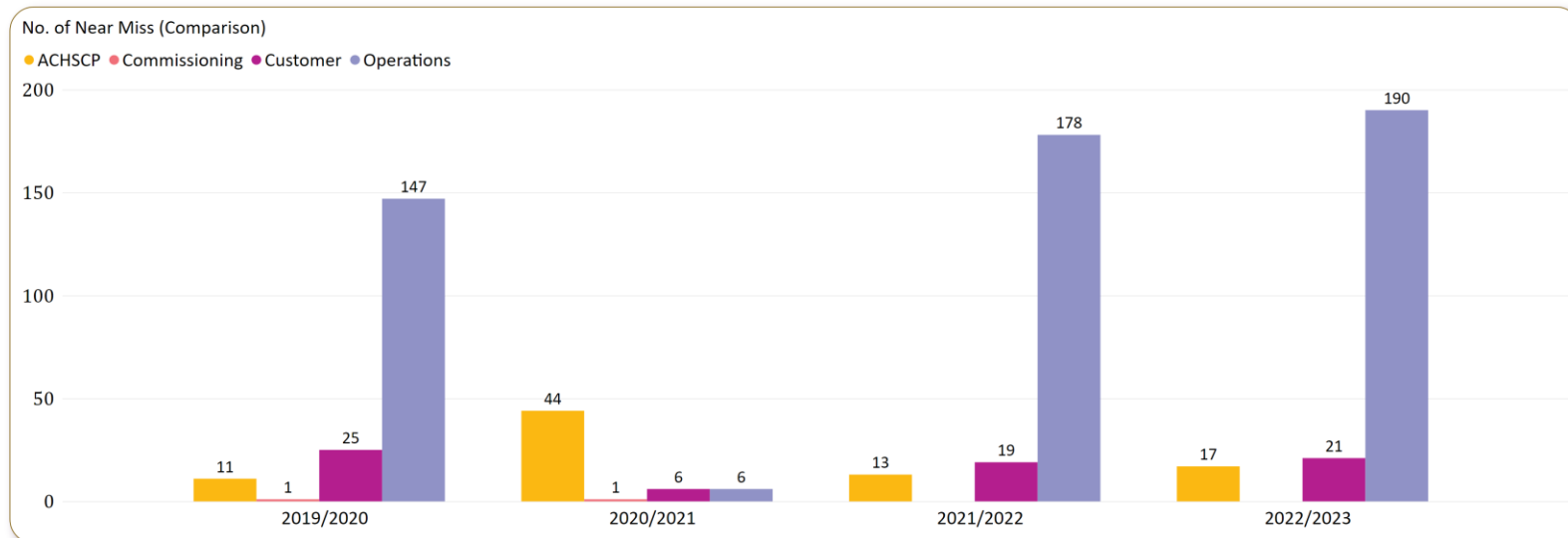
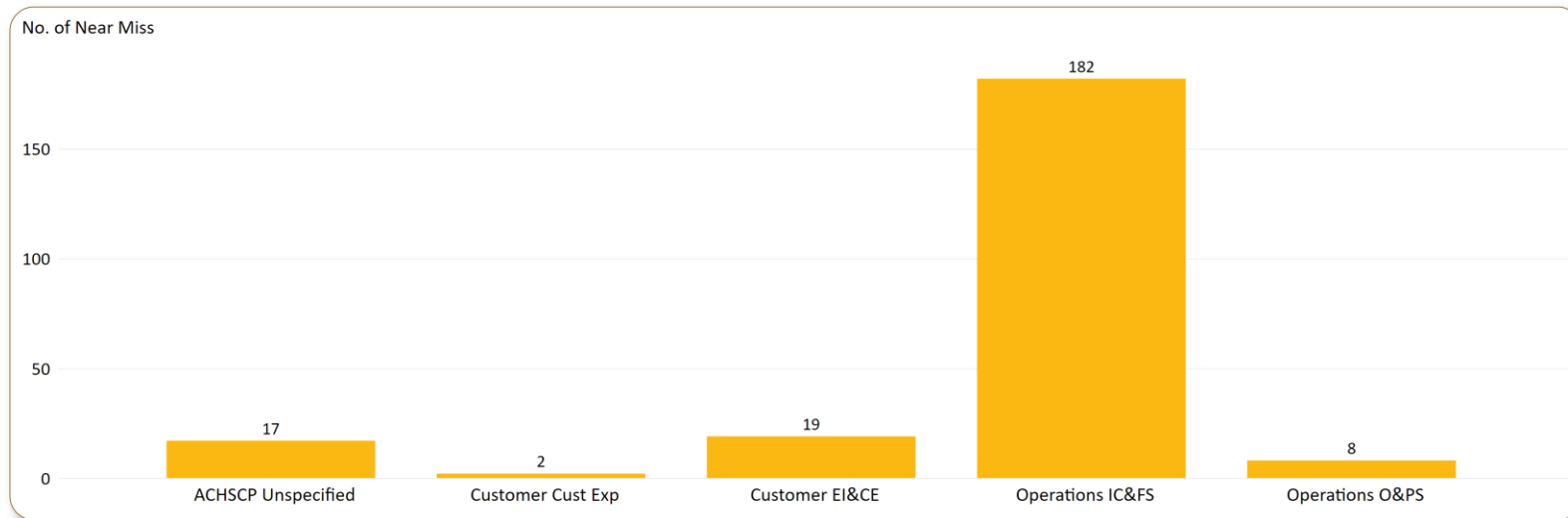
The following tables give a breakdown of **Operations** incidents (Employee and Third Party) down to service level, and in terms of injury cause a quarter 1 comparison from 2019/20 to 2022/23.



Reported H&S Near Miss Between Apr to Jun 2022

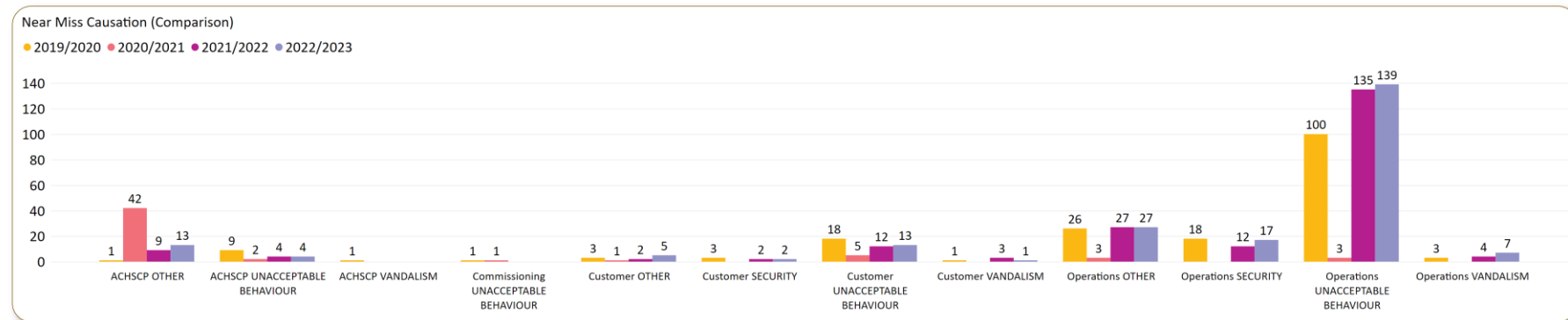
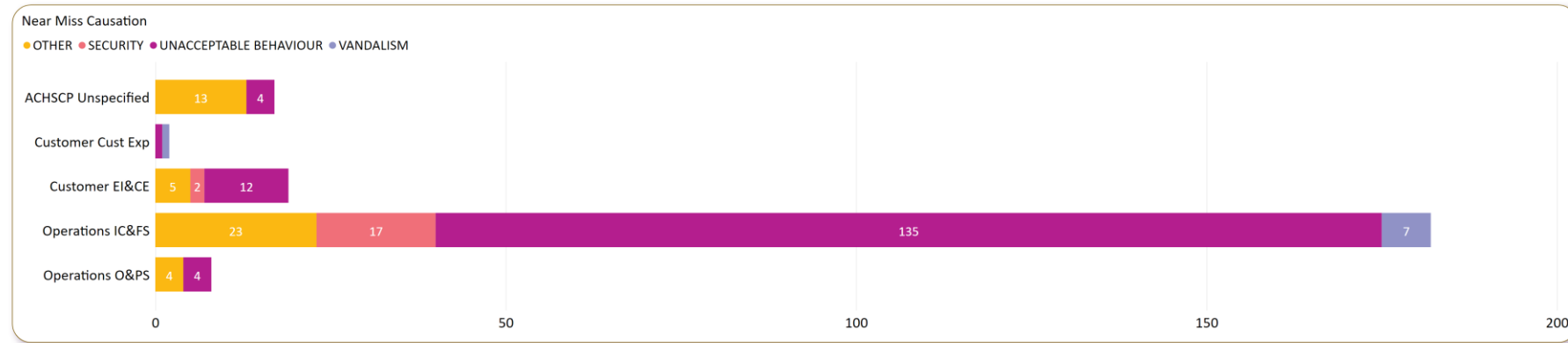
The tables below show information to a Function and Cluster level for employee and non-employee near misses.

Top table: Total near misses for this reporting period for each Cluster. Bottom table: quarter 1 comparison of near misses for each Function from 2019/20 to 2022/23.



Reported H&S Near Miss (Causation)
Between Apr to Jun 2022

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 1 comparison for each Cluster from 2019/20 to 2022/23.



Near Miss

Customer – 57% (1 - Customer Experience and 11 - Early Intervention and Community Empowerment) of near misses reported involved inappropriate communication (verbal abuse) and violent, threatening behaviours towards staff during face to face communication with the customer / service user and during telephone calls. All Services involved had appropriate and suitable processes in place which were followed by staff. Two of the incidents were reported to the Police who dealt with the individuals concerned. Services have taken remedial actions, which include: written warning letters send to individuals, person alerts recorded on the system to warn staff of behaviours and the action that should be taken and access to services withdrawn from a customer because of their behaviour towards staff.

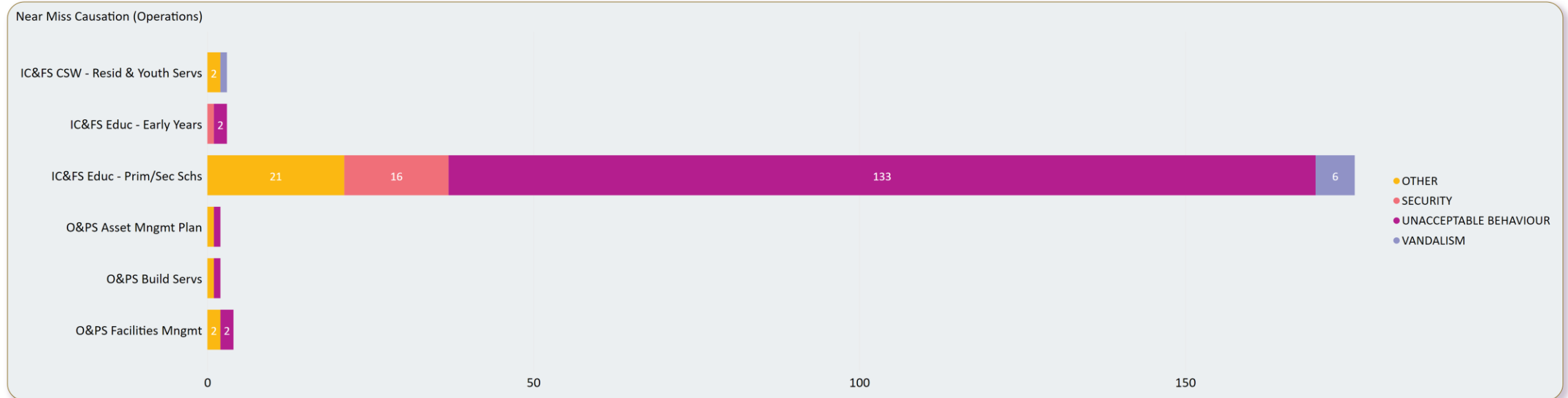
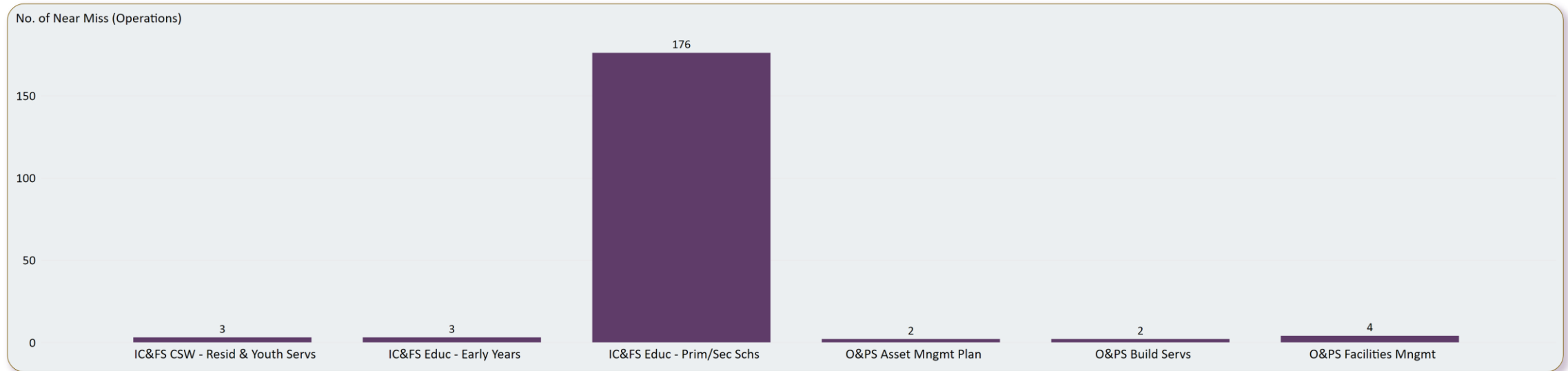
AH&SCP – 76% (13) were in connection with the administration of medication. The medication protocol was followed and appropriate action has been taken with the staff involved. Taking into account the number of medications administered within the service, the error rate is small. However, the service continues to review how this can be addressed. There is a rigorous training process for staff who deliver medication. In the event of a medication error, there is a process of reflection, re-training, and supervision.

Risk Assessment

The relevant line managers in 26 of the 38 occasions (68%) have indicated that a review of the existing risk assessment/s following the near miss incidents was carried out and that a risk assessment was in place. There has been a continued improvement over a number of periods. There is a corporate incident and near miss system training session which is available for managers and a good number have attended. To try to receive full compliance the CHST will report numbers of managers attending the session measured against the number of available managers in a Cluster to the Function H & S group from next quarter.

Operations Reported H&S Near Miss Between Apr to Jun 2022

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

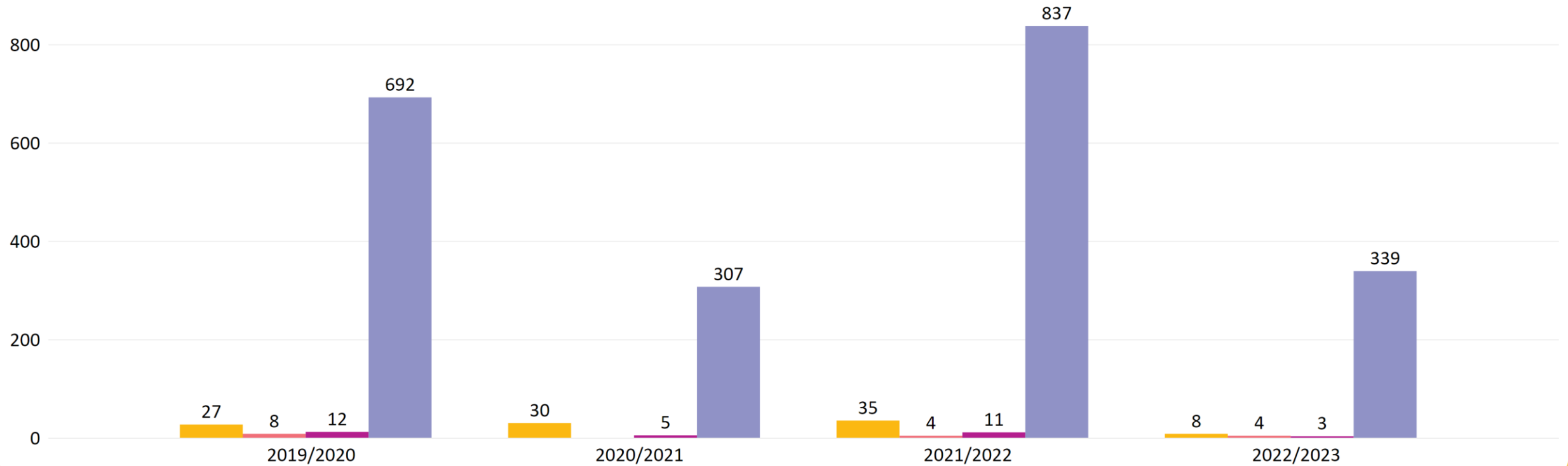


Reported Incidents From 2019/20 to 2022/23 YTD

The table provides information on the **total number** of incidents for the last four reporting years (including current year to date) to Function level.

No. of Reported Incidents

● ACHSCP ● Commissioning ● Customer ● Operations



Reported Near Miss From 2019/20 to 2022/23 (YTD)

The table provides information on the **total number** of near misses for the last four reporting years (including current year to date) to Function level.

