

## **CORPORATE HEALTH AND SAFETY COMMITTEE - 4TH JULY 2005**

**SUBJECT: DIRECTORATE OF SOCIAL SERVICES – ANNUAL ACCIDENT AND VIOLENT INCIDENT REPORT 2004/2005**

**REPORT BY: DIRECTOR OF SOCIAL SERVICES**

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### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to provide information to Members, Management and Trade Union Safety Representatives on the accidents and violent incident reports for the Directorate of Social Services for the period 1st April 2004 to 31st March 2005.

### **2. SUMMARY**

- 2.1 The Social Services Directorate Management Group (DMG) decided at their meeting on 10th May 2005 that a summary of the information on the accidents and violent incident reports for the Directorate for the period 1st April 2004 to 31st March 2005 should be presented to Corporate Health & Safety Committee.
- 2.1.1 The monitoring of accidents and violent incidents is one of a number of techniques used within the Directorate as an indicator of health and safety performance. The information from these sources, along with the results from Audits undertaken by the Corporate Health & Safety Unit, are used to identify issues that need to be addressed or area where improvements may be required.

### **3. THE REPORT**

- 3.1 The number of accident and violent incident reports received has decreased from 283 in 2003/04 to 201 in 2004/05, representing a 29% reduction.
- 3.2 Of the 201 accident and violent incidents report received, 15 were reportable to the Health & Safety Executive in accordance with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) as they were classified as 'over 3 day' injuries. No action has been taken by the Health & Safety Executive.
- 3.3 **Accidents**
- 3.3.1 Overall there has been a 31.7% reduction in accident reports received in 2004/05 from the previous year.
- 3.3.2 The most significant decrease relates to moving and handling incidents which have reduced from 56 last year to 19 this year (-66%). Further improvements should be seen following the introduction of a new moving and handling training programme this month. This training will meet the standards outlined in the All Wales Moving & Handling Passport Scheme.
- 3.3.3 Burns and Scalds incidents have reduced from 11 to 5, a reduction of 54.5%.

3.3.4 Accidents occurring as a result of an 'unsafe condition' have risen from 13 in 2003/04 to 20 in 2004/05 (a 65% increase).

### 3.4 **Violent incidents**

3.4.1 Overall there has been a 27% reduction in violent incident reports received in 2004/05 from the previous year. This is across all service areas.

3.4.2 Violent Incidents reported by Children's Services staff have decreased from 48 in 2003/04 to 12 in 2004/05, a 75% reduction.

3.4.3 33 violent incident reports received from Adult Services staff relate to the challenging behaviour of one service user. However, it should be noted that the number of incidents have reduced by 47% from the previous year (from 70 to 33). Specific training around the service user has been completed and although this is still an area of concern the situation is being continuously monitoring and reviewed as necessary.

### 3.5 **Staff Absences**

3.5.1 22 employees were absent from work as a result of an accident or violent incident, one less than the previous year.

3.5.2 The total number of days taken as sick leave for this year was 468 compared to 740 days last year, representing a 37% reduction.

3.5.3 Time lost through accidents and violent incidents are a cost to the organisation. Estimated costs for 2004/05 have been calculated at £18,580.53 (Figures for 2003/04 were £23,092.43)

## 4. **COMMENTS**

4.1 The Directorate is committed to the continuous improvement in health and safety performance that can be evidenced in the reduction in the number of reported accidents and violent incidents, the severity of injuries sustained, staff taking sick leave and of working days lost.

4.2 The Senior Health & Safety Officer for Social Services will continue to provide advice and support to managers and staff to ensure a continuing commitment to maintaining a safe and healthy working environment.

4.3 The Senior Health & Safety Office will work with the newly established Managing Attendance Team to monitor absences that follow accidents and incidents.

4.4 In order to secure a reduction in 'unsafe condition' related incidents the Senior Health & Safety Officer has reminded Managers of the need to ensure that hazards are identified and control measures put in place to prevent incidents from occurring.

## 3. **RECOMMENDATION**

3.1 That the contents of the report be noted

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Consultees: Social Services Directorate Management Group