



PWYLLGOR IECHYD A DIOGELWCH HEALTH & SAFETY COMMITTEE

DYDDIAD Y CYFARFOD: DATE OF MEETING:	13 November 2023
TEITL YR ADRODDIAD: TITLE OF REPORT:	Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013 (RIDDOR) – 6 Monthly Update
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Mandy Rayani, Director of Nursing, Quality and Patient Experience
SWYDDOG ADRODD: REPORTING OFFICER:	Adam Springthorpe, Health and Safety Manager

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Er Sicrwydd/For Assurance

ADRODDIAD SCAA SBAR REPORT

Sefyllfa / Situation

This report to the Health and Safety Committee provides an update regarding Hywel Dda University Health Board's (HDdUHB) compliance with the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013 (RIDDOR) and presents the mid-year RIDDOR reporting figures for the first six months of the 2023-24 financial year. The report also includes information from the recent All-Wales RIDDOR benchmarking exercise which was led and compiled by HDdUHB.

Cefndir / Background

RIDDOR places a duty on employers and people in control of work premises to report certain serious workplace accidents, occupational diseases and specified dangerous occurrences to the Health and Safety Executive (HSE). The paper presented to the Health and Safety Committee in May 2022 gave a detailed overview of the requirements of Regulations 1-9 of RIDDOR, including key definitions and reporting categories.

RIDDOR also sets timeframes within which the HSE should be notified of certain work-related incidents. For most types of incidents including accidents resulting in the death of any person, specified injuries to workers, non-fatal accidents requiring hospital treatment to non-workers and dangerous occurrences, the responsible person must notify the HSE without delay, and a report submitted within 10 days of the incident. For accidents resulting in the over-seven-day incapacitation of a worker, the HSE must be notified within 15 days of the incident.

Asesiad / Assessment

2023-24 Mid-Year Statistics

The total number of incidents reported under RIDDOR in the first 6 months of 2023-24 was 32, which is 19% up on the 27 reported in the first six months of 2022-23 year.

The table at the top of the next page shows a breakdown of the incidents reported in the first 6 months of the 2023-24 financial year, sorted by the main cause of the incident. So far this year it has been a three-way split between the top three incident causes as for instance slips, trips and falls, violence and aggression and manual handling, with 9, 9 and 7 respectively. These figures are of no surprise and are very similar figures to those reported at the half-way point of the 2022/23 year (which were 8, 8 and 7 respectively).

Breakdown by Cause	No.
Slip, trip, fall same level	9
Violence & Aggression	9
Manual Handling	7
Occupational Disease	4
Struck by Object	1
Struck Against	1
Fall from Height	1

Occupational Diseases are higher than in previous years, however they are for a variety of reasons as in two hand dermatitis, one nerve damage and one cryptosporidiosis.

In terms of distribution across the Health Board, a greater number of incidents have been reported at Glangwili Hospital than in the same period last year, and a lower number reported at Bronglais Hospital. This has been raised at the recent Bronglais Quality Forum.

Locality	No.
GGH Locality	15
PPH Locality	7
WGH Locality	7
BGH Locality	3

Timeliness of Reporting

In Time	No.	%
Yes	22	68.75
No	10	31.25

The Health, Safety and Security Team have continued to promote the RIDDOR reporting requirements and timeframes through discussions at the Quality and Safety Groups across the Health Board and by delivering targeted training sessions. As a

result our timeframe compliance has continued to be good for the first half of 2023/24, currently tracking above the team's self-set target of 60% of incidents reported on time.

Directorate	No.	In Time
Unscheduled Care	16	75%
Estates / Facilities	4	100%
Community	4	25%
Scheduled Care	3	33%
Mental Health	3	66%
Womens / Childrens	1	100%
Operations	1	100%
Therapies	0	N/A

Please see adjacent the RIDDOR reportable incidents so far this year split by Directorate. These figures will be fed-back to the Quality and Safety Meetings to show the positive progress made. It also allows us to identify areas we can still improve, for instance the Health, Safety and Security (HS&S) Team can work proactively with Scheduled Care and community teams to improve their compliance.

All-Wales RIDDOR Benchmarking Exercise

HDdUHB again volunteered to lead a repeat of the All-Wales RIDDOR benchmarking exercise as an action item for the All-Wales Health and Safety Management Steering Group, having led a similar exercise in 2022.

Each Health Board / Trust in Wales were asked to state how many RIDDOR reports were submitted to the HSE in the period 01/04/22-31/03/23 by both RIDDOR category and accident category. The figures were then collated by the HDdUHB Health and Safety Manager.

The table at the top of the next page has been created detailing the RIDDOR rates for each Health Board per 1000 employees in the period 01/04/22-31/03/23 (redacted and sorted in descending order by total reports in all categories).

Organisation	Over 7 Day RIDDORs per 1000 Staff	Specified Injury RIDDORs per 1000 Staff	Total RIDDORs per 1000 Staff (All Categories)	2021/22 Total RIDDORs per 1000 Staff for Comparison
Redacted - Other HB / Trust	21.00	0.80	22.40	31.20
Redacted - Other HB / Trust	5.63	0.81	6.63	6.44
Hywel Dda UHB	4.34	1.02	5.70	5.18
Redacted - Other HB / Trust	4.82	0.48	5.30	4.09
Redacted - Other HB / Trust	3.53	1.20	5.27	4.45
Redacted - Other HB / Trust	1.59	1.18	3.71	6.76
Redacted - Other HB / Trust	0.81	0.81	3.22	4.43
Redacted - Other HB / Trust	3.11	0.22	2.94	3.28

With a RIDDOR reporting rate of 5.70 per 1000 staff across all reporting categories (slightly up from 5.18 in 2021/22), it is felt that HDdUHB can take assurance that it is not under reporting RIDDOR incidents when compared to similar organisations across Wales. The figures for RIDDORs per accident category were also analysed and a similar assurance can be taken from the All-Wales picture.

For the first time in these benchmarking exercises, all Health Boards / Trust were asked to supply details of how many of their RIDDORs were reported to the HSE within the mandatory reporting timescales. The results are summarised in the adjacent table.

It is felt that HDdUHB can take assurance that it is reporting incidents in a timely manner in comparison to similar organisations across Wales.

The wider findings of the benchmarking exercise were presented to the All-Wales Health

Organisation	Total RIDDORs	RIDDOR Incidents Reported on Time	% on Time
Redacted - Other HB / Trust	11	9	81.8%
Redacted - Other HB / Trust	50	33	66.0%
Hywel Dda UHB	67	42	62.7%
Redacted - Other HB / Trust	106	66	62.3%
Redacted - Other HB / Trust	8	4	50.0%
Redacted - Other HB / Trust	79	39	49.4%
Redacted - Other HB / Trust	112	48	42.9%
Redacted - Other HB / Trust	63	14	22.2%

and Safety Management Steering Group on 8 September 2023.

Argymhelliad / Recommendation

For the Health & Safety Committee to:

- **TAKE ASSURANCE** from this report that the Health Board is operating in compliance with the RIDDOR regulations.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	2.1 Provide assurance around the HDdUHB arrangements for ensuring the health, safety, welfare and security of all employees and of those who may be affected by work-related activities, such as patients, members of the public, volunteers, contractors and so forth.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	N/A
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	6. All Apply
Parthau Ansawdd: Domains of Quality Quality and Engagement Act (sharepoint.com)	2.1 Managing Risk and Promoting Health and Safety
Amcanion Strategol y BIP: UHB Strategic Objectives:	1. Putting people at the heart of everything we do 4. The best health and wellbeing for our individuals, families and communities 5. Safe sustainable, accessible and kind care
Amcanion Cynllunio Planning Objectives	2a Staff health and wellbeing
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022	2. Develop a skilled and flexible workforce to meet the changing needs of the modern NHS

Gwybodaeth Ychwanegol: Further Information:

Ar sail tystiolaeth: Evidence Base:	<ul style="list-style-type: none"> • The Health and Safety at Work etc. Act 1974; • All subordinate Health and Safety legislation; • Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR); • HSE Approved Codes of Practice; • HSE Guidance; • EU Directives.
Rhestr Termiau: Glossary of Terms:	Contained within the body of the report.
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Ansawdd Iechyd a Diogelwch: Parties / Committees consulted prior to Health and Safety Committee:	<p>The Health and Safety Advisory Group whose membership includes:</p> <ul style="list-style-type: none"> • Health, Safety & Security Department; • Moving & Handling Department; • Occupational Health; • Health Board Legal Team. <p>All-Wales Health and Safety Management Steering Group.</p>

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Not applicable.
Ansawdd / Gofal Claf: Quality / Patient Care:	There is a positive impact on staff and patient safety, health and wellbeing through compliance with health and safety regulations.
Gweithlu: Workforce:	Not directly.
Risg: Risk:	Risk to health and safety management.
Cyfreithiol: Legal:	It should be noted that a failure to report within the timescales set by RIDDOR is technically a contravention of the regulations and that it is therefore an offence under Section 33(1)(C) of the Health and Safety at Work etc. Act 1974. The Health and Safety Executive who receive these reports will on occasion be critical of the delays in reporting and could seek assurance from the Health Board that improvements will be made.
Enw Da: Reputational:	Potential for political or media interest if compliance or enforcement action is served.
Gyfrinachedd: Privacy:	Not Applicable
Cydraddoldeb: Equality:	No evidence gathered to indicate a negative impact on any protected group/s.