

PWYLLGOR IECHYD A DIOGELWCH
HEALTH & SAFETY COMMITTEE

DYDDIAD Y CYFARFOD: DATE OF MEETING:	11 November 2025
TEITL YR ADRODDIAD: TITLE OF REPORT:	Accident, Incident and Notifiable Statistics Report
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	James Severs, Executive Director of Allied Health Professions and Health Science
SWYDDOG ADRODD: REPORTING OFFICER:	Adam Springthorpe, Health & 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 health and safety accidents and incidents that occur within Hywel Dda University Health Board's (HDdUHB). The report also presents Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013 (RIDDOR) reporting figures for the first six months of the 2025-26 financial year.

Cefndir / Background

The Health, Safety & Security (HSS) Team monitor all staff/contractor health and safety incidents reported within the Health Board through the Datix incident reporting system. The HSS Team are involved in incident investigation for the more serious staff health and safety (H&S) incidents that occur within the Health Board, often including those that require reporting to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).

RIDDOR places a duty on employers and individuals in control of work premises to report certain serious workplace accidents, occupational diseases and specified dangerous occurrences to the HSE. 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

As presented in paper 2.1 on the agenda, phase one of the long awaited H&S dashboard has finally been published (please see: [Health and Safety dashboard - Power BI](#)) (internal link). The dashboard allows for a previously unavailable level of scrutiny and interrogation of incidents that occur within the Health Board. The 'Reported Incidents' dashboard indicates the number of staff/contractor incidents reported through the Datix incident reporting system in a given period.

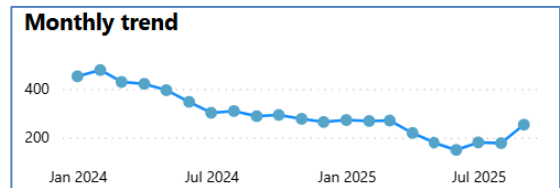
Using the Dashboard we can see that in September 2025, 141 staff/contractor incidents were reported through Datix, of which by incident classification:

- 32 were Accident/Injury;
- 90 were Behaviour (including violence and aggression);
- 19 were all other categories combined.

The adjacent chart shows the distribution of the 141 incidents by CCG/Function level.



From the Dashboard we can also track the number of staff/contractor incidents which were still awaiting review after 30 days in September 2025. The Community and Integrated Medicine CCG had the most unreviewed incidents as of September 2025, as can be seen in the lower section of the adjacent excerpt.



The monthly trend continues to be monitored. Since January 2024, a positive downward trajectory was observed, reaching its lowest point in July 2025. However recent months have shown a slight increase. Continued focus and proactive engagement is essential from the CCGs to ensure this uptick does not develop into a sustained return to previously high levels.



Information on the H&S Dashboard will be shared with CCGs through the Quality Health and Safety (QHS) meetings from November 2025. New reports are being designed for the CCGs which will incorporate information from H&S Dashboard going forward.

From January 2026, it is hoped that the RIDDOR element of the H&S Dashboard (phase 2) will be ready, giving CCGs greater access to the notifiable incident statistics. The RIDDOR module of the Dashboard will track:

- The number of incidents reported to the HSE under RIDDOR;
- The number of RIDDOR's reported late compared to statutory reporting requirements.

RIDDOR Statistics – April-September 2025

The total number of incidents reported under RIDDOR in the first 6 months of 2025-26 was 21, which is considerably lower than the 29 reported in the first six months of 2024-25 year and the 32 reported in the first six months of 2023-24 year. The adjacent table shows a breakdown of the incidents reported in the first 6 months of the 2025-26 financial year, categorised by their primary cause.

Breakdown by Cause	No.
Manual Handling	5
Slip, trip, fall same level	5
Violence & Aggression	4
Fall from Height	<4
Struck Against	<4
Struck by Object	<4
Occupational Disease	<4

Manual handling and slips, trips and falls are currently the leading causes of incidents, with violence and aggression ranking third. All three have decreased compared to mid-year statistics for 2024-25, indicating a potentially positive trend.

In terms of distribution across the Health Board, a proportionately greater number of incidents have been reported in the Wthybush locality than in the other three localities.

Locality	No.
GGH Locality	4
PPH Locality	5
WGH Locality	9
BGH Locality	3

As explained in the background section of this report, the RIDDOR regulations set timeframes within which the HSE should be notified of certain work-related incidents. In recent years the team has proactively set a target of achieving 60% timely incident reporting. Since the H&S Internal Audit in 2024/25 significant effort has been directed towards improving reporting timescales. At 6 months (30/09/2025), the percentage of RIDDORs reported within mandatory timescales was 71.4%, which is evidence of the proactive effort by all to improve compliance (compared to 55.2% at the same point last year).

In Time?	No.	%
Yes	15	71.4
No	6	28.6

The adjacent table presents the RIDDOR reportable incidents recorded so far this year broken-down by Clinical Care Group (CCG). This data is reported to the CCG Quality, Health and Safety meetings. The data enables the HSS Team to identify areas where improvements can be made, i.e. the HSS Team is working proactively with Estates and Facilities to improve their compliance.

Clinical Care Group	No.	In Time?
Community & Integrated Med.	12	75%
Estates & Facilities	7	57%
Mental Health & Learning Dis.	1	100%
Allied Health & Health Sciences	1	100%
Planned and Specialist Care	0	N/A
Primary Care	0	N/A
Other	0	N/A

Argymhelliad / Recommendation

The Health & Safety Committee is asked to:

TAKE ASSURANCE

- From the content of the Accident, Incident and Notifiable Statistics Report, that the Health Board is compliant with the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013 (RIDDOR).

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	2.1 Provide assurance around the UHB 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 etc.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	N/A
Parthau Ansawdd: Domains of Quality Quality and Engagement Act (sharepoint.com)	1. Safe
Galluogwyr Ansawdd:	6. All Apply

Enablers of Quality: Quality and Engagement Act (sharepoint.com)	
Amcanion Strategol y BIP: UHB Strategic Objectives:	Not Applicable
Amcanion Cynllunio Planning Objectives	1 Workforce Stabilisation 9 Digital plan
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:	Contained within the body of the report and associated Health Board policies.
Rhestr Termau: Glossary of Terms:	Contained within the body of the report.
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Ansawdd lechyd a Diogelwch: Parties / Committees consulted prior to Health and Safety Committee:	<ul style="list-style-type: none"> • Health and Safety Sub-Committee • Health, Safety and Security Service Group Quality, Health and Safety (QHS) Meeting

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	No direct costs.
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:	Potential for adverse future staffing impacts if health and safety legislation is not complied with as they relate to employee safety.
Risg: Risk:	Risk to health and safety management.
Cyfreithiol: Legal:	A breach of health and safety regulations, such as the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, could result in the issue of

	prohibition or improvement notices or criminal proceedings.
Enw Da: Reputational:	Prosecutions and claims due to breaches in legislation or personal injury claims can lead to negative publicity.
Gyfrinachedd: Privacy:	Not Applicable.
Cydraddoldeb: Equality:	No evidence gathered to indicate a negative impact on any protected group/s.