

Report of the Head of Operations Support

11. Health and Safety Committee Update

Purpose of report

1. To provide the Policy and Resources Committee with an update on the activities and items of significance from the Service's Health and Safety Committee.

Recommendation

It is recommended that the Policy and Resources Committee note that the Health & Safety Committee considered:

- (i) the quarterly Health and Safety performance report;***
- (ii) the Health and Safety Working Group Update;***
- (iii) the Health and Safety Audit presentation;***
- (iv) the human resources update;***
- (v) the training update; and***
- (vi) the National Health & Safety Activities and Health & Safety Legislative changes.***

Introduction

2. Hereford & Worcester Fire and Rescue Authority's aim is ensure the safety and well-being of its employees and to reduce and prevent accidents and injuries at work.
3. The Health & Safety Committee (the Committee) is established to provide effective arrangements for the liaison and review of matters of a common interest in regards to health and safety, and to act as a forum for liaison on all matters relating to health and safety for key stakeholders and departments. The Committee provides the opportunity for the Service to discuss the general health and safety matters on which it must consult the workforce with employee representatives.

Significant Issues Discussed

4. A review of the previous quarter's Health & Safety performance was discussed in detail. Overall, reporting levels and staff awareness continue to be good and in general, any injuries reported continue to be predominantly minor in nature.

5. It was noted that there were 21 vehicle accidents in the quarter and that 11 of these had involved vehicles responding to incidents. The Health and Safety Advisor is analysing these to identify any trends and will implement any actions as necessary.
6. There were 3 potentially serious incidents reported in quarter 3 each of which were subject to a specialist investigation. Two of these incidents resulted in minor injuries and actions to ensure the incidents are not repeated have been implemented.
7. In 2011, following two health & safety incidents, a wide scale audit of breathing apparatus was instigated and a number of measures were introduced. The Committee has tasked the Health & Safety Working Group (H&SWG) with reviewing the effectiveness of these measures and the H&SWG provided an update at this meeting.
8. A programme of unified workplace inspections across the Service was piloted in February 2013 involving the Health and Safety Officer, representatives from Property and Operational Logistics and the Representative Bodies. These visits will now be moved to November 2014 to align with budget planning.
9. The Service follows a health and safety training programme to ensure that staff at all levels across the organisation receive the appropriate level of health and safety input. Personnel at Crew and Watch Command level receive the Institution of Occupational Safety and Health (IOSH) qualification and at Station Command level receive the National Examination Board in Occupational Safety and Health (NEBOSH) qualification. There is now a very good spread of these qualifications across the Service and the Training and Development team are looking to identify further training opportunities and collaboration with other organisations.
10. The committee received a presentation on the audit carried out in November 2013 against the Health, Safety and Welfare Framework for the Operational Environment guidance document to be used by Fire and Rescue Authorities and the Leading Health and Safety at Work (Actions for directors, board members, business owners and organisations of all sizes) document. The audit identified that the Service was found to be principally compliant against the framework document and HSG65 which forms the basis of the framework publication.
11. The guiding principles within the publication reference an integrated safety management system should be in place to enhance the health, safety and welfare of employees. This audit found strong evidence that the Service meets accountability, workforce engagement, scrutiny, corporate strategy, standards, comparison, provision for quality training, and clear leadership. The audit identified 25 recommendations which have now been allocated to individual departments and will be tracked and reported against at the Health and Safety Committee.

12. The Health and Safety Committee will continue to meet on a quarterly basis in order to provide ongoing monitoring and governance of health, safety and wellbeing within the Service.

Corporate Considerations

Resource Implications (identify any financial, legal, property or human resources issues)	None
Strategic Policy Links (identify how proposals link in with current priorities and policy framework and if they do not, identify any potential implications).	None
Risk Management / Health & Safety (identify any risks, the proposed control measures and risk evaluation scores).	None
Consultation (identify any public or other consultation that has been carried out on this matter)	None
Equalities (has an Equalities Impact Assessment been completed? If not, why not?)	No – not required, information only

Supporting Information

None

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