

Report of the Head of Operational Support

Health & Safety Committee Update

Purpose of report

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

It is recommended that the following issues, in particular, be noted:

- (i) Health and Safety performance information recorded during January 2017 to June 2017 (Quarter 4 2016/17 & Quarter 1 2017/18)*
- (ii) The involvement of the Service in a number of Health and Safety initiatives*

Introduction

2. A key aim of Hereford & Worcester Fire Authority is to ensure the safety and well-being of its employees and to reduce and prevent accidents and injuries at work.
3. The Health and Safety Committee is established to provide effective arrangements for the liaison and review of matters of a common interest with regard to Health and Safety (H&S). The Committee provides the opportunity for the Service to discuss general H&S matters on which it must consult the workforce via employee representatives.
4. The Committee has the facility to task work to the Health & Safety Working Group, which sits beneath it and is chaired by the Area Commander Operations Support. The group meets as and when required but at least every six months.

Update

5. Due to a change of dates for the Audit and Standards Committee this update encompasses two quarters of performance information and the H&S Committee has met on two separate occasions, firstly on 15 March and then subsequently on 22 June. The H&S Committee is due to next meet on 7 September 2017.

6. At the recent H&S Committee meetings, a number of national and local initiatives were discussed. Discussions included an overview of the work being undertaken by the H&S Working Group regarding organisational road risk. Additionally, work areas under review within the H&S Department were discussed such as:- accident reporting, workplace inspections and fire risk assessments.
7. A review of quarterly performance for the relevant period is discussed in detail. Whilst this Quarter 4 report (Appendix 1) shows an increase in the total number of personal injuries reported, the severity levels remain relatively low. The Quarter 1 report (Appendix 2) highlighted that the majority of personal injuries occurred during training activities. Training Centre instructors reviewed associated risk assessment against the training activity, confirming that the control measures in place were suitable and sufficient.

H&S Committee Working Group

8. The H&S Working Group is currently midway through a review of organisational road risk in relation to all the vehicles driven and used by staff. The working group reports its findings into the H&S Committee at regular intervals. The outcomes of this review may lead to a range of changes in a number of key areas relating to the use of Service vehicles and potentially changes to Service policies and guidance. One area of this review that has been completed is the development of a revised policy for the operational mobilisation of responding vehicles to lower risk incidents where the use of blue lights and exemptions to road traffic regulations may not be justifiable. This policy has been developed in consultation with other Fire and Rescue Services and with West Mercia Police. The revised policy reflects a very similar methodology and risk assessment process to that in use by the Police and can be used by Fire Control and operational responding staff.

National Activities

9. A national H&S related publication has been issued for 'Work Related Deaths'. The publication is an agreed protocol for liaison between multi agencies following a work related death. The publication has been reviewed and is considered a supportive guidance document to be used in conjunction with the Service's 'Major Event Response Protocol'.
10. The Service has recently received a document issued by the National Fire Chiefs Council (NFCC) to evaluate an operational incident at Oldham St, Manchester which led to the death of Firefighter Stephen Hunt. The purpose of this publication/toolkit is to allow the NFCC to collate, in a structured and standardised way, responses from all UK Fire and Rescue Services (FRSs) in respect to localised improvements, both recognised and ongoing, following a Regulation 28 report issued by HM Senior Coroner, Mr Nigel Meadows. The Service is currently reviewing the publication/toolkit and will be following the process identified in the 'Prevention of future deaths' report (Previously brought to the Committee in March 2017), and confirming that the measures that have already been implemented are still effective.

Regional Activities

CFOA Health and Safety West Midlands Group

11. HWFRS are due to be audited by a combined regional Fire and Rescue audit team during the third quarter of 2017. This forms part of the agreed regional H&S audit protocol, with the key areas to be audited being selected by the H&S Department in conjunction with the audit team. A further update will be forthcoming at future meetings.

HWFRS H&S Update – Local Initiatives

Accident Reporting

12. The H&S Department has reviewed the effectiveness of the current accident reporting procedure and the quality of information that is produced for the H&S Committee. Whilst the current system evidences a positive reporting culture, some minor areas have been identified for improvement, which will be addressed accordingly.

Training Centre

13. During Quarter 1, a Specialist Accident Investigator course was facilitated between 5- 8 June 2017. Seven HWFRS officers successfully completed the course, ensuring that the Service has the right people, with the right skills, to continue to investigate significant H&S events in the future.

Workplace Inspections

14. The H&S Department has recently reviewed the previous year's completed workplace inspections; this primarily includes property related H&S issues identified that were reported to Place Partnership (PPL), and compliance against this has been evaluated.

Fire Risk Assessments

15. A review of all fire risk assessments for HWFRS properties has been undertaken. All HWFRS premises have a current fire risk assessment that has been reviewed by the responsible manager within the last 12 months. Minor remedial actions identified have been addressed. The H&S Department is working closely with PPL to gather assurance that all Service premises are fully compliant with building regulations and Fire Safety legislation. This will include the collation of completion certificates for new builds within the Service and a record of all appropriate works that have subsequently taken place. The main focus will be to ensure that any work completed has not compromised the integrity of protected fire escape routes within those premises.

Risk Assessment Database

16. The Risk Assessment database provides a platform for staff to undertake and review Risk Assessments to ensure the suitable and sufficient control measures are implemented.
17. During Quarter 4, a total of 300 Risk Assessments (RAs) were reviewed with 89 being created. Similarly, in Quarter 1, 372 RAs were reviewed with 76 being created. These were mostly undertaken for realistic training scenarios, which supports operational readiness.
18. Whilst it is clear that staff are using the system, to further confirm their knowledge questions have been included in the 2017/18 station assurance audit programme.

Corporate Considerations

Resource Implications (identify any financial, legal, property or human resources issues)	N/A
Strategic Policy Links (identify how proposals link in with current priorities and policy framework and if they do not, identify any potential implications).	Corporate strategy – Ensuring firefighter safety
Risk Management / Health & Safety (identify any risks, the proposed control measures and risk evaluation scores).	Reduces the overall impact for health and safety management in the areas identified and safeguards the Service's legal requirements
Consultation (identify any public or other consultation that has been carried out on this matter)	N/A
Equalities (has an Equalities Impact Assessment been completed? If not, why not?)	N/A

Supporting Information:

Appendix 1 – Overview of Events Reported During Quarter 4 (Jan 17 – Mar 17)

Appendix 2 – Overview of Events Reported During Quarter 1 (Apr 17 – Jun 17)

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1. Overview of Events Reported During Quarter 4 (Jan 17 – Mar 17)

1.1 Type of events

In the period of January 2017 to March 2017 a total of **42** Health and Safety (H&S) events were reported.

They fall into the categories of:

- Personal Injury
- Vehicle Accidents
- Property or Equipment
- Near Hits or Causes for Concern.
- Violence or Aggression
- Exposure

Individual summaries of reporting in the key areas are outlined below.

1.2 Personal Injury

Of the **42** H&S events reported, **16** were related to the category of Personal Injury. These are described in Table 1 below:

Sub-Categories	Breakdown of Injuries in Each Sub-Category
8 incidents relate to accidents/injuries occurring during training.	1 relates to an employee straining their shoulder during swift water training.
	1 relates to an injury to the hand, after falling over on rocks during a USAR training session. 3 days lost
	1 relates to an employee feeling nauseous due to swallowing river water during swift water training.
	1 relates to a fracture to the upper arm, shoulder area. The injured person fell against a tree after slipping in a muddy area of the riverbank. RIDDOR 42 days lost <i>Significant Event</i>
	1 relates to an employee feeling sick after swallowing river water while on swift water training.
	1 relates to a pulled muscle whilst an employee was hose running.
	1 relates to a small blister on wrist during realistic fire training.
	1 relates to an injury to the eye. The injured person was performing a tethered swim across river during swift water training. Whilst doing this a branch hit them in the eye.
2 accident/injuries were during routine activities	1 relates to a muscle pull to the back after sitting on an unstable chair.
	1 relates to a minor facial injury, received from walking into a fire engine door which was open.
2 accident/injuries were at operational incidents	1 relates to an object hitting the injured person's leg when removing part of an unsafe structure on a building.

	1 relates to an employee experiencing slight skin reddening to the face; this was received when a car tyre blew which pushed hot gasses from a fuel fire toward the injured person.
1 accident/injury was due to Physical Training	1 relates to a twisted ankle whilst out running during physical training.
2 accidents/injuries due to Responding – Fire call	1 relates to a person trapping their finger in a storage box whilst re-stowing equipment.
	1 relates to an employee falling off their bike turning in for an incident.
1 accident/injury was due to Young Fire Fighter Activity	1 relates to a Young Fire Fighter bumping their head on a wall during a training exercise.
Totalling 16 personal injuries	
Totalling 1 RIDDOR events	
Totalling 45 calendar days lost	

Table 1: Personal Injuries Reported during Quarter 4

1.3 **Vehicle Accidents**

Of the **42** H&S events **14** are related to the category of Vehicle Accidents. These are further described in Table 2 below. Only **12** of these events could be attributed to the FRS driver. These events are highlighted in grey.

Sub-Categories	Breakdown of Injuries in Each Sub-Category
4 accidents were during routine activities	1 relates to a fire engine making contact with a parked vehicle in front. The FRS driver misjudged the space available when trying to avoid a wall on the near side.
	1 relates to a member of the public driving into the back of a service vehicle at slow speed.
	1 relates to a fire engine making contact with a parked vehicle on its near side. The FRS driver misjudged the space available whilst attempting to avoid an overhanging branch.
	1 relates to fire engine making contact with an overhanging branch which broke the wing mirror.
2 accidents were responding to fire calls	1 relates to a fire engine making contact with a parked vehicle, at a slow speed, whilst responding to an incident.
	1 relates to damage to a wheel arch, when the driver misjudged the space available. The damage to the fire engine was caused when it made contact with a fence.
2 accidents were responding to special service	1 relates to a FRS trailer making contact with the bumper of a car whilst responding through traffic to an incident.
	1 relates to a fire engine making contact with a tree branch on a narrow road at low speed.
2 accidents were related to training.	1 relates to an FRS driver misjudging a manoeuvre. Minor contact was made with a vehicle that hadn't pulled away from the island.
	1 relates to damage to a wing mirror when contact was made between a lorry and a stationary fire engine.

2 accidents were non-service related accidents	1 relates to minor contact being made with the vehicle in front in queuing traffic.
	1 relates to making contact with a bollard while parking.
2 accidents were non-uniformed related	1 relates to minor contact being made with a station wall whilst reversing.
	1 relates to an FRS driver's misjudgement, resulting in contact being made with a high kerb, while turning from a junction.
Totalling 14 vehicle accidents	

Table 2: Vehicle Accidents Reported during Quarter 4

1.4 **Vehicle Mileage Statistics**

Vehicle mileage statistics for the year 2015-2016 have been provided by the Operational Logistics Fleet Department. These have been used to predict vehicle mileage for Q4 2016/17, and are detailed in table 2A below. For the accidents documented in Table 2, it was reported that 7 of these involved white fleet vehicles and 7 involved red fleet vehicles.

For the 7 accidents involving white fleet it was predicted that 254,514 miles were driven. This equates to 1 accident per 36,359 miles driven.

For the 7 accidents involving red fleet vehicles it was predicted that 69,616 miles were driven. This equates to 1 accident for every 9,945 miles driven.

Fleet	Total Mileage 2015-2016	Predicted Mileage Q4 2016/17
White Fleet	1,018,054	254,514
Red Fleet	278,464	69,616
Totalling 1,296,518 miles		Totalling 324,130 miles

Table 2A: Vehicle Mileage Statistics

1.5 **Property or Equipment Failure/Damage**

Of the **42** H&S events **6** related to the category of Damage to Property or Equipment; this is further described in Table 3 below:

Sub-Categories	Break-down of Injuries in Each Sub-Category
1 property or equipment failure/damage during routine activities	1 relates to a broken bracket on the ladder gantry, found when crews were removing the ladder from the gantry on the fire engine.
1 property or equipment failure/damage during non-service activities	1 relates to a station wall being damaged by contractors.

2 property or equipment failures/damage during RTC activities	1 relates to damage to hydraulic cutters when being used to cut a car at an RTC. The body of the cutters became pinned on the vehicle, whilst in operation. The tool was crushed against the vehicle, which cracked the casing, causing hydraulic oil to leak at very low pressure.
	1 relates to damage to some RTC equipment which was used incorrectly at an incident.
2 property or equipment failures/damage during training	1 relates to a metal compartment door falling off its hinges during a BA training course at a Strategic Training Facility. <i>Significant Event</i>
	1 relates to a hose bursting during BA refresher course.
Totalling 6 property or equipment damage	

Table 3: Damage to Property or Equipment Reported during Quarter 4

1.6 Near Hits or Causes for Concern

Of the **42** H&S events **4** related to the category of Near Hits or Causes for Concern - these are further described in Table 4 below:

Sub-Categories	Breakdown of Injuries in Each Sub-Category
3 were whilst responding to incidents	3 relate to failure of the blue lights on the FRS vehicle while responding to an incident. On the way to the incidents they were only working intermittently. <i>Significant Event</i>
1 was during routine activities	1 relates to a failure of the parking sensor operating, on a vehicle whilst parking.
Totalling 4 near hits or causes for concern	

Table 4: Near Hits or Causes for Concern Reported during Quarter 4

1.7 Exposure to Violence or Aggression

Of the **42** H&S events **1** related to the category of Exposure to Violence or Aggression, this is further described in Table 5 below:

Sub-Categories	Break-down of Injuries in Each Sub-Category
1 Exposure to violence or aggression	1 relates to an incident where a member of public became verbally aggressive when asked to move away from the scene of operations.
Totalling 1 exposure to violence or aggression	

Table 5: Exposure to Violence or Aggression Reported during Quarter 4

1.8 **Exposure or Contamination**

Of the **42** H&S events **1** related to the category of Exposure or Contamination; this is further described in Table 6 below:

Sub-Categories	Break-down of Injuries in Each Sub-Category
1 Exposure or Contamination	1 relates to potential exposure whilst removing an unsafe structure with insulation materials.
	Totalling 1 Exposure or Contamination

Table 6: Exposure or Contamination reported during Quarter 4

2. **Significant/Serious Events during Quarter 4 (Jan 17 – Mar 17)**

A total of 5 significant events were investigated during Quarter 4 2017. The first relates to a member of staff who fractured a bone in their right upper arm/shoulder area. This incident occurred when the injured person fell against a tree after slipping in a muddy area during Swift Water Rescue training. The PPE provided was suitable and sufficient and the risk assessment for the training highlighted the risk of slipping within the area. This incident has therefore been resolved with no further action and the debrief has been completed following the investigation.

Another incident related to a heavy metal compartment door coming off its hinges during a BA training course. The door was located on the exterior of the fire house and had been reclaimed from the previous Strategic Training Facility (STF) location. Place Partnership were informed and asked to carry out inspections of this facility and the other STFs they maintain for HWFRS. The results of that report are pending, and any actions will be based upon its findings.

The remaining 3 significant events are all occurrences of the same type of incident. The blue lights did not function correctly, working intermittently while responding to incidents. All 3 events occurred on the same fire engine which was subsequently taken off the run. The blue lights were inspected by a competent contractor and the software was upgraded on the fire engine. All other fire engines of that particular type have also had the fault fixed.

2.1 Summary for Quarter 4 (Jan 17 – Mar 17)

1 RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) report was submitted to the Health and Safety Executive (HSE). This related to a personal injury event where an operational member of staff slipped on muddy ground and fell onto a tree fracturing their shoulder, resulting in 42 days absence from work. This event was also described in the significant events summary.

3. Comparison between Quarters

3.1 Comparison of Events Reported Showing Differences Q4 2016 and Q4 2015

Table 6 below, compares the number of events reported in Q4 2015-16 to those reported in Q4 2016-17, for the various reporting categories. It is evident that in Q4 2016-17, the number of Near Hits reported are down from that in Q4 2015-16 (-3).

In Q4 2016/17 Personal Injuries, Violence and Aggression, Vehicle Accidents and reports of Damage to Property or Equipment have however increased (+16) compared to Q4 2015-16.

Overall, the table displays that event reporting as a whole has increased by 13 reports during Q4 2016-17 from Q4 2015-16.

Event Type	Q4 2015-16	Q4 2016-17	Increase/Decrease
Personal Injuries	10	16	+6
Vehicle Accidents	11	14	+3
Property or Equipment	1	6	+5
Violence & Aggression	0	1	+1
Near Hits	7	4	-3
Exposure or Contamination	0	1	+1
Overall	29	42	+13

Table 6: Quarterly Events Reported Q4 2015-2016 and Q4 2016-2017

Table 6 above, compares Q4 2015-16 to Q4 2016-17 reports the service has had:*

- 6 additional Personal Injury reports
- 3 additional Vehicle Accidents
- 5 additional report of Damage to Property or Equipment
- 1 additional exposure or contamination
- 1 additional Violence or Aggression events against service personnel

- 3 fewer reports of Near Hits or Causes for Concern were made
- Giving an overall increase of 13 additional incidents reported.

*Specific details of these can be provided upon request to the Health and Safety Advisor.

3.2 Summary

In summary, whilst there has been an overall increase in events reported, they have been of a relatively minor nature. Therefore even though it appears that we have had more incidents, they have been of a relatively low level and should present no significant concern to the Health and Safety Committee. With the introduction of the new process for reporting incidents, it is expected that this number may increase in the future, however, this is due to the positive culture we are trying to create regarding health and safety reporting and learning from the event recorded.

The number of RIDDOR reportable incidents and significant events are comparable with previous reports and there has been no marked increase or decrease in these categories. Those that were reported were investigated and all resolved successfully requiring no further action by the Committee or the Health and Safety Advisor.

There has been an increase in vehicle accidents reported and it would be reasonable to state that most of these accidents could potentially have been avoided. A bulletin item was issued reminding staff to utilise banks people whilst manoeuvring vehicles into tight spaces and driver training instructors will be advised of the frequency and nature of these incidents for consideration in future training.

1. Overview of Events Reported During Quarter 1 (Apr 17 – Jun 17)

1.1 Summary

In the period of April 2017 to June 2017 a total of **40** Health and Safety (H&S) events were reported. They fall into the categories of:

- Personal Injury
- Vehicle Accidents
- Property or Equipment
- Near Hits or Causes for Concern.
- Violence or Aggression
- Exposure

Individual summaries of reporting in the key areas are outlined below.

1.2 Personal Injury

Of the **40** H&S events reported, **16** were related to the category of Personal Injury. These are described in Table 1 below:

Sub-Categories	Break-down of Injuries in Each Sub-Category
12 incidents relate to accidents/injuries occurring during training.	1 relates to an employee twisting their ankle after tripping over a hose during training.
	1 relates to an employee injuring their knee during training. No specific known event caused the injury.
	1 relates to an employee injuring their elbow while learning defensive swimming techniques, during swift water training.
	1 relates to an employee injuring their knee after slipping during water training.
	1 relates to an employee twisting their knee when climbing a ladder into a loft space of a building.
	2 relate to an employee becoming dehydrated on two separate occasions during their initial recruits training. Significant Event
	1 relates to an employee pulling a muscle in their back whilst handling hose during a training exercise.
	1 relates to an employee experiencing symptoms of exhaustion during BA refresher training. Significant Event
	1 relates to a non HWFRS (West Mids Ambulance Paramedic) employee who had a minor collision with another person during water rescue training.
	1 relates to an injury to an employee's arm whilst handling a ladder during training.
	1 related to an employee twisting their ankle. This was caused by them changing direction suddenly while carrying a ladder in a training exercise. 8 calendar days lost – RIDDOR

1 accident/injury was during operational activities	1 relates to an employee twisting their left knee whilst attempting to gain entry to a property at an incident. 7 calendar days lost
3 accident/injuries relate to routine work	1 relates to an employee who sustained a cut to their head after contact was made with a shelf during a Home Fire Safety Check visit. 3 calendar days lost
	1 relates to an employee experiencing pain in their right knee whilst walking up stairs at a fire station. 2 calendar days lost
	1 relates to a non HWFS employee who injured their back whilst lifting equipment during maintenance work on BA compressors.
Summary	Totalling 16 personal injuries
	Totalling 1 RIDDOR event
	Totalling 20 calendar days lost
	Totalling 4 Accidents that resulted in days lost
	Equates to 1.25 calendar days lost per Personal Injury reported

Table 1: Personal Injuries Reported during Quarter 1

1.3 Vehicle Accidents

Of the **40** H&S events **12** are related to the category of Vehicle Accidents, these are further described in Table 2 below. All of these events could be attributed to the FRS driver. These events are highlighted in grey.

Sub-Categories	Breakdown of Injuries in Each Sub-Category
9 accidents were during routine activities	1 relates to a fire engine making contact with a cast iron bollard, breaking the nearside indicator housing.
	1 relates to a minor collision between a service vehicle and another vehicle on a roundabout.
	1 relates to a fire engine making contact with an overhanging branch, which damaged the ladder gantry.
	1 relates to a FRS vehicle making minor contact with the car in front when it braked suddenly.
	1 relates to damage to the wing mirror on a service vehicle. The service vehicle made contact with a protruding branch whilst manoeuvring past an oncoming vehicle on a narrow lane.
	1 relates to minor damage to a parked car whilst crews were slowly manoeuvring the fire engine along a narrow residential road.
	1 relates to slight damage to a fire engines nearside wheel after making contact with another vehicle.
	1 relates to damage to a fire engine when contact was made with the door frame whilst manoeuvring out of the appliance bay at slow speed.

	1 relates to damage to the front bumper of a service van. This occurred when the car in front stalled at roundabout junction the van drove into back of car at slow speed.
3 accidents were responding to fire calls	1 relates to a fire engine making contact with the concrete base of a post which dented the hub cap
	1 relates to a fire engine making contact with a height restriction barrier at the entrance of a private property, which resulted in minor damage to the ladder gantry.
	1 relates to a fire engine making contact with a car at slow speed whilst responding through traffic.
Totalling 12 vehicle accidents	

Table 2: Vehicle Accidents Reported during Quarter 1

1.4 Vehicle Mileage Statistics

Vehicle mileage statistics for the year 2016-2017 have been provided by the Operational Logistics Fleet Department. These have been used to predict vehicle mileage for Q1 2017/18, and are detailed in table 2A below. For the accidents documented in Table 2, it was reported that 4 of these involved white fleet vehicles and 8 involved red fleet vehicles.

For the **4** accidents involving white fleet it was predicted that 207,364 miles were driven. This equates to 1 accident per **51,841** miles driven.

For the **8** accidents involving red fleet vehicles it was predicted that 58,629 miles were driven. This equates to 1 accident for every **7,328** miles driven.

Fleet	Total Mileage 2016-2017	Predicted Mileage Q1 2017/18
White Fleet	829,456	207,364
Red Fleet	234,516	58,629
	Totalling 1,063,972 miles	Totalling 265,993 miles

Table 2A: Vehicle Mileage Statistics

1.5 Property or Equipment Failure/Damage

Of the **40** H&S events **1** related to the category of Damage to Property or Equipment, this is further described in Table 3 below:

Sub-Categories	Break-down of Injuries in Each Sub-Category
1 property or equipment failure/damage during routine activities	1 relates to a faulty cylinder compressor, the automatic cut off failed to operate correctly and crew had to manually turn off the machine. The defect was reported and rectified by the maintenance contractor. Significant Event
	Totalling 1 property or equipment failure/damage

Table 3: Damage to Property or Equipment Reported during Quarter 1

1.6 Near Hits or Causes for Concern

Of the **40** H&S events **9** related to the category of Near Hits or Causes for Concern - these are further described in Table 4 below:

Sub-Categories	Break-down of Injuries in Each Sub-Category
2 were while responding to incidents	1 relates to a near miss when a firefighter dropped an axe from the top of a ladder. The axe then fell towards the firefighter who was at the bottom footing the ladder.
	1 relates to an incident where the fire engine automatically braked when exiting a traffic island. This occurred as a result of the activation of the electronic stability programme (ESP). The safety device activated as expected and a safety brief has been given to the driver.
3 were during routine activities	1 relates to a member of staff noticing that a pothole had become larger in the station drill yard. The defect was reported for repair.
	1 relates to a hydraulic ram falling out of a locker when it was opened. It appeared that the equipment hadn't been correctly stowed after previous use.
	1 relates to a young person who attended a community fire safety event. They had raised concerns when mist from the hand held smoke machine might have affected their eyes. No injury was confirmed.
1 was during non-service related activity	1 relates to a ceiling tile falling down in the lecture room near to an employee.
3 were during training	1 relates to 13.5 m ladder which rehousing itself in an uncontrolled manner at the end of an initial ladder training exercise. Significant Event
	1 relates to faulty hose which burst during training session.

	1 relates to a metal entrance door which became detached. This was due to the hinge failing when the door was opened during BA training. Significant Event
	Totalling 9 near hits or causes for concern

Table 4: Near Hits or Causes for Concern Reported during Quarter 1

1.7 Exposure or Contamination

Of the **40** H&S events **2** related to the category of Exposure or Contamination, this is further described in Table 6 below:

Sub-Categories	Break-down of Injuries in Each Sub-Category
2 during training	The 2 exposure incidents reported relate to 2 employees swallowing water and being physically sick during a water training course.
	Totalling 2 Exposure or Contamination

Table 5: Exposure or Contamination reported during Quarter 1

1.8 Significant/Serious Events during Quarter 1 (Apr 17 – Jun 17)

A total of 5 significant events were investigated during Quarter 1 2017.

The first significant event related to an employee becoming dehydrated during the new recruits training course on two separate occasions. The event was immediately reported to Training Centre management who reviewed the current control measures that were in place. Following this review a further control measure was implemented for an instructor to monitor the individual on a one-to-one basis for the remainder of the course. The lead trainer also reiterated to the other recruits the importance of keeping hydrated whilst performing physical activities.

The second incident related to a firefighter feeling exhausted during a BA training exercise. Following performing a rescue of training mannequin the firefighter felt slightly faint, the individual exited the building and radial cooling was administered. No further medical treatment was required and event was attributed to increased exertion rate.

The third event related to a failure of the automatic charging cut off valve within the cylinder compressor. Several cylinders had been put on charge when the local Watch Commander noticed that the cylinders had reached the fully charged level, yet the compressor hadn't turned off as normal. The compressor

was manually turned off and the defect was reported. The compressor had only recently been serviced that day and the engineer may have not reengaged the safety cut off valve. This matter is being pursued with the supplier of the service. The maintenance company rectified the issue and checked all other compressors in the service. No other faults were identified. Since this event all compressors have had their annual test undertaken.

The fourth incident related to the uncontrolled rehousing of a 13.5m extension ladder during a recruits course. A new recruit was lowering the extensions of the ladder at the end of the training session when the ladder dropped five rounds in an uncontrolled manner. The ladder was immediately taken off the run and inspected by Operational Logistics technicians. Following the inspection and testing the engineer could not see a mechanical failure or replicate the fault reported. The investigation was unable to confirm if this is a mechanical or user error. Protocols are in place to safeguard and protect users if this occurs as it is known possible occurrence with all such ladders, this has been reaffirmed with TDC staff.

The fifth significant event related to a near miss which occurred when an external door of a fire house came off its hinge whilst being opened. The door fell to the ground following the failure of the hinge, it appears that the cause was metal fatigue. Following the investigation the pre use checks for training venues now include a visual inspection to be undertaken of the internal and external doors and to ensure safe operation. The H&S Advisor ensured that all similar venues were inspected by contractors, with no other defects being found. Place Partnership Ltd have also arranged for door hinges to become a standard requirement of the annual safety inspection of similar venues.

1.9 Summary for Quarter 1 (Apr 17 – Jun17)

1 RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) report was submitted to the Health and Safety Executive (HSE). This related to an employee twisting their knee during a physical manoeuvre whilst carrying a ladder. The event was investigated locally which confirmed the control measure that was in place was suitable and sufficient. No further control measures were required to be implemented. No Incidents during quarter 1 required a special accident investigation.

2. Comparison between Quarters

2.1 Comparison of Events Reported Showing Differences Q1 2017 and Q1 2016

Table 6 below, compares the number of events reported in Q1 2016-17 to those reported in Q1 2017-18, for the various reporting categories.

In Q1 2017/18 Personal Injuries, Vehicle Accidents, Near Hits/Cause for Concern and reports of Exposure or Contamination have increased (+16) compared to Q1 2016-17.

Overall, the table displays that event reporting as a whole has increased by 16 reports during Q1 2017-18 from Q1 2016-17.

Event Type	Q1 2016-17	Q1 2017-18	Increase/Decrease
Personal Injuries	11	16	+5
Vehicle Accidents	8	12	+4
Property or Equipment	1	1	0
Violence & Aggression	0	0	0
Near Hits	4	9	+5
Exposure or Contamination	0	2	+2
Overall	24	40	+16

Table 6: Quarterly Events Reported Q1 2016-2017 and Q1 2017-2018

Table 6 above, compares the total number of reports received during Q1 2016-17 to Q1 2017-18:*

- 5 additional Personal Injury reports
- 4 additional Vehicle Accidents
- 0 additional report of Damage to Property or Equipment
- 2 additional Exposure or Contamination
- 0 additional Violence or Aggression events against service personnel
- 5 additional reports of Near Hits or Causes for Concern were made

This gives an overall increase of 16 additional incidents reported.

**Specific details of these can be provided upon request to the Health and Safety advisor.*

2.2 Trend Analysis

Whilst there has been an overall increase in events reported, they have been of a relatively minor nature. Therefore, even though it appears that we have had more incidents, they have been of a relatively low level and should present no significant concern.

With the introduction of the new process for reporting incidents, it is expected this number may increase in the future, but this would support a positive proactive attitude across the workforce and evidence their feeling of confidence that learning from investigations is being implemented.

The number of RIDDOR reportable incidents (1) and significant events (5) are comparable with previous reports and there has been no marked increase or decrease in these categories.

The majority of personal injuries that were reported throughout the quarter occurred during training activities. Whilst these incidents resulted in injuries, they were generally of a minor nature. All of these incidents took place whilst performing physical activities, the nature of which are critical to ensure operational readiness. Following these reported incidents training centre instructors reviewed the risk assessments to confirm that the control measures in place were suitable and sufficient.

There has been an increase in vehicle accidents reported, all of which have a level of driver error / misjudgement, meaning that most cases could have been avoidable. Training Centre are currently reviewing the number of the slow speed manoeuvres and online training packages