

Highlight Report



Name & Role	Joanne Hellen Senior Health & Safety Advisor
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Period covered:

Date from:	01/07/20	Date to:	30/09/20
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Highlights / achievements this period

COVID-19 Department Work

This section of the report highlights the work that the Health and Safety department have undertaken for the last quarter in relation to COVID-19.

Risk Assessments

- Two risk assessments were produced for NFCC for the National Protection and Prevention work which was aligned with the NFCC guidance that was produced and consulted on by Essex. These were later issued through the NFCC.
- The risk assessment for returning to work was prepared and consulted on in preparation for staff to return to their normal working environments.
- A 12-page guidance document was created and published titled 'COVID-19 Workplace Safety Guidance to support individual risk assessments that were required for every Service location. The guidance document included social distancing, enhanced cleaning, and hygiene control measures to allow colleagues to return to work safely.
- A new risk assessment template was created on iAuditor and the team assisted in attending each Station Managers largest station to work through the process in completing the COVID Safe workplace risk assessments. All Service locations have a COVID Safe workplace risk assessment in place with a very small number working through their final control measures to ensure the workplace is fully COVID safe. The H&S department produced the COVID safe risk assessment for SHQ and worked alongside Property Services to progress highlighted areas for improvement to make SHQ COVID safe. One-way systems, signage and extra control measures have been installed for when staff begin to return to the building.
- A Model Risk Assessment was produced for the Service to risk assess activities to our response to a flu pandemic, this was used in conjunction with Site Specific Risk Assessments. Since the start of the pandemic over 80 have been produced.
- Working closely with the Unions to get COVID-19 risk assessments signed off to get Service functions turned back on.

Safety Flashes

- **SF-16B Returning to riding with 5 on front line appliances** was issued due to a review of the COVID-19 risk assessment. We regularly review the wider and long-term impacts of measures we take in line with the pandemic and took the decision following consultation with the Unions to increase crewing levels on Monday 19 October. We are now back to five riders following a review of the risk assessment and increased level of COVID safe PPE when riding on an appliance.
- **SF 17 - Service Actions in Response to Government Coronavirus - Three Tiers of Lockdown Levels** this safety flash was issued following the Governments three tiers of lockdown levels and the actions we would take under each tier.

Miscellaneous COVID-19 work

- Local agreement in place and a process created for Health and Safety on call members to assist with the decontamination of workplaces using the fogging units following a member of staff falling unwell at a Service Premise with COVID-19 symptoms.
July - 2 deep cleans
August – 3 deep cleans
September – 9 deep cleans
- Assist with the creation of the flow chart 'What you need to do if you experience COVID-19 Symptoms'.
- Full health and safety consultation with representative bodies on all areas of work mentioned above.
- The Health and Safety department have been working on pulling all the COVID-19 guidance into one document to ensure it is easily located and accessible for all staff within the Service.

Non related COVID-19 Departmental Works

RSM Risk Assurance Services Audit

RSM Risk Assurance Services carried out an external audit on the H&S department in May 2019. We can confirm out of the 13 action points identified in the initial draft report all the high and medium risks have been resolved and mitigated and we currently have 1 low action that remains outstanding. The original target date for this action was 31st December 2019, although this date has lapsed, we have made progress in initiating meetings with the Learning and Development department. The outstanding action is in relation to KPI's for training targets for relevant health and safety training and Learning and Development are currently working through their current data sources and how information has previously been stored, as there are currently a number of health and safety training courses missing from their systems. We continued to monitor this monthly through to closure of the action point with a revised target date set at 31st June 2020. This target date has now been extended in conjunction with L&D due to the ongoing Covid-19 situation, but we will ensure to keep this as close as possible to the target date.

OSHENS Replacement/Take over

The provider of our online health and safety system, Optima has been taken over by a new company called Ideagen. Members of the Health & Safety team attended a seminar to find out more about the new provider and to assess what it means for the current OSHENS system users. Ideagen will phase out OSHENS out over the next 3 - 5 years and look to move current users onto their own health and safety management system Q Pulse. The team, in conjunction with ICT, now needs to determine if the Q Pulse system will be a suitable replacement for OSHENS. Work is ongoing with this project and we are still pursuing this project albeit timelines for this may now be extended due to the current Covid-19 situation.

Health and Safety Annual Report

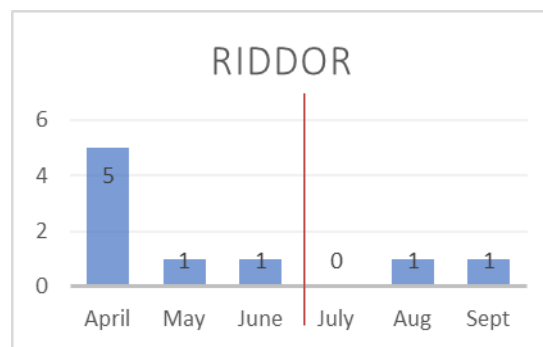
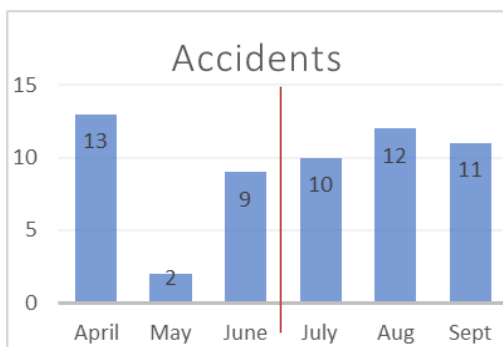
Our annual report was submitted to SLT in July.

Health and Safety Department Business Continuity Plan

A live business continuity exercise was carried out and the department plan revised, updated, and signed off by the Head of Health and Safety. The department are now compliant with business continuity for the next year.

Safety Event Figures Q1 April, May, June 2020 and Q2 July, August, September 2020

The graphs below show a comparison of Q1 safety event data with Q2 safety event data.



Accidents - 33 accidents in this quarter against 24 last quarter.

- July 2020- Of the 10 accidents at work reported this month, 4 occurred during Operational incidents, 3 during Operational training, 2 during routine activities, and 1 'other'.
- August 2020 – Of the 12 accidents at work reported this month 6 were during operational incidents, 4 during routine activities, 1 during Operational training and 1 'other'.
- September 2020 – Of the 11 accidents reported this month, 4 were during Operational training, 3 during Operational incidents, 3 during routine activities and 1 'other'.

In comparison to Q1, there has been an increase from 4, to 8 in injuries sustained during operational training. 3 of these were injuries during ladder drills and 2 burns during BA training.

Of the ladder drill incidents 1 was an aggravation of a previous injury suffered whilst off duty, 1 a knee injury whilst pitching the ladder and 1 a back injury whilst taking down the ladder. One of the burns during BA training was whilst reloading the crib and members of the Health & Safety

team have since visited site to review the risk assessments and procedures. The other burns incident was a small blister to the shoulder.

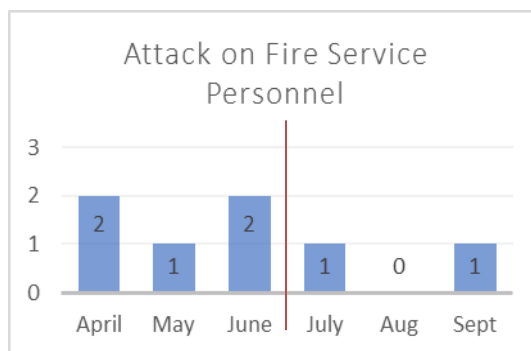
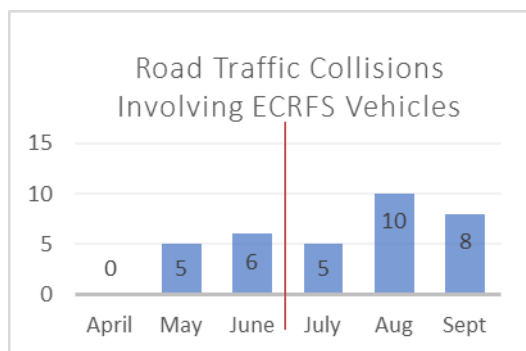
In comparison to the same quarter of 2019/20, injuries during operational training have increased by 1.

Of the 33 accidents that occurred in Q2, 25 of these resulted in an injury consisting of:

- 7 manual handling
- 4 slips/trips
- 1 hit something stationary
- 2 hit by a moving , flying or falling object
- 11 others:
 - FF suffered burns to hands during BA training
 - FF twinged back whilst pulling on their boots
 - FF suffered discomfort from water in his ear during water rescue training
 - FF sustained injury to right calf area while partaking in physical exercise in station gym
 - FF experience extreme pain whilst wearing structural fire boots
 - FF twisted and jarred back whilst wearing BA
 - FF suffered 'hot skin' and blisters to shoulder during BA training
 - IP suffered ringing in the ears after they pressed the ignition button, the top of the battery attached to the LPP exploded, giving off a loud bang
 - FF sustained injury to ears after an explosion
 - FF had a foreign object embedded in eye
 - FF experienced back pain whilst sitting at a desk

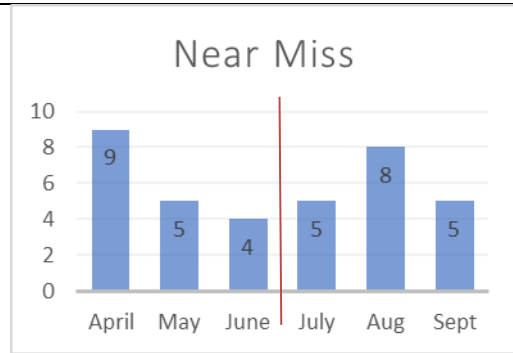
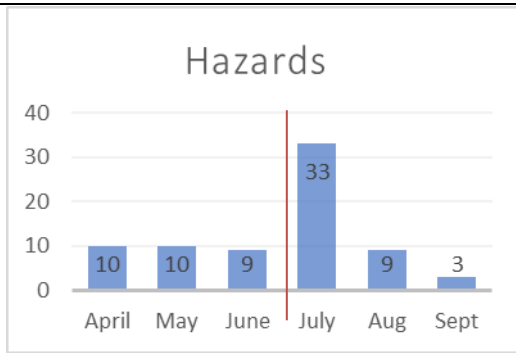
RIDDOR – 2 RIDDOR reports in this quarter against 7 last quarter.

- **July 2020** – There were no RIDDOR reports in July.
- **August 2020** – There was 1 RIDDOR reported in August. This was a muscular injury during physical training. This was an over 7 day absence.
- **September 2020** – The 1 RIDDOR reported in September was an over 7 day absence. This was where a FF suffered a crush injury to the finger during an RTC drill.



Road Traffic Collisions – There has been an increase from 11 during Q1 to 23 during Q2. Most collisions reported were minor at low speed whilst manoeuvring appliances at Operational Incidents.

Attacks on FSP – In Q2 there was 1 verbal attack and 1 incident where a FF was spat at.



Hazards – 45 hazards submitted this quarter, which is significantly higher than Q1. However, 23 of these reported hazards were from one individual reporting concerns around COVID19 safety measures and social distancing multiple times.

Near Misses – reported near misses remain the same as the previous quarter.

All the COVID related hazards have now been addressed with the COVID safe RA's being carried out. Any hazards relating to premises have been addressed by Property Services and other reports have been referred to the appropriate department.

Several of the near misses related to the REMSDAQ 4i mobilising system and reports were requested from the 4i team. Other equipment related reports have been dealt with by Technical, Fleet Workshops and BA Workshops.

Key Risks (problems and opportunities predicted, not occurring)	Mitigating actions – how prevent a problem or develop an opportunity

Key issues (problems occurring now – needing action)	Actions required e.g. decisions needed