

Highlight Report



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

Date from:	01/10/20	Date to:	31/12/20
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Highlights / achievements this period

COVID-19 Department Work – Prevention, Protection & Response, develop and broaden the roles and range of activities undertaken by the Service.

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

- The department reviewed a number of workplaces to ensure COVID-19 workplace risk assessments have been applied appropriately and the control measures work in practice
- The department reviewed and implemented the 12 Tri Part risk assessments that were published nationally taking into consideration local control measures;
 1. Ambulance driving instruction
 2. Delivering PPE and essential supplies to NHS and care homes
 3. Mass casualty movement of bodies
 4. Vulnerable persons delivery of essential items
 5. Driving ambulance no blue lights
 6. Face fit testing frontline staff
 7. Ambulance assisting with driving and support
 8. Transfer to nightingale hospitals COVID
 9. Transfer to nightingale hospitals non COVID
 10. Packing of food and essentials
 11. Assisting in taking samples for COVID
 12. Face shield assembly
- The department reviewed the COVID risk assessment for ridership numbers on frontline appliances and there was an increase from 4 to 5 riders in conjunction with a review of COVID safe PPE levels

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. The department reviewed the wider and long-term impacts of control measures undertaken in line with the pandemic which led to an increase in crewing levels on Monday 19 October. The Service can now ride with a crew of five following the review of the risk assessment.

- **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 the Service would take under each tier.

Miscellaneous COVID-19 work - Prevention, Protection & Response, Develop and broaden the roles and range of activities undertaken by the Service, Make best use of our resources.

- A COVID-19 Safety guidance handbook was created and published, this document provides the Services response to Government guidance for COVID-19 and pulls together all the guidance and advice in to one document. It has been published on the intranet for everyone to access and will be reviewed and updated as and when required
- A process was initiated for the Health and Safety team to provide 24/7 response to decontaminate workplaces using the fogging units where following a member of staff falling unwell at a Service Premise with COVID-19 symptoms:
 - October - 2 deep cleans
 - November – 1 deep cleans
 - December – 8 deep cleans
- It is recognised that COVID-19 could impact on business continuity within Service Control and further control measures were implemented including the provision of a dedicated fogging unit for Control staff to use for decontaminating work and rest stations at the beginning of every shift
- DSE assessments and inductions were completed for all staff returning to KP as priority cases
- A review of the flow chart 'What you need to do if you experience COVID-19 Symptoms' was undertaken by the Health and Safety department in conjunction with HR and Operations departments in December 2020
- The Health and Safety department assisted the implementation of Lateral flow testing at the end of December taking a risk-based approach for staff groups that move between different work environments
- Health and safety consultation took place with Rep Bodies on all COVID -19 work in accordance with the Services statutory duties within The Safety Representatives and Safety Committees Regulations 1977

Non related COVID-19 Departmental Work - Prevention, Protection & Response, Develop and broaden the roles and range of activities undertaken by the Service, Make best use of our resources, Collaborate with our partners.

Safety Flashes

- **SF-18 - Removal of spare thermal imaging camera battery packs.** This was released following an incident involving a spare battery pack in the TIC overheating and causing a fire in the cab of an appliance which was parked in the bay at an On Call station
- **SF-19 – Usage and wearing of seatbelts in Service appliances.** This was issued following a serious safety event where a seat belt stalk was found to have sheared off

- **SF- 20 – BA Cylinder valve ratchet mechanism not engaging.** This was issued following an incident where the mechanism did not engage and provided a video link detailing specific checks required

135 Ladder Restrictions Review

The generic risk assessment for ladders was reassessed as part of a review of the current restrictions on the 13.5m ladders following a catastrophic failure of the 13.5m triple extension ladder in West Yorkshire in 2011. Following the review, the 13.5m ladders can now be used to its full operational height, with a restriction on the number of persons on each section.

PUWER (Provision and Use of Work Equipment Regulations)

The department undertook 22 new PUWER inspections and reports were shared with the relevant departments.

Review of Terms of Reference

An annual review of the Terms of Reference took place for the Area Command forum, the Health, Safety and Welfare Functional Forum and the Health, Safety and Welfare Strategy Group.

RSM Risk Assurance Services Audit

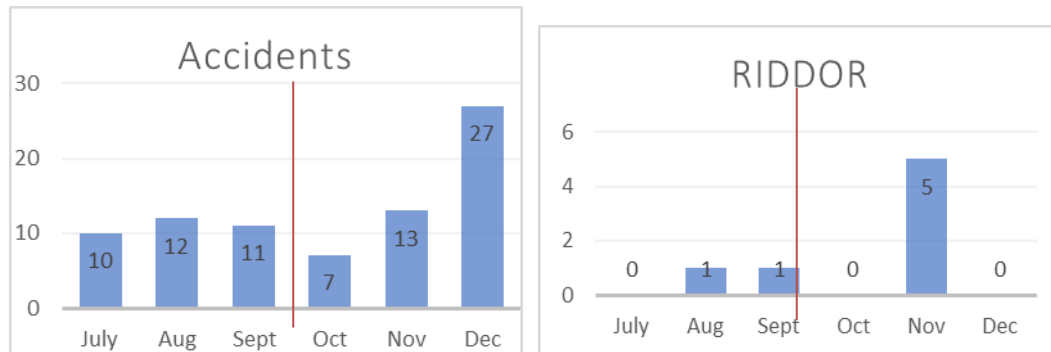
RSM Risk Assurance Services carried out an external audit on the Health and Safety department in May 2019. 13 action points identified in the initial draft report (all the high and medium risks) have been resolved and mitigated. There is 1 low action that remains outstanding relating to KPI's for training targets for relevant health and safety training and adequate documentation of completed training. The original target date, of 31st December 2019, and the revised date of 30st June 2020 have lapsed due to the ongoing Covid-19 situation, the Health and Safety department is working with Learning and Development to close this action.

OSHENS Replacement

The provider of our online health and safety system, Optima has been taken over by a new company called Ideagen. 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, are assessing if the Q Pulse system will be a suitable replacement for OSHENS.

Safety Event Figures Q2 July, August, September 2020 and Q3 October, November, December - Prevention, Protection & Response, Promote a positive culture in the workplace, Be transparent, open and accessible.

The graphs below show a comparison of Q2 safety event data with Q3 safety event data.



Accidents – There were 47 accidents in Q3 against 33 Q2 however, 23 of those reported during Q3 were related to positive COVID results (COVID reports are logged under accident statistics as they fall into the Ill health definition of an accident), or staff that were symptomatic.

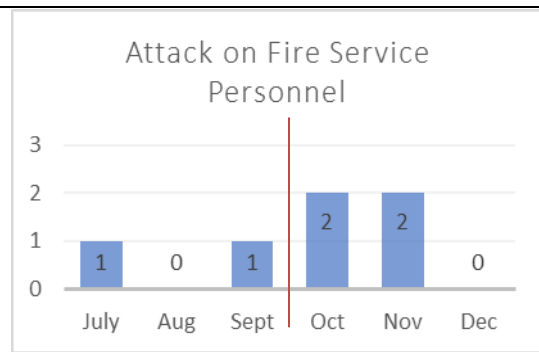
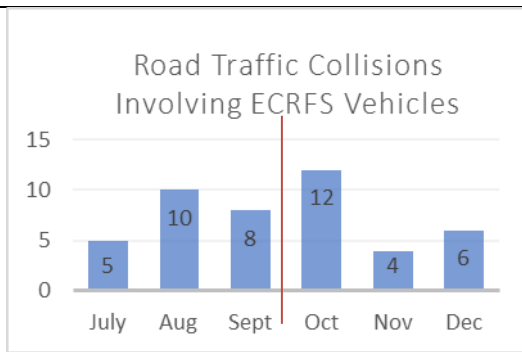
- Oct 2020- Of the 7 accidents at work reported this month, 1 relates to ill health (COVID), 3 injuries during operational training, 2 during routine activities and 1 whilst responding
- November 2020 – Of the 13 accidents at work reported this month, 1 related to ill health (COVID), 4 injuries during operational training, 4 during operational incidents, 2 from routine activities and 2 during physical training
- December 2020 – Of the 27 accidents reported this month, 21 related to ill health (COVID), 3 during operational incidents and 3 during routine activities

In comparison to Q2, there has been a decrease from 8 to 7 in injuries sustained during operational training.

There were 47 accidents reported in Q3, 23 of those were related to positive COVID tests. There were 7 reported accidents during operational incidents, 7 during routine activities, 7 during operational training, 2 whilst participating in physical training and 1 whilst responding. All injuries reported were minor with the exception of 3 RIDDOR reportable injuries which were all recorded in November. These were all over 7 day injuries and consisted of:

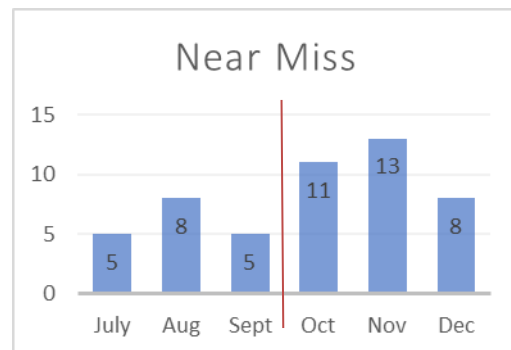
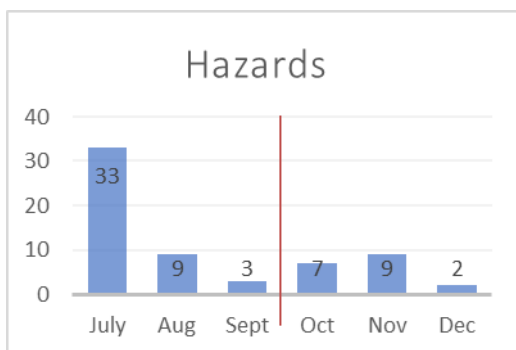
- FF pulled hamstring with participating in operational training
- FF bent fingers back whilst participating in physical training
- FF suffered a back injury whilst assisting the ambulance removing a casualty from an RTC

2 further RIDDORs were reported which were dangerous occurrences relating to BA malfunctions at Wethersfield Training Centre.



Road Traffic Collisions – There were 22 reported RTCs reported during Q3 compared to 23 during Q2, most being minor at low speed whilst manoeuvring appliances at Operational Incidents.

Attacks on FSP – In Q3 there were 4 attacks on service personnel, 2 of which were verbal, and 2 involves thrown missiles (fireworks and glass) no injuries to personnel received.



Hazards – 18 hazards were reported during Q3, significantly lower than the previous quarter (45 hazards submitted during Q2 however, 23 of those reported hazards were from one individual reporting concerns around COVID19).

Near Misses – 32 near misses were reported this quarter compared with 18 last quarter. 13 near misses were reported from operational incidents:

- 7 relating to the 4i mobilising system, Pagers, and MDT. It is noteworthy that an upgrade to 4i was completed in this period
- 3 relating to hoses: near side hose reel failed to operate, pressure relief valve had come away from its seating and a pumping appliance failed to deliver water via hose reels
- 1 station bells did not operate
- 1 passenger air bag activated in appliance
- 1 quick release mechanism failed on spreaders during an animal rescue

6 near misses were reported during operational training:

- 2 during RTC training, both relating to the Holmatro (1 partial trapped hand, and 1 release mechanism failure)
- 4 during BA training, 2 involving BA sets and 2 involving pumping appliances failing to deliver water

There were 11 reported near misses during routine activities, with no notable trends and 1 near miss was reported whilst responding, this was also in relation to the 4i system.

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