

# Highlight Report



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| <b>Name and Role</b> | Joanne Hellen<br>T/Health and Safety Manager |
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## Period covered:

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| <b>Date from:</b> | <b>01/04/2022</b> | <b>Date to:</b> | <b>30/06/2022</b> |
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## Highlights / achievements this period

### **COVID-19 Department Work – *Prevention, Protection and Response, develop and broaden the roles and range of activities undertaken by the Service, Collaborate with our partners.***

New communication from the Health and Safety department was issued following an increase in COVID – 19 cases amongst the general public and Service personnel. Although it is no longer a government requirement to isolate if a positive lateral flow device (LFD) result is obtained, it is still Service policy to remain out of the workplace if someone knowingly has the COVID-19 virus. Communications reminded personnel that they should not attend the workplace following a positive LFD result. Positive cases were advised to remain at home and avoid contact with other people for five days after the day of the test, and then only return to normal activities if they felt well enough and did not have a high temperature.

The Service continues to comply with the requirements for cleaning, ventilation, and welfare facilities in the Workplace (Health, Safety and Welfare) Regulations 1992 and the Construction Design and Management Regulations 2015 to control occupational health and safety risks within the Service.

### **Departmental Work - *Prevention, Protection and Response, Develop and broaden the roles and range of activities undertaken by the Service, make best use of our resources, Collaborate with our partners.***

#### **Issued Toolbox Talks:**

- **Toolbox Talk 53 – “Emergency Response Driving Speeds”** - issued once emergency response driving speeds has been reviewed and capped at 20mph above the statutory limit, except for 20mph zones which only increased by 10mph.
- **Toolbox Talk 54 – “Holmatro Spreader Tool”** - Issued following observation of crews using the Holmatro spreaders incorrectly. The toolbox talk reminded personnel of the correct procedures and use of the tool.

#### **Issued Safety Flashes:**

- **Safety Flash 26 – “High Consequence Infectious Diseases (HCID)”** - Issued following information and guidance released by the NFCC about high consequence infectious diseases and the increase in cases of Monkeypox in the UK.

## Policy Reviews:

- **The Service Arrangements for the Control of Substances Hazardous to Health (COSHH) Regulations** policy was reviewed. No significant changes were made, and the policy has been re issued.
- **Service Arrangements for the Safety Representatives, Safety Committees and the Health and Safety Regulations 1996** policy was reviewed. No significant changes were made, and the policy has been re issued.

## Eastern Regional Meeting

The department attended the Eastern Regional Health and Safety Practitioners Forum in June. There were no significant updates reported.

The National Health and Safety Committee last met in February 2022, but any subsequent meetings were cancelled due to the current Chair stepping down. Once a new Chair is in place future meeting dates will be set.

## RSM Risk Assurance Services Audit

RSM Risk Assurance Services carried out a follow up external audit on the Health and Safety department, in May 2021. Action point 2 remains outstanding with partial assurance given.

*Action point 2 – “The Service will ensure that all new starters carry out the Health and Safety Premises Induction on their first day. To support this, a monitoring mechanism will be introduced, with non-compliance being escalated accordingly. We will make the Working Safely training a mandatory requirement for all staff, with this training being refreshed on a periodic basis”.*

Partial assurance was received on this action, and an induction and onboarding working group has been established involving the relevant heads of departments to ensure this action is completed and provides full assurance going forward. A Power App has been created to facilitate the onboarding process which is now live across the Service. The Health and Safety department now have full ownership of the process and will continually monitor and feedback to the Health, Safety and Welfare Strategic Group. The outstanding action point will now be closed.

## OSHENS Replacement

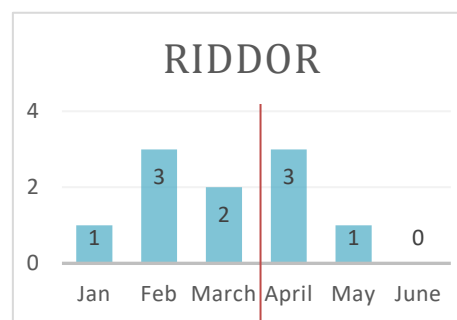
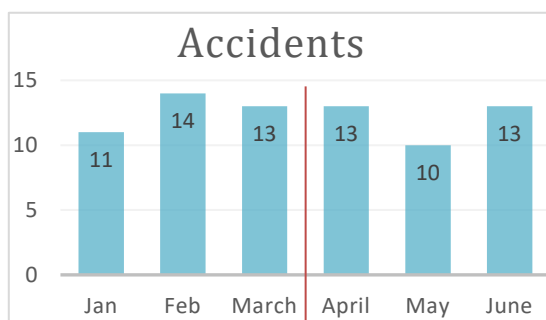
A replacement health and safety management system has been procured. The successful tender was from Evotix and this system will allow the Service to monitor, audit and review safety events in line with HSG65 (Managing for Health and Safety) to meet statutory requirements with an estimated phase one go live date set for the end of August 2022.

Work to configure the system has begun with weekly workshops led by our designated Customer Implementation Consultant from Evotix. The Health and Safety team have built the organisation chart, configured new incident report forms, and input users into the system. Further configuration work is required before the initial training for key users can begin.

**Safety Event Figures Q4 January, February, March 2021/22 and Q1 April, May, June 2022/23 - Prevention, Protection and Response, promote a positive culture in the workplace, Be transparent, open, and accessible.**

The graphs below show Q4 safety event data in comparison with Q1.

## Accidents and RIDDOR

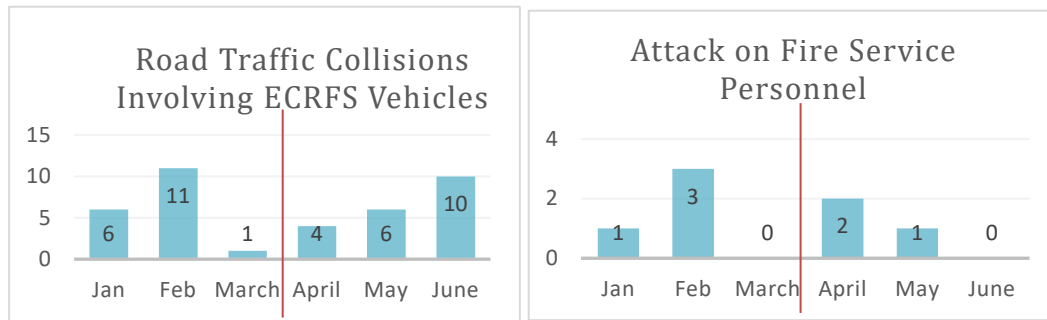


**Accidents** – There were 36 accidents reported in Q1 against 38 in the previous quarter. Local accident investigations have taken place to ensure learning opportunities are captured, to mitigate the risk of similar events reoccurring. Below is a breakdown of the Q1 accidents by month:

- **April 2022:**
  - **Operational Incidents:** 5 injuries at operational incidents were reported; 2 slips, trips, falls, 1 feeling unwell, 1 injury to hand, 1 vet attending animal rescue resulting in broken ankle (and therefore RIDDOR reportable as a specified injury.)
  - **Operational Training:** 3 injuries at operational training incidents were reported; 1 injury to hand whilst using the Holmatro tool, 1 FF feeling unwell and 1 trip on hose resulting in twisted ankle.
  - **Routine Activities:** 3 injuries reported: 1 FF moving from car to station felt muscle spasm, 1 manual handling injury whilst lifting PPE onto sack barrow (this injury resulted in over 7 days absence and was RIDDOR reportable) and 1 injury to forearm whilst moving a table.
  - **Physical Training:** 2 injuries reported: 1 leg injury playing table tennis (this resulted in an over 7-day injury and therefore RIDDOR reportable), and 1 twisted ankle whilst playing organised sport in the drill yard.
  
- **May 2022:**
  - **Operational Incidents:** 2 injuries at operational incidents were reported; both were injuries to hands, 1 using bolt cutters and 1 finger caught on carpet grip.
  - **Operational Training:** 3 operational training incidents were reported; 1 shoulder pain during ladder drills (this resulted in an over 7-day absence and therefore RIDDOR reportable) and 2 injuries during swift water rescue training (1x elbow, 1 x ankle)
  - **Routine Activities:** 4 injuries were reported; 1 FF jarred knee on step of appliance, 1 bumped head on tailgate of car, 1 battery liquid splashed on mechanic's face (no burn, minor irritation only) whilst removing it from appliance and 1 injury to neck whilst leaning back in office chair.
  - **Physical Training:** 1 injury reported where FF knocked thumb whilst taking place in organised sport on station.
  
- **June 2022:**
  - **Operational Incidents:** 3 injuries at operational incidents were recorded; 1 trip running out hose, 1 minor debris falling on FF's shoulder and 1 minor injury to hand whilst wearing BA.
  - **Operational Training:** 4 operational incidents were reported; 3 FF's reporting hands getting hot during BA training and 1 shoulder injury during BA training.
  - **Routine Activities:** 5 injuries were reported; 1 trip up steps, 1 slip in shower cubicle, 1 FF with chest pains, 1 report of eye strain and 1 wrist injury whilst opening window.
  - **Responding:** 1 incident was reported where FF tripped over fire kit on bay floor.

**RIDDOR** – There were 4 RIDDORs reported during Q1 compared with 6 during the last quarter. Of the RIDDORs reported, 3 were over 7 day injuries: 1 manual handling injury whilst lifting PPE onto sack barrow, 1 leg injury whilst playing table tennis and 1 shoulder pain during ladder drills There was 1 specified injury: vet attending animal rescue suffered a broken ankle.

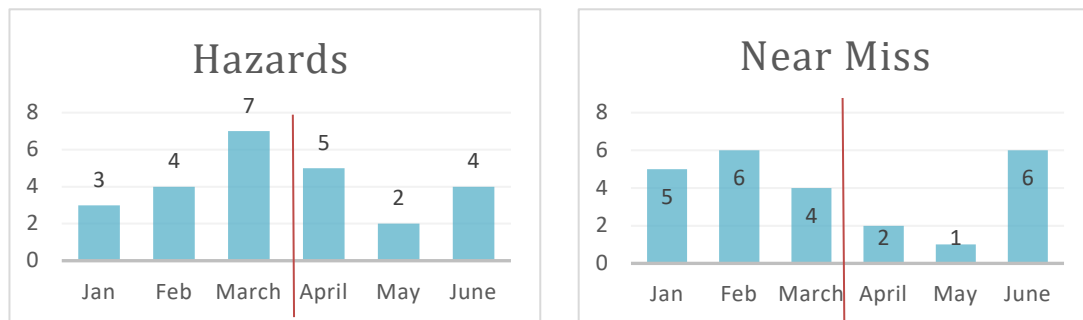
## Road Traffic Collisions and Attacks on Fire Service Personnel (FSP)



**Road Traffic Collisions** – There were 20 reported RTC's reported during Q1 compared with 18 in the previous quarter. Collision data is being analysed and discussed at the Operational Road Risk Group to continually monitor trends and introduce additional control measures where required.

**Attacks on FSP** – There were 3 reported Attacks on Fire Service Personnel during Q1 compared with 4 in the previous quarter. 2 were verbal abuse and 1 where Station Manager suffered minor injury whilst trying to assist a casualty in distress and restrain him for his own safety.

## Hazards and Near Misses



**Hazards** – 11 hazards were reported during Q1 compared with 14 hazards in the previous quarter. 2 of these were concerns over possible contaminated workwear being taken home to wash which has been addressed at the recent No Time to Lose meeting. There were no other trends to note.

**Near Misses** - 9 near misses were reported during Q1, against 15 in the previous quarter. Local accident investigations have taken place to ensure learning opportunities are captured to mitigate the risk of similar events reoccurring. Below is a breakdown of the reports received in the quarter:

### Operational Incidents:

- 2 x hose reel failed to deliver water
- 2 x hose reel burst
- 1 mobilisation failure on station
- 1 welfare unit unsafe to deliver

### 'Other' reports:

- 1 x contractor on station failed to seal area properly when removing asbestos
- 1 x broken glass balustrade found on station stairs
- 1 x large tree branch fell onto drill yard

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| <b>Key Risks (problems and opportunities predicted, not occurring)</b> | <b>Mitigating actions – how prevent a problem or develop an opportunity</b> |
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| <b>Key issues (problems occurring now – needing action)</b> | <b>Actions required e.g. decisions needed</b> |
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