

2nd Quarterly H&S Report

(July - September 2013)

H&S Report No: 015

25/11/2013

Philip Smith BSc(Hons) GradIOSH DipNebosh EnvDipNebosh

G/M S. Fuller Health & Safety Manager



HUMBERSIDE
Fire & Rescue Service

1 Table of Contents

1	Table of Contents.....	2
2	Introduction.....	3
3	Main body	4
3.1	Courses	4
3.1.1	Attended by HFRS personnel	4
3.2	Accident statistics	7
3.2.1	Role specific	7
3.2.2	Activity	8
3.2.3	Injury/incident type.....	9
3.2.4	RIDDOR reportable (over 7 day absence)	9
3.2.5	Near miss reporting.....	10
3.2.6	Trends	10
3.3	On-going Health and Safety issues.....	10
3.3.1	Rivo Safeguard.....	10
3.3.2	Manual Handling eLearning package.....	11
3.3.3	Contractors and Visitors Folder.....	11
3.3.4	SHQ building works	11

2 Introduction

This update will give information into areas of Health and Safety within Humberside Fire and Rescue Service (HFRS) with an overall aim to provide a 'snap-shot' of performance within a given quarter; July - September 2013.

The data given within this report will be compared with the previous quarter's data. However, it is the intention that future Health and Safety reports are compared with like for like time periods i.e. January – March 2014 compared with January – March 2013.

This currently cannot be achieved because data that has been captured in the past, does not necessarily provide the same level of detail that is part of the new Health and Safety Reporting System.

The update will give focus on the following aspects:

1. Courses
2. Accident statistics
3. On-going Health and Safety issues

3 Main body

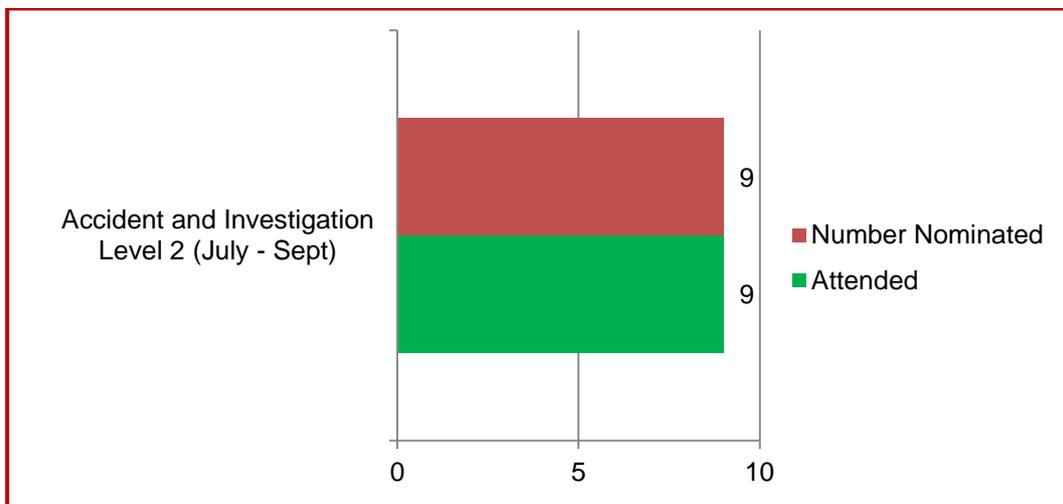
3.1 Courses

3.1.1 Attended by HFRS personnel

3.1.1.1 External

3.1.1.1.1 Accident Investigation and Evidence Gathering

Nine HFRS employees have attended the 2 day 'level 2' course.



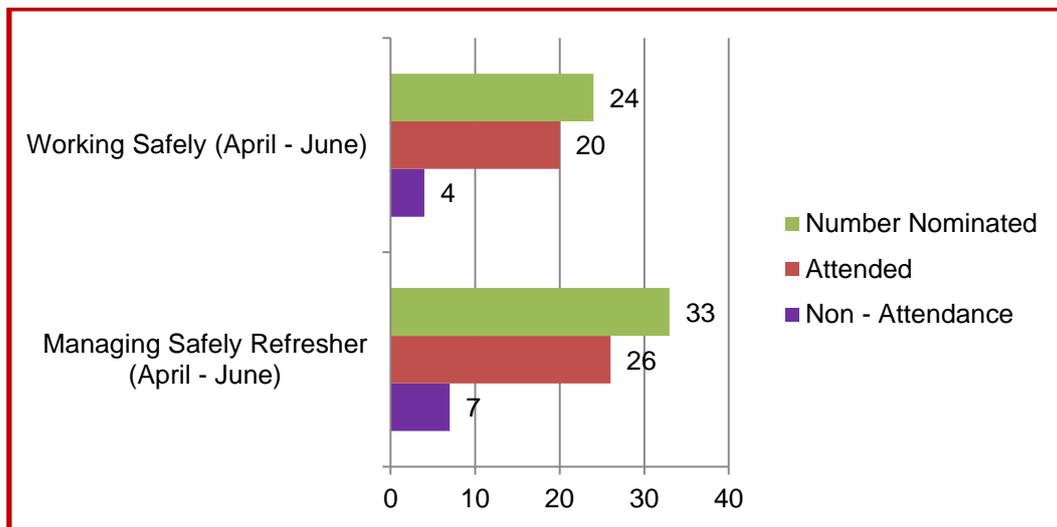
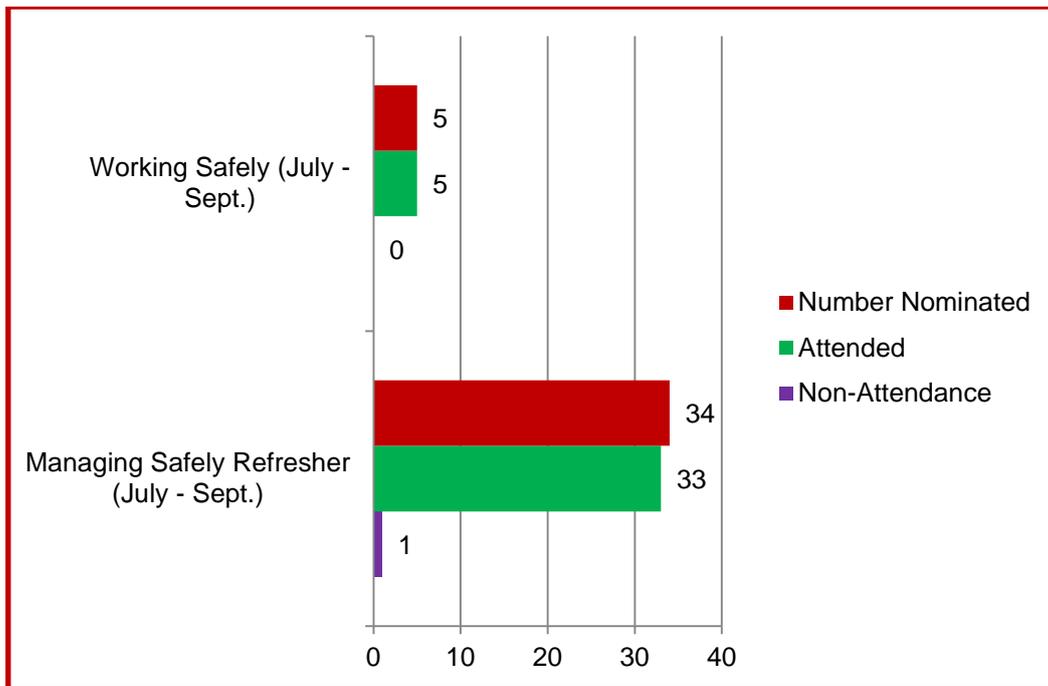
To date HFRS has 7 'Level 3' accident/incident investigators and the Health and Safety Team account for 4 of this Group. A 'Level 3' investigator would predominantly be concerned with incidents deemed severe by the Health and Safety Team (guided by the current RIDDOR Regulations).

There are 34 'Level 2' accident/incident investigators and 'Level 2' investigators are allocated an accident/incident to investigate by the Health and Safety Team which would be categorized as less severe.

3.1.1.2 Internal

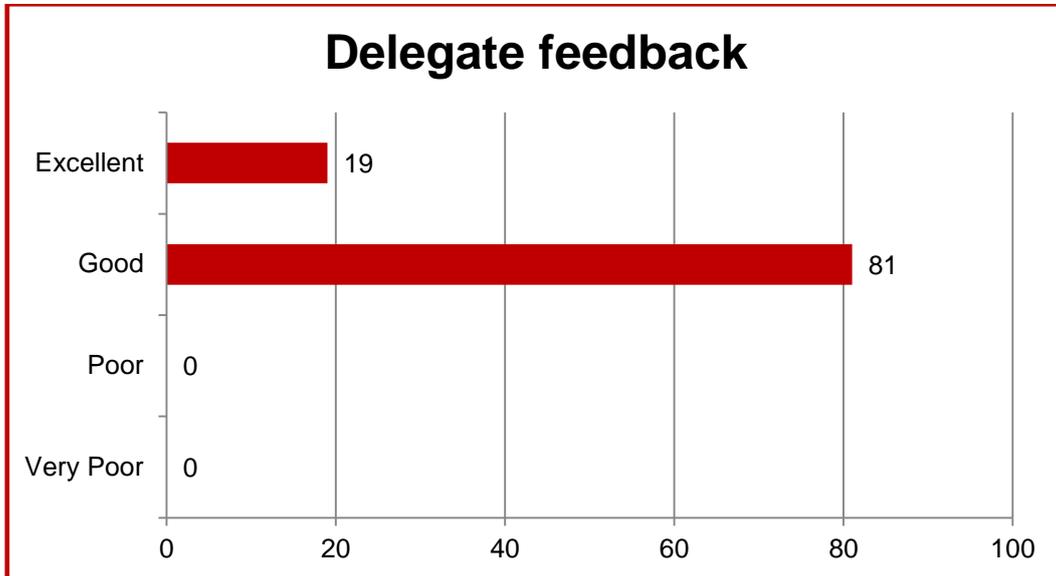
During the period of 01/07/2013 – 31/09/2013 the following courses were facilitated by the Health & Safety Team:

- The 1 day IOSH Working Safely course (1)
- The 1 day Managing Safely Refresher course (3)



3.1.1.3 Feedback

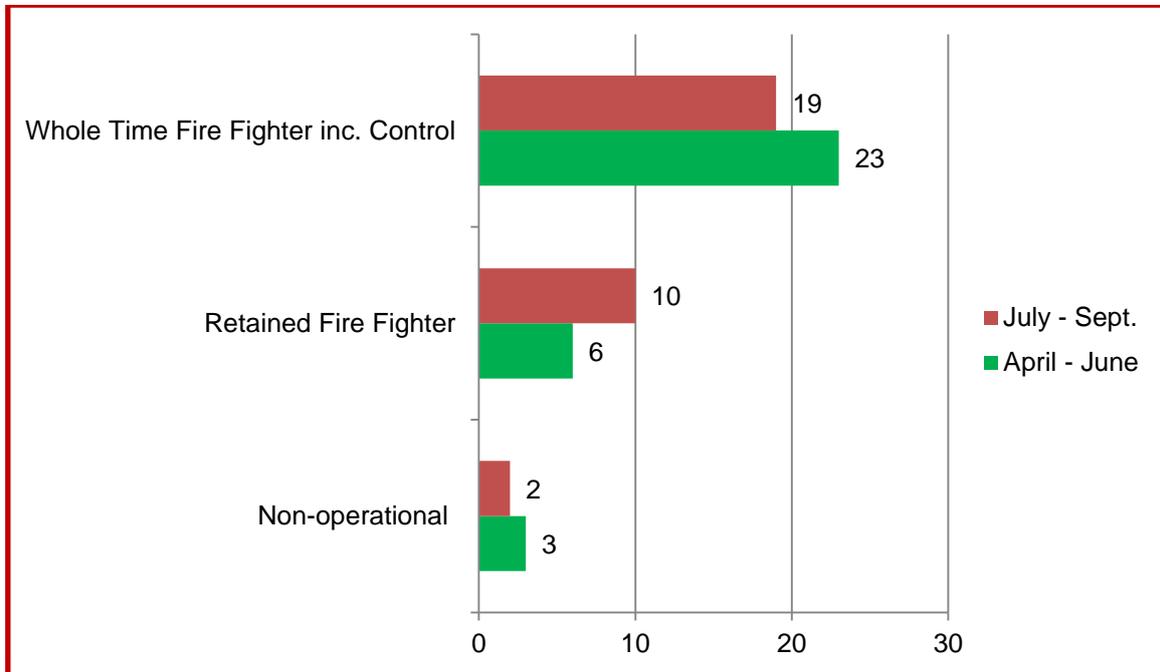
As part of the quality assurance process for the 'Managing Safely Refresher' the Health & Safety Manager reviews the feedback from delegates and reports to the H&S Team to ensure that the course meets the needs of the individual as well as the organisation.



3.2 Accident statistics

3.2.1 Role specific

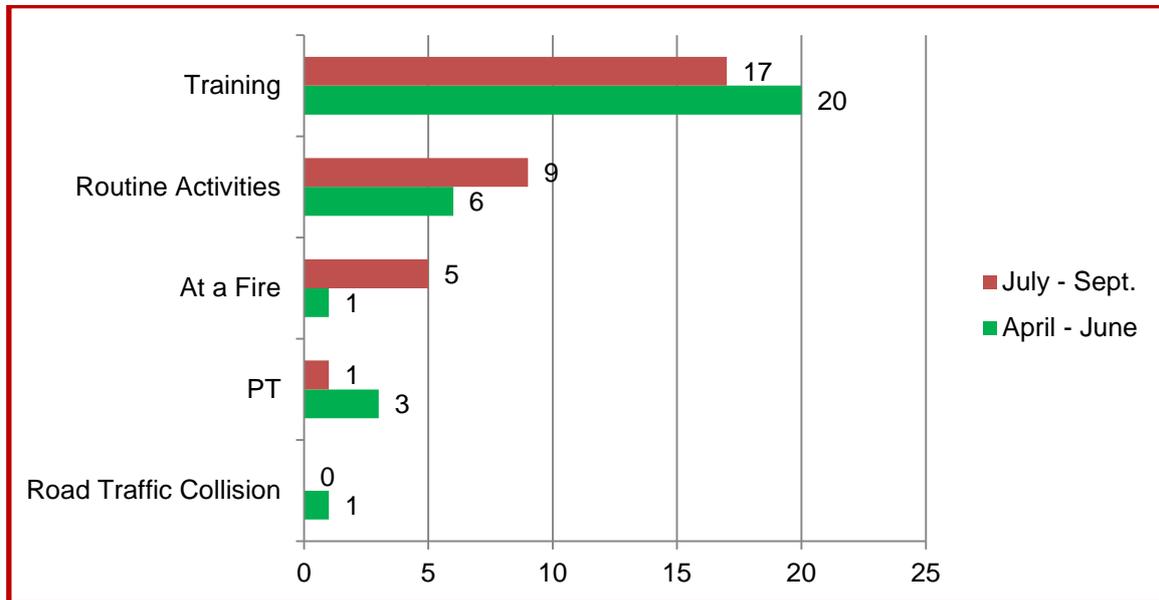
The graph below gives details of the role of personnel within HFRS who sustained an injury.



The table above identifies that whole time fire fighters are having more injuries whilst at work compared to retained fire fighters and non-operational personnel. This seems significantly high, but consideration must be given to the proportion of the accidents against the size of the workforce.

3.2.2 Activity

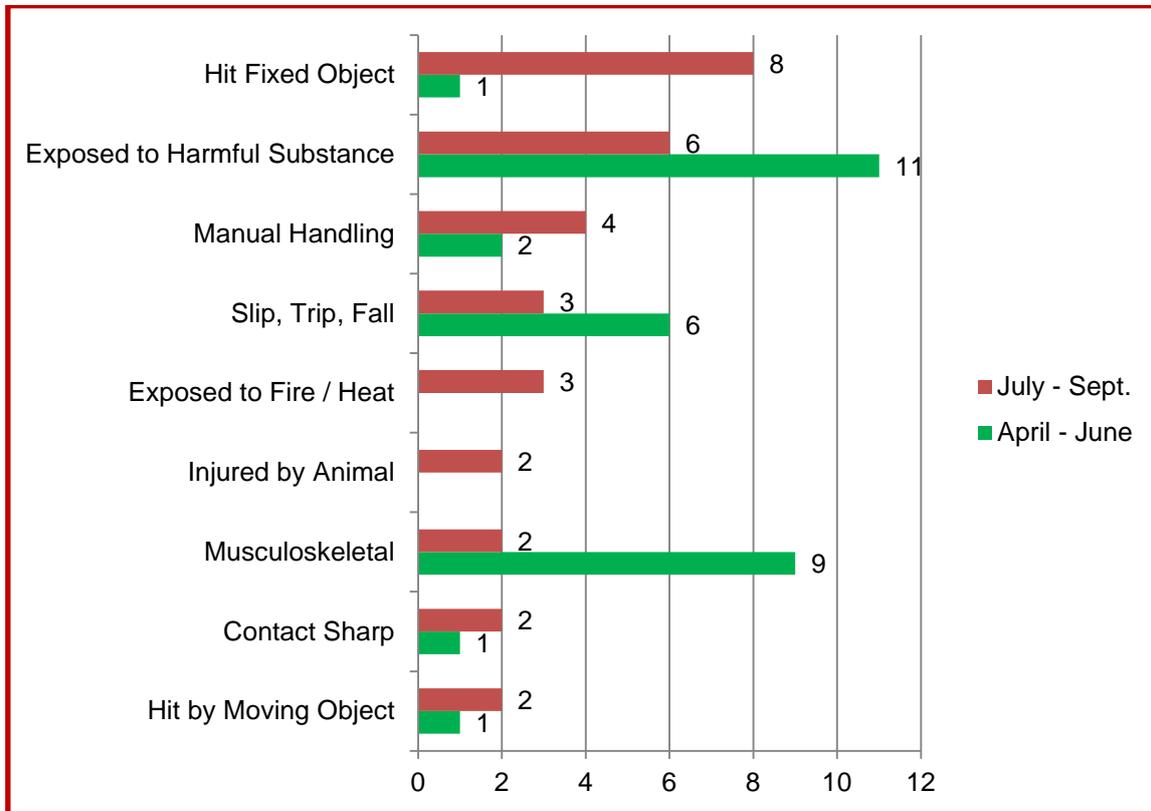
The graph identifies the locations where personal injury has occurred.



As in previous quarters, the training environment encounters the most injuries. This does not mean that the Service is exposing personnel to unnecessary risk resulting in personal injury. The training environment must be as realistic as possible to ensure that competence is maintained; this is to take into account the fact HFRS is responding to fewer incidents and the need to build up individual's experiences. The provision of realistic training still requires suitable risk assessments and supervision.

3.2.3 Injury/incident type

The graph below shows personal injuries by the type of injury suffered.



Examples of the above are;

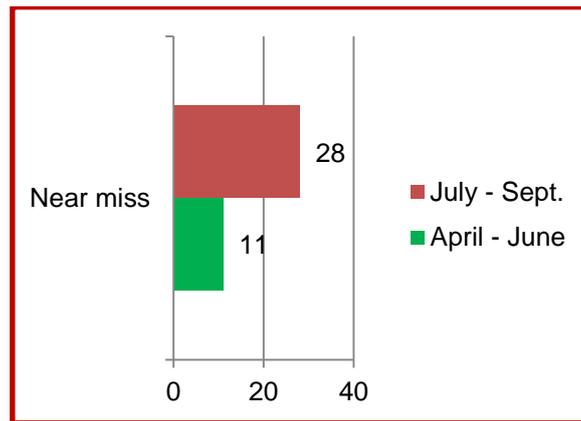
'Hit fixed object' is an individual coming into contact with a stationary object submerged in water whilst undertaking swift water rescue training.

'Exposure to harmful substance' is typically personnel who have attended the swift water rescue course and have experienced some form of illness after attending.

3.2.4 RIDDOR reportable (over 7 day absence)

Within this quarter the Service did not have any incidents which was reportable under the regulations.

3.2.5 Near miss reporting



Near misses are still on the increase and this is encouraging as a number of activities and initiatives have been undertaken within the Service; namely a “Near Miss” campaign rolled out utilising the Health and Safety Notice Boards located at each HFRS site, entries into Siren Weekly supported by the Director of Safety and also through discussion on internal courses.

3.2.6 Trends

There has been a reduction in accidents within this quarter compared to last quarter. The figures can be reduced further by continuing with effective Health & Safety management at all levels within the organisation.

3.3 On-going Health and Safety issues

3.3.1 Rivo Safeguard

The Health and Safety reporting system has now been operational since 1st January 2013 and at present is meeting the expectations set. Further work will be undertaken in the next ¼ (October – December) to ‘role-out’ the *Risk Assessment* module of the software package.

3.3.2 Manual Handling eLearning package

The following table shows the percentage of all HFRS personnel who have completed the mandatory eLearning package.



The figure left to complete the package may be due to the fact that some Watches have completed the package as a whole rather than individually. Another factor could be because of the element of personnel who are temporary (agency) and that they potentially have not undertaken the package as yet. Future reports will no longer include this subject as it is considered that a successful outcome has been achieved. However, should manual handling incidents/injuries increase, then an appropriate 'action plan' will be developed.

3.3.3 Contractors and Visitors Folder

The Health & Safety Section have designed and developed a *Contractors and Visitors Folder* that has replaced the out-dated folders at each HFRS site. The new folders have been designed to fit in with the current branding of the Health & Safety information i.e. Health, Safety and Environmental Plans (HSEPs). This creates an easily identifiable suite of H&S information, in particular for non-HFRS personnel.

The 'folder' includes specific information for all visitors and contractors to follow as well as including details such as *asbestos* and *risk assessments*.

3.3.4 SHQ building works

During this quarter there were 4 site safety visits carried out between July – September by a member of the Health & Safety Team. It was noted that the general standard of site safety was deemed to be satisfactory; any areas requiring action were discussed with the Site Manager at the time of the visit.

For example there was a build-up of waste products that needed to be cleared and this was done promptly.

There have been three reported incidents during the quarter;

1. Dumper truck over turned – no damage. Joint investigation with Hall Construction.
2. Gas pipe punctured whilst doing ground works. HFRS offered assistance to temporarily stop the leak whilst the contractor arranged for the pipework to be repaired which was done within the hour of the incident being reported.
3. Main gate – cable disconnected in error.