

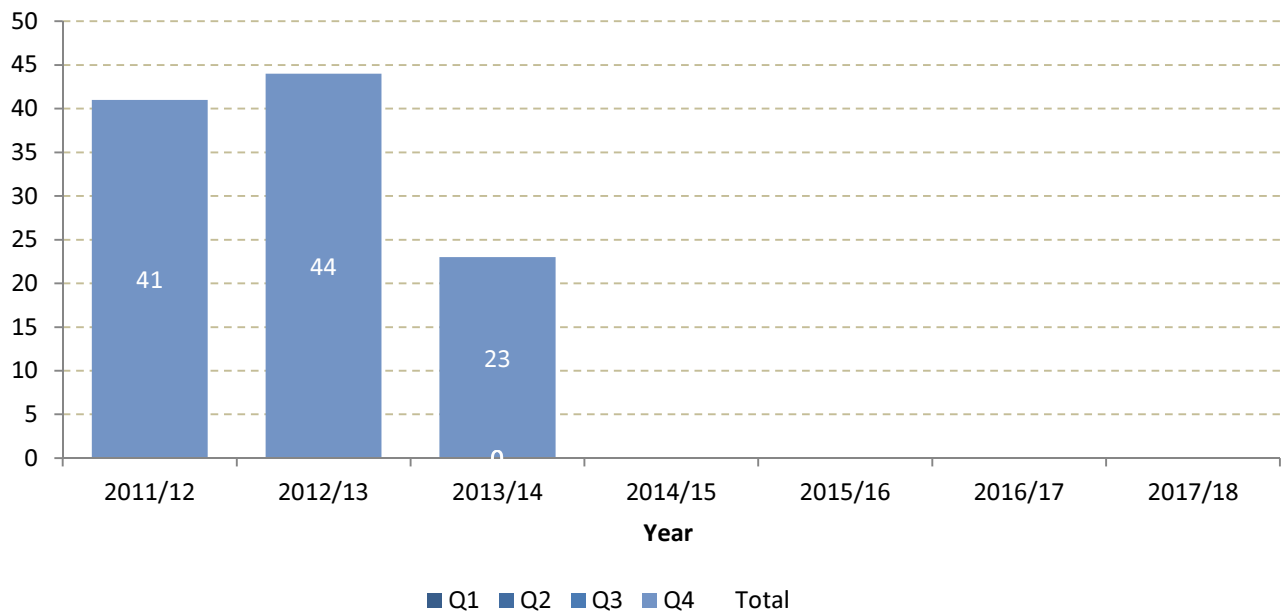
## Health Safety and Welfare Reporting

Introduction Fire The Authority has in place appropriate arrangements for monitoring and measuring health, safety and welfare performance against predetermined plans and standards, including learning from incidents and using the information to improve operational performance.

Measurement is essential to maintain and improve health, safety and welfare performance, both leading and lagging indicators are used.

KPI 98a		
Number of Operational staff injuries at incidents / risk critical training	monitoring and trend analysis of statistical data such as accident and incident reports, provides the opportunity to identify training needs and target resources. This lagging indicator gives an over view of the numbers of incidents which are directly attributable to operational activity either in the incident or training environment.	<p><u>Lagging indicator</u></p> <p>A lagging indicator is a reactive measure of weakness, such as information from monitoring or accident data. A lagging indicator shows when an important safety outcome has failed, or not been achieved.</p>
Previous Year Performance	2014/15 Service Plan Target	Q4 2013/14
Not recorded in this format	Quality Assurance	

**Number of Operational staff injuries at incidents / risk critical training**



### Commentary

As for the previous year numbers of operational staff injuries in 2013/14 were below the LPI set however this year also saw an increase in reported injuries from 41 to 44. The revised reporting methodology introduced this year has introduced the separation between injuries / accidents occurring at incidents and training and those occurring as a result of routine workplace activity. It is envisaged that this will enable more detailed root cause analysis of the causal factors for adverse events.

The reporting period has seen the implementation of the IRMP action to reduce the number of front line Fire Appliances to 28 this has resulted in a reduction of staff but a potential increase in the number of operational incidents attended by individual Firefighters.

KPI 98b

Number of operational staff injuries conducting other routine duties

monitoring and trend analysis of statistical data such as accident and incident reports, provides the opportunity to identify training needs and target resources. This lagging indicator gives an over view of the numbers of incident which are occur as a result of routine activity in the workplace.

Lagging indicator

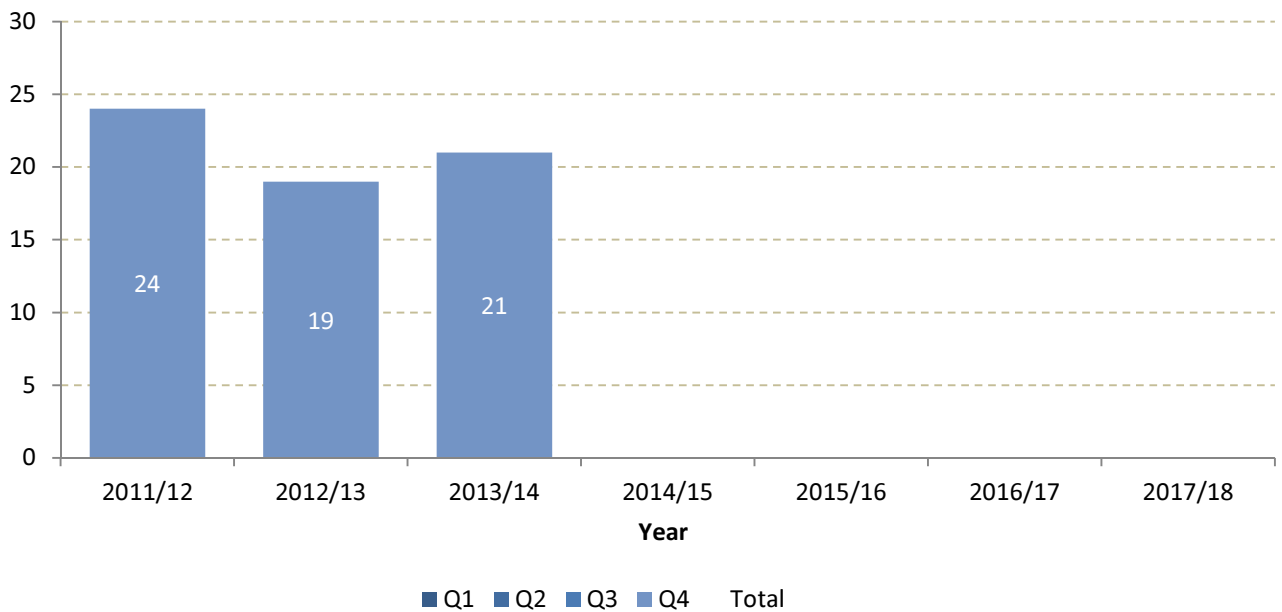
A lagging indicator is a reactive measure of weakness, such as information from monitoring or accident data. A lagging indicator shows when an important safety outcome has failed, or not been achieved.

Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

Number of operational staff injuries conducting other routine duties



Commentary

As for the previous year numbers of operational staff injuries in 2013/14 were below the LPI set however this year also saw an increase in reported injuries from 41 to 44. The revised reporting methodology introduced this year has introduced the separation between injuries / accidents occurring at incidents and training and those occurring as a result of routine workplace activity. It is envisaged that this will enable more detailed root cause analysis of the causal factors for adverse events.

The reporting period has seen the implementation of the IRMP action to reduce the number of front line Fire Appliances to 28 however, the alteration in the work routine has seen an increase in both role based and physical training activity and the amount of time spent carrying out routine activities such as community safety and preparedness tasks. Keeping people at work and helping them get back to work as soon as possible can help maintain an employee's health and wellbeing and improve organisational effectiveness.

KPI 112

The number of working days/shifts lost to sickness absence per head, all personnel.

Organisationally the financial impact and the benefit of keeping absenteeism low is a primary consideration however this indicator should also be seen as welfare issue - For most employees work generally good for health and prolonged sickness absence can produce its own set of problems: isolation, de-skilling, loss of confidence, mental health issues and social exclusion. means a lot more than just their wage. Studies show that work is Keeping people at work and helping them get back to work as soon as possible can help maintain an employee's health and wellbeing and improve organisational effectiveness.

Lagging indicator

A lagging indicator is a reactive measure of weakness, such as information from monitoring or accident data. A lagging indicator shows when an important safety outcome has failed, or not been achieved.

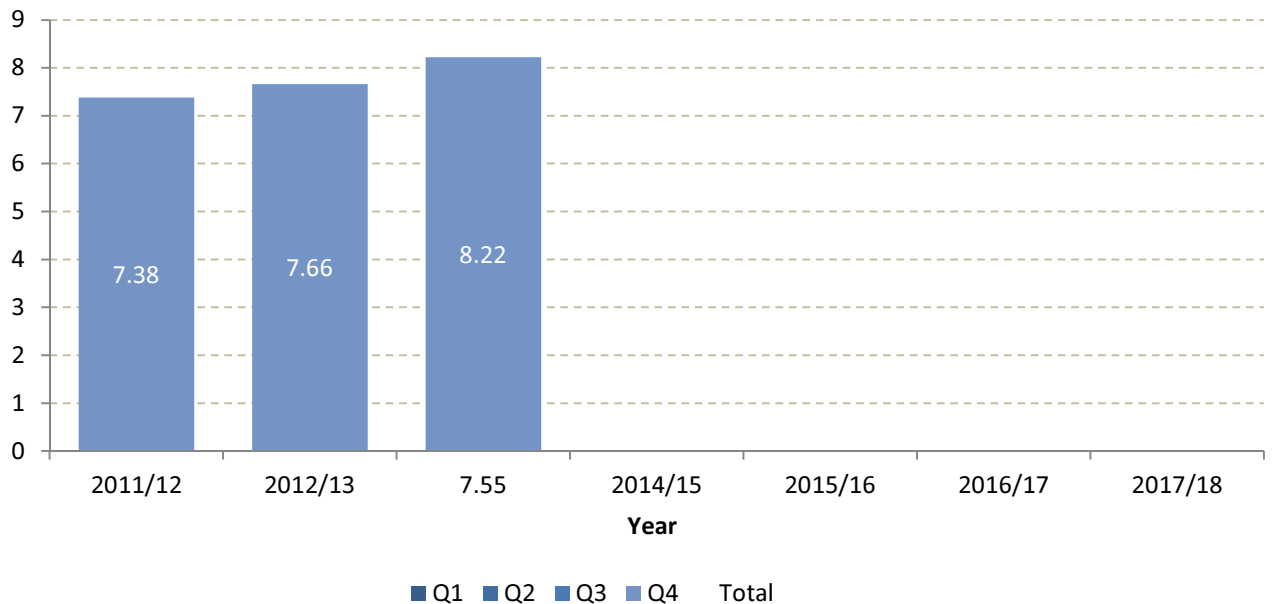
Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

7.54

The number of working days/shifts lost to sickness absence per head, all personnel.



Commentary

This indicator is now included as part of the amalgamation of the delivery of Health & Safety with staff welfare and is seen as an important reactive indicator in this area. An overall rise in absence of 0.56% has been recorded on the previous year however it should be noted that this figure is a percentage of the workforce which has reduced in numbers on the previous year.

LPI 106

Number of non operational staff injuries – on duty

monitoring and trend analysis of statistical data such as accident and incident reports, provides the opportunity to identify training needs and target resources. This lagging indicator gives an over view of the numbers of incident which are occur as a result of activity in the workplace.

Lagging indicator

A lagging indicator is a reactive measure of weakness, such as information from monitoring or accident data. A lagging indicator shows when an important safety outcome has failed, or not been achieved.

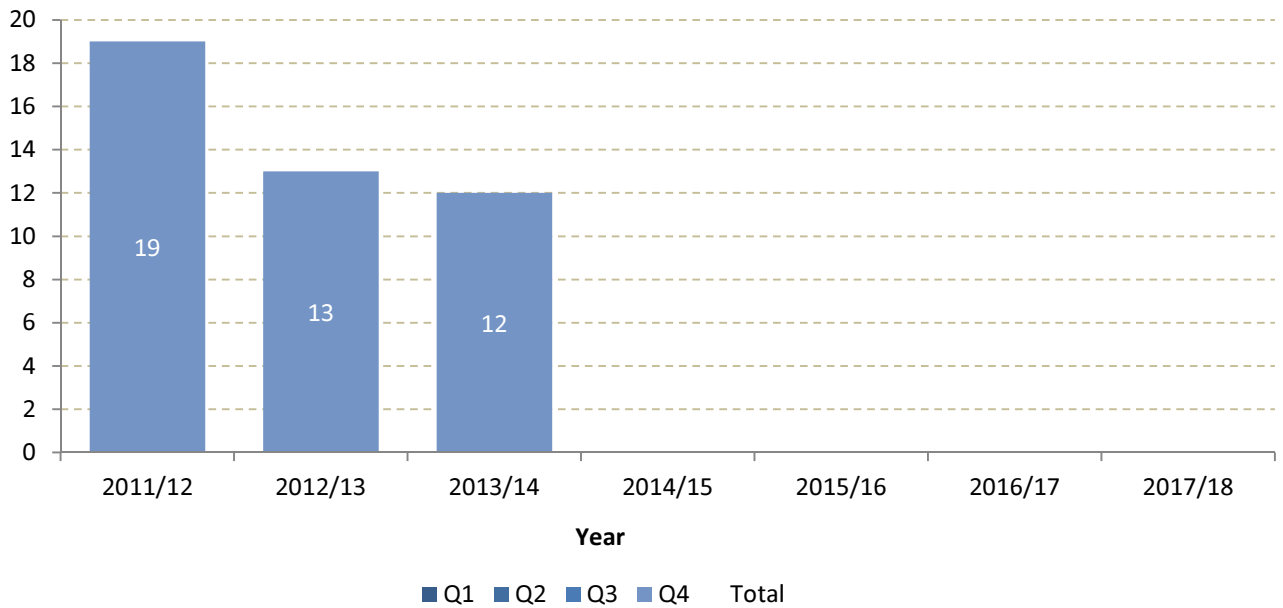
Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

Quality Assurance

**Number of non operational staff injuries – on duty**



Commentary

A continued reduction in injuries to non-uniformed staff was recorded during the reporting period. Two injuries were as a result of slips trips and falls, compared to five the previous year. The most prevalent injury type was struck by moving, falling or flying object with four reports – two at workshops one at the TDA and one a member of the prevention team. Of the 19 injuries reported in 2011/12, 61% were manual Handling injuries this was highlighted as being an area of concern and a strategy for reduction was implemented. This reporting period has seen no manual handling injuries reported.

LPI 111A

Number of working days/shifts lost to sickness per Whole-time Equivalent GREY book (operational) personnel.

This indicator builds on the outcomes required by KPI 112 and allow analysis of the data particularly relating to individuals employed in a firefighting role.

Lagging indicator

A lagging indicator is a reactive measure of weakness, such as information from monitoring or accident data. A lagging indicator shows when an important safety outcome has failed, or not been achieved.

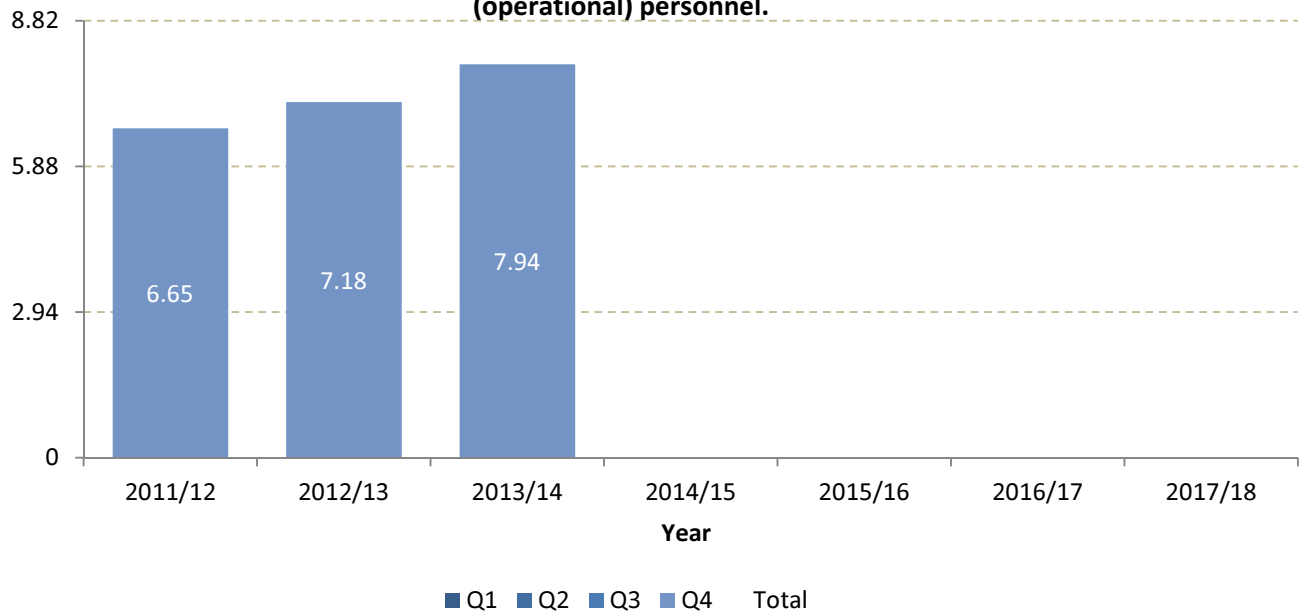
Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

7.54

Number of working days/shifts lost to sickness per Whole-time Equivalent GREY book (operational) personnel.



Commentary

An increase of 0.76 percent on the previous year.

LPI 111B

Number of working days/shifts lost to sickness per Whole-time Equivalent GREEN & RED book (non uniformed) personnel.

This indicator builds on the outcomes required by KPI 112 and allow analysis of the data particularly relating to individuals employed in support roles.

Lagging indicator

A lagging indicator is a reactive measure of weakness, such as information from monitoring or accident data. A lagging indicator shows when an important safety outcome has failed, or not been achieved.

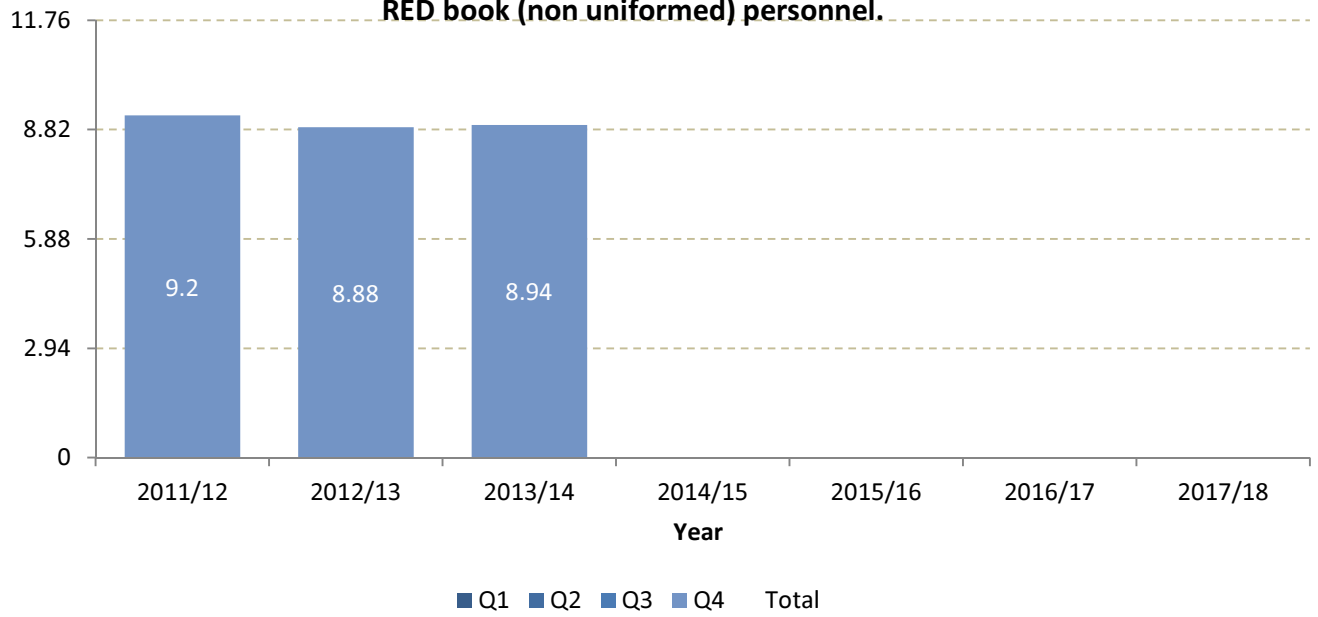
Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

7.54

**Number of working days/shifts lost to sickness per Whole-time Equivalent GREEN & RED book (non uniformed) personnel.**



Commentary

An increase of 0.06 percent on the previous year.

LPI 120

RTC's involving fire service vehicles

Damage is acknowledged to be an indicator of the likelihood of accident and injury occurrence. Damage involving Fire Service vehicles is the most widely reported form of damage within the Service. This indicator forms one of the core elements of the Authority's Road Risk Reduction activity.

Lagging indicator

A lagging indicator is a reactive measure of weakness, such as information from monitoring or accident data. A lagging indicator shows when an important safety outcome has failed, or not been achieved.

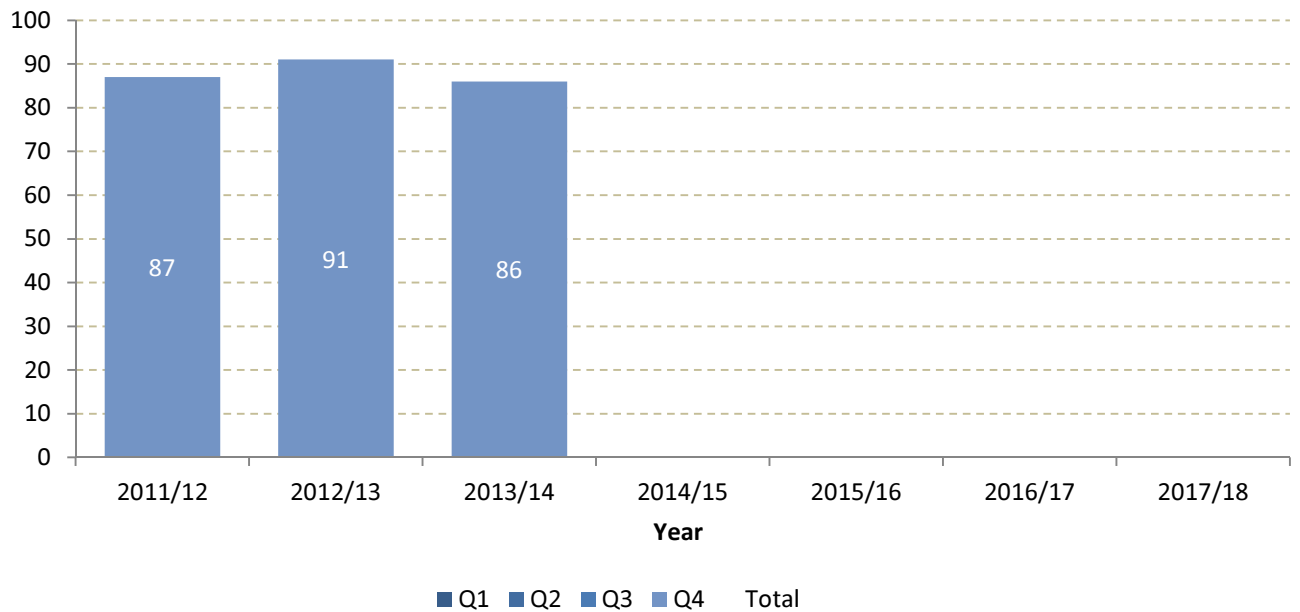
Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

Quality Assurance

RTC's involving fire service vehicles



Commentary

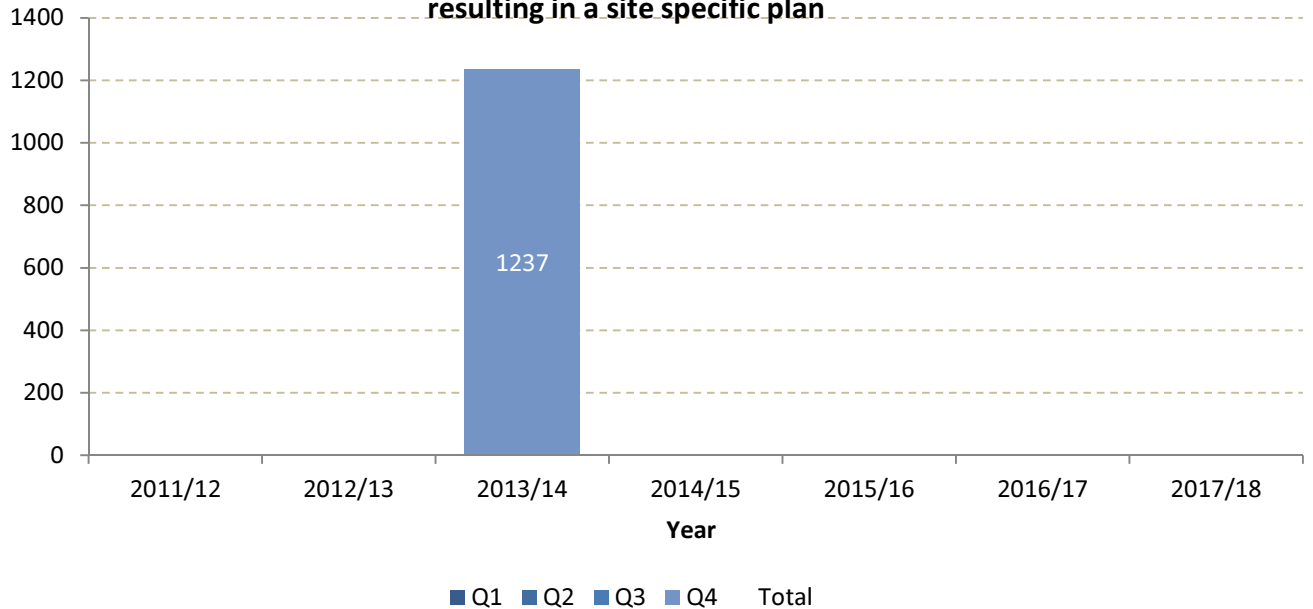
This Indicator has seen a small reduction in the number of Vehicle damage incidents on the previous year however, the figure is still considered to be unacceptable and further reduction strategies are already planned for the coming year.

LPI 121

<p>Site Specific Risk Information (SSRI) - Firefighter Safety - number of successfully completed Survey and Primary forms following SSRI inspections</p>	<p>Accurate, easy to interpret and accessible operational risk information is one of the key components of a strategic Risk Assessment The Authority has a duty to obtain information for extinguishing fires and protecting life and property in the event of a fire occurring and for dealing with road accidents and other emergencies. The provision of risk-critical information on the fire ground is an essential part of the planning process for ensuring safe operations</p>	<p><b><u>Leading indicator</u></b></p> <p>A leading indicator requires a routine systematic check that specific actions or activities are undertaken as intended, the expected outcome being that safety performance will be enhanced as a result.</p>
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Previous Year Performance	2014/15 Service Plan Target	Q4 2013/14
Quality Assurance		

**Site Specific Risk Information (SSRI) - Firefighter Safety - number of sites visited resulting in a site specific plan**



Commentary

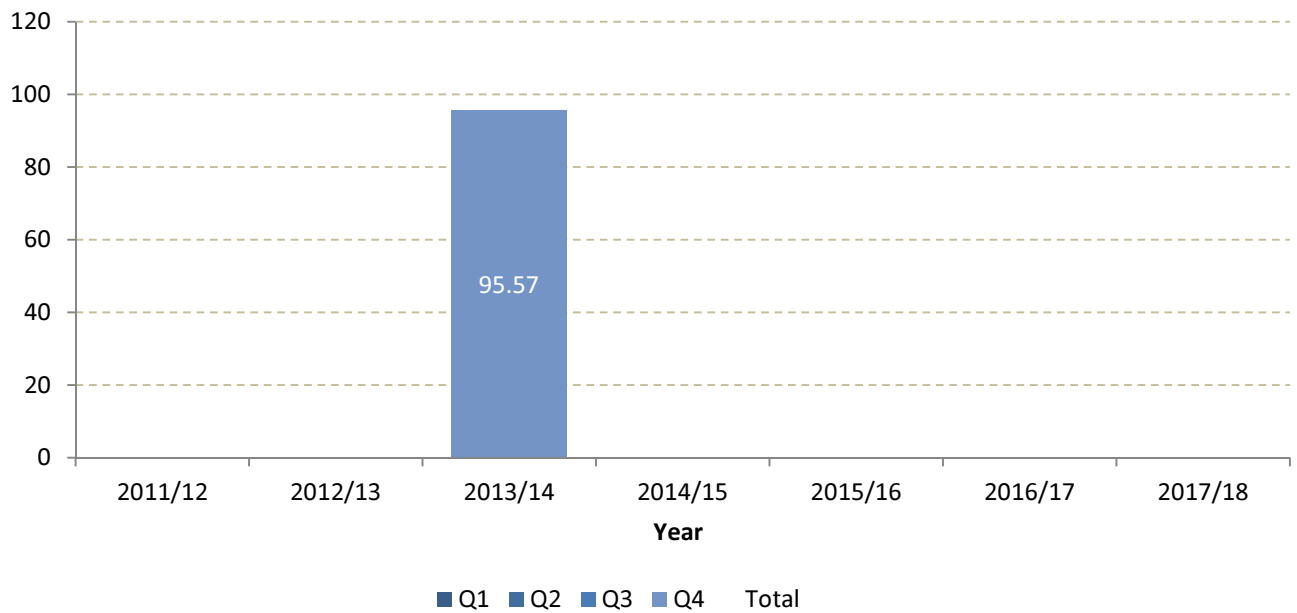
This indicator is a new addition to the Health Safety & Welfare performance management system therefore previous years data has not been captured.



LPI 130

<p>% of operational personnel who have completed on-line assessments</p>	<p>Provision of high quality training to ensure all personnel are competent to perform their roles and to make appropriate operational decisions is one of the guiding principles of the authority's health Safety and welfare policy and a key component of the "safe person principles", These assessments ensure that the knowledge and understanding which underpins many areas of competence is current and as required.</p>	<p><b><u>Leading indicator</u></b></p> <p>A leading indicator requires a routine systematic check that specific actions or activities are undertaken as intended, the expected outcome being that safety performance will be enhanced as a result.</p>
<p>Previous Year Performance</p>	<p>2014/15 Service Plan Target</p>	<p>Q4 2013/14</p>
	<p>100%</p>	

**% of operational personnel who have completed on-line assessments**



**Commentary**

This indicator is a new addition to the Health Safety & Welfare performance management system therefore previous years data has not been captured.

LPI 131

% of operational personnel who have attended all risk critical training courses.

Provision of high quality training to ensure all personnel are competent to perform their roles and to make appropriate operational decisions is one of the guiding principles of the authority's health Safety and welfare policy and a key component of the "safe person principles", risk critical training courses ensure through assessment that the skills and understanding required to demonstrate competence are demonstrated by all attendees.

Leading indicator

A leading indicator requires a routine systematic check that specific actions or activities are undertaken as intended, the expected outcome being that safety performance will be enhanced as a result.

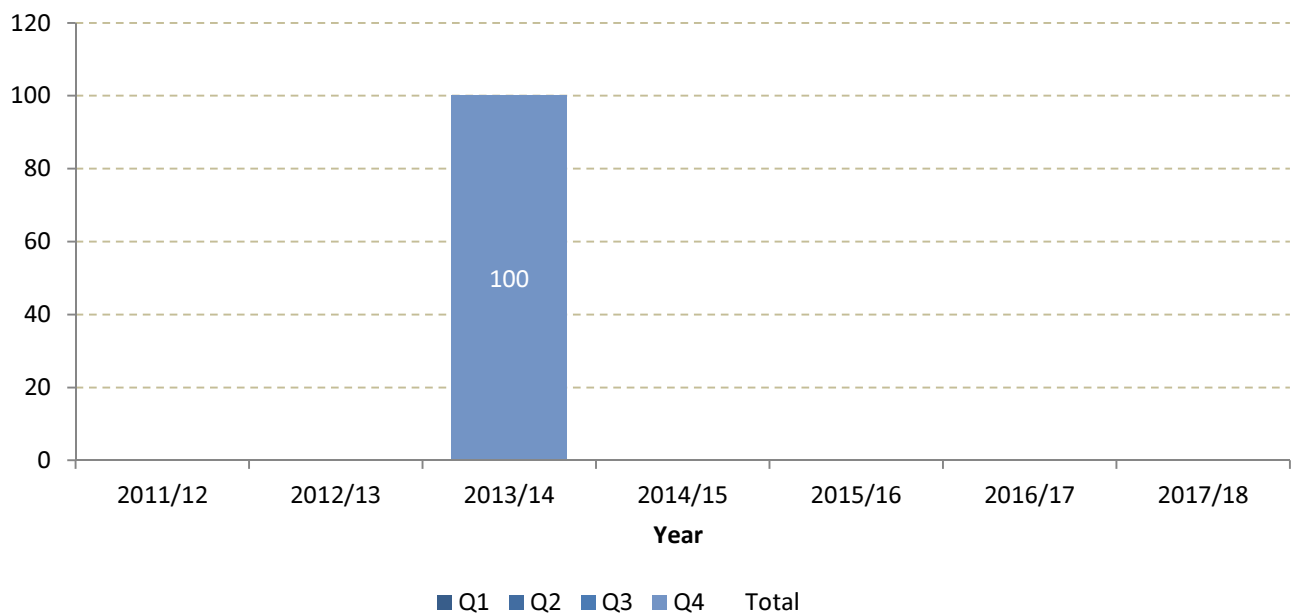
Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

100%

**% of operational personnel who have attended all risk critical training courses**



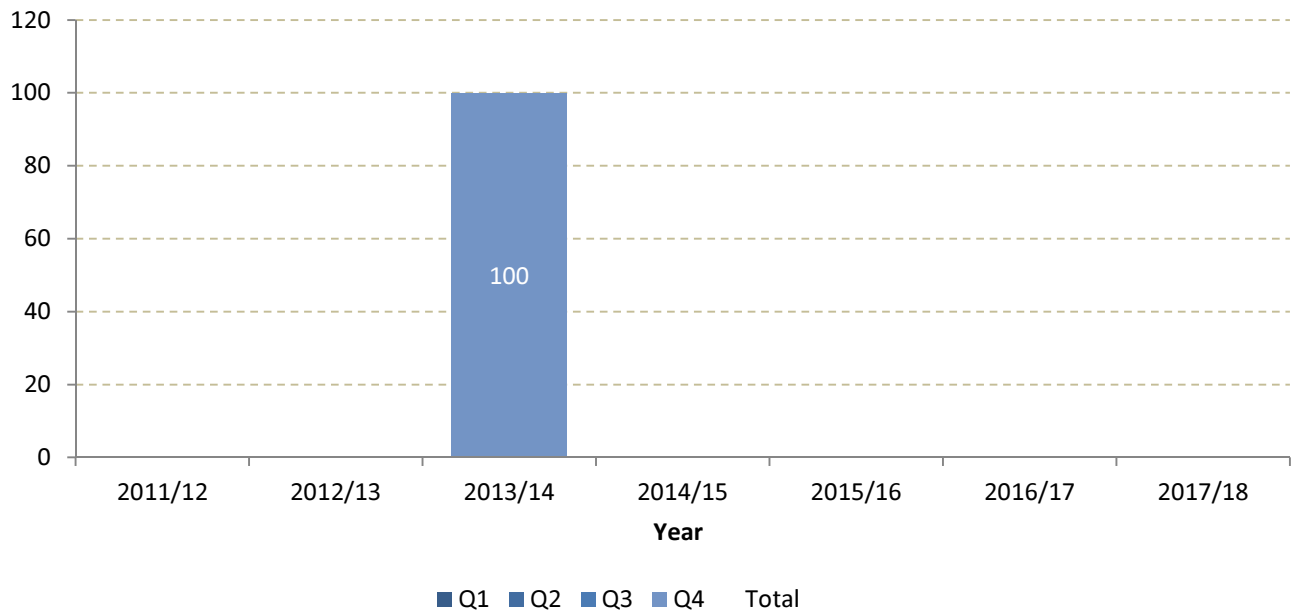
Commentary

This indicator is a new addition to the Health Safety & Welfare performance management system therefore previous years data has not been captured.

LPI 132

<p>% of Senior Officers who have completed an assessment of operational competence</p>	<p>Ensuring Well-established management and incident command arrangements are in place for controlling the operational risks to firefighters is one of the guiding principles of the authority's health Safety and welfare policy and a key component of the "safe person principles" This indicator will enable the monitoring of workplace assessment in this area for all personnel with a command role.</p>	<p><b><u>Leading indicator</u></b></p> <p>A leading indicator requires a routine systematic check that specific actions or activities are undertaken as intended, the expected outcome being that safety performance will be enhanced as a result.</p>
<p>Previous Year Performance</p>	<p>2014/15 Service Plan Target</p>	<p>Q4 2013/14</p>
	<p>100%</p>	

**% of Senior Officers who have completed an assessment of operational competence**



Commentary

This indicator is a new addition to the Health Safety & Welfare performance management system therefore previous years data has not been captured.

LPI 133

% of operational personnel who have successfully completed Safe Person Assessments (SPA)

All operational firefighters must have the basic equipment handling skills to underpin competent performance in the role. This indicator will demonstrate that the assessment of these core skills is being carried out.

Leading indicator

A leading indicator requires a routine systematic check that specific actions or activities are undertaken as intended, the expected outcome being that safety performance will be enhanced as a result.

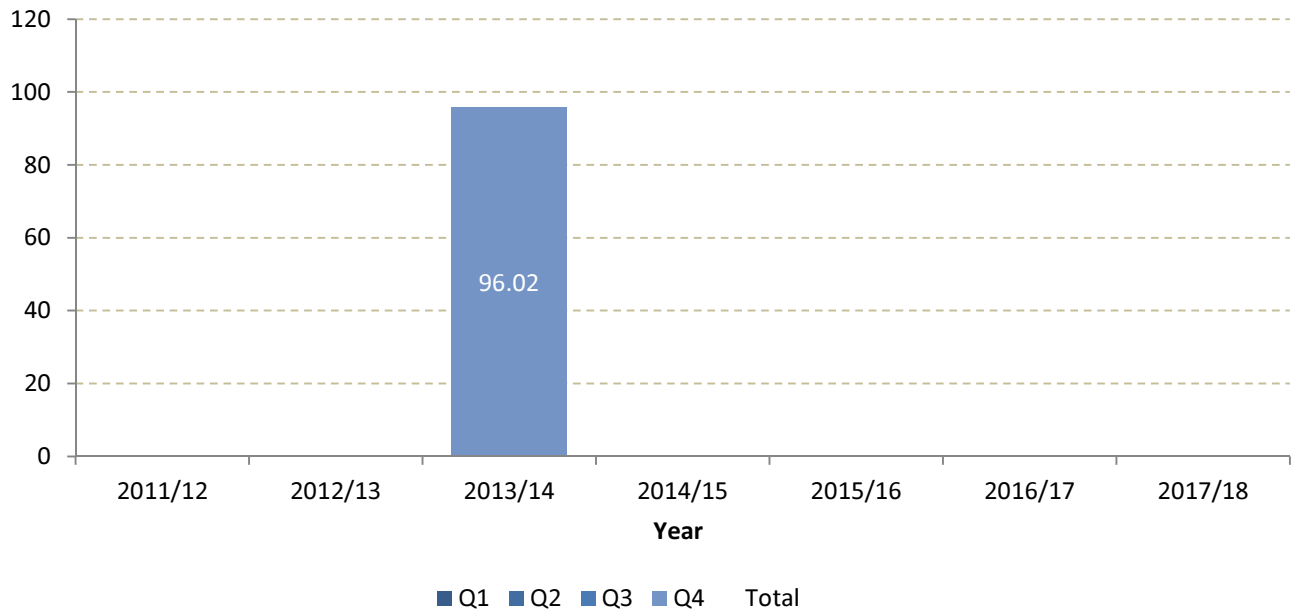
Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

100%

**% of operational personnel who have completed Safe Person Assessments (SPA)**



Commentary

This indicator is a new addition to the Health Safety & Welfare performance management system therefore previous years data has not been captured.

LPI 139

Reporting of the levels of Near Miss reports recorded by the service

It is widely accepted that Near misses are an accurate indicator of the likelihood of accident & injury occurring, therefore the more near misses that are identified and resultant remedial measures implemented the reduction in the likelihood of accidents.

Leading indicator

A leading indicator requires a routine systematic check that specific actions or activities are undertaken as intended, the expected outcome being that safety performance will be enhanced as a result.

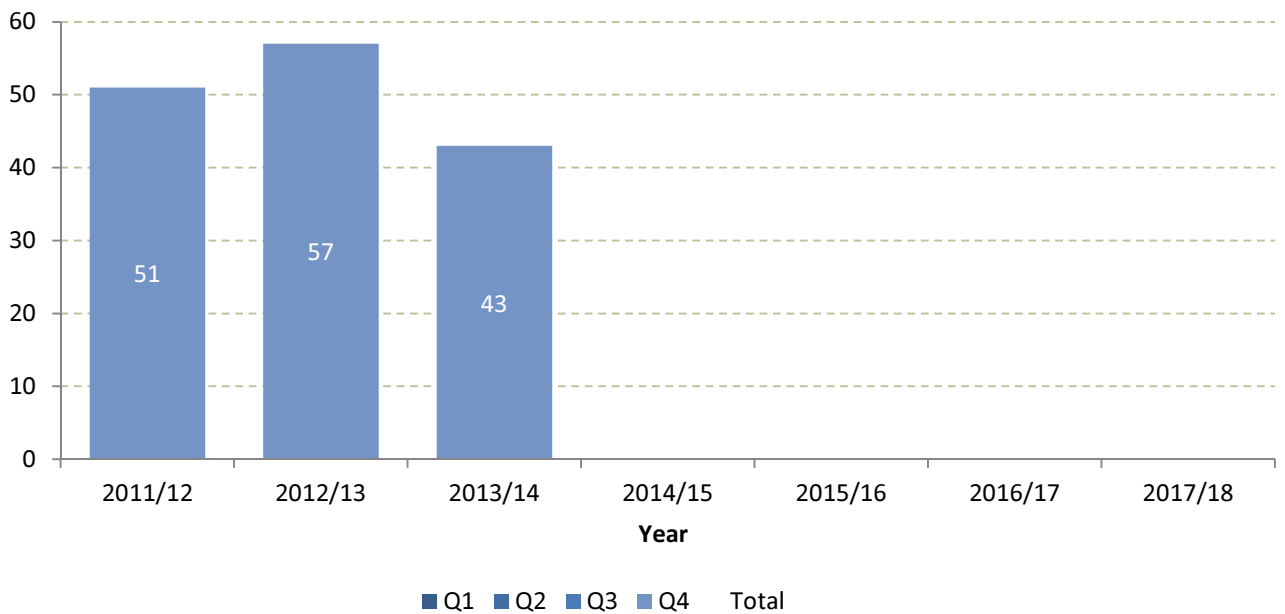
Previous Year Performance

2014/15 Service Plan Target

Q4 2013/14

Quality Assurance

Reporting of the levels of Near Miss reports recorded by the service



Commentary

The H&S team set an objective at the start of the reporting period of increasing near miss reports by 20% this objective has not been met. This will be treated as a priority in the forthcoming year.

Quarter under

Review Q4

Year Under Review

2013/14

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
98a Number of Operational staff injuries at incidents	Q1			0				
	Q2			0				
	Q3			0				
	Q4	41	44	23				
	Target							
	Total	41	44	23	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
98b Number of operational staff injuries conducting	Q1							
	Q2							
	Q3							
	Q4	24	19	21				
	Target							
	Total	24	19	21	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
112 The number of working days/shifts lost to sickness	Q1			7.55				
	Q2							
	Q3							
	Q4	7.38	7.66	8.22				
	Target							
	Total	7.38	7.66	8.22	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
106 Number of non operational staff injuries – on duty	Q1							
	Q2							
	Q3							
	Q4	19	13	12				
	Target							
	Total	19	13	12	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
111A Number of working days/shifts lost to sickness per Whole-	Q1							
	Q2							
	Q3							
	Q4	6.65	7.18	7.94				
	Target							
	Total	6.65	7.18	7.94	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
111B Number of working days/shifts lost to sickness per Whole-	Q1							
	Q2							
	Q3							
	Q4	9.2	8.88	8.94				

	Target							
	Total	9.2	8.88	8.94	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
120 RTC's involving fire service vehicles	Q1							
	Q2							
	Q3							
	Q4	87	91	86				
	Target							
	Total	87	91	86	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
121 Site Specific Risk Information (SSRI) - Firefighter Safety -	Q1							
	Q2							
	Q3							
	Q4			1237				
	Target							
	Total	0	0	1237	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
130 % of operational personnel who have completed on-	Q1							
	Q2							
	Q3							
	Q4			95.57				
	Target							
	Total	0	0	95.57	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
131 % of operational personnel who have attended all	Q1							
	Q2							
	Q3							
	Q4			100				
	Target							
	Total	0	0	100	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
132 % of Senior Officers who have completed an	Q1							
	Q2							
	Q3							
	Q4			100				
	Target							
	Total	0	0	100	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
133 % of operational personnel who have successfully	Q1							
	Q2							
	Q3							
	Q4			96.02				
	Target							
	Total	0	0	96.02	0	0	0	0

Year	Quarter	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
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139 Reporting of the levels of Near Miss reports recorded	Q1							
	Q2							
	Q3							
	Q4	51	57	43				
	Target							
	Total	51	57	43	0	0	0	0