



Health
Safety &
Welfare
Report
2014/15

Merseyside Fire & Rescue Service – Health Safety & Welfare Report 2013/14

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Merseyside Fire & Rescue Service – Health Safety & Welfare Report 2014/15

Deputy Chief Fire Officer's Foreword

Welcome to Merseyside Fire & Rescue Service's annual Health and Safety performance report for 2014-2015

This report outlines the Health, Safety & Welfare performance of the Authority over the last twelve months.

Despite the financial challenges faced by the Authority we remain committed to providing the very best available systems, processes and procedures to ensure the safety of our staff.

The report also sees the identification of both proactive and reactive monitoring systems

Proactive systems provide information on performance and the adequacy of operational management arrangements, risk control systems and workplace precautions and concentrate on leading indicators of performance.

Reactive systems are triggered after a safety critical event to monitor health, safety and welfare performance, reactive systems look for lagging indicators of performance.

The report identifies areas for development over the next twelve months to further ensure the continued safety of our staff.

1 Introduction

- 1.1 The Health and Safety at Work etc Act 1974 applies to all the activities undertaken by Merseyside Fire and Rescue Authority staff. The Act requires that we ensure the health, safety and welfare at work of our employees and that their activities do not adversely affect their health and safety or that of other people.
- 1.2 These health and safety duties are not absolute and each is qualified by the test of what is reasonably practicable. During the past year a review of the arrangements for complying with these duties has taken place and a range of measures have been introduced which demonstrates a commitment to continually develop its existing policies.
- 1.3 Following the publication of the Lofsted review in 2011 the government and HSE along with relevant stakeholders continue the process of putting in place many of its recommendations, The H&S team are monitoring this activity closely and continue to review internal arrangements as legislative change is announced which impacts on service delivery, compliance with legislative requirement and perceived best practice. This work continues to inform our guiding principles for Health and Safety management.
- 1.4 The financial constraints placed on the Authority as a result of reduced grant funding, continue to bring about change and innovation in the way services are delivered. However the commitment to ensuring the highest possible Health Safety & Welfare provision remains unaltered and the Health & Safety & Occupational Health teams have introduced a range of measures to achieve this including the introduction of a fatigue risk management system and an enhanced firefighter fitness program.
- 1.5 Over the last 12 months the HS&W team have implemented a programme of initiatives designed to reduce the number of incidents where Service vehicles are involved in collisions. Application of accident triangle principles will demonstrate that if the number of damage incidents are reduced then the likelihood of accident and injury from such an occurrence is similarly reduced. It is pleasing to report that a reduction on vehicle damage incidents from 86 (2013/14) to 56 last year was recorded. This represents a reduction of 35% on the previous year.

2 Health Safety & Welfare Performance

2.1 A total of 67 injuries were recorded in 2014/15; an increase of 6 on the previous year. Of the 67 reported injuries:

- The largest single injury type was “Injured while handling, lifting or carrying” of which there were 23 reported injuries. This represents an increase of 4 on the previous year. Of these 10 were attributable to Manual Handling activities, compared to 6 the previous year but 24 the year prior to that. This would indicate that there is still an overall downward trend in injuries of this type.
- The second most frequent accident type was “Slips trips & falls of which there were 15 recorded events, the same number as the previous year.
- The number of injuries to Wholetime firefighting staff increased by 1 on the previous year from 44 to 45.
- The number of injuries to APTC (non uniformed) staff decreased by 3 on the previous year from 12 to 9.
- This year’s figures include 5 injuries to young persons on youth engagement programs, no reports of this nature were made the previous year.

Fig 1. Below provides an overview of accident and injury performance against activity and it can be seen that increases were recorded in five areas and a decrease in three. A detailed breakdown of all the injury statistics can be found at Appendix 1.

FIG 1. Injury statistics by activity type

Activity type	2012/13	2013/14	2014/15	Variance
Operational Incident	13	14	17	+3
Responding	3	2	3	+1
Routine Activity	25	29	32	+3
Special Services	3	1	3	+2
Training (Operational)	8	7	6	-1
Training (Physical)	1	3	0	-3
Training (Other)	0	1	0	-1
Other	8	4	6	+2
Grand Total	61	61	67	+6

2.2 In this reporting period the HS&W Committee has continued monitoring of accident and injury by age group the intention being to identify whether changes to working arrangements and Firefighters normal pension age being increased to sixty has an impact on the prevalence and type on injury being recorded.

Age Group (Firefighting staff only)	Actual (Mar 2015)	% staff (Mar 2015)	Incidents 13/14	Incidents 14/15	% incidents	Variance
20 - 24	0	0.0	0	0	0	0
25 - 29	20	2.7	1	3	6.6	+2
30 - 34	33	4.5	0	2	4.4	+2
35 - 39	73	9.9	6	1	13.7	-5
40 - 44	123	16.7	15	8	34.1	-7
45 - 49	308	41.7	17	23	38.5	+6
50 - 54	165	22.4	5	8	11.4	+3
55 - 60	16	2.2	0	0	0	0
Grand Total	738	100	44	45	100	+1

Analysis of the above indicates that:

- The number of accident / injury reports for firefighting staff over the age of 50 increased by 3 however the number of incidents in this category accounted for 11.4% of all incidents recorded whilst the percentage of individuals who fall into this category is 22.4% of all staff.
- The number of accident / injury reports for firefighting staff between 45 and 49 increased by 6 however the number of incidents in this category accounted for 38.5% of all incidents recorded whilst the percentage of individuals who fall into this category is 41.7% of all staff.
- The above would indicate that there is no direct correlation with the older sections of the workforce and likelihood of injury based on current data however it should be noted that the number of individuals in the 55 – 60 age group is relatively low and the number in this group will increase year on year for the foreseeable future therefore the potential for muscular skeletal type injury will increase unless the risk is managed.

3 Performance against last year's objectives

The 2013/14 H&S report detailed a set of performance objectives which it was anticipated would be achieved during the forthcoming year. The following section reports on the actual achievement.

<u>Work stream</u>	<u>Objective</u>	<u>Current Situation</u>	
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3.1

Carried over from 2013/14			
Near Miss Reporting	To increase the number of near miss reports by 20%	The number of near miss reports in 2013/14 decreased by 7 compared to the previous year (36 as opposed to 43).	Not Met
Formulating health and safety policy for the operational environment	All current SOP's and relevant SI's are linked to appropriate Risk Assessment	The operational procedure review project has now embedded the concept of an operational risk assessment as the foundation for all operational guidance documents (SOP's & SI's)	Fully met
Organising for the safe delivery of operational activities	To increase all employees' awareness of the processes by which safety information flows through the organisation.	An awareness campaign incorporating safety bulletins, notice board announcements and toolbox talks has been delivered and through an audit theme delivered by the operational assurance team awareness of information streams has been shown to be significantly increased.	Fully met
	Ensuring the competence of operational personnel in the areas of role specific specialisms, <ul style="list-style-type: none"> • Driving • CPL Cage Operator • Hook Lift Operator • Bulk Foam • Hazmats 	Performance criteria for all the listed areas has been devised and a methodology for workplace assessment is in place. Assessment is currently carried out however recording is via either paper based systems or standalone spreadsheet. Awaiting the completion of further development of the Safe Person Assessment (SPA) recording system to achieve fully integrated assessment records the same as those currently in place for core	Partially met

<u>Work stream</u>	<u>Objective</u>	<u>Current Situation</u>	
		SPA	

<u>Work stream</u>	<u>Objective</u>	<u>Current Situation</u>	
Organising for the safe delivery of operational activities (Cotd)	To assure Command competence through workplace assessment	The “point of entry” assessment process for commanders at all levels has been fully reviewed and the updated process is in use. Officer assessments are facilitated via; COMAH exercises, Offsite exercises and joint training events with Police & NWAS.	Fully met
Planning and implementing operational policy	To incorporate The “four Pillars approach into the Operational Policy review as the template for the way in which operational policy (SOP’s) are produced using Generic Hazard & Risk statements and national produced documentation.	Strategic and dynamic risk assessment and control assessments are in place – currently being reviewed as part of the Opps Response project. Senior Officer awareness sessions on all aspects of Risk Assessment delivered and input disseminated	Fully met
	Develop a Risk Information gathering protocol for premises identified as posing a risk but not having a full SSRI attached	Operational assurance has identified that premises which do not necessarily have a full SSRI can still present a serious risk to FF safety therefore a process of identifying such premises and capturing the appropriate risk information to be developed. This to be done via <ul style="list-style-type: none"> • Operational Intelligence • Data sharing with partner agencies • Environmental Impact assessment 	Partially met
	Decision making to be an area for assurance through active monitoring.	Decision making is analysed via the operational assurance process. The results of this analysis are reviewed by the operational assurance group and appropriate actions are put in place as and when training/ learning needs are identified.	Fully met
	To carry out a review of the current analytical risk assessment process to ensure that it fully meets the requirements of the Framework document and that it can	The methodology for an analytical risk assessment process which meets fulfils this objective has been developed base on the outcome of formal operational	Fully met

<u>Work stream</u>	<u>Objective</u>	<u>Current Situation</u>	
	be fully cross mapped to the outcomes of the Ops Procedure review.	risk assessments and the ensuing control measures.	
The safe person principles	Develop command training internally and for Level 2, 3 & 4 commanders and externally to include the personal competencies required for adherence to safe person principles	The Operational and Tactical officer skills profile has been reviewed and all officers are now trained to level appropriate to their role in line with national criteria and the principles of the “Joint Emergency Services Interoperability Programme (JESIP)	Fully met
Welfare at Incidents	Develop and implement a comprehensive Fatigue Risk Management System (FRMS)	Fatigue Risk Management System has been devised and a full consultation process has taken place. The system is complimented by a comprehensive Training and Instruction package.	Fully met
	Develop and implement a policy for managing the welfare of staff at operational incidents.	As the number of resources available for front line firefighting decrease the possibility for firefighters to remain for longer periods on the incident ground increases. It is therefore essential that appropriate policies, procedures and resources are in place to manage the welfare of staff engaged in firefighting operations for prolonged periods of time. The Operational Response Directorate will seek feedback from Rep Bodies, FF’s, WM’s, and the female FF’s forum	Partially Met

4 Planning for next year

As discussed in section 3 the requirement for front line operational staff to work longer allied with number reductions due to financial constraint inevitably is the major influence on prioritizing Health & Safety Objectives for the coming year.

Work Stream	Objective	Rationale
Planning and implementing operational policy	Investigate the procurement of an IT solution to ensure the dissemination and understanding of Risk Critical policy and information.	The Authority must ensure information about hazards and risks to safety and the preventative measures and safe systems of work are provided in an appropriate and timely manner to relevant personnel
Near Miss Reporting	Investigate the development or procurement of a “user friendly” Near Miss reporting tool.	<p>A simple, and potentially anonymous, system for reporting near-miss incidents is a very important way of identifying problem areas. This will help highlight some of the less obvious hazards in a workplace, or identify areas where a problem is developing.</p> <p>Some models suggest that for every accident there are approximately ninety near-misses.</p> <p>If there is a good reporting system in place, the hazard could be dealt with before someone is injured.</p>
Formulating health and safety policy for the operational environment	Review arrangements for identifying, interpreting and reviewing (new and existing) guidance/information	<p>Fire and Rescue Authorities should ensure adequate systems and processes are in line with National Operational Guidance.</p> <p>FRA’s need to identify the implications of national operational guidance in conjunction with health, safety and welfare legislation.</p>

		Individuals with the relevant competence should review existing guidance (procedures, safe systems of work etc).
Welfare at Incidents	To implement a fully integrated welfare at incidents policy	As appliance numbers decrease the possibility of relieving crews at incidents at intervals of time throughout a shift reduces therefore crews will remain in attendance longer requiring enhanced welfare provision.
The safe person principles	Develop training to include the personal competencies required for adherence to safe person principles for drivers and Combined Platform Ladder (Cage Operators)	This is part of a program of initiatives designed to reduce the number of incidents where service vehicles are involved in collisions.
Organising for the safe delivery of operational activities	To ensure that all training needs emanating from the policy are met.	All new or amended policies require a Training Need Analysis to be carried out and the significant findings implemented.
	To carry out an evaluation of the effectiveness of the policy through workplace monitoring.	This is good H&S Management practice and forms one of the key requirements of HSG 65.

5 Conclusion

- 5.1 The Annual Health and Safety Report 2014-2015? details health and safety performance and identifies areas which will bring about continued improvement. The revisions in reporting methodology will facilitate the monitoring of performance in the key areas of Health and Safety and will also embed Welfare considerations into the management process.
- 5.2 The report describes a successful year in terms of reduction in certain targeted injury types such as Slip Trip & Fall type injuries. However it is disappointing to note that certain objectives notably the desire to increase the number of near miss reports were not achieved and planning is already underway to address this in the forthcoming year.
- 5.3 The Service recognises the challenges which are ahead as the Authority implements plans to meet the financial constraints, however the continued commitment of all personnel and the continued development of a positive safety culture will ensure that the standards in health, safety and welfare will continue to improve.