



To: All Members of the Scrutiny Committee  
(and any other Members who may wish to attend)



R. Groves  
Monitoring Officer

Tel: 0151 296 4000  
Extn: 4236 Vicky Campbell

Your ref:

Our ref VC/RG

Date: 31<sup>st</sup> August 2022

Dear Sir/Madam,

You are invited to attend a meeting of the **SCRUTINY COMMITTEE** to be held at **1.00 pm** on **THURSDAY, 8TH SEPTEMBER, 2022** in the Liverpool Suite - Fire Service Headquarters.

This meeting will be available to watch via YouTube on the following link:

<https://youtu.be/EAKm2ZU53s4>

Yours faithfully,

PP – Vicky Campbell

Monitoring Officer

Encl.

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**MERSEYSIDE FIRE AND RESCUE AUTHORITY**

**SCRUTINY COMMITTEE**

**8 SEPTEMBER 2022**

**AGENDA**

**Members**

Paul Tweed (Co-Chair)  
Linda Maloney (Co-Chair)  
Sharon Connor  
Edna Finneran  
Harry Gorman  
Dave Hanratty  
Andrew Makinson  
Lesley Rennie  
Gillian Wood  
Anthony Boyle

**1. Preliminary Matters**

Members are requested to consider the identification of:

- a) declarations of interest by individual Members in relation to any item of business on the Agenda
- b) any additional items of business which the Chair has determined should be considered as matters of urgency; and
- c) items of business which may require the exclusion of the press and public during consideration thereof because of the possibility of the disclosure of exempt information.

**2. Minutes of Previous Meeting (Pages 5 - 8)**

The Minutes of the Previous Meeting, held on 10 May 2022, are submitted for approval as a correct record and for signature by the committee chair.

**3. HEALTH, SAFETY & WELFARE ANNUAL REPORT 2021/22 (Pages 9 - 42)**

To consider Report CFO/042/022 of the Deputy Chief Fire Officer, which details the performance of Merseyside Fire and Rescue Service against its Local Performance Indicators (LPI's) for H&S during 2021/22.

**4. People Plan Actions Update (Pages 43 - 44)**

To consider Report CFO/043/022 of the Deputy Chief Fire Officer, which aims to provide Members with an update on the implementation of the People Plan and the planned next stages.

5. **Standing Item: Scrutiny Forward Work Plan** (Pages 45 - 48)

To consider the Scrutiny Forward Work Plan for 2022/23.

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If any Members have queries, comments or require additional information relating to any item on the agenda please contact Committee Services and we will endeavour to provide the information you require for the meeting. Of course this does not affect the right of any Member to raise questions in the meeting itself but it may assist Members in their consideration of an item if additional information is available.

## **MERSEYSIDE FIRE AND RESCUE AUTHORITY**

**10 MAY 2022**

### **MINUTES**

**Present:** Cllr Paul Tweed (Chair)  
Cllr Sharon Connor  
Cllr Edna Finneran  
Cllr Kathy Hodson  
Cllr Patrick Hurley  
Cllr Andrew Makinson  
Cllr Gillian Wood

**Also Present:** ACFO Mottram

#### **Apologies of absence were received from:**

Cllr Jan Grace  
Cllr Lisa Preston

#### **1. Preliminary Matters**

Members considered the identification of any declarations of interest, matters of urgency or items that would require the exclusion of the press and public due to the disclosure of exempt information.

#### **RESOLVED** that:

- a) no declarations of interest were made by individual Members in relation to any item of business on the Agenda;
- b) no additional items of business were determined by the Chair to be considered as matters of urgency; and
- c) no items of business required the exclusion of the press and public during consideration thereof because of the possibility of the disclosure of exempt information.

#### **2. Minutes of the Last Meeting**

**RESOLVED** that the minutes of the last meeting held on the 3<sup>rd</sup> March 2022 are an accurate record.

#### **3. Revised Home Safety Strategy Presentation**

Members considered the revised home safety strategy and were given a presentation by Area Manager, Ged Sheridan, which focused on areas of coverage, points of intervention, vulnerability factors and plans for the future.

Members were advised that Merseyside Fire and Rescue Service were the first in the country to fully return to prevention work during the pandemic and the Chair asked how this was possible. It was explained that a risk-based approach was taken to prevention work and that during the pandemic MFRA's Chief Fire Officer was the national lead for Covid. Through work undertaken by the Strategic Business Continuity Group, an opportunity had arisen to return to prevention work as the benefits outweighed the risk at that time.

MFRA had worked closely with the Merseyside Health and Protection Board which had helped to identify the risks to Merseyside and through that, it was clear that prevention work needed to restart. The Authority's ability to maintain that level of activity throughout Covid was commended as an excellent decision for communities.

Members were advised that internal processes had been improved since prevention work recommenced, in particular a move to 'tough pads' from paper forms. It was explained that this advance in technology was allowing officers to capture risks quicker using live data and also provided more flexibility to amend and adapt the forms used in Home Fire Safety Checks.

Councillor Connor asked how the process was quality assured and was advised that Station Managers also took part to ensure that the messaging was consistent and the Authority's interactions with the public during these visits were of a high standard. The Authority also contacted members of the public after visits as part of ensuring the process was quality assured.

The Committee discussed how data was used to identify vulnerable parts of the community that may not be registered with a GP. It was acknowledged that some people could be hard to identify and it was an aspiration of the Authority to gather more data in order to refine its targeted approach.

Councillor Wood enquired as to how this information was shared with schools who could feedback the information to older relatives who may be at risk. Members were informed that it was part of Area Manager Ged Sheridan's role to engage with schools through working with the Princes Trust, Beacon Project and Cadets to get the right messages shared with families.

With regards to energy suppliers, it was explained that the Authority had good relationships with suppliers through the Local Resilience Forum and had identified some vulnerable households with this data.

Members queried whether the Open Days that the Authority previously participated in before the pandemic would make a return as they felt there was value in different services co-hosting an event to spread awareness on these issues. It was acknowledged that Covid had forced a lot of initiatives into a hiatus and it was hoped that work could recommence.

**RESOLVED** that the Authority note the contents of the report and presentation.

#### 4. Health, Safety & Welfare Annual Report 2020/21

Members received a presentation from Group Manager Craig Whitfield, which provided a breakdown of incidents across the Service during 2020/21. It was acknowledged that there had been a delay in presenting this report to the Committee but Members were assured that the 2021/22 report would be submitted to the next meeting. The work of the Health, Safety and Wellbeing Committee was highlighted as integral to maintaining a positive Health and Safety picture and Councillor Grace was thanked for her input.

With regards to incidents relating to blue light response, it was reported that there had been 34 incidents over the period the majority of which were low speed manoeuvres that resulted in minimal damage like the clipping of a wing mirror. The Chair queried whether that kind of damage was necessary in order to get to an incident without delay and it was explained that all incidents were reviewed through the Road Risk Review Group using CCTV were possible. The incidents tended to be from making a slight misjudgement under pressure on tight streets in time critical situations.

Councillor Hurley asked how the Authority benchmarked its performance and whether there were any external targets set by central government. Craig Whitfield explained there was a multi-layered approach that the Authority used which included reviewing an internal data based on previous year's performance to make improvements. Additionally, regional data from the NFCC and national government statistics were used to benchmark against four key areas. It was explained that the Authority had performed well nationally in terms of the proportion of firefighters injuries per 1000 population, firefighter injuries at incidents, injuries during training and injuries whilst completing routine activities.

ACFO, Dave Mottram, noted that Merseyside was one of the busiest areas in terms of incidents and did more training than most other services. Therefore, the Authority's performance was even more impressive given how busy it was operationally with appliance movements and training events.

Furthermore, Members were advised that Craig Whitfield's department had been responsible for keeping staff safe during the pandemic and the Authority had some of the lowest absence figures as a result. The guidance from the Health and Safety department during the pandemic was commended. Councillor Hodson noted that the absence figures were remarkable and there were few organisations that could boast similar success.

Members welcomed the report and presentation which epitomised the robust management and culture around health and safety at the Authority. It was requested that the 2021-22 report be shared with Members as soon as possible.

**RESOLVED** that the Authority note the performance outcomes of the Authority against its Health, Safety and Welfare performance targets for the period April 2020 to March 2021.

5. **Standing Item: Scrutiny Forward Work Plan**

Members were asked to consider the Scrutiny Committee work plan for 2021/22, noting that this was the final meeting of the municipal year. It was advised that there would be a work planning session with the Members in the coming months to determine whether the remaining items would move to the 2022/23 work plan.

**RESOLVED** that any suggested changes to the Work Plan be communicated with Democratic Services in order to be considered during the planning for 2022-23.

Close

Date of next meeting Thursday, 8 September 2022



<b>BRIEFING NOTE</b>			
<b>MEETING OF THE:</b>	<b>SCRUTINY COMMITTEE</b>		
<b>DATE:</b>	<b>8 SEPTEMBER2022</b>		<b>CFO/042/022</b>
<b>PRESENTING OFFICER</b>	<b>DEPUTYCHIEF FIRE OFFICER SEARLE</b>		
<b>RESPONSIBLE OFFICER:</b>	<b>AM BEN RYDER</b>	<b>REPORT AUTHOR:</b>	<b>GM CRAIG WHITFIELD</b>
<b>OFFICERS CONSULTED:</b>	<b>HEALTH &amp; SAFETY DEPT., STRATEGY &amp; PERFORMANCE DEPARTMENT, LEGAL SERVICES, H&amp;S COMMITTEE. STRATEGIC LEADERSHIP TEAM</b>		
<b>TITLE OF REPORT:</b>	<b>HEALTH, SAFETY &amp; WELFARE ANNUAL REPORT 2021/22</b>		
<b>APPENDICES:</b>	<b>APPENDIX A:</b>	<b>HEALTH, SAFETY &amp; WELFARE REPORT 2021/22</b>	

### **Purpose of Report**

1. To request that Members note the content of the Annual Health & Safety (H&S) report which details the performance of Merseyside Fire and Rescue Service against its Local Performance Indicators (LPI's) for H&S during 2021/22.

### **Recommendation**

2. It is recommended that Members scrutinise the performance outcomes of Merseyside Fire and Rescue Service ('MFRS') against its H&S performance targets for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022.

### **Introduction and Background**

3. The Annual H&S Report ensures that Members are informed in regard to H&S performance and can be assured of compliance with corporate policy, legal and performance requirements.
4. This report has been prepared using data from the Authority's Health, Safety & Welfare (HS&W) Management System; OSHENS.
5. The MFRS HS&W Committee meet on a quarterly basis, and membership includes a Principal Officer Chair (ACFO Mottram), Representative Bodies, Senior Managers, and a member of the Fire Authority. The LPI's for H&S are jointly reviewed and scrutinised at each meeting with actions taken to maintain or improve performance.
6. LPI's are set by the H&S Manager on behalf of the Authority, and in line with the MFRS Service plan. The figures are drawn from empirical data and statistics and are approved and governed through the Performance Management Group (PMG).

7. A brief overview of the 2021/22 LPI performance for members to note is contained in the following sections: (the full detail is contained in the annual report - Appendix A).

## 8. Staff injuries

- i. An overview of LPI performance is shown below. Performance is Red, Amber, Green (RAG) rated with Green identifying positive performance and Red as an area for improvement.

LPI	Predicted Annual performance	Actual Annual Performance	RAG rating
<a href="#">WR13</a>	47	36	G
<a href="#">WR33</a>	22	13	G
<a href="#">WR34</a>	4	10	R
<a href="#">WR22</a>	21	11	G
<a href="#">WR32</a>	Monitoring	9	G

- ii. All operational staff injuries: ([WR13](#))

There were 36 injuries to operational staff during 2021/22, with 27 of the individuals remaining in work and 4 returning within 7 days. The majority of injuries are minor in nature.

- iii. Injuries at operational incidents ([WR33](#))

MFRS attended 18,287 operational incidents in 2021/22, which was supported by 31,734 appliance movements.

13 injuries occurred at incidents. Of the 13 injured, 4 staff members went off duty however, 3 returned within 12 days. 1 remained on long term sickness due to injuries sustained through manual handling activities.

The total duty days lost for operational staff whilst at incidents was 22. A reduction of 7 on the previous year.

- iv. Injuries at risk critical training ([WR34](#))

In 2021/22, examples of training undertaken included 281 core training courses, 80 off-site station exercises, 41 high rise exercises, and the successful delivery of 3 recruit courses. Additional training completed is available in the Annual Report (Appendix A).

10 individuals were injured during risk critical training. 3 subsequently went off duty and booked sick. 3 of the 10 injuries occurred during the same event however, all remained on duty.

The total duty days lost for operational staff whilst at risk critical training was 53. 38 of these days related to one individual.

v. Injuries related to staff conducting routine duties ([WR22](#))

There was a total of 11 injuries recorded during routine activity which is a decrease of 6 from the previous year.

Of the 11 individuals who were injured, 9 remained on duty highlighting their injuries were minor in nature. Only 2 individuals went off duty which is a 50% decrease on the previous year.

vi. Non-operational staff injuries ([WR32](#))

There were a total of 9 non-operational staff injuries in 2021/22, a decrease of 6 from 2020/21. All 9 individuals remained on duty. All injuries were classed as minor in nature.

vii. RIDDOR reportable injuries; Major & Minor

There were no reportable 'Major' injuries during 2021/22 however, 5 'Minor' injuries were reported to the HSE. This is an increase of 1 on the previous year. The injuries were:

- 2 sprain/strain injuries
- 1 hot burn/scald
- 1 cut/laceration
- 1 break/fracture injury

9. MFRS accident and injury figures are submitted to the Home Office (HO) annually. The HO collates figures from all FRS's which are published in annual data tables enabling H&S Manager's to measure and benchmark performance nationally. Annual data tables are published in October of each year and therefore are not included in this report. Benchmarked accident & injury performance will be presented in an additional report later in the year.

## 10. Safety Events

i. There was one significant safety event in 2021/22 involving a Recruit Firefighter (RFF) during the first week of their recruit course. The outcomes of the H&S investigation found this to be a medical condition brought on by other contributing factors. As such, this is not recorded in the injury statistics and following consultation with HSE, it was confirmed that it did not fall under RIDDOR.

## 11. Road Traffic collisions involving Authority vehicles

MFRA operate 228 fleet vehicles and have covered in excess of 1 million miles during 2021/22. These figures include both, blue light response fleet vehicles and routine driving activity.

- i. An overview of LPI performance is shown below. Performance is RAG rated with Green identifying positive performance and Red as an area for improvement.

LPI	Predicted Annual performance	Actual Annual Performance	RAG rating
RR23	72	62	G
RR31	28	27	G
RR32	27	27	G
RR33	Monitoring	0	G
RR34	17	8	G
RR35	Monitoring	18	G

- ii. The total number of road traffic collisions (RTC's) (RR23)

RTC's involving all types of Service vehicles was 62 which, is an increase of 6 from the previous year, but still remained under target by 10 (14%).

- iii. Appliance collision whilst responding to incidents (RR31)

MFRA fire appliances responded on 31,734 occasions in 2021/22 to 18,287 incidents. This driving activity is deemed as the Services most risk critical category.

There were 27 collisions involving appliances responding under blue lights, a decrease of 7 on the previous year and 1 below target. This performance indicator has seen a noticeable improvement.

The trend for this LPI was moving forward under 10mph with 23 (85%) of the 27 collisions being in this category.

The Service has progressed 24 new EFAD qualified drivers during 2021/22.

- iv. Appliance collision whilst engaged in routine activities/movements (RR32)

MFRA appliances were involved in 59,077 routine movements in 2021/22. This is 11,959 more movements than the previous year.

The total number of appliance collisions whilst engaged in routine activities increased by 13 to 27. This is equal to the predicted target.

The trend for this LPI was moving forward at low speed (<10mph) with 20 (74%) of the 27 incidents falling into this category.

The Service has progressed 16 new LGV drivers into the operational environment during 2021/22.

- v. Collisions involving light vehicles (RR33 & RR34)

MFRA light fleet consists of 154 vehicles to service the needs of the Authority and the community.

There were 8 light vehicle collisions, a reduction of 2 on the previous year and 11 below target.

In analysing the data for trends, 5 of the 8 collisions occurred whilst moving forward (<10mph), 2 whilst reversing (<10mph), and 1 whilst stationary.

Collisions involving light vehicles whilst responding e.g. Senior Officer/specialist response, remained at 0 for another consecutive year.

12. Near miss reporting ([WR31](#))

i. 71 near miss reports/safety observations were recorded for 2021/22, a reduction of 23 from the previous year and likely attributable to:

- The impact of COVID-19, with a lack of movement, training, and less occupation of premises, subsequently recording a decline in near miss reporting figures.
- The positive culture of staff in relation to H&S meaning there are less incidents to report on.

13. The detail within this report and supporting annual report (Appendix A) provide evidence of a positive health and safety culture within the Service, which continues to be the focus of the H&S Department and SLT.

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### **Equality and Diversity Implications**

14. This report informs the Authority's performance under its HS&W Policy and supporting procedures, which are subject to current Equality Impact Assessments.

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### **Staff Implications**

15. HS&W is integral to the management of all members of staff.

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### **Legal Implications**

16. The HS&W Report provides evidence of compliance with the 'Health and Safety at Work Act 1974' and Regulations made pursuant to that Act, and other associated H&S legislation.

17.

A failure in compliance may lead to a litigation claim with a financial impact on the Authority budget.

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### **Financial Implications & Value for Money**

18. The positive work undertaken by the H&S Department affects the amount of litigation and repair costs that the Authority is liable for. In being proactive and working closely with other internal stakeholders in reducing accidents and injuries, it provides a safer work environment and avoids the indirect costs of a poor H&S culture – staff absence, sick pay, legal costs, claims, reputational impacts, etc.

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### **Risk Management, Health & Safety, and Environmental Implications**

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19. Full details are contained throughout the report.

**Contribution to Our Vision: *To be the best Fire & Rescue Service in the UK.***

*Our Purpose: Here to serve, Here to protect, Here to keep you safe.*

20. By ensuring staff are the safest they can be through suitable and sufficient provision of information, instruction, training and supervision, in line with legal and moral compliance.

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### **BACKGROUND PAPERS**

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N/A

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### **GLOSSARY OF TERMS**

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<b>MFRA</b>	Merseyside Fire & Rescue Authority
<b>MFRS</b>	Merseyside Fire & Rescue Service
<b>H&amp;S</b>	Health and Safety
<b>HS&amp;W</b>	Health Safety & Welfare
<b>LPI</b>	Local Performance Indicator
<b>PMG</b>	Performance Management Group
<b>RAG</b>	Red, Amber, Green
<b>HO</b>	Home Office
<b>RFF</b>	Recruit Firefighter



# Annual Health & Safety Report 2021/22

## Merseyside Fire & Rescue Service

Compiled by GM Craig Whitfield  
Health & Safety Manager



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# INTRODUCTION

Welcome to the Annual Health & Safety (H&S) report for the period of April to April 2021/22. This report provides detailed data of the Health, Safety & Welfare (HS&W) performance of Merseyside Fire & Rescue Service (MFRS) against the 2021/22 pre-determined Local Performance Indicators (LPI's).

The report ensures that the Strategic Leadership Team (SLT) and the Merseyside Fire & Rescue Authority (MFRA) are informed in regard to the current HS&W performance and provides assurance that the Service complies with its corporate policy, legal obligations and overall H&S performance requirements.

It has been prepared using data from the Authority's HS&W Management System, OSHENS, and from the Business Intelligence Department. The data is presented using detailed charts/graphs and covers LPI's which are either performance led or are monitoring only.



LPI figures are set by the H&S Manager on behalf of the Authority and in line with the MFRS Service Plan. The figures are drawn from empirical data/statistics and are approved and governed through the Performance Management Group (PMG). LPI's are reviewed annually.

***“The MFRA, the Chief Fire Officer and the Strategic Leadership Team, through visible leadership, ensure that Health Safety and Welfare is a priority”***

# Merseyside Fire & Rescue Authority Health, Safety & Welfare Management Arrangements

MFRA and the Chief Fire Officer (CFO) are fully committed to ensuring the HS&W of all MFRS employees and the communities MFRS serve to deliver Our Purpose; '*Here to serve. Here to protect. Here to keep you safe*'.

The Authority achieves this by ensuring that duties under the Health & Safety at Work etc. Act 1974, and The Management of Health and Safety at Work Regulations 1999 are met, in order to prevent injury or illness to employees, contractors and members of the public who may be affected by MFRS work activities.

MFRA are fully committed to compliance with all relevant H&S legislation, Statute, Regulations, Directives and Approved Codes of Practice and regard compliance as the basic minimum standard. MFRA recognise that a 'positive safety culture' in the workplace only exists when Health and Safety is understood and accepted as a high priority.

MFRA and the CFO are responsible for ensuring that the HS&W policy is implemented and that responsibilities are assigned, accepted and fulfilled at all levels within MFRS.

The MFRA, CFO and the Strategic Leadership Team, through visible leadership, ensure that Health, Safety and Welfare is a priority and in doing so encourage shared beliefs, practices, values and attitudes within the organisation to promote a positive safety culture.

The Assistant Chief Fire Officer (ACFO) maintains overall responsibility for MFRS H&S Management on behalf of the CFO. The H&S Manager along with the Occupational Health (OH) Manager are responsible for the day to day management of HS&W on behalf of the MFRA CFO.

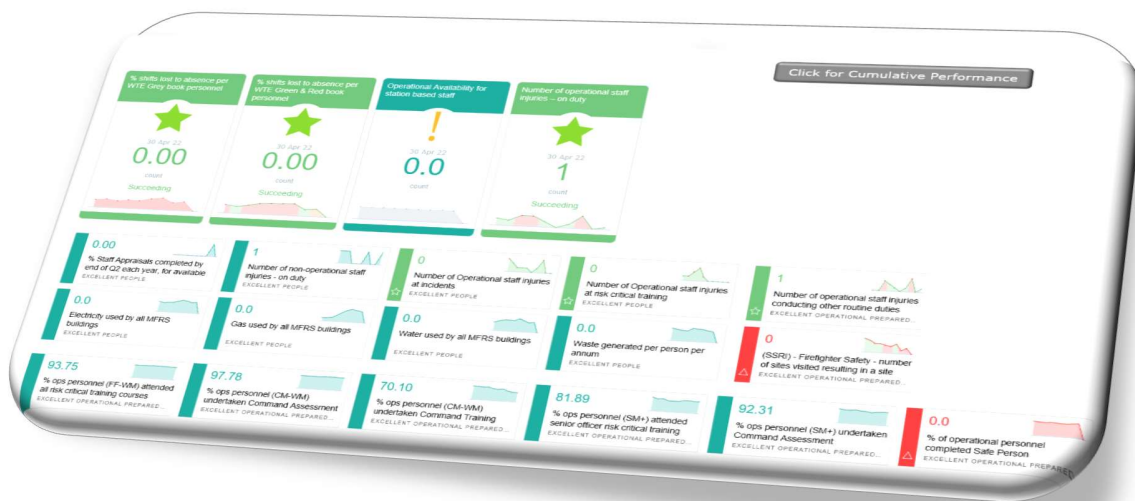
# Health & Safety Performance

## Workplace

Workplace performance monitors accidents and injuries in the workplace and is managed via six key LPI's. Four of the LPI's are performance led and the remaining two are for monitoring only. The governance for Workplace is managed via the Workplace Review Group (WPRG) which has cross departmental membership. LPI's are broken down into:

### LPI Performance

- Number of operational staff injuries on-duty (LPI WR13)
- Number of operational staff injuries at incidents (LPI WR33)
- Number of operational staff injuries at risk critical training (LPI WR34)
- Number of operational staff injuries conducting other routine activities (LPI WR22)



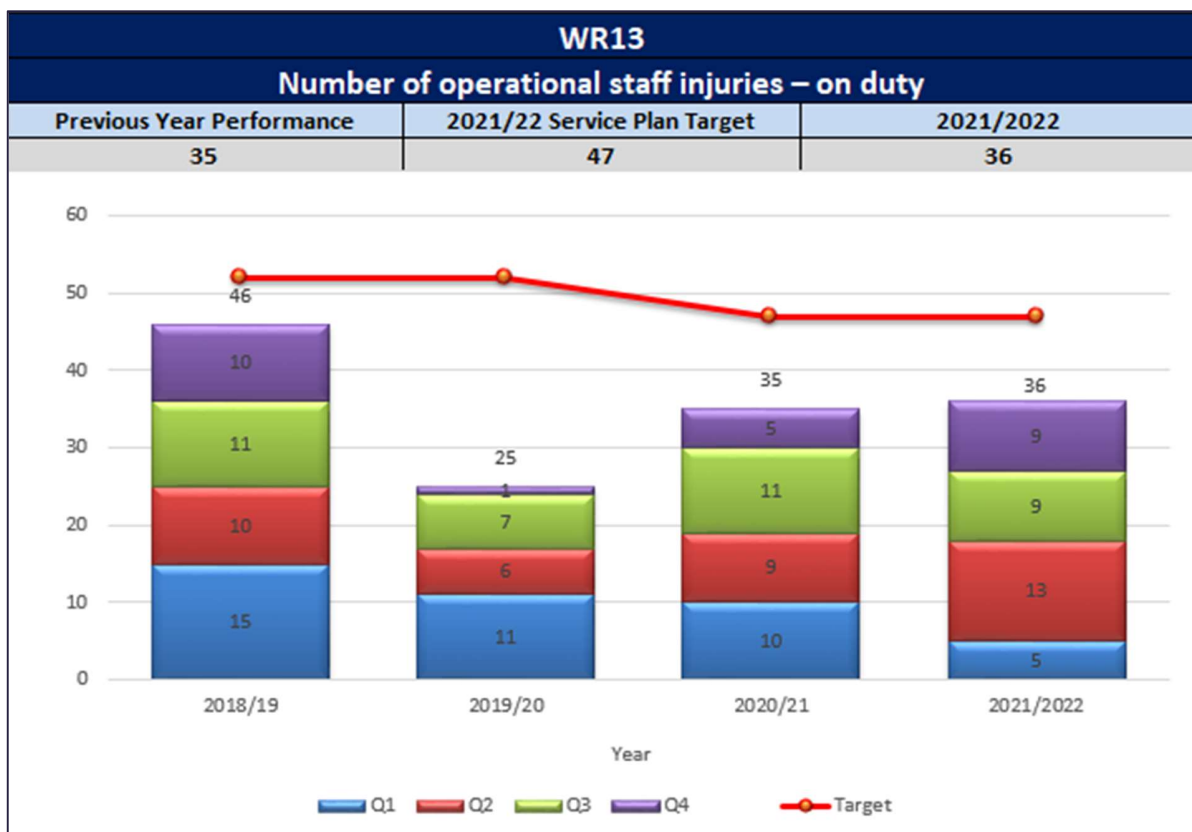
### LPI Monitoring

- Number of non-operational staff injuries on-duty (LPI WR32)
- Reporting of the levels of Near Miss reports recorded by the Service (LPI WR31)

The H&S Department also monitor and manage additional areas of performance and H&S compliance during the year, delivered via audit, inspection and active monitoring; the details of this are also contained within this report.

## Overall Number of Operational Staff Injuries On-duty

During 2021/22 there were a total of 36 injuries to operational staff, an increase of 1 from the previous year. 27 of the 36 members of staff remained on duty and of the 9 who went off duty, 4 returned to work within 7 days.

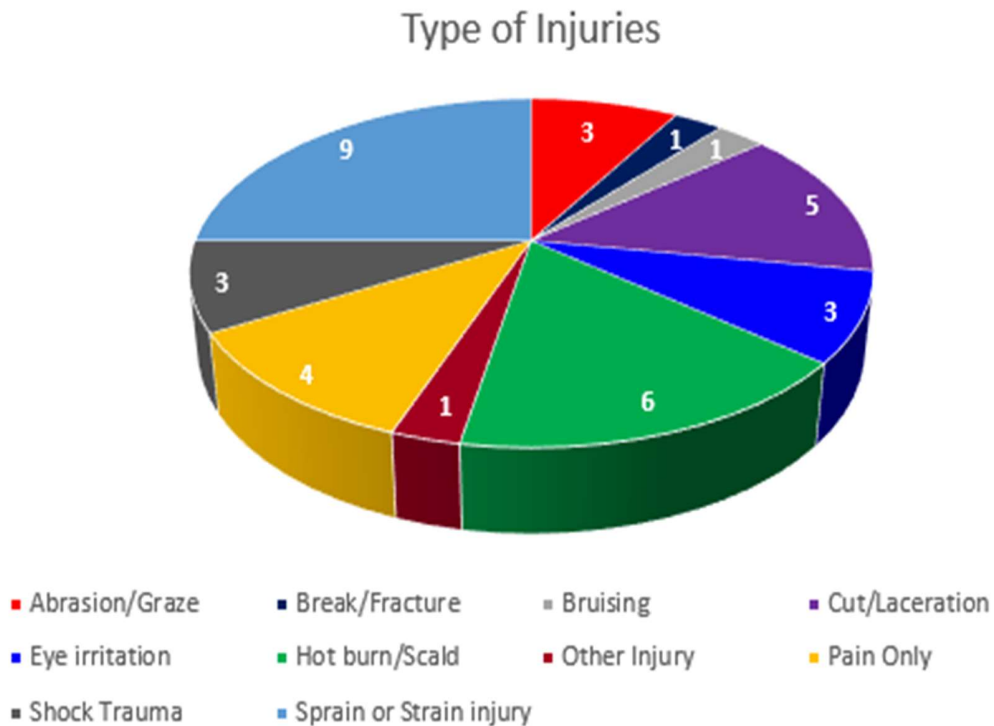


There were a total of 95 duty days lost through staff injuries which is a decrease of 4 on the previous year. 38 of the days lost were due to one individual on long term sickness and the remaining 57 days were spread across the other 8 members of staff.

Trend analysis shows, that where duty days were lost, 7 of the 9 staff members were found to be above the age of 30. Also, sprain and strain injuries were most common, with 9 of the 36 injuries (25%) falling into this category.

The full break down of injury type amongst operational staff for 2021/22 is detailed on the following page:

## Injuries

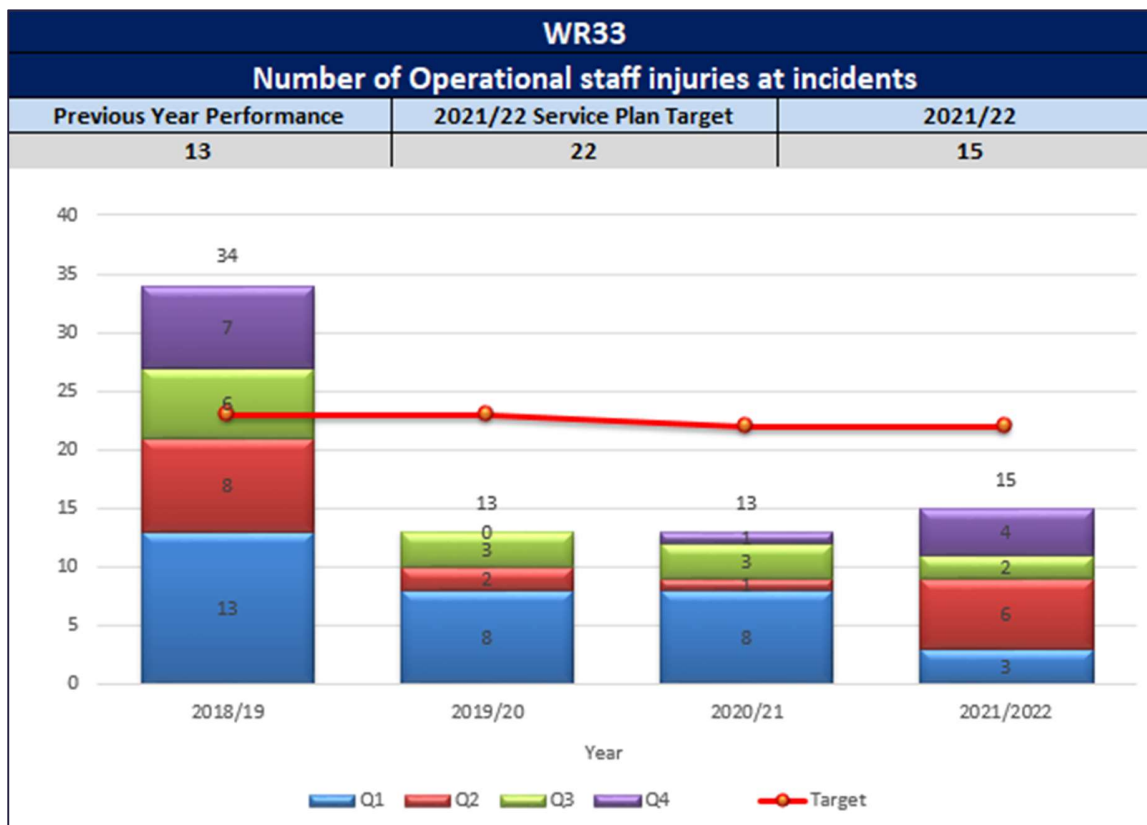


MFRS has an established positive reporting culture, with staff comfortable and confident in reporting injuries without reprisal, even when minor in nature. For example; 4 members of staff reported 'Pain only' injuries which primarily related to a muscular discomfort during the course of their duties. All remained on duty and did not suffer any long lasting effects and historically, this is something that may not have been reported.

The breakdown of injuries into the individual Workplace LPI's, both performance led and monitoring only, are displayed in the following pages.

## Number of Operational Staff Injuries at Incidents

Of the total 36 operational staff injuries whilst on-duty, 15 occurred at incidents. This is a slight increase of 2 from the previous year however, remains significantly below the predicted target of 22.



MFRS attended 18,287 operational incidents in 2021/22 which was supported by 31,734 appliance movements. Of the total 15 operational injuries, 11 remained in work which indicates the injury was minor in nature and further highlights the positive reporting culture amongst staff. Of the 4 who went off duty, 3 returned to work within 12 days and the remaining individual was on long term sickness due to sprain/strain injuries, caused through manual handling activities.

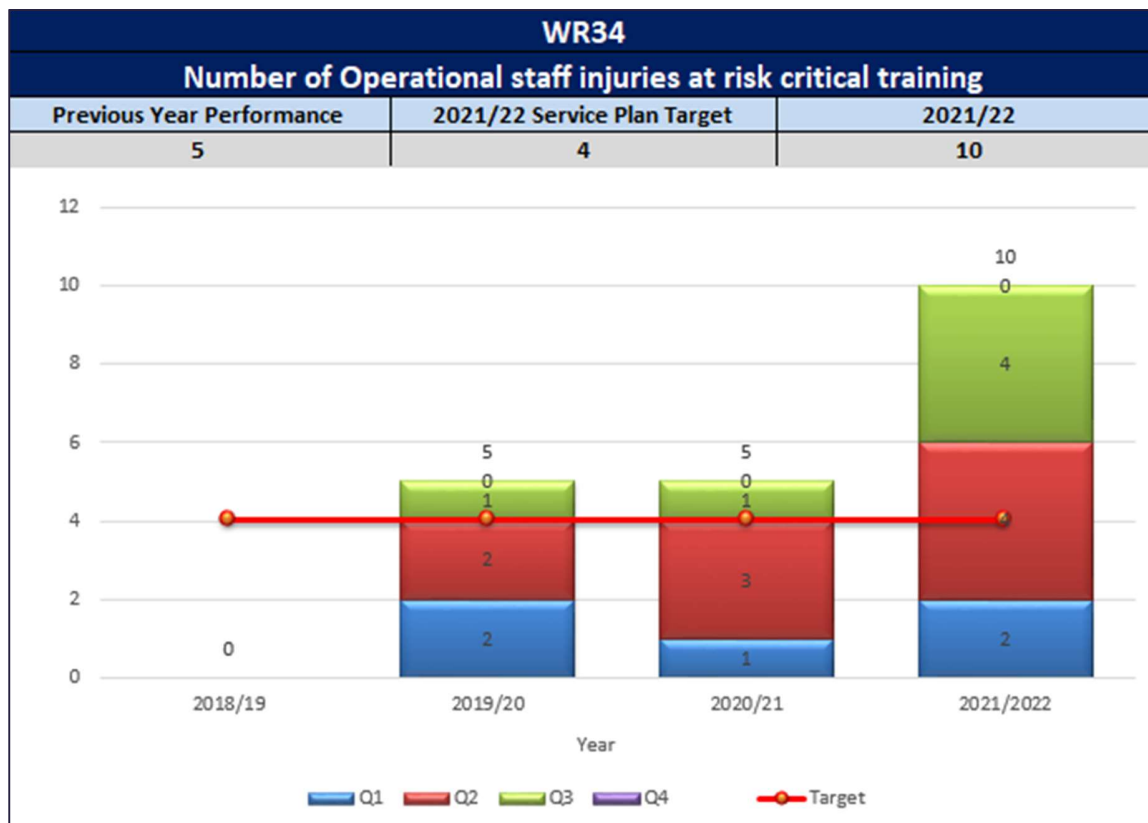
The total duty days lost for operational staff whilst at incidents was 22 days, a reduction of 7 on the previous year. The reduction is a significant and positive result.

## Number of Operational Staff Injuries at Risk Critical Training

The H&S Department have monitored injuries at risk critical training as a standalone LPI since 2018/19. Prior to this, it was included in the operational injuries at incidents LPI.

10 individuals were injured during risk critical training, 3 of which went off duty. 3 of the 10 injuries occurred during the same event. The 3 members of staff reported some reddening of the skin and small blistering to their hands following realistic fire behaviour training however, all remained on duty.

The figures indicate that the injuries were generally minor in nature and that the training environment is being managed well through risk assessment and operational managers.



MFERS is fully committed to its vision, *“to be the best Fire and Rescue Service in the UK”* and as such, devotes a substantial amount of time to risk critical training, ensuring Firefighters and Commanders are the best they can be. In 2021/22, the following training took place:

281 core training courses were completed consisting of:

- 65 Breathing Apparatus (BA) courses with approx. 6 attendees per course;
- 13 Realistic Fire Behaviour Training (RFBT) courses with approx. 8-10 attendees per course;
- 45 Road Traffic Collision (RTC) courses with approx. 8 attendees per course;
- 40 Safe Working At Height (SWAH) courses with approx. 4 attendees per course
- 118 Hazardous Materials (HAZMAT) courses with approx. 4 attendees per course.

A range of additional realistic training was undertaken which included but was not restricted to:

- 80 Off-site station exercises
- 24 Tactical exercises organised by stations
- 3 Tactical exercises organised by the Training & Development Academy (TDA)
- 3 'Control Of Major Accident Hazards' (COMAH) live exercises
- 41 High Rise exercises using the Gaywood Green high rise block in Kirkby
- 6 Marauding Terrorist Attack (MTA) exercises
- 3 Exercises at Liverpool John Lennon Airport (JLA) in Speke.



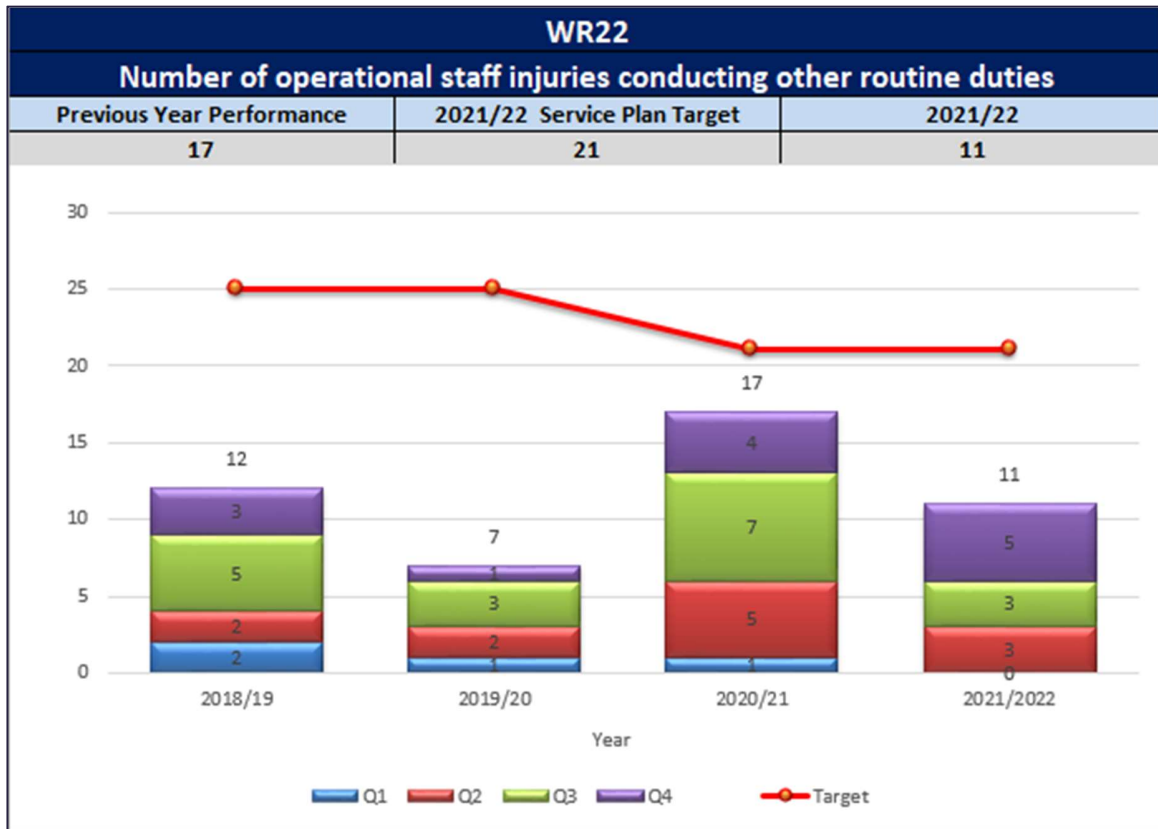
Core training was up 68% from the 2020/21 period, whilst off-station exercises and other training, detailed above, increased by nearly 75%, highlighting the increased exposure that operational staff had to risk critical training events as Covid restrictions eased.

3 recruit courses were delivered during 2021/22, each of which lasts 16 weeks in duration and has approximately 20 Recruit Firefighters (RFF) on.

Individual training blocks are aligned daily to the training planner across all stations and amount to approximately 8000 x 2hour 45minute training periods per year. However, in actual terms and for the earlier part 2021/22, this figure continued to be adversely, but not significantly affected by the Covid-19 Pandemic.



## Number of Operational Staff Injuries Conducting Other Routine Activities



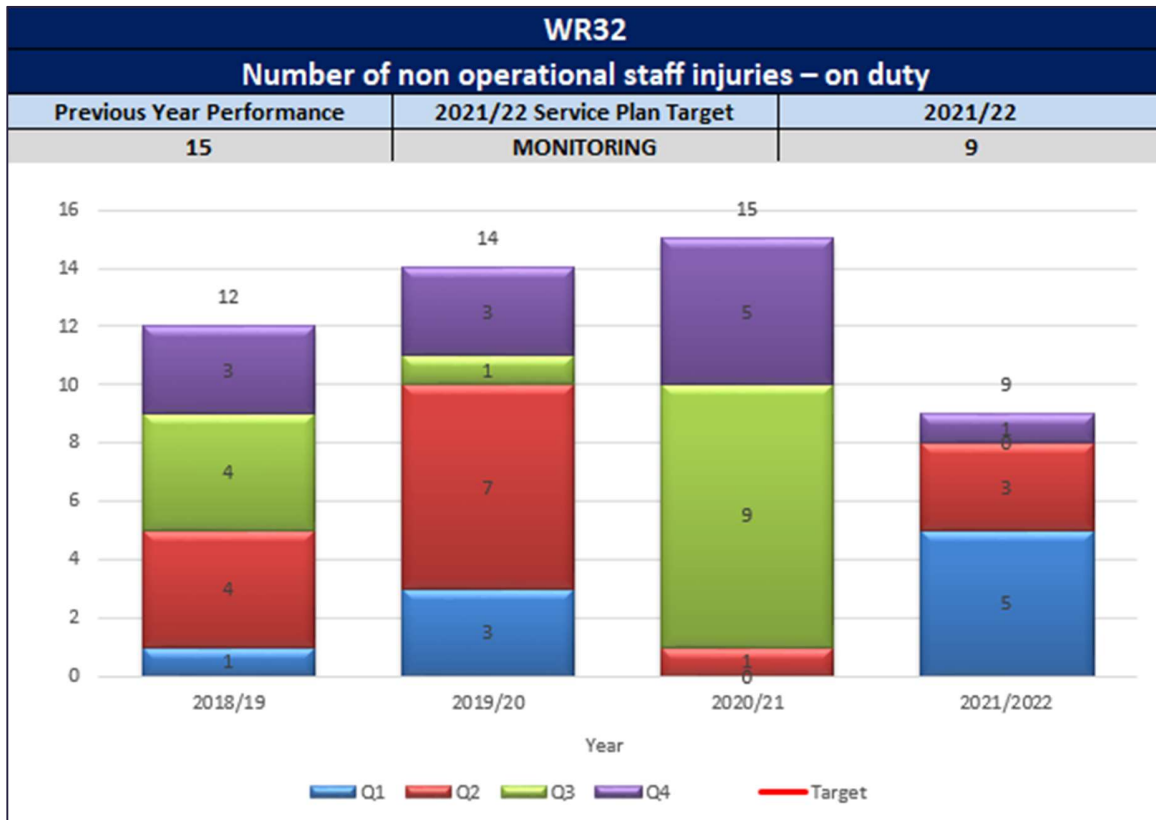
During routine activity in 2021/22, 11 injuries occurred which seen a decrease of 6 on the previous year.

Of the 11 individuals who were injured, 9 remained on duty highlighting their injuries were minor in nature. Only 2 individuals went off duty, which is a 50% decrease on the previous year.

The 2 injuries were individuals went off-duty resulted in 20 duty days being lost which is a decrease of 50 duty days on the previous year.

3 injuries occurred to staff in the age range of 30-34 whilst the remaining 8 were evenly spread across the broad age ranges of 25-29, 35-39, 45-49 and 50-54. No significant age trend was identified.

## Number of Non-operational Staff Injuries On-duty

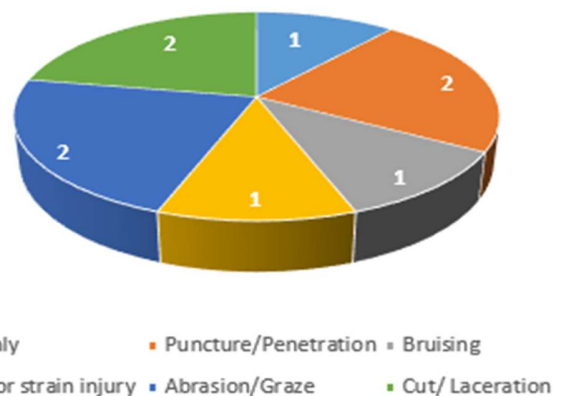


There were a total of 9 non-operational staff injuries in 2021/22, a decrease of 6 from the previous year. All 9 individuals remained on duty.

Specific age ranges for this category were varied with no particular trend identified:

- 20-24 = 3 members of staff
- 30-34 = 2 member of staff
- 40-44 = 1 member of staff
- 50-54 = 2 members of staff
- 60-64 = 1 members of staff

Non-Operational Staff Injuries

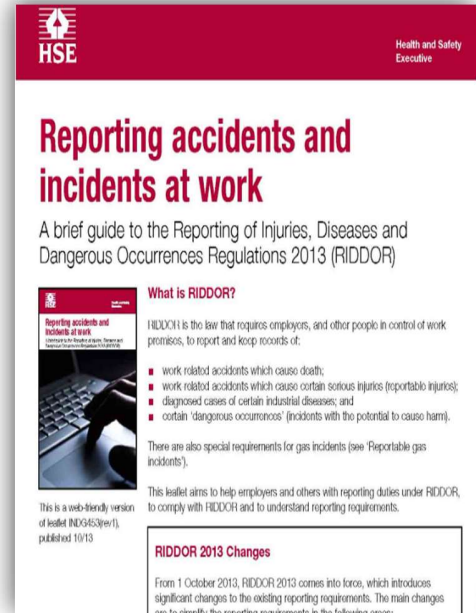


Injuries were also varied, minor in nature and had no particular trend identified.

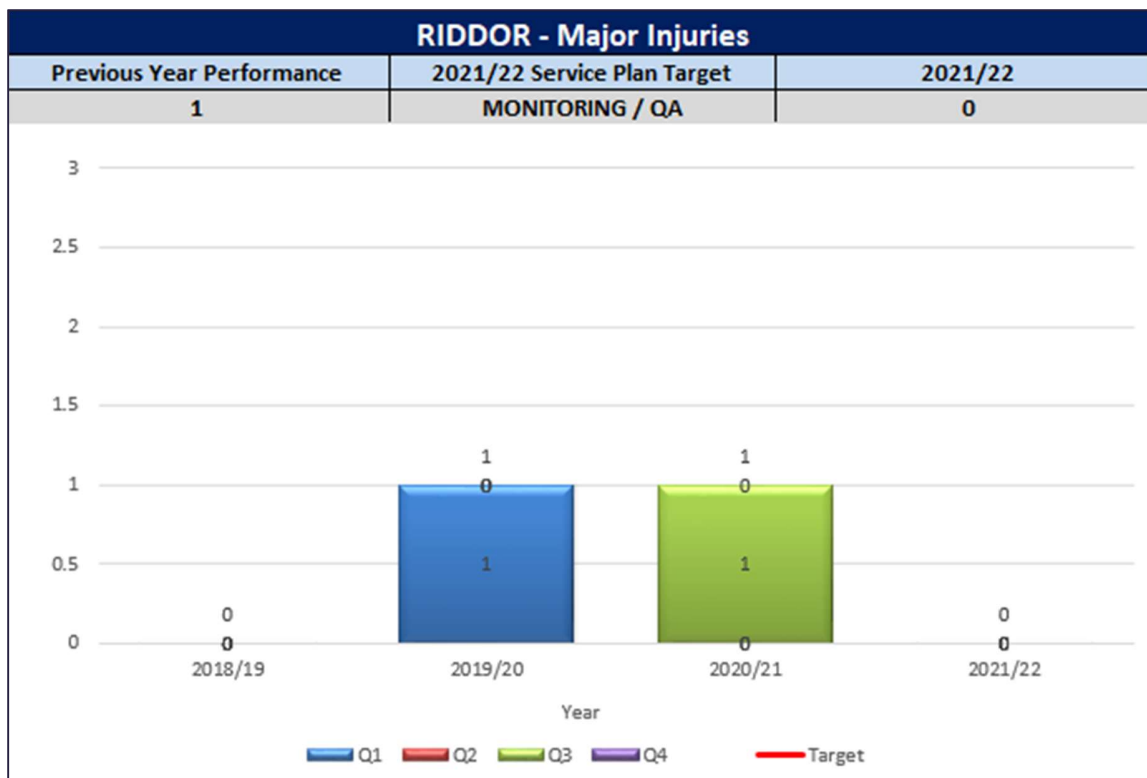
# Reporting of Injuries, Diseases and Dangerous Occurrences Regulations - RIDDOR

RIDDOR puts duties on employers, the self-employed and people in control of work premises (the Responsible Person) to report certain serious workplace accidents, occupational diseases and ‘specified’ dangerous occurrences (near misses).

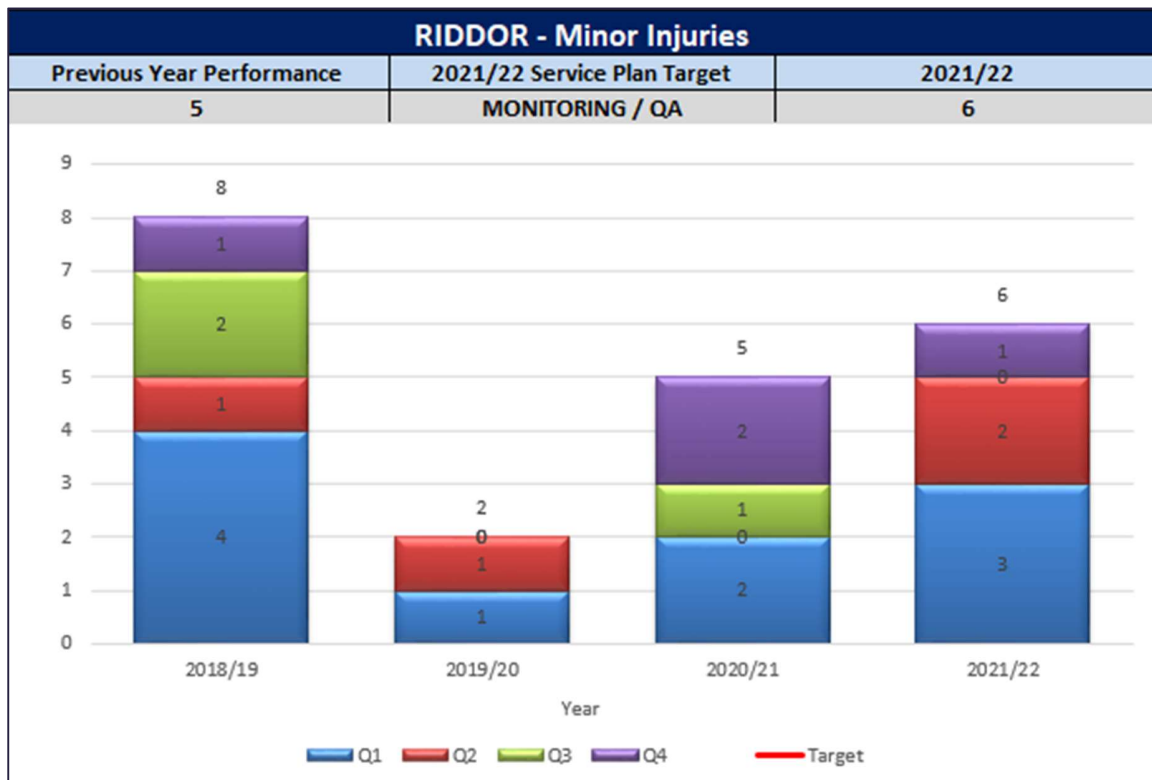
Under the Reporting of RIDDOR 2013, MFRA must report the specific categories under ‘Major Injury’ to the enforcing Authorities where occurrences happen ‘out of or in connection with work’. The Health & Safety Department reports the occurrences to the Health & Safety Executive (HSE) on behalf of MFRA.



There were no reportable Major injuries during 2021/22, a reduction of 1 on the previous year.



Under the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013, MFRA must report specific categories where an 'over 7-day absence' occurs when the cause is 'out of or in connection with work'. The Health & Safety Team reports the occurrences to the HSE on behalf of MFRA.



There were 6 **Minor** injuries reported to the HSE during 2021/22, an increase of 1 on the previous year. Two were sprain or strain injuries; one was pain injury; one a hot burn/scald; one cut/laceration and one break/fracture. 3 of the 6 individuals injured were in the age bracket 30-34 and all of individuals were male. No other trends were identified.

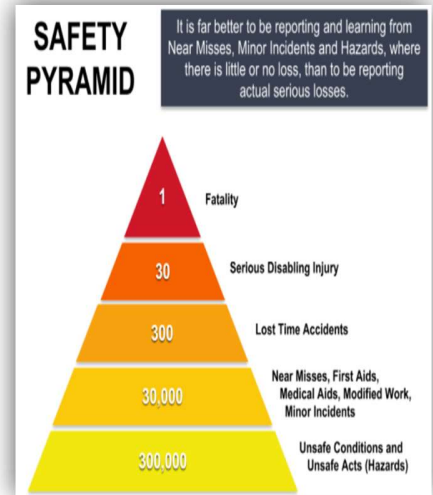
## Accident & Injury benchmarking

MFRA's accident and injury figures are submitted to the Home Office (HO) annually. The HO collates figures from all FRS's which are published in annual data tables enabling H&S Manager's to measure and benchmark performance nationally. Annual data tables are published in October of each year and therefore are not included in this report. Benchmarked accident & injury performance will be presented in a supplementary report later in the year.

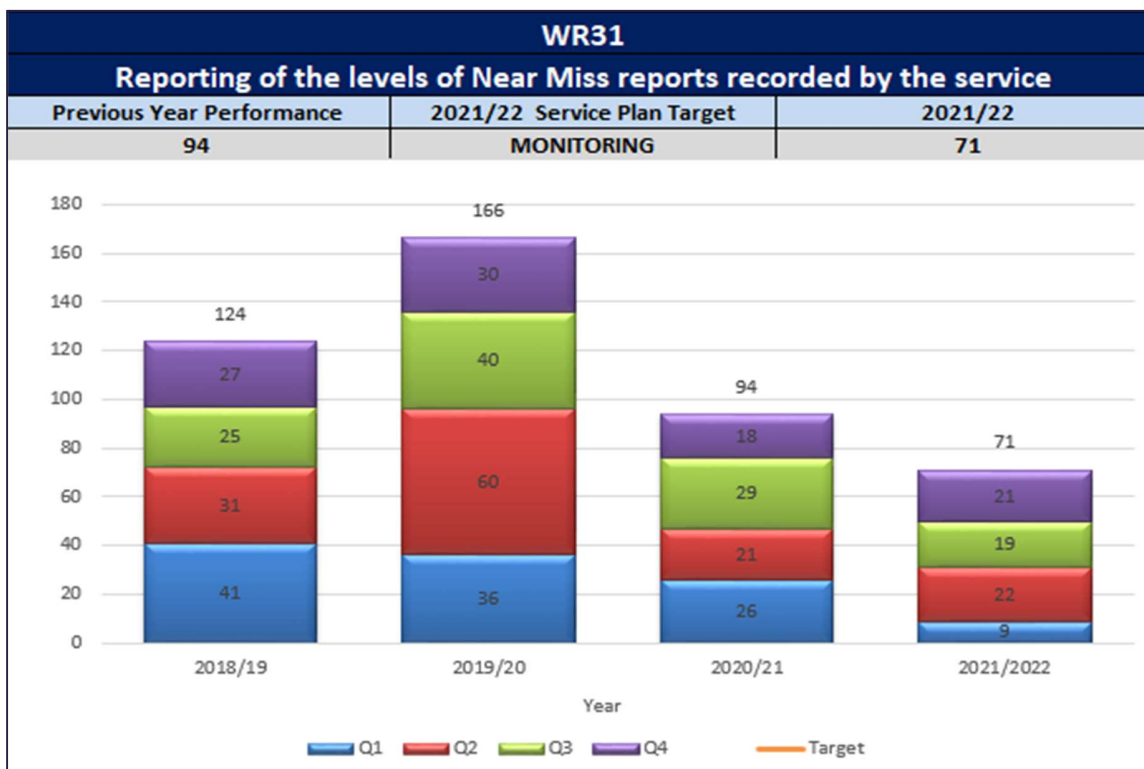
# Reporting of the levels of Near Miss reports recorded by the Service

A near miss is an incident that would have resulted in a loss such as an injury or property damage, under only slightly different circumstances.

Near Misses in MFRS are recorded through the OSHENS system and can be accessed by any member of staff. They help highlight safety issues when injury does not occur, helping prevent any future occurrence. Near Miss reporting is continuously promoted by the H&S Department as it contributes to a positive H&S culture within the Service.



A total of 71 Near Misses were recorded during 2021/22. This is 23 less than the previous year and remains the second consecutive year it has been lower than the 2019/20 period. The reduction is likely attributable to the impact of COVID-19 on the Service, with lack of movement, reduced training and less occupation of premises. Continuing to promote Near Miss reporting which, may see an increase in figures, will remain a focus for the 2022/23 period.



## Road Risk

Road Risk performance monitors all vehicle collisions and is managed via seven key LPI's. Five of the LPI's are performance led and the remaining two are for monitoring only. The governance for road risk is managed via the Road Risk Review Group (RRRG) which has cross departmental membership. LPI's are broken down into:



### LPI Performance

- The total number of RTC's involving fire service vehicles (LPI RR23)
- The number of Road Traffic Collisions (RTC's) where a Fire Appliance hit other vehicle or object whilst responding to an operational incident (LPI RR31)
- The number of RTC's where a Fire Appliance hit other vehicle or object whilst engaged in routine activity (LPI RR32)
- The number of RTC's where a light vehicle hit another vehicle or object whilst responding to an operational incident (LPI RR33)
- The number of RTC's where a light vehicle hit other vehicle or object whilst engaged in routine activity (LPI RR34)

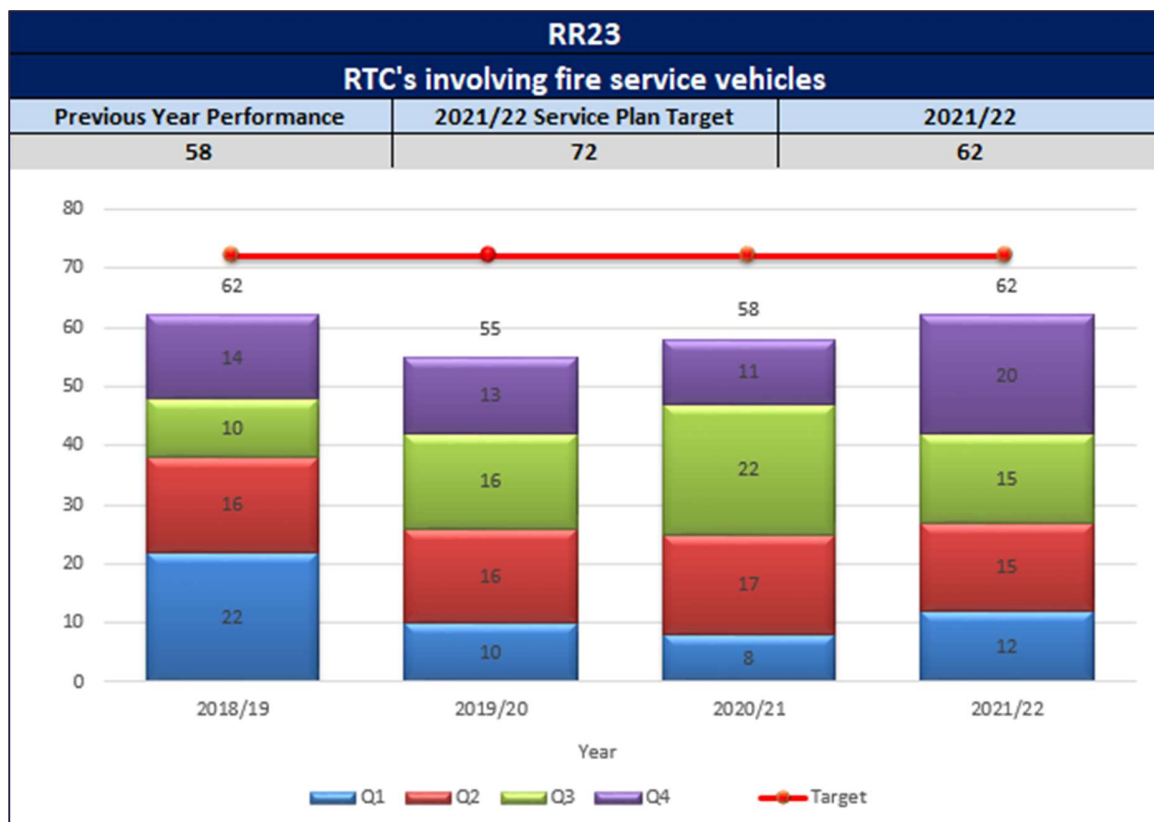
### LPI Monitoring

- Other vehicle damage caused whilst any vehicle is stationary during response or routine activity (LPI RR35)
- Service vehicle hit by other 3<sup>rd</sup> party vehicle (LPI HBOV)

## Total Number of RTC's Involving Service Vehicles

MFRA operate 228 vehicles across its fleet and have covered well in excess of 1 million miles in 2021/22, for both blue light response and routine activity.

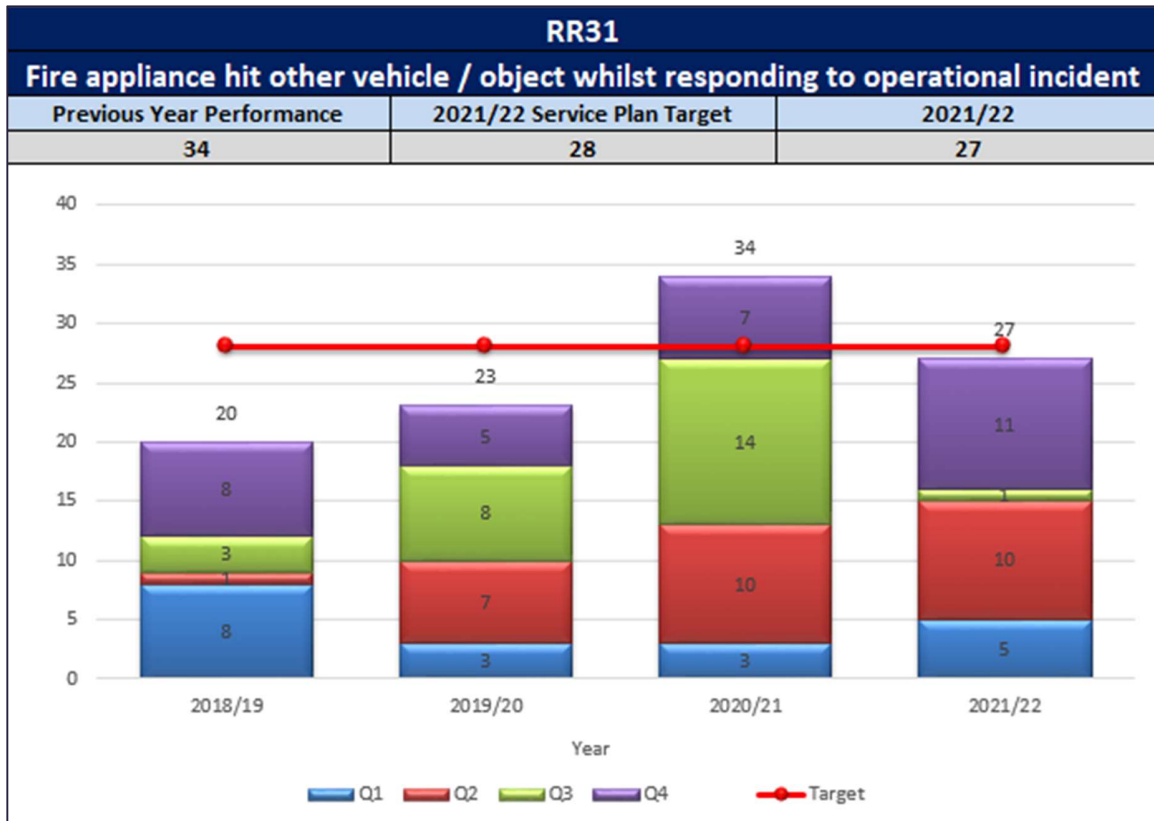
The total number of RTC's involving all types of Service vehicles was 62 in 2021/22, and although an increase of 6 on the previous year, it is still under target by 10.



All road traffic collisions are reviewed at the RRRG which is chaired by the H&S Manager. The group decide what the appropriate course of action for each incident is, with support/development put in place for the individuals involved in the collisions, with the aim of preventing further occurrence.

# Fire Appliance Hit Other Vehicle/Object Whilst Responding to Operational Incidents

MFRA fire appliances responded on 31,734 occasions to 18,287 incidents in 2021/22, with this activity deemed as the Services most risk critical driving category.

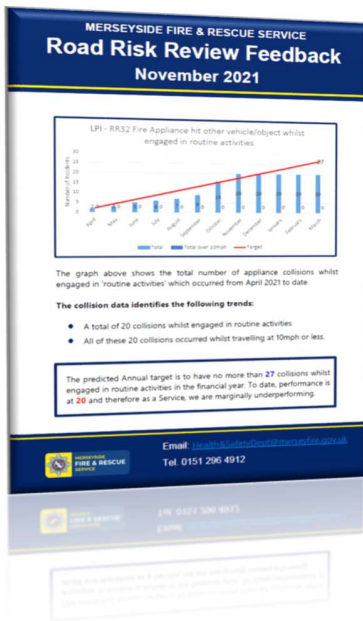


There were 27 collisions involving appliances responding under blue lights, a decrease of 7 on the previous year and 1 below target.

When reviewing the 27 blue light collisions it was identified that the overwhelming trend for this LPI is moving forward under 10 mph, as 23 of the collisions (85%) were in this category. 2 collisions were whilst reversing under 10 mph, 1 was travelling forward over 10 mph and 1 collision occurred whilst moving forward with the speed unknown.

The Service introduced 24 new Emergency Fire Appliance Drivers (EFAD) qualified drivers in 2021/2022.



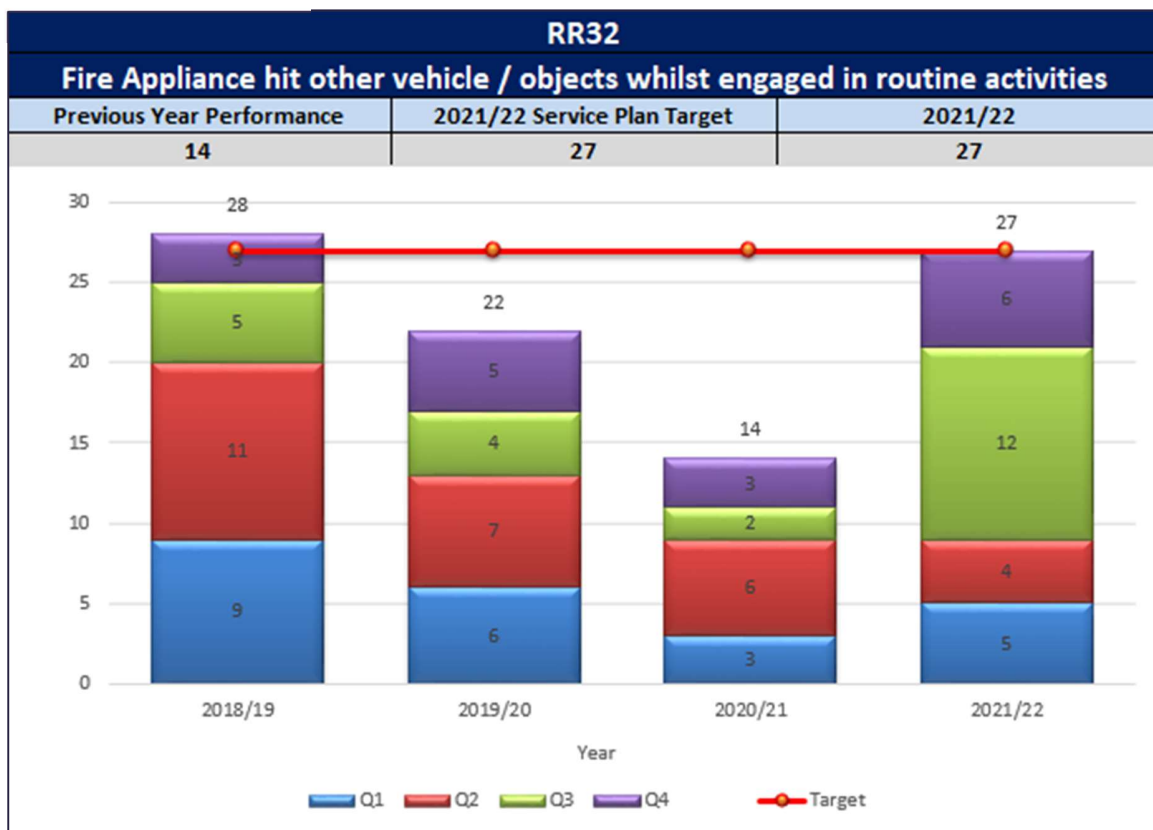


Frequent communications from the H&S Department are circulated highlighting the identified trends and areas of learning with the aim of reducing the number of incidents.

Station-based Station Managers (SM's) work closely with supervisory managers and staff to help educate and monitor the situation. Findings are discussed via monthly standardisation meetings and actioned through the RRRG.

## Fire Appliance Hit Other Vehicle/Object Whilst Engaged in Routine Activities

MFRA fire appliances were involved in 59,077 routine movements in 2021/22.

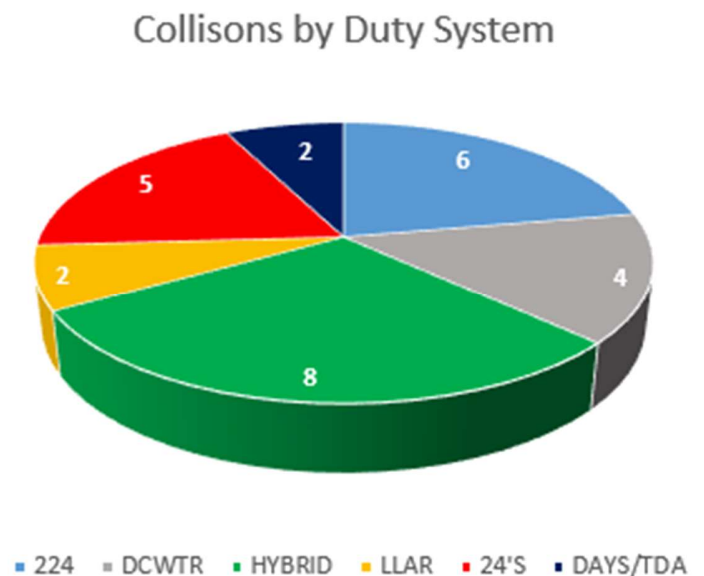


The total number of appliance collisions whilst engaged in routine activities increased by 13 to 27 for the year. This is equal to the predicted target.

Similar to blue light collisions, the trend for this LPI is moving forward at a low speed with 20 (74%) of the collisions occurring under 10 mph whilst moving forward. 1 collision occurred whilst travelling forward at an unknown speed. The other 6 collisions all occurred whilst reversing under 10 mph.

Additional trend analysis of collisions by duty system showed the following:

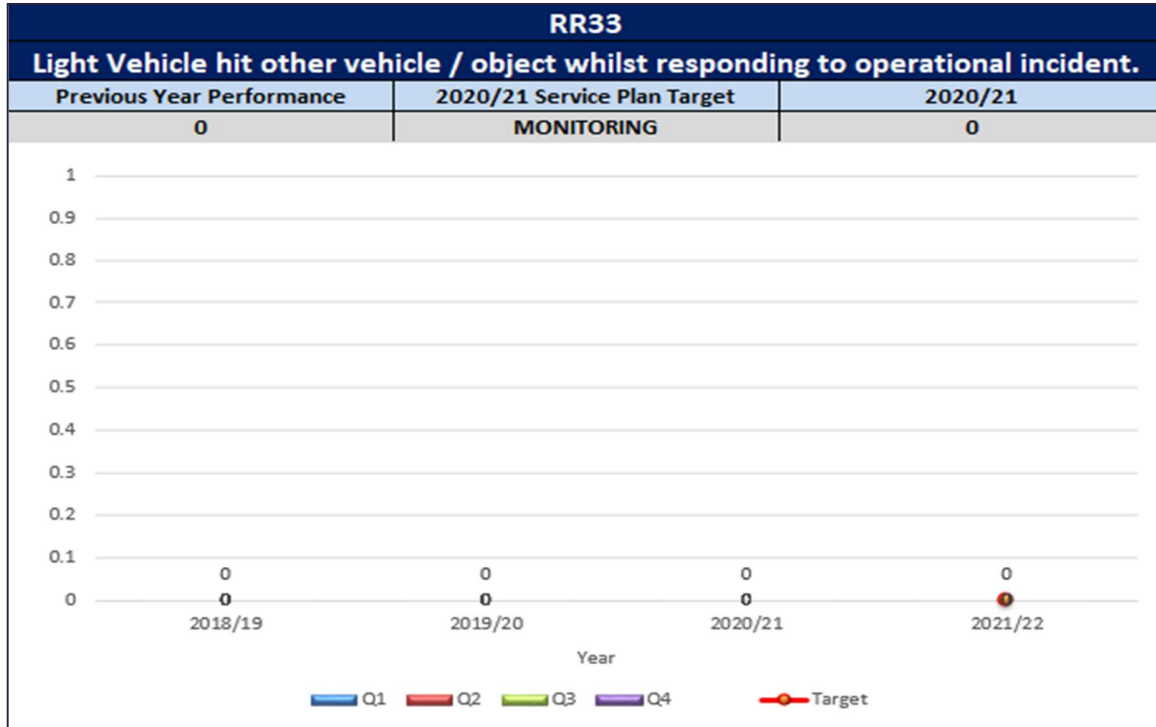
- 2-2-4 Duty System (224)
- Day Crew Wholetime Retained (DCWTR)
- Hybrid (HDCWTR)
- Low Level Activity & Risk (LLAR)
- Days / TDA



Collisions whilst engaged during routine activities were marginally higher amongst the Hybrid stations, with no significant trend identified across the remaining duty systems/stations. Hybrid stations generally have two appliances and are often the busier stations within their districts.

The Service has progressed 16 new LGV drivers into the operational environment during the 2021/22 period.

# Light Vehicle Hit Other Vehicle/Object Whilst Responding to Operational Incident



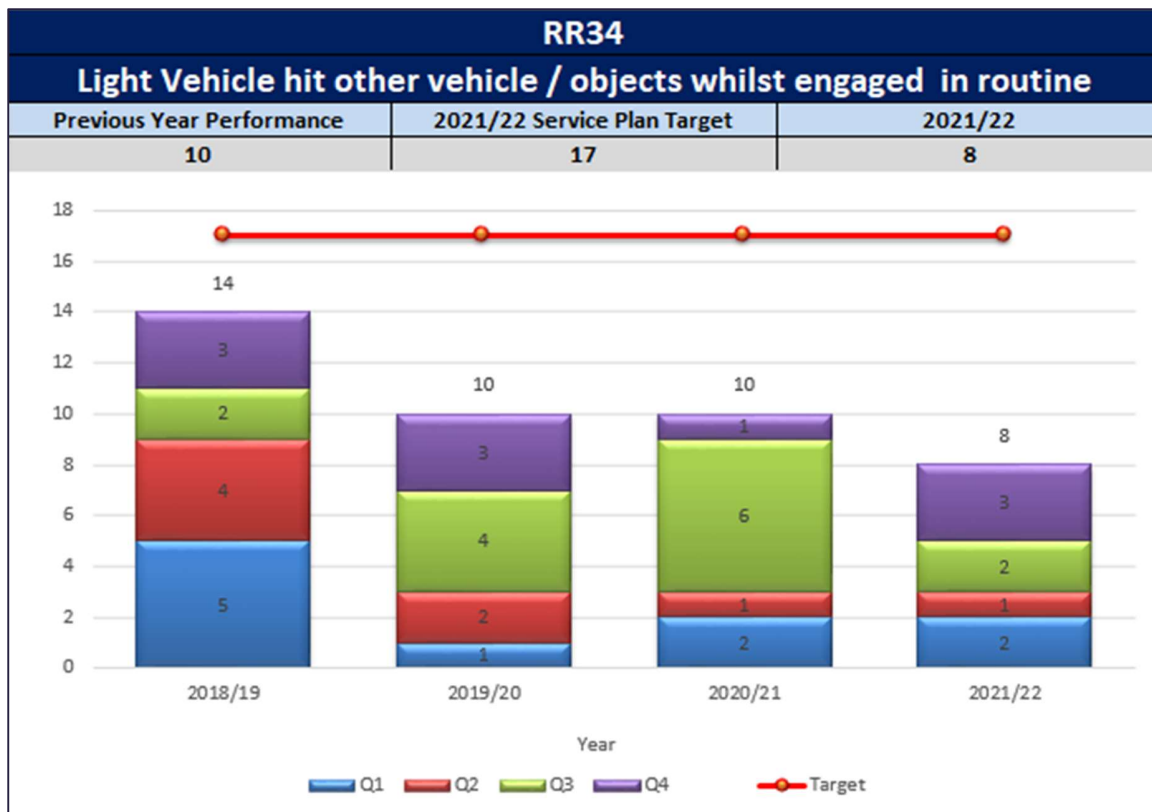
This category covers the blue light response by the Service in light vehicles which is generally the Senior Officer group during emergency response activity. This category is not given a target but is monitored for trends.

Senior Officers mobilised to operational incidents on 3361 occasions in 2021/22 and for the seventh year in succession there have been no collisions in this category.



## Light Vehicle Hit Other Vehicle/Object Whilst Engaged in Routine Activity

Vehicle collisions involving light fleet vehicles was 8, a reduction of 2 on the previous year.

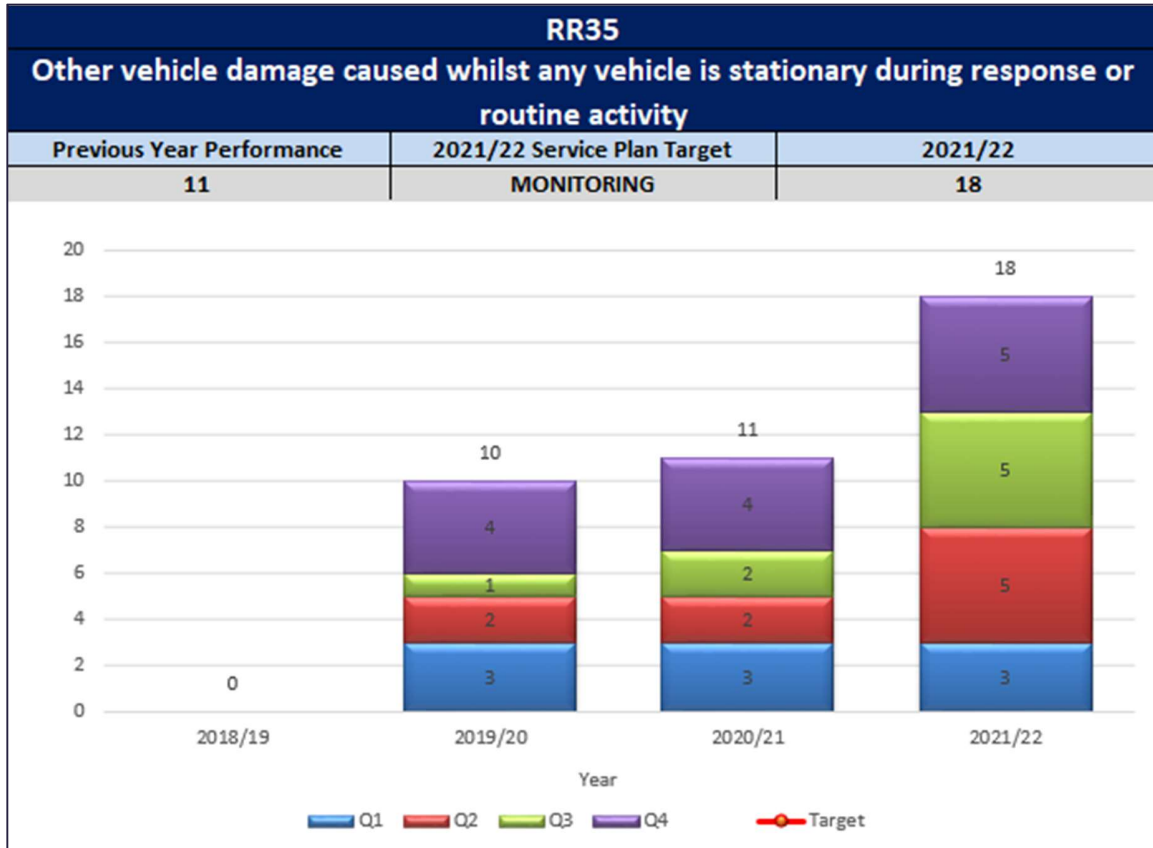


The LPI remained the same even though there was a marked increase in the use of light vehicles in order to assist with the response to the Covid-19 Pandemic i.e., parcel/prescription deliveries, supporting vaccinations, high risk home safety visits etc.

In analysing the data for trends, 5 of the 8 collisions (63%) occurred whilst moving forward under 10 mph; 2 occurred whilst reversing at under 10 mph and 1 collision occurred whilst moving forward over 10 mph.

This category has seen a cumulative 43% decrease in incidents over the past 4 years.

## Other Vehicle Damage Caused Whilst Any Vehicle is Stationary during Response or Routine Activity

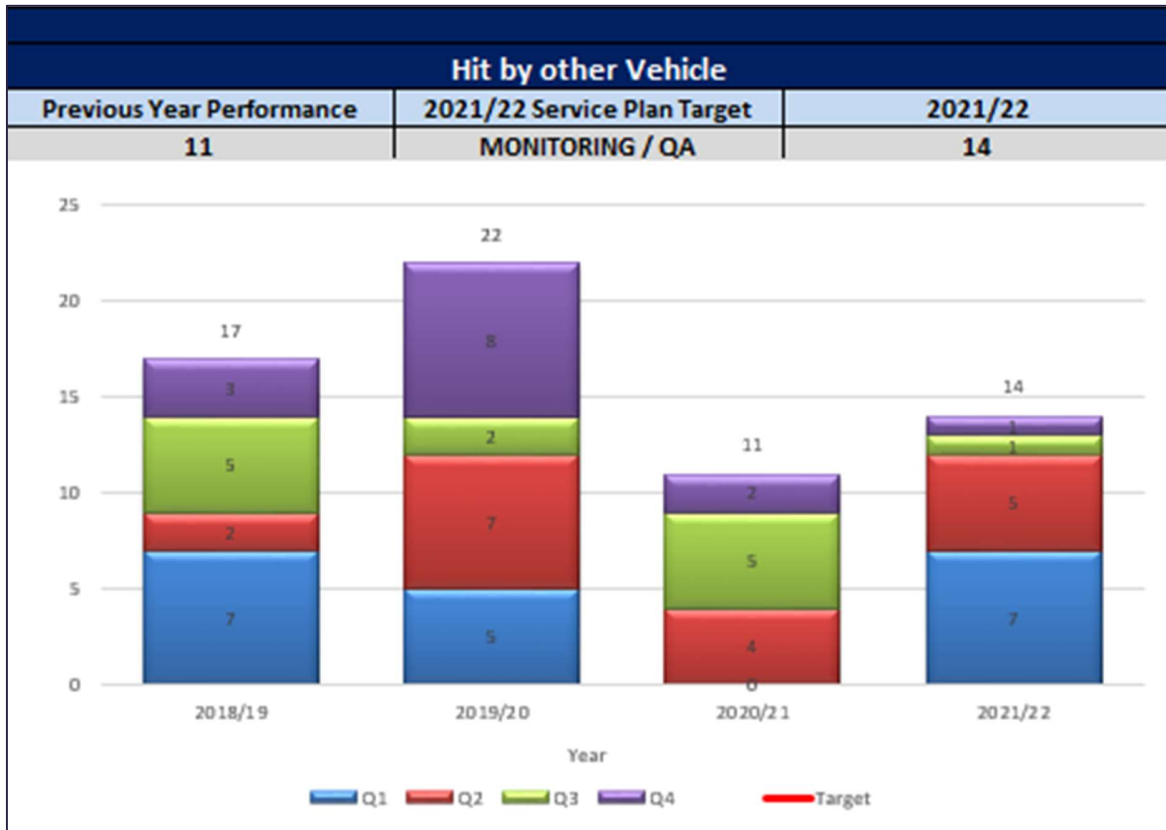


This category was introduced in April 2019 to capture vehicle damage which was not caused by a collision, for both fire appliances and light vehicles. This category is not given a target but is monitored for trends.

There have been 18 reports of vehicle damage whilst the vehicle is stationary during 2021/22. Whilst often difficult to establish cause the H&S Department proactively investigate all vehicle damage.

This type of vehicle damage is often only picked up at the time of taking ownership of vehicle, when conducting an 'A' routine inspection or when the vehicle attends workshops.

## Service Vehicle Hit by Other 3rd Party Vehicle



The RRRG monitors all collisions involving Service vehicles where a 3<sup>rd</sup> party has been at fault.

There were 14 collisions during 2021/22 which is 3 more than the previous year and 8 less than 2019/20.

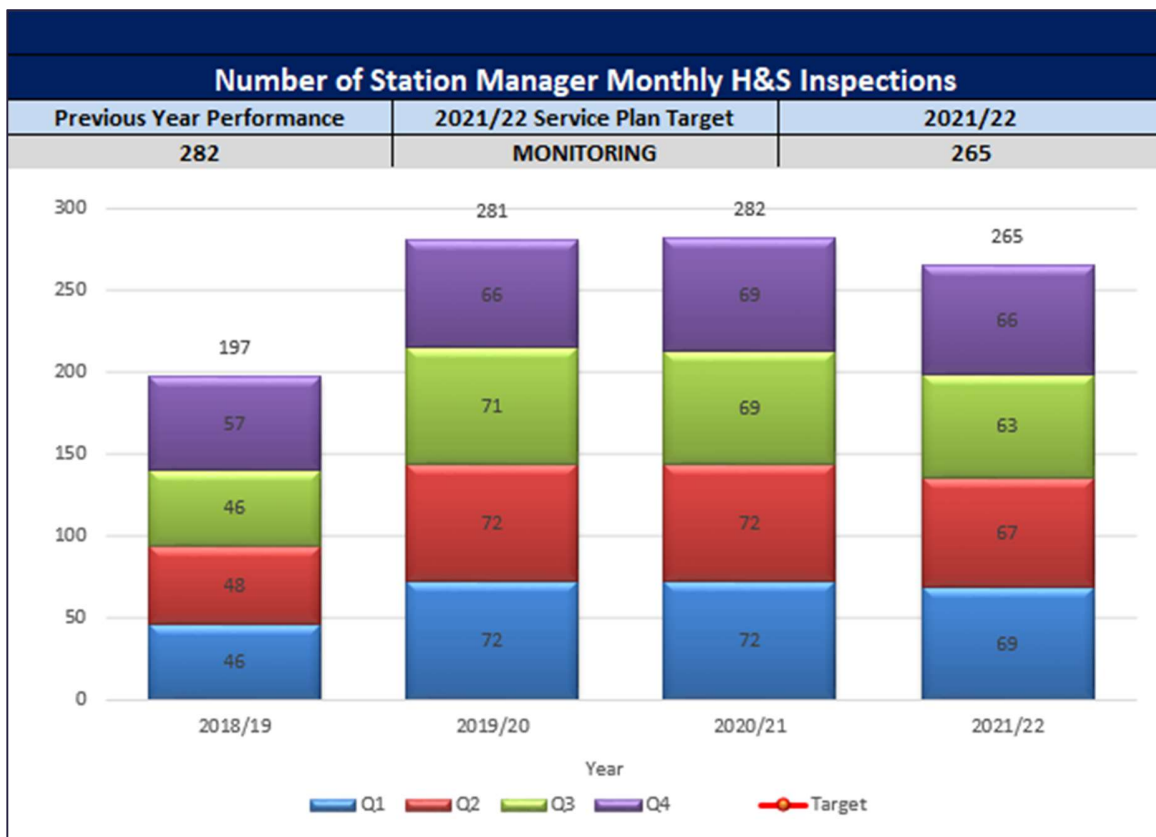


3<sup>rd</sup> party collisions are closely monitored by the H&S Department to ensure the welfare of staff members involved is looked after.

Collisions where a Service vehicle is hit by a 3<sup>rd</sup> party are discussed during each RRRG meeting.

# Number of Station Manager Monthly H&S Inspections

The SM Health & Safety Inspection monitors station records, operational readiness, station accommodation and preparedness of appliances and equipment. The Inspection is recorded as a management audit on the OSHENS software and monitored by the H&S Department



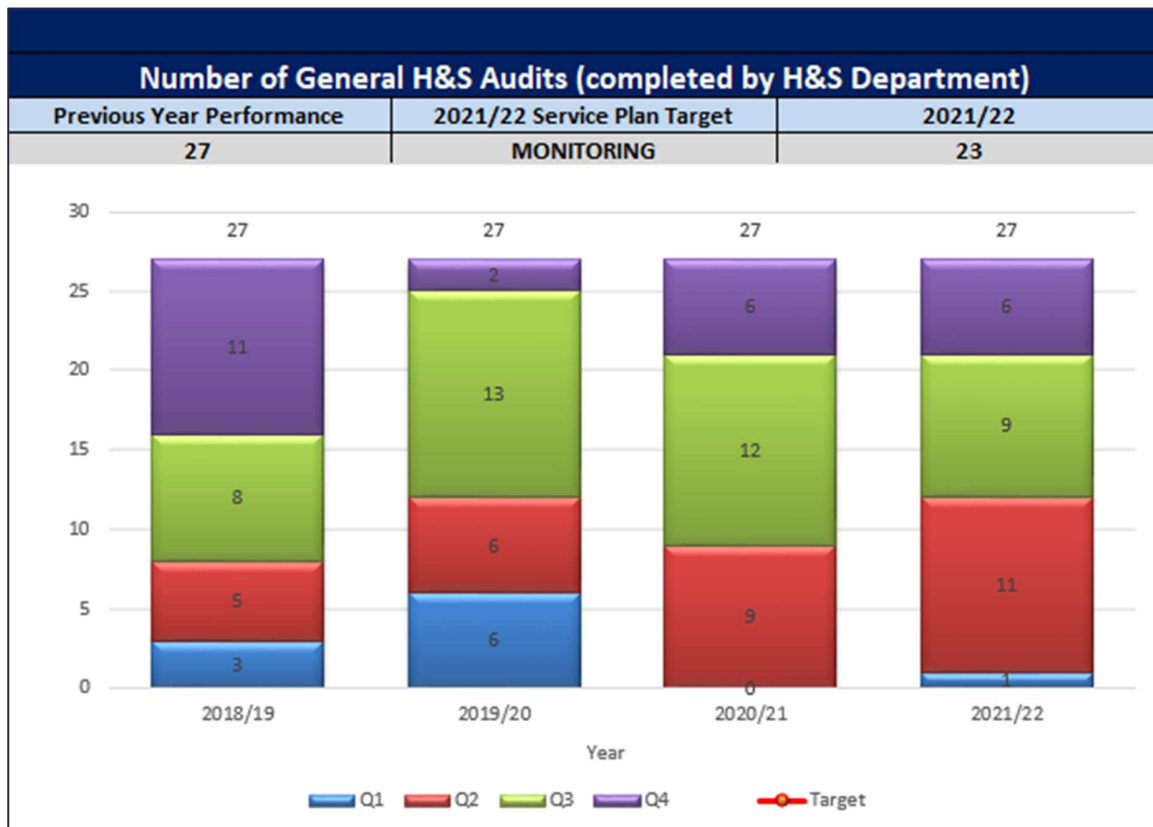
For the period of 2021/22, completion of the monthly H&S inspections was 96% (265). This is another high percentage completion rate for the year. The minimal shortfall was as a result of high Covid/absence rates amongst the SM cohort at periods during the year. No significant trends were identified from the inspections.

As Covid restrictions eased during 2021/22, SM's returned to completing the monthly H&S inspection of their stations and the devolved responsibility to WM's was removed.

The weekly Covid workplace inspection, as carried out through 2020/21, continued early into 2022.

## Number of Annual General H&S Audits

The H&S Department have the responsibility of carrying out General H&S Audits annually across the 27 MFRS sites. Despite the continued Covid-19 Pandemic, all locations were audited in 2021/22.



Findings from all audits are logged through the normal fault reporting process to the relevant facilities management company and staff are encouraged to report issues with immediate safety implications through the OSHENS near miss/safety observation software. All findings are then considered and reported through the Workplace Review Group for discussion on a six-weekly basis.



## A look forward to 2022/23...

The H&S team will use the findings of this report to continue to effectively manage performance and strengthen the positive H&S culture that already exists within the organisation. Priority areas will be:

- Look to further reduce the number of work related accident & injuries, and any associated absence, whilst increasing the number of Near Miss reports.
- Adopt an intelligence led approach using data analysis to help minimise appliance collisions, specifically during blue light response and routine activity.
- Following an Organisational restructure, we will support the SM cohort in achieving a 100% completion of station based monthly H&S inspections.
- Continue to engage and support H&S representatives at Service locations, and those of Trade Unions, to assist in achieving Organisational and Departmental objectives and common H&S goals.
- Ensure learning identified through H&S related incidents is used to improve the safety of personnel.
- Review the functionality of the MFRS H&S management software system, OSHENS to inform on long term suitability.
- Work closely with H&S practitioners through established NFCC Regional and National structures, ensuring shared learning and understanding of H&S matters.

Finally, the team will continue to deliver against the H&S commitments made within the Operational Response Functional Plan for 2022/23. H&S objectives heavily focus on the progression of FF contamination work-streams and, using best practice guidance, will build upon the vast amount of work already undertaken in this area by MFRS.

*“Safety doesn’t happen by accident”*



GM Craig Whitfield  
Health & Safety Manager

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<b>MERSEYSIDE FIRE AND RESCUE AUTHORITY</b>			
<b>MEETING OF THE:</b>	<b>SCRUTINY COMMITTEE</b>		
<b>DATE:</b>	<b>8 SEPTEMBER 2022</b>	<b>REPORT NO:</b>	<b>CFO/043/022</b>
<b>PRESENTING OFFICER</b>	<b>DEPUTY CHIEF FIRE OFFICER SEARLE</b>		
<b>RESPONSIBLE OFFICER:</b>	<b>NICK MERNOCK</b>	<b>REPORT AUTHOR:</b>	<b>NICK MERNOCK</b>
<b>OFFICERS CONSULTED:</b>			
<b>TITLE OF REPORT:</b>	<b>PEOPLE PLAN ACTIONS UPDATE</b>		

<b>APPENDICES:</b>	
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### **Purpose of Report**

1. To advise Members of the implementation of the People Plan and the planned next stages

### **Recommendation**

2. It is recommended that Members note the contents of the report and accompanying presentation

### **Introduction and Background**

3. Members will recall the People Plan was approved at the Authority meeting on 30th June 2021
4. The plan captures our key people priorities, and was developed in conjunction with our workforce in order to deliver the best possible services to our community through the professionalism and capabilities of our people.
5. The feedback from our staff focus groups and forums advised and recommended the language that should be used and greater clarity as to what we are doing.
6. The work streams have been constructed in conjunction with organisational managers and been prioritised by the Strategic Leadership Team.
7. The People Plan 2021-2024 replaces the former People strategy. Its intent is to inclusively ensure all employees play their role in making Merseyside Fire and Rescue Service a good and successful place to work.
8. The presentation will provide members with a view and update of the initial work streams , and the future challenges

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**Equality and Diversity Implications**

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9. The People plan and associated leadership message has been produced including employee focus groups and the staff networks as well as having the associated Equality Impact Assessment completed

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**Staff Implications**

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10. The People plan recognises the significant contribution our people make in achieving our vision, purpose and aims through a commitment to our organisational values and behaviours

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**Legal Implications**

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11. There are no direct legal implications arising from this report.

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**Financial Implications & Value for Money**

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12. There are no direct financial implications arising from this report.

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**Risk Management, Health & Safety, and Environmental Implications**

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13. The People Plan is designed to invest in our staff and the Plan will in turn address risks of recruitment and retention as well as ensuring the well being of our staff which is paramount.

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**Contribution to Our Vision:** *To be the best Fire & Rescue Service in the UK.*

Our Purpose: *Here to serve, Here to protect, Here to keep you safe.*

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14. The People Plan replaces the former People strategy with a vision and purpose more befitting of a modern Fire and Rescue Service.

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**BACKGROUND PAPERS**

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**CFO/04 1/21**

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**GLOSSARY OF TERMS**

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**FORWARD WORK PLAN FOR SCRUTINY COMMITTEE**

SCRUTINY ITEM	REQUESTED BY	DESCRIPTION & TYPE OF ACTION	SCHEDULED DATE	RESPONSIBLE DIRECTORATE & PARTNER INVOLVEMENT	LINK TO VISION/ AIMS, & IRMP	DATE COMPLETED	FURTHER ACTION?
<b>Fire Control</b>	Scrutiny Committee – “Operational Response”  17 <sup>th</sup> January 2019	<i>The role of Fire Control and the implementation of Vision 5 and associated applications</i>  <b>Practical Demonstration in Fire Control</b>	Awaiting Phase 2 of the Vision 5 project to be complete before the implementation of the HALO system and other associated applications  2022-23	<b>Operational Response</b>	<b>Aim</b> <i>Prepare: We will always be the best that we can be by having highly skilled and trained people who plan for every risk and keep our teams safe and effective</i>  <i>Respond: We will be there when you need us most, pulling out all the stops to save lives. Whether we are taking 999 calls, or attending incidents, we keep our communities safe</i>  <b>IRMP – Operational Response</b>		
<b>National Resilience</b>	Requested directly by Members	To review the performance and measurable deliverables the Authority is responsible for as Lead Authority for National Resilience through the statement of assurance 2020/21 and the proposals for the upcoming year.  <b>Rapid Review (full day)</b>	<b>9<sup>th</sup> September 2021</b>	<b>Operational Preparedness &amp; National Resilience</b>	<b>Aim</b> <i>Prepare: We will always be the best that we can be by having highly skilled and trained people who plan for every risk and keep our teams safe and effective.</i>	9 <sup>th</sup> September 2021	None required

<p><b>Revised Home Safety Strategy</b></p>	<p>Requested by Members at Scrutiny Committee 16<sup>th</sup> January 2020</p>	<p><i>“To undertake a review of the revised Home Safety Strategy, and the impact of targeted campaigns within the most deprived wards. This review will also provide a breakdown of information concerning the provision of smoke alarms, within those deprived areas.”</i></p> <p><b>Presentation on Committee Agenda</b></p>	<p><b>10<sup>th</sup> May 2022</b></p>	<p><b>Prevention</b></p>	<p><b>IRMP - Prevention</b></p> <p><b>Aim</b>  <i>Prevent: We are there for you. We are a visible presence that provides reassurance, support and advice. Alongside our partners, we protect the most vulnerable and reduce inequalities</i></p>		
<p><b>MFRA’s Membership of Outside Bodies and Partnership Working</b></p>	<p>Requested by Members at Authority Meeting 21<sup>st</sup> May 2020 and Station Visit Feb 2022</p>	<p><i>“To undertake a review of the Authority’s Membership of the LGA and other outside bodies, to consider effectiveness and value for money”</i></p> <p><b>Report &amp; Presentation on Committee Agenda</b></p>	<p><b>2022/23</b></p>	<p><b>Members of the Authority</b></p>	<p><b>Aim</b>  <i>Prevent: We are there for you. We are a visible presence that provides reassurance, support and advice. Alongside our partners, we protect the most vulnerable and reduce inequalities.</i></p>		
<p><b>Fleet vehicles and alternative fuels</b></p>	<p>Requested by Members at Budget Authority 25<sup>th</sup> February 2021</p>	<p><i>To review the progress and suitability of fleet of vehicles for a move to alternative fuels</i></p> <p><b>Report &amp; Presentation on Committee Agenda</b></p>	<p><b>2022/23</b></p>	<p><b>Operational Preparedness</b></p>	<p><b>IRMP – Preparedness</b></p>		
<p><b>Accessibility Audit</b></p>	<p>Members informed at Authority 20<sup>th</sup> May 2021</p>	<p><i>To review the outcome of the report procured on the Authority estates as to accessibility to all (employees and the community) the proposed changes and impact</i></p> <p><b>Rapid Review</b></p>	<p><b>2022/23</b></p>	<p><b>Strategy &amp; Performance and Estates Department</b></p>	<p><b>Aim</b>  <i>Prepare: We will always be the best that we can be by having highly skilled and trained people who plan for every risk and keep our teams safe and effective.</i></p>		

<b>Equality, Diversity &amp; Inclusion</b>	Requested directly by Members	<i>To review the role of the ED&amp;I networks and senior management sponsorship within the organisation and impact on the community</i>  <b>Presentation on Committee Agenda</b>	<b>2022-23</b>	<b>Strategy &amp; Performance</b>	<b>IRMP – E,D&amp;I</b>  <b>Aim</b> <i>Prepare: We will always be the best that we can be by having highly skilled and trained people who plan for every risk and keep our teams safe and effective.</i>		
<b>People Plan</b>	Requested directly by Members	<i>The impact of the People Plan, succession planning, development and retention of staff</i>  <b>Report &amp; Presentation on Committee Agenda</b>	<b>8th September</b>	<b>People and Organisational Development</b>	<b>Aim</b> <i>Prepare</i> <i>We will always be the best that we can be by having highly skilled and trained people who plan for every risk and keep our teams safe and effective.</i>		
<b>Youth Engagement</b>	Requested directly by Members at the Kirkdale Station Visit	<i>The role of MFRS in the Community in relation to Youth Engagement.</i>	March 2022	Prevention	<b>Aim:</b> <i>We are there for you. We are a visible presence that provides reassurance, support and advice.</i>	March 2022	
<b>Kit</b>	Requested by Members at the Kirkdale Station visit	<i>How kit is procured, if it is fit for purpose, how it is stored, specific PPE for National Resilience</i>	2022/23	National Resilience, Procurement, Preparedness	<b>Aim:</b> <i>We will always be the best we can be by having highly skilled and trained people who plan for every risk and keep our teams safe and effective.</i>		

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