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# **Health, Safety and Welfare**

**Annual Plan 2018 – 2019**

**LEICESTERSHIRE**  
**FIRE and RESCUE SERVICE**



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# Introduction

## Health and Safety - What It Means To Us

We are committed to protecting all staff and supporting their wellbeing. Our overall aim is to protect our workforce from harm, and this is done by promoting positive health and safety practices, reducing our corporate risk. We will allow operational staff to take risks appropriately to protect public safety.

This annual plan sets out our proactive objectives to help us achieve this.

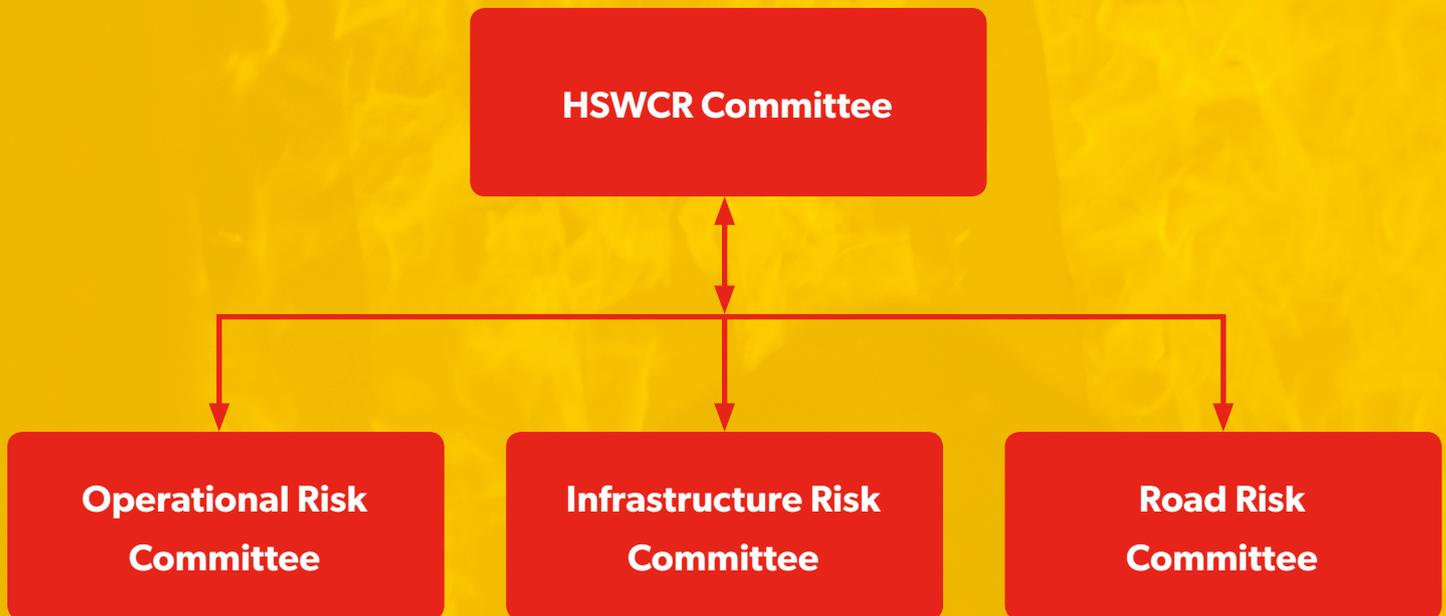
## How We Monitor and Improve Health and Safety

We have procedures in place to enable us to learn from accidents and to prevent them happening in the first place. All staff access them to identify issues and have them resolved. The Health and Safety department monitor and filter the information before it is categorised and forwarded to the appropriate risk committee to resolve.

The Assistant Chief Fire and Rescue Officer for Service Delivery chairs the main Health, Safety, Welfare and Corporate Risk Committee. Three other risk committees sit underneath this main committee, each looking at specific topic areas. Risk committee members are selected by the knowledge they have on the area of risk and having the authority to reduce that risk.

Each committee will assess risks and, where they are significant enough to become a risk to the organisation, they will escalate them through the Organisational Risk Management Process. This leads to a valid and effective Organisational Risk Register.

# Structure of Health and Safety Committees



# What We Are Going To Do This Year

The committees work well at reacting to incoming information. We want to be proactive in identifying risks and reducing them. Each committee has identified objectives to do this and they are:

## Health, Safety, Welfare and Corporate Risk Committee

The primary role of the Committee is to manage our Service's approach to health, safety, welfare and corporate risk on behalf of the Senior Management Team. It achieves this by:

- 🌀 **Ensuring that the Risk Committees achieve their annual objectives as detailed in this plan.**
- 🌀 **Managing the outcomes of internal audits by allocating competent people to manage the recommendations, and ensure that subject matter experts are used to implement the findings. The Committee monitors progress of these audits and reports to the Senior Management Team, escalating any concerns that are outside the Terms of Reference.**
- 🌀 **Managing the learning outcomes of local and national incidents. Staff are encouraged to share learning and to participate in debriefs following incidents.**
- 🌀 **Initiating measures to manage the level of risk to core functions. It escalates appropriate risks onto the Organisational Risk Register and, alongside the Senior Management Team, monitors progress toward mitigating them.**

# Operational Risk Committee

The Operational Risk Committee manages the health and safety risks associated with operational activities. As well as promoting health and safety, this risk committee also reviews best practice to improve our service delivery to the public. This year we will achieve the following objectives:

-  **We have evaluated modern thermal imaging technology and will be purchasing new cameras to enhance firefighter safety.**
-  **A full review of high-rise equipment used to tackle high rise fires will be undertaken and new equipment will be issued to all of our fire engines.**
-  **We will replace our hose reel branches used to tackle compartment fires. This will increase the safety of firefighters when extinguishing fires.**
-  **Implement new national breathing apparatus procedures in line with national guidance and adopt a regional approach to procedures to improve interoperability with neighbouring fire and rescue services.**
-  **Continue to react to research into the potential health effects of contaminants released in fire situations.**
-  **Review our cleaning procedure for breathing apparatus sets post fire to reduce contamination.**

## Infrastructure Risk Committee

The Infrastructure Risk Committee oversees risks associated with staff working in non-operational departments, the buildings that we manage and the work activities of contractors. During the next year:

-  **Lutterworth Fire Station is going to be refurbished to provide facilities for a full time crew to work from, during the period of highest demand, providing a faster response to Lutterworth and the surrounding area.**
-  **A new Urban Search and Rescue training facility will be built at Southern Fire Station. This will allow operational crews to train for a wide range of scenarios including collapsed buildings, rescues from confined spaces, rescues from height and additional breathing apparatus training. This facility will also assist in our planning for major incidents.**
-  **We will carry out a program of workplace inspections to identify workplace hazards and ensure plans to eliminate them are actioned.**

## Road Risk Committee

The aim of the Road Risk Committee is to ensure that risks associated with driving, including emergency response driving, are identified, risk assessed, managed and communicated. This year we will:

-  **Continue to work with Fire and Rescue Indemnity Company (FRIC) to reduce road risk. FRIC is a consortium of Fire Services working together to reduce risk to employees and members of the public from our driving activities.**
-  **Produce a blue light driving policy. This will be adopted by members of FRIC**
-  **Continue to train and assess staff in both normal road speed and emergency response driving.**
-  **Introduce a fleet monitoring system. This will allow us to accurately monitor the mileage covered by our vehicles and driver behaviour using parameters for harsh acceleration, braking, cornering and speed.**
-  **Review and improve our Road Risk Policy that will detail how we aim to monitor and reduce risk associated with road risk.**



# How We Measure Success

We do not set targets. We provide management teams with data presented in formal reports and then analyse the data to identify and improve specific areas of work. Actions to improve systems to prevent reoccurrence are recorded in areas including:

- ✓ Risk Assessment
- ✓ Policy
- ✓ Procedure
- ✓ Guidance
- ✓ Procurement
- ✓ Training
- ✓ Control Mobilisation

We will explore opportunities to improve behaviour, culture and working practices in the workplace to reduce harm to our workforce and the public. We do not set targets - we focus on continuous improvements within all of the areas identified previously.

# How We Will Achieve Our Aim

- ✓ Managers at all levels of the organisation demonstrate that health and safety is important and staff follow the correct procedures
- ✓ Common sense approach to all aspects of risk management
- ✓ Continually improving how we manage risk
- ✓ Ensuring our staff are competent to understand the risks they face, and are consulted with to enable them to fully engage in managing those risks
- ✓ Fully understanding the risks our organisation face
- ✓ Checking how well our managers and staff are proactively managing risks

# Monitoring Our Progress

We monitor our progress by:

- ✓ Monitoring and reporting performance across the Service
- ✓ Statistical analysis
- ✓ Periodic reviews of policies, procedure and risk assessment
- ✓ Investigating accidents and incidents
- ✓ Inspecting workplaces
- ✓ Auditing
- ✓ Learning lessons
- ✓ Updating risk information and assessments
- ✓ Surveying attitudes to health and safety, assessing the culture
- ✓ Benchmark our statistics against other organisations

We will report our progress regularly through the Health, Safety, Welfare and Corporate Risk Committee and directly to managers and staff.



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