

Health and Safety Executive Consolidation Report - Update

Report of the Chief Fire Officer

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1 Purpose of Report

This report informs of the progress made in response to the Health and Safety Executive Consolidation Report (HSECR) and subsequent Action Plan. It provides an update on the information provided to the Committee in April 2012.

2 Recommendations

Members are recommended to note the report.

3 Background

The publication of the Health and Safety Executive Consolidation Report (HSECR) followed eight inspections, completed by the Health and Safety Executive (HSE) in 2009/10. It provided an opportunity for the Service to review delivery against the recommendations and reasonable expectations made in the Report, to ensure the health and safety of its personnel and identify areas, where further improvement could be made.

The review covered four main subject areas:

- a) Breathing apparatus and compartment fire behaviour training;
- b) Core skills training;
- c) Incident command training; and
- d) Provision of risk critical information.

The Service carried out an internal review to provide an initial overview of how it compared against the recommendations and reasonable expectations of the HSECR.

This was followed by more comprehensive investigation to ensure that the Service was meeting the recommendations and requirements, and included recommendations / actions, proposals and risk ratings, where any deficiencies were identified.

4 Findings

Shropshire Fire and Rescue Service has a strong culture of health and safety and welcomed the opportunity to review its procedures in the four main subject areas identified in the HSECR. The review showed that the Service has a significant amount of evidence to indicate that a number of effective policies, procedures and processes have been developed for ensuring the health and safety of its personnel.

The Service has continued to progress in several areas and, with a continued focussed and prioritised approach, it should be able to rectify the areas identified for improvement over a relatively limited timescale, given the appropriate resource allocation.

Because of the complexity of several key requirements / actions, the review team identified that there may be the need to implement individual projects to meet the recommendations and reasonable expectations of the HSECR.

There was evidence to suggest there are a number of key areas, where the criteria of the HSECR have not been fully met.

5 Actions

To identify and further explore areas, which had not been fully met, the Service developed an Action Plan. The Action Plan identifies twenty-seven proposals on how the Service plans to meet the recommendations and reasonable expectations in the HSECR and to ensure the health safety and welfare of Service personnel.

The Action Plan uses the traffic light system from the review documentation and only contains those recommendations and reasonable expectations, which the review identified as a Medium (**Amber**) or High (**Red**) risk to the Service.

The timescales in the Action Plan include a start date, review date and completion date. These dates are for the identification, planning and agreement of an implementation or delivery plan to address the HSECR recommendation and reasonable expectation not fully met by the Service. Any proposed date(s) for completion of the task are included in the comments column.

It is envisaged that resources for each proposal within the Action Plan will be identified during the proposal stage. These will be confirmed and prioritised at Service Management Team meetings, taking into account other projects and the risk to the Service. Because of the size of and level of detail within the full document, a summary of progress against the Action Plan is provided as an appendix for reference.

The appendix will be considered in closed session, because it contains information exempted under paragraph 3, section 100A(4) of the Local Government Act. A copy of the full plan will also be made available for reference in the closed session of the meeting.

6 Progress

The proposals in the Action Plan are all making good process, which includes:

- Implementation of Level One Incident Command training and assessment into a three-year training and development cycle
- Monitoring of Training and Development Centre instructors and on-station personnel in their training and development delivery
- Station and Group Managers shadowing core skills modules at the Training and Development Centre, including the introduction of a Qwizdom assessment for breathing apparatus, which is being developed and reviewed
- Introduction of officer electronic Individual Development Records (currently on hold due to issues with information technology systems)
- Risk assessment and review of Individual Development Records Core Skill requirements and frequency of training
- Command and Control interoperability to share information
- Individual Development Records being monitored and audited by the Development Team, when personnel attend core skill modules, and by Assistant Group Commanders
- Mobile data terminal updating and information provision forming part of the new Command and Control implementation project

7 Monitoring

The Action Plan is monitored on a regular basis through the Service's internal meeting structure, specifically the Service Management Team and Competence meetings.

8 Financial Implications

To enable the Service to meet the outcomes of the Action Plan each proposal may have a specific financial implication, which will be addressed through an individual assessment.

9 Legal Comment

There are no direct legal implications arising from this report.

10 Initial Impact Assessment

This report provides purely an update on current progress of the Action Plan. An Initial Impact Assessment has not, therefore, been completed.

11 Appendix

Progress report on Health and Safety Executive
Consolidation Report Action Plan