

ANNEX 1

Recommendation	Ownership	Priority	Progress with dates
1. Guidance on <i>Advice for Inspection Bodies</i> and <i>Advice for Design</i> should be completed as soon as feasible, for issue to annexes in HSG 175.	Joint HSE and industry action via the FJAC Technical Working Group	ASAP	<p><i>Advice for design</i> has now been finalised by NAFLIC and was scheduled to be published by the industry in January 2003. HSE has been a partner in the production of the Guidance. Publication has unfortunately been delayed. It is hoped that the Guidance will be published in the near future.</p> <p><i>Advice for Inspection</i> has been started in draft. The industry is currently seeking to provide adequate resources to enable the work to continue..</p>
2. More systematic checking by all industry associations to ensure full compliance by members.	Fairground Industry/reporting back on significant developments via the FJAC ADIPS WG.□	Short and longer term	This recommendation refers to compliance with the Amusement Devices Inspection Procedures Scheme (ADIPS) procedures by members of the industry associations. Action in support of this recommendation is ongoing, with approaches being tailored to suit the various organisations and risks. The new scheme for issuing Declaration Of Conformity (DOC) allows for increased monitoring of the activities of registered inspection bodies.
3. Some simpler form of guidance should be delivered to enable the whole of industry... to improve the depth of understanding of the scheme... an urgent programme of industry seminars, where they have not been delivered recently with some support from HSE... and production of an explanatory video.	Fairground industry with support from HSE/ with co-ordination and feedback via the FJAC main Committee.	Short term – industry seminars Longer Term - video promotion	Seminars with HSE involvement have been held. The formation of the National Fairground Inspection Team (NFIT) has enhanced opportunities for local working between HSE and the industry trade associations on educational and promotional matters. Where national messages are to be repeatedly presented, it is intended that the Sector provide HSE input, with presentations being delivered locally and tailored to specific needs. The production of an explanatory video is currently being progressed by HSE.
4. Publicity for the scheme, based perhaps on the release of this Review with an emphasis on the benefits in terms of low risks, and on examples of enforcement action.	HSE and the fairground industry reporting via the FJAC main committee.	ASAP	A press briefing was held in September 2001, with the HSE review made available to the public via the HSE website. Summary article and briefings were produced for publication in Worlds Fair and Park World. Trade associations were encouraged to publicise the existence of the report, and support its

			<p>recommendations through the normal communication channels with their members.</p> <p>A briefing to the nominated members of the FOD National Team for Fairground Inspection was held in February 2002. A technical training event was held in September 2002, followed by a conference in December 2002. A further technical event is planned for September 2003.</p>
<p>5. The industry should report to HSE, using the formal HSE Complaints Procedure. Any sites or rides thought not to be in compliance with ADIPS and HSE should liaise, specifically with NAFLIC, to identify such sites and take follow up action.</p>	Fairground Industry	As soon as possible	<p>FOD's Complaints procedure has been implemented in all field offices. Where the complainants have identified themselves, they will routinely be informed of the outcome of their complaint/matter of concern.</p> <p>Currently, there is an "Urgent Defects Reports" scheme reporting to NAFLIC and HSE. Ways of linking, and comparing, the Complaints information received by HSE, and the urgent defects reported to NAFLIC are being explored to ensure action is taken on sites or rides specifically identified.</p> <p>Ways in which this type of compliance related information can be shared between HSE and the industry (within any restrictions imposed by Open Government, Data Protection Act and HSWA Section 28) are also being examined.</p>
<p>6. A model and guidance is needed for children's' developmental stages and passenger behaviour on rides, including the implications, for containment systems.</p>	HSE and the fairground industry/ via the FJAC Research WG	Short and longer term	<p>The research into passenger behaviour on fairground rides has been agreed and the work is being undertaken. Regular progress reports are made to the FJAC Research WG.</p>
<p>7. The industry and HSE should actively support efforts to establish international standards.</p>	The fairground industry and HSE/MCE 3/4	Longer term	<p>HSE and FJAC are currently represented on MCE 3/4, but HSE are not represented on the CEN committee. HSE will continue to consider its direct involvement in the CEN committee, in light of its allocated resource and work commitments, with a view to providing the most appropriate and effective level of support it can to this standards work.</p>
<p>8. The display of certificates should be specified by the scheme, both to inform customers and to facilitate identification of rides that have not been inspected. Where this is not feasible a system of stickers should be</p>	Industry and HSE/ via FJAC ADIPS WG	As soon as possible.	<p>The industry agreed a levy of £10 per Declaration of Operational Conformity (DOC) issued for the 2002/3 season, giving NAFLIC a projected income of £72,000 to employ full time staff, rent office space and set up software systems. A sticker is issued with each DOC for public display. This levy has been increased to £20 for the 2003/4 season.</p>

developed.			
9 HSE should clarify its advice to inspectors on the application of PUWER and LOLER, consulting the industry in so doing.	HSE and Fairground industry/HSE with consultation via FJAC main Committee.	Short-term	Discussions have been held between the Sector, SPD and FOD Safety Unit. Some preliminary technical work to compare typical thorough examination schemes under PUWER and LOLER for other industries with that of HSG 175 has been initiated. Further research is proposed, as far as budgetary constraints allow.
10. The importance of regular maintenance needs to be stressed. The recommendation is that this should be covered explicitly in new measures to build awareness and diligent compliance (e.g. regional seminars by the industry with some HSE support) in HSE inspections.	HSE and the fairground industry/Fairground industry for seminars and HSE for inspections.	As soon as possible	HSE has set up a specialist National Fairground Inspection Team (NFIT) and is routinely targeting specific issues, such as maintenance, during HSE inspections. An initial briefing event for NFIT was held in Feb 2002, followed up by a technical seminar in September and other support systems (e.g. information on the Fairgrounds Bulletin Board). A further technical event is planned for September 2003.
11.recommends that an investigation protocol should be drawn up by HSE in consultation with the industry and HSE's legal advisers....	HSE and the fairground committee/HSE reporting back via the FJAC Research WG	Short term	The Investigation procedure was introduced in FOD in April 2001. This sets out for investigations by inspectors of the issues to be addressed, timescales for action, management oversight, performance standards to be achieved etc. Note: A copy of the leaflet "HSE and you- after an accident" was issued to FJAC. Trade associations were encouraged to bring this leaflet to the notice of their members. Although mainly aimed at workers who have been in an accident, members of the public who have been hurt by work activities, relatives of people affected and employers who may need to know about HSE's role following an accident might also find it helpful. HSE (Operations Unit) is currently considering nationally how investigation reports can best be structured so that safety critical information, including that on underlying causes can best be collated, analysed and disseminated in furtherance of accident prevention. The Sector will keep in touch with developments in this work. The Sector has explored the possibility of summary investigation reports being more formally structured to provide information most useful to prevention of fairground accidents and advice has been given to NFIT via a SIM.

12. The legal definitions and enforcement allocation rules for fairgrounds should be simplified as part of the current review of the Health and Safety (Enforcing Authority) Regulations.	HSE/LAU and FOD reporting through FJAC main Committee	Longer term	The Enforcing Authority Regulations are currently being reviewed prior to revision. The Sector will continue to monitor and comment on the proposed changes to the Enforcing Authority legislation.
13. FOD should, as far as consistent with other responsibilities, make fairground inspection a more specialised topic and ensure continuity of expertise both in the Sector and the field.	HSE/F&E Sector reporting back via FJAC main Committee.	Short term	A National Fairgrounds Inspection Team (NFIT) has been in place since April 2002. Nominated individuals from each FOD Division now work in a dispersed team with the national work being directed, co-ordinated and monitored by the Sector. Line management of staff remains subject to local arrangements.
14. The existing complaints procedure should be more publicised within the industry.	HSE	Short term	The implementation of the Complaints Procedure in FOD was discussed at FJAC meetings (December 2000 and 2001) including the role of the Complaints Officer that exists in each local HSE office. The Sector has also liaised with local offices when matters of concern relating to single duty-holders were brought to the Sector's notice.
15. The industry should move as soon as possible to formal independent Accreditation of ride examiners under UKAS, with periodic monitoring of ride inspectors' work to check for lack of diligence, or to achieve the same standards by alternative means.	Fairground Industry/NAFLIC reporting on progress via the FJAC ADIPS WG	Short term (and longer term)	Procedures for registering and vetting ride examiners have been further developed during the period of the review. Significantly procedures for handling complaints against ride inspectors and dealing with appeals where complaints have been upheld have been reviewed and updated. Considerable progress has been made within the industry to create an independent organisation to oversee the ride inspection programme. This work is ongoing.
16. In the meantime, HSE should audit all ride inspection bodies as soon as is feasible.	HSE reporting back via FJAC main Committee.	Longer term	A programme of audits of ride inspection bodies began in April 2001. This work will continue into the work year 2003/4. There have been some difficulties arranging these audits on a proactive basis. Any RIB's included in the audit programme but not seen by 2002/3 will become priority for completion of this work in the first half of 2003/4, carrying out the work if necessary as a retrospective audit of systems for thorough examinations already carried out.
17. Additional research should be considered to assess the likelihood of, and preventative strategy for,	HSE and the fairground industry reporting via the FJAC	Longer term	A research proposal has been considered and a proposal submitted to RSU for HSE funding. This proposal has now been approved and a protocol for the work is being developed (June

major accidents at fairgrounds	Research WG		2003) with a view to a 2-year research project being initiated.
18. Industry Associations are recommended to consider the development of training and quality standards for members.	Ownership/Lead Fairground trade associations	Longer term	BALPPA have taken initial steps and are considering NVQ type schemes
19. FJAC should agree to include on the Committee, with a status to be determined, more consumer, worker and LA representatives and that HSE should help identify people who may act as such. There would be an overall requirement for appointees to be from responsible and representative bodies (e.g. ROSPA) and to engage constructively to ensure that the work of FJAC would be accelerated.	HSE and Fairground Industry/HSE reporting via FJAC	Longer term	LAU are now represented on the full FJAC, and their attendance at meetings is routine. Ways of further introducing local authority representation are being explored with due regard to the sensitivities which exist, especially with some current members of FJAC.
20. FJAC should recognise the need to speed up its decision making, and with HSE support introduce streamlined procedures for agreeing guidance.	HSE and Fairground Industry reporting via FJAC Technical and other WGs	Short term	Alternatives to HSE/DIAS publishing processes have already been explored for the intended "Advice for design" and "Advice for inspection bodies" guidance, with a short and long term approach being identified. The Sector will liaise with DIAS (HSE's information and advisory service) to ensure HSE fairground publications are more efficiently and effectively processed.
21. If there is deterioration in compliance, or an increase in accidents, formal Regulatory Impact Assessment of alternative legislative controls should be carried out with a view to introducing legislation.	HSE reporting via FJAC.	Longer term	The Sector routinely monitors RIDDOR data for the industry, and compliance/enforcement information from operational activity. This will continue, and FJAC and others will be kept informed of the results. This will continue to include the regular Statistics Report (usually in the late Autumn when the HSC/E official statistics are made available) and the Summary Report on field activity in late Spring/early Summer.