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HELA

Update on the 2010/11 'National Local Authority Health and Safety Delivery Plan' and a progress report on the development of the 2011/12 joint HSE/LA delivery portfolio.

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Cleared by Elaine Harbour on 27 September 2010

Issue

1. To provide HELA with:
 - an overview of the 2010/11 national delivery plan for local authorities (LAs); and
 - an update on progress on the development of the 2011/12 joint HSE/LA delivery portfolio.

Recommendation

2. HELA is invited to:
 - note the overview of the 2010/11 National Local Authority Delivery Plan; and
 - endorse the LA priorities from the 2011/12 joint LA/HSE Field Operations Directorate (FOD) delivery portfolio.

Background

3. A 'National Local Authority Health and Safety Delivery Plan for 2010/11' has been developed from the collated planning information of the LA Health and Safety Liaison Groups (HSLGs), at county level or equivalent. The plan summarises planned LA activity on proactive work on activities identified from the joint LA/HSE FOD Delivery Portfolio (including national priorities) and local priorities. An indication of the staff resource LAs are planning to be made available is included. (note. The 2010/11 delivery portfolio was agreed in consultation with LG Regulation and local priorities were selected for political or community reasons.)
4. Until the outcome of the Comprehensive Spending Review is known potential cuts in staff resources cannot be estimated. The plan will enable LAs to build up the impact of their delivery to reduce accidents and ill health in support of the health and safety of Great Britain strategy – "Be Part of the Solution". With the resource cuts anticipated the plan and future delivery portfolios will enable LAs to target resources at priority sectors.

5. Progress on the development of the plan was reported to HELA in April 2010. At that stage the majority of HSLGs had provided information but mostly in outline form with limited information from some groups about resourcing levels. Since then FOD's Regional Partnership Managers (FOD PMs) have been working closely with the HSLGs to update their workplans. Information has now been received from all groups, including, where available, an indication of inspector time planned for the activity and collated to form the plan.
6. Following the discussions at the HELA meeting in April a paper was presented to the Local Government Panel (LGP) which included an overview of the plan to demonstrate how the LAs' planned work contributes to the delivery of the strategy (extract at Annex 1). The LGP acknowledged that the co-regulator partnership works well and the national delivery plan was invaluable for sharing and identifying common themes. They recognised and commended the considerable effort LAs have done and are planning to put into their proactive, preventative activities both in support of the delivery of the strategy and to address local priorities, especially in what are difficult financial times.

2010/11 National Local Authority Delivery Plan - Main Findings

7. The plan shows the breadth of activity LAs are planning. It is clear LAs want to concentrate on things that make a difference despite potential resourcing issues. The plan shows that the main focus of LA proactive work will be on activities/interventions linked to the delivery portfolio and the regional/county projects to address local issues. From the information provided 81% of the resource planned will be on topics from the delivery portfolio and 19% on local priorities.
8. The majority of HSLGs have provided resourcing information but not all LAs have had sufficient confidence in their figures and therefore have not put them forward to be included. The resourcing information should be looked at in proportionate terms only, as an indication of the priority the LAs are placing on a particular topic (there are likely to be differences in the way LAs have estimated their resources). Also, during the year, priorities may change for LAs because of a shift towards reactive work or because the volume of proactive work on a particular topic may vary e.g. as a result of more information about sites identified for LPG visits is fed through to them.
9. HSE Policy teams have started using the information in the plan to inform their communication strategies with LAs.

Planned activity/interventions from the Delivery Portfolio

10. The work listed on the joint LA/HSE FOD Delivery Portfolio for 2010/11 is used by LAs to identify which topics they will focus on, in particular the national priorities which are high profile or of political imperative.
11. Annex 2 shows a GB summary of all LA planned activity and the top ten topics HSLGs have selected to focus on. The most popular, in terms of resource planned are:
 - Asbestos duty to manage – 5588 days (a national priority)
 - Slips and trips – 3108 days; and
 - LPG Inspection Campaign – 2603 days (national priority)

12. The topics the most HSLGs are opting to be involved in are

- LPG Inspection Campaign – 45 HSLGs
- Asbestos duty to manage – 41 HSLGs; and
- Work-related violence and aggression – 37 HSLGs.

Local Priorities outwith the Delivery portfolio

13. In addition HSLGs were asked to indicate activities they were planning to undertake as local priorities e.g. due to political or community reasons.

14. Annex 3 shows a GB summary of all LA planned activity on local priorities and the top ten priority topics HSLGs have selected to focus on either by resource planned or by number of HSLGs planning involvement. Of the specific topics identified the most popular in terms of resource planned or number of HSLGs planning activities/interventions are:

- Major regional/county projects including industrial estates, Twin Peaks etc
- Gas Safety in catering establishments; and
- Legionella and cooling towers.
- Vulnerable & migrant workers (including young workers) – 14 HSLGs; and
- Health and safety in the beauty industry, tattooists and body piercing – 13 HSLGs.

2011/12 Joint LA/HSE FOD Delivery Portfolio

15. HSE worked with LG Regulation to determine the planning process for 2011/12 and at all stages of the development of the joint HSE FOD/LA delivery portfolio. HSE and LG Regulation agreed a timetable which enabled LAs to be consulted at key points throughout the process. The Chairs of the HSLGs and the LG Regulation Policy Forum were consulted on work they wished to be put forward as a national priority. The Policy Forum was also consulted on the draft portfolio before it was finalised.

16. The first draft of the portfolio was approved by LG Regulation and HSE on 15 September and the final portfolio endorsed by the LG Regulation Policy Forum on 16 September. The delivery portfolio will be made available to LAs in October and will inform discussions at the LA/HSE Regional events in November and December.

17. The agreed joint delivery portfolio for 2011/12 has fewer, bigger packages of work than previous years. It also asks for FOD and LAs to focus on leadership; health and safety management and risk control; and worker involvement as integral parts of each activity. The portfolio will also signpost LAs to any topic supporting material available to assist them in their work activity. A table outlining the priority work for LAs can be seen in Annex 4.

18. The information from the 2010/11 National Delivery Plan was used by FOD and LG Regulation to help inform their decisions on the packages of work to be included in the delivery portfolio and aided the prioritisation of topics.

19. There are some topics (e.g. slips and trips, musculoskeletal disorders, contact dermatitis, stress and workplace transport) which have been priorities on the joint delivery portfolio in recent years but have not been included as specific planned work for the coming year.

Consultation

20. LG Regulation was consulted in the drafting of this paper.

Presentation

21. Publication of the final plan and the promotion of the joint delivery portfolio for 2011/12 alongside communications with LAs will be managed through LAU, FOD HQ and Partnership Managers, LG Regulation and the LA/HSE Extranet.

Action

22. HELA is asked to note the activities LAs are planning to undertake in 2010/11 and endorse the priorities identified for LAs in 2011/12.

Contact

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**Extract from the paper to the Local Government Panel, July 2010,
“Delivery of the Health & Safety Strategy: Local Authorities as Regulators”**

The LA contribution to delivering the strategy

9. HSE’s business plan for 2010/11 is an important element of the delivery of the Strategy. The plan reflects the work of the LA/HSE regulatory partnership to deliver national, regional and local priorities. The emphasis is on prevention, with over 60% of visits done annually by LA Inspectors providing advice, information and guidance together with conducting inspections and assessments. At the same time both HSE and LA Inspectors continue to investigate complaints and accidents and, where appropriate, pursue enforcement action against those who put themselves and others at risk, and where there is a serious breach of the law.
10. Through their regulatory function LAs have a direct influence on the achievement of the health and safety strategic goals. In order to ensure that we achieve the strategic goals outlined in the strategy the LA plans of proactive work are developed from the same evidence base as the HSE business plan. Interventions and campaigns selected from the joint HSE/LA portfolio of proactive work enable LAs to target their resources to deliver the strategy. Set alongside this LAs are also able to address local priorities selected for political or community reasons, reflecting their wider responsibility for safety of local communities.
11. The joint HSE/LA portfolio of proactive work is wide ranging. It includes work topics instigated by both HSE and LAs because of their significance in reducing injury and ill health and local priorities/issues e.g. as part of the wider health and well being agenda. It enables LAs to target their health and safety plans.

Local Authority National Delivery Plan

12. HSE and LG Regulation have worked together to develop a LA National Health & Safety Delivery Plan for 2010/11. The benefit of having such a plan is to allow:
 - a) LAs to see how they, as a body, plan to contribute to the delivery of public protection and the health and safety of Great Britain;
 - b) HSE to better target LAs for involvement, feedback and evaluation;
 - c) LAs to identify other groups’ involvement in common work priorities; and
 - d) information gained through developing the plan to be fed into future plans.
13. HELA received and discussed an early iteration of the plan. A further update has been received from LA County Liaison Groups (or equivalent), annex 3 summarises the levels of LA planned activity from the joint HSE/LA portfolio of proactive work.

National and regional priorities

14. Examples of some of the national and regional LA initiatives supporting delivery of the strategy include:
 - Workwell Dorset project– a joint HSE/LA project targeting resources to risk through a set of joint processes and structures.

- Estates Excellence project – a pooling of HSE and LA resources and expertise, to help small and medium enterprises (SMEs) to identify and control their key health and safety risks.
- Twin Peaks project – a 5 year pilot project which transfers enforcement responsibility to LAs. Requiring no additional LA resource but targeting it to higher risk premises
- Dermatitis in catering and hairdressing - the aim is for workers to be able to recognise the risks and take simple steps to avoid dermatitis

National Local Authority Delivery Plan for 2010/11
LA planned activities based on the Joint LA/HSE FOD Delivery Portfolio
Table 1 - GB Summary

	Total - Days (estimated)	No. Liaison Groups planning activity (out of 46) <i>*see note below</i>
National Priorities - LAs (and FOD)		
1. LPG Inspection Campaign (inc follow up work)	2603	45
2. Construction (LAs with FOD CD inc LACE)	1098	23
4. Asbestos DTM	5588	41
7. Respiratory Disease	621	20
Local Authority only delivery		
12. Asthma in bakeries	472	22
13. Dermatitis in catering	1613	30
14. Dermatitis in hairdressing	1277	26
15. Noise 'Sound Advice'	1435	35
16. Muscular Skeletal Disorders	1512	26
17. Sun Beds (inc new licence conditions)	1883	37
18. Work-related violence and aggression	2453	37
Public Sector Workstreams		
21. Stress in finance and public sector orgs	133	16
25. Needlestick injuries	57	9
Specific Inspection-based Industry Initiatives		
30. Royal Mail (potential for working with FOD)	119	12
33. Procuring arboriculture & amenity contractors by LAs	3	3
Manufacturing Industry (for inclusion in LA visit agenda where appropriate)		
36. Workplace temperatures	675	21
37. Workplace transport (inc unsafe loads)	1653	27
38. MSD	406	14
39. Maintenance	196	8
Specific Communications Activities		
44. Slips and trips	3108	34
45. Ladder exchange	449	21
Pilot Activity (elective/voluntary)		
47. Safe interventions at balers and compactors	383	19
49. Display screen equipment (volunteer LA)	370	7
Competence-related activity (including training and information for regulators)		
53. Managing for health and safety	1621	27
54. Respiratory protective equipment (elective)	24	5

**National Local Authority Delivery Plan for 2010/11
LA planned activities based on the Joint LA/HSE FOD Delivery Portfolio**

Table 2 - Top 10 topics- by number of days of planned activity

		Total - Days	No. Liaison Groups planning activity
1	Asbestos DTM	5588	41
2	Slips and trips	3108	34
3	LPG Inspection Campaign (inc follow up work)	2603	45
4	Work-related violence and aggression	2453	37
5	Sun Beds (inc new licence conditions)	1883	37
6	Workplace transport (inc unsafe loads)	1653	27
7	Managing for health and safety	1621	27
8	Dermatitis in catering	1613	30
9	Muscular Skeletal Disorders	1512	26
10	Noise 'Sound Advice'	1435	35

Table 3 - Top 10 topics- by number of groups planning the activity

		No. Liaison Groups planning activity	Total - Days
1	LPG Inspection Campaign (inc follow up work)	45	2603
2	Asbestos DTM	41	5588
3	Work-related violence and aggression	37	2453
3	Sun Beds (inc new licence conditions)	37	1883
5	Noise 'Sound Advice'	35	1435
6	Slips and trips	34	3108
7	Dermatitis in catering	30	1613
8	Workplace transport (inc unsafe loads)	27	1653
8	Managing for health and safety	27	1621
10	Muscular Skeletal Disorders	26	1512
10	Dermatitis in hairdressing	26	1277

National Local Authority Delivery Plan for 2010/11
Table 4 - LA planned activities on Local Priorities - GB Summary

<i>(includes activities using flexible warrants or under regulation 5 transfers)</i>	Total - Days	No. Liaison Groups planning activity (out of 46) * no groups resource not given
Major regional/county projects inc industrial estates, twin peaks etc	1361	9
Motor vehicle repair (inc tyre & exhaust fitters)	417	10 (*1)
Legionella & cooling towers	443	11
Work at height (inc Digital switchover initiatives)	388	8
Manual handling (inc carpet retail)	135	2
Radon	20	2
Additional LPG projects, gas safety, and electrical safety	75	2
LEV including builders merchants	33	3
Coupling & uncoupling Heavy Goods Vehicles	7	1
Other asbestos work	18	3
Machinery safety (inc in food premises)	9	2
Vulnerable & migrant workers(inc young workers)	250	14 (*1)
H&S in the Care sector	368	6
H&S in Beauty Industry, Tattooists and body piercing	415	13
H&S in Funeral Directors	9	1
H&S in Builders Merchants	66	1
H&S in Retail sector (inc waste & recycling, convenience stores and market stalls)	131	4
Dermatitis in Florists	5	1
H&S in Livery Yards/Riding establishments	5	1
Fireworks displays & storage	5	2
H&S in outdoor activity centres	25	1
Swimming Pools, pool safety (inc baptism pools)	95	5
Gas safety in catering establishments.	681	16
Chemicals in SMEs	105	3
H&S in Boatyards	0	1
Childminders	22	2
Safety at events	152	5
Hygiene on open farms inc e.coli	27	3
Motorsport project	0	0
Animal welfare	26	5 (*1)
SHAD events (inc Caravans & riding)	30	3
Car washes (inc dermatitis & migrant workers)	164	5
H&S in B&Bs & small hotels	16	3
Grounds maintenance & golf courses	120	2
Glazing	10	1
Petroleum licensing	1	1
LOLER initiative	0	3
Working with new businesses	108	3
HSE/LA top 100 companies joint visits	8	2
Employees awareness campaign	66	1
Local business forums	2	2
FOD + VOSA follow up	2	1
Olympics	22	1
Pledge sign up event	44	1
Health workplace/fit for work/well for work schemes	114	3
Additional proactive work	952	15

**National Local Authority Delivery Plan for 2010/11
LA planned activities on Local Priorities**

Table 5 - Top 10 topics- by number of days of planned activity.

		Total - Days	No. Liaison Groups planning activity
1	Major regional/county projects inc industrial estates, twin peaks etc	1361	9
2	Additional proactive work	952	15
3	Gas safety in catering establishments.	681	16
4	Legionella & cooling towers	443	11
5	Motor vehicle repair (inc tyre & exhaust fitters)	417	10 (1)
6	H&S in Beauty Industry, Tattooists and body piercing	415	13
7	Work at height (inc Digital switchover initiatives)	388	8
8	H&S in the Care sector	368	6
9	Vulnerable & migrant workers(inc young workers)	250	14
10	Car washes (inc dermatitis & migrant workers))	164	5

Table 6 - Topics with more than 5 HSLGs planning activity

		No. Liaison Groups planning activity	Total - Days
1	Gas safety in catering establishments	16	681
2	Additional proactive work	15	952
3	Vulnerable & migrant workers(inc young workers)	14	250
4	H&S in Beauty Industry, Tattooists and body piercing	13	415
5	Legionella & cooling towers	11	443
6	Motor vehicle repair (inc tyre & exhaust fitters)	10*	417
7	Major regional/county projects inc industrial estates, twin peaks etc	9	1361
8	Work at height (inc Digital switchover initiatives)	8	388
9	H&S in the Care sector	6	368

*Includes one group resource not given

**2011/12 Joint LA/HSE FOD Delivery Portfolio
Priorities for Local Authorities**

Sector	Proposal	Why	Who
Olympics	London 2012 Olympic Games Inspection & early intervention programme with key duty holders and LOCOG (running the Games). Whole range of hazards/risks to cover	Largest peacetime project in United Kingdom	FOD/LAs
Beauty Sector (beauty salons, health clubs, tanning salons, spas)	Interventions in beauty sector. Includes dermatitis, sunbeds and lasers.	Hairdressers are 17 times more likely to develop dermatitis than any other group of workers. New legislation – Sunbed (Regulation) Act 2010 Removal of registration by CQC for nonsurgical laser treatment.	LAs
Retail & Hospitality Sector and other high street premises	Increase awareness of need to improve management of workplace violence.	6160 RIDDOR reports.	LAs
Manufacturing and other sectors	Safe maintenance , including Ladder Exchange	Maintenance activities cause approx. 25% of all manufacturing fatalities. Major cause of harm in LA enforced premises eg working at height, asbestos, electrical safety etc.	LAs
All Sectors	Reduce exposure to asbestos amongst tradesmen. 2 workstreams (a) Duty to manage and (b) raising awareness of risks following NW 'trade apprentice' regional pilot	Asbestos is single biggest cause of work related deaths in UK. Building owners are pivotal in reducing this by ensuring risks from asbestos in buildings are identified and managed	LAs
Wholesale/retail	LA Officers to inspect operation of balers and compactors as part of normal proactive visits to LA inspected premises. Based on a two year pilot. (Training will be given to LAs)	High risk machines widely found in both HSE and LA enforced sectors.	LAs
Agriculture/Open Farms	Continued from 2010/11 - focussing on e-coli	Follow up to Griffin Report	LAs
LPG	Continued from 2010/11	Follow up to Lord Gill's Report	FOD/LAs