

B/03/038

<p>Priority programme</p>	<p>Falls from Height</p>
<p>Programme targets</p>	<p>Outcomes: <u>Accident targets:</u></p> <p>To reduce the number of deaths by 5% by 2004 and by 10% by 2010</p> <p>To reduce the number of major injuries by 5% by 2004 and by 10% by 2010</p> <p>Baselines: In the baseline year (1999/00) there were 68 deaths and 5500 major injuries.</p>
<p>Contributions to achieving the PSA targets</p>	<p>PSA Target 1 The rate of fatal/major injuries as a result of a fall from height is expressed per 100,000 employees and the programme has, and will continue to, contribute towards achieving this target. Current estimate is a 19% contribution to reduction in fatal/major injury rate.</p> <p>PSA Target 2 Difficult to set targets because we do not have reliable and measurable baselines. However, current best estimate is for a 3% contribution.</p> <p>PSA Target 3 Not applicable.</p>
<p>Strategy</p>	<p>The falls from height programme aims to reduce the number of fatal, major and over 3 day injuries to workers involving falls from a height and is following a broad three stage strategy:</p> <p>Stage 1 – to gain a better understanding of the problem; Stage 2 – to consider options for tackling the problem; and devise targeted approaches for tackling it; and test those approaches for effectiveness and cost effectiveness; Stage 3 – to devise a method for replicating the successful approaches and embedding them into industry culture and HSE methods</p>
<p>Key work stream 1</p>	<p>Consultation on, and Implementation of, Work at Height Regulations</p> <p><u>Milestones/outputs</u> Presentations on regulations (approximately 6 per quarter) being made to interested parties including trade associations, employee/employer groups, formal consultation document to be issued and Regulations implemented by July 2004. A formal Consultation Document will be issued in Summer 2003.</p> <p><u>Indicators</u> This consultation should ensure that the Regulations are well drafted and that awareness of them is maximised. This will assist in terms of compliance and should ultimately result in improved safety for those working at height and in fewer accidents occurring.</p>

<p>Key work stream 2</p>	<p>To continue to protect workers at height through a targeted inspection and investigation programme</p> <p><u>Milestones and outputs</u></p> <ul style="list-style-type: none"> a) 65,000 proactive visits focusing on: identifications in risk assessments of intermittent work at height; work on and marking of fragile roofs; selection and maintenance of equipment especially ladders and; procurement and monitoring of contractors. b) Investigation of falls from height accidents and complaints; formal enforcement action. c) Various small scale projects e.g. "Stop falling all over London" blitz during 8-19/9/03. <p><u>Methodology for progress management/indicators</u></p> <ul style="list-style-type: none"> a) Evaluation of IRFs completed by inspectors at visits. Sample joint visits by Safety Unit (2 days). Feedback from operational band 1's. b) Analysis of enforcement action statistics c) Project still in planning phase, evaluation has been identified and will be addressed. <p>Performance in managing the hazard in the workplace can be assessed and compared and comparisons made year on year. Success will be indicated by improved performance ratings year on year and by a reduction in accident numbers.</p>
<p>Key work stream 3</p>	<p>Undertaking an enforcement initiative to prevent falls from height during the sheeting of lorries in the chemical sector</p> <p><u>Milestones/outputs</u></p> <p>50 inspector days set aside during 2003/04 to inspect sites where flat bed lorries are loaded to assess the risks and adequacy of controls, including maintenance of equipment and training of operatives.</p> <p><u>Indicators</u></p> <p>Performance of sites to be assessed and compared using a project template. Success of initiative will be measured in terms of increased awareness of the dangers of this type of work and impact on accident numbers.</p>

<p>Key work stream 4</p>	<p>Ladders</p> <p><u>Milestones and outputs</u></p> <ul style="list-style-type: none"> a) Produce a position paper on the safe use of ladders for HSE wide application (3 months after publication of Loughborough Report). b) Draft guidance on safe use of ladders (Final version 14 months after publication of Southborough Report). c) Joint HSE and Cores project on the use of ladders (completion Oct 03). d) Development of window cleaning ladder use information sheet (awaiting publication of Loughborough Report to finalise text). e) Agricultural ladder guidance to be produced after position paper referred to in (a). f) HID LD project on ladders, roofs & stairs (this work year 45 days inspection resource allocated). g) Joint work with shipbuilding and repair industry on use of ladders. <p><u>Methodology for progress management/indicators</u></p> <ul style="list-style-type: none"> a) Project team will discuss report findings and assess their significance. Position paper on the current issues surrounding ladder selection, use, inspection, training and standards will be produced. Summary paper will indicate the key areas for targeting and propose an information strategy. b) Project team in partnership with stakeholders will seek a consensus position on practical measures to address the key areas. An evaluation strategy will be developed in light of the key areas as part of the project planning. c) Initial baseline survey, from this suggested solutions will be produced and a follow on survey will assess the take up and levels of risk reduction. d) Agreement with the National Federation of Master Window and General Cleaners. Evaluation feedback from members of trade association. e) Consensus position on practical measures to be agreed with the IAC. f) Performa to be completed at visit that is returned to the centre for evaluation. g) Consensus position on practical measures to be agreed with the IAC.
<p>Key work stream 5</p>	<p>Development of design based approaches</p> <p><u>Milestones and outputs</u></p> <p><u>Safety Unit</u></p> <ul style="list-style-type: none"> a) Contribute to revised British Standard for window cleaning, which includes window selection b) Contribute to revised Building Regulations Approved Document N – glazing that includes demarcation for impact risk. <p><u>Methodology for progress management/indicators</u></p> <ul style="list-style-type: none"> a) Consult with relevant sectors and return comments by deadline. b) Consult with relevant sectors and return comments by deadline.

Key work stream 6**Development of safe working methods**Milestones and outputsSafety Unit

- a) Publish guidance on the use of harnesses in boom type MEWPS (Final version June03)
- b) Publish guidance on rope evacuation
- c) Further work with the aerial installation industry. Guidance in the inspection pack (Oct 03), further promotion amongst key players.
- d) [guidance on falls in schools and LA depots and amenity sites- PG to draft]

Sectors

- e) Implement results of research into methods of carrying out roof repairs from below
- f) Working with the paper industry on 'going bananas' initiative
- g) Research and guidance on the use of long pole window cleaning systems.
- h) Engaging employer's liability insurers to encourage good practice in window cleaning.
- i) Guidance on safe use of taller scopes in theatres.
- j) Work with telecommunications employers on new procedure for pole climbing
- k) Revised guidance on container access and handling
- l) Publish a series of information sheets on falls at airports.
- m) HID LD project on vehicle sheeting in the fertiliser industry.
- n) Liaison with Glass and Glazing Federation over procedures for window installation.
- o) Further analysis of falls trends within food and drink industries as part of the continuing evaluation of the "Recipe for safety" campaign.

Methodology for progress management /indicators

- a) Consensus position reached with external consultants. Feedback from key trade associations (IPAF and CPA), DIAS to report on requests for guidance and circulation.
- b) Feedback from industry stakeholders.
- c) Amended inspection pack, provision of booklet and feedback from trade association and other key players on the take up and success of the methodology.
- d) Production of information in consultation with industry
- e) Review by IAC
- f) Manage research project. Production guidance in consultation with the National Federation of Master Window and General Cleaners.
- g) Begin a dialogue with the Association of British insurers and identified insurance companies to influence them to participating in this initiative.
- h) Produce guidance in consultation with entertainment industry. Stakeholder feedback.
- i) Produce new guidelines in consultation with training providers, employers and equipment suppliers. Stakeholder feedback.
- j) Produce new guidance in consultation with the industry. Stakeholder feedback.
- k) Produce guidance in consultation with airport authorities, employer and employee representatives. Stakeholder feedback and inspector reports.
- l) Time allocated, reporting methodology and assessment.
- m) Initial meeting with Federation to discuss the way forward.
- n) Year on year progress in the area of Fifth

<p>Key work stream 7</p>	<p>Guidance and awareness events</p> <p><u>Milestones and outputs</u></p> <ul style="list-style-type: none"> a) Further development and roll out of priority programme (PP) safety and health awareness days (SHADs) b) Production of training material for LA and other Directorate inspectors on work on fragile roofs. c) Contribution of material for Fifth PP web site. <p><u>Methodology for progress management/indicators.</u></p> <ul style="list-style-type: none"> a) Continuing monitoring by attendee questionnaire. Safety unit to attend an event to evaluate the material presented. b) Presentation at programme board to other directorates. Forward material to other Directorates training sections and FfH height contact. Assist in modifying and presentation for LAs. c) Provide examples of good practice and relevant photographs. <p>Pre and post event proofreads.</p>
<p>Key work stream 8</p>	<p>A series of pilot projects/targeted activity in cooperation with relevant stakeholders, in support of stage 2 of the Programme Strategy, which will include;</p> <ul style="list-style-type: none"> • Work with Corus plc to obtain a baseline measure of employee, supervisor and contractor knowledge & competence with respect to safe use of ladders and access to and work from overhead travelling cranes. Evaluation of the effectiveness of any control measures implemented. • Work with LEAs to address issue of falls in the education sector, particularly amongst caretakers and primary school teachers. • Work with relevant stakeholders on the development and distribution of a leaflet aimed at warning drivers about risk of falling from goods vehicles. • Work to disseminate proven good practice with regard to the use of stairs in the workplace. <p><u>Milestones/outputs</u> Successful engagement of relevant stakeholders.</p> <p><u>Indicators</u> Findings are used to further aims of the Programme and to help achieve Programme targets.</p>
<p>Key work stream 9</p>	<p>Series of Research Projects in support of the Programme Strategy</p> <p>The research strategy for the Priority Programme covers the following main areas: behaviour/risk perception, training, designing out the need to work at height, and standards of equipment. Projects in support of these areas are being undertaken and the conclusions will be evaluated and disseminated in support of the Programme strategy.</p> <p>Research projects look specifically at:</p> <ul style="list-style-type: none"> • revision of body size criteria in standards protecting people working at height • developing a prototype decision aid for determining risk of work systems at height when using temporary access systems • reviewing criteria concerning design, selection, installation, maintenance and training aspects of temporarily installed horizontal lifelines • recidivist risk takers who work at height • investigation into the fall-arresting effectiveness of ladder safety hoops • evaluation of safety nets • technical guide to the selection and use of fall prevention and protection methods when working at height • Trojan horse safety messages <p><u>Milestones/outputs</u> Commissioning of projects, ongoing reports of progress with projects, consideration of conclusions and decisions on their dissemination/impact upon Programme strategy</p> <p><u>Indicators</u> Findings are used to further aims of the Programme and to help achieve Programme targets.</p>

Third party involvement	External and internal stakeholders, including; trade unions, employer groups, trade associations, IACs and sectors will be kept informed about the programme and will be encouraged, when appropriate, to become involved in, and help with, trialling and evaluating options for tackling the falls problem.
Evaluation	Success of individual activities/interventions will be assessed through questionnaires/meetings/formal consultation and other feedback. Aim will be to consider methodology to be used to assess impact of various activities during the planning of the individual projects.
Input assumptions	<p>Policy; 30% Band 2, 1.5 x full time band 3, 1x full time band 4.</p> <p>Operational Policy, 35% band 2, 50% band 3</p> <p>Inspection:- HID - 50 inspector days FOD - 78.5 staff years</p> <p>Research - £250,000</p>
Key assumptions	<ul style="list-style-type: none"> • That strategic priorities for HSC will not change • That resources will not be diverted away from the Programme • That stakeholders will engage with and support Programme activity
Actions to manage dependencies for successful delivery	<ol style="list-style-type: none"> 1. Staff leaving and either not being replaced because of limits on recruitment, or new staff being on a steep learning curve. Situation will be regularly monitored and if programme is in jeopardy, Programme Manager will be responsible for reallocating staff directly or through operational managers. 2. Lack of third party commitment. Will make use of existing contacts and conferences etc in order to encourage involvement. 3. Unable to put contents of existing HSE guidance and good practice on web site.

Quarterly Management Information Report

Milestones and outputs The following sections should detail the outputs and 'highlights milestones' for the year related to key activities. Milestones should be selected so as to represent planned key achievements across the programme within the quarter. Outputs for the milestones should use proxies/surrogates that indicate that progress is being achieved towards the overall programme targets. Judgement should be exercised in selecting representative quarterly milestones where the programme has a considerable number of workstreams. Progressively, comments on the achievement of those milestones will be entered in column 3.

Selected Milestones /Progress	Selected Milestones	Comments on progress achieved
First quarter		
Second Quarter	Report on inspection activity Position paper on safe use of ladders Publication of CD on WAH Regulations	
Third quarter		
End of year progress report	Report evaluating SHADs Report on joint work with Corus plc Report on HSE inspection and enforcement activity End of consultation on WAH Regs	
Programme Manager's comments.	This section should be used by Programme Managers to provide an overview to their quarterly reports.	