

Meeting Date:	3 October 2005	FOI Status:	Fully Open
Type of Paper:	Above the line	Paper File Ref:	
Exemptions:	post meeting		

HEALTH AND SAFETY EXECUTIVE

The HSE Board

Monthly Health & Safety Report - October 2005

A Paper by Tim Beaumont

Advisor(s): Health & Safety Unit, PARIS & Management Information

Cleared by Marcia Davies for Justin McCracken on 30 September 2005

Issue

1. Report on current significant issues for HSE's management of health and safety including incidents, sickness absence statistics, performance against targets and request for support and action.

Timing

2. For discussion at this meeting

Recommendation

3. That the Board
 - supports the internal actions planned to coincide with the 'European week for safety and health at work 2005' (Euroweek) in their Directorates and the 'Watch your step' campaign;
 - agrees to support the work on improving fire risk assessments in the Estate; and
 - notes progress against targets and offers any comments on the report format.

Argument

4. The format of the health and safety report has been changed to reflect the Board's general wish for some strategic issues to be addressed. This month the statistical part of the report is found in the Annex. Any other comments on the format or content of the report are welcomed.

a) Progress against targets at 22 September 2005

See Annex 1. Reported incidents & cases of ill health remain encouragingly below targets.

b) 'Euroweek', the 'Watch your step' campaign & near miss reporting

The theme of Euroweek is noise. Because noise is not a major risk factor for HSE, it was agreed at the CHSC that during October HSE would concentrate on promoting worker involvement and near miss reporting, with a particular focus on slips and trips. This would coincide with the 'Watch your step' campaign. Site co-ordinators are raising awareness of the importance of near miss reporting and encouraging staff to report near misses by the simplest route, e.g. by e-mail/phone rather than by the formal reporting procedures. This is intended to reduce slips and trips accidents by removing the hazard before it gives rise to injury. An earlier pilot in the Midlands saw a significant increase in the reporting of genuine near misses resulting in a reduction in risk to staff.

Board members are asked to support the campaign, the implementation of near miss reporting and the involvement of TU safety reps.

Although noise in HSE is a relatively low level risk, historically some employees in HSL and some offshore workers have been exposed to increased risk of hearing damage. For the benefit of these staff we will be working with our occupational health providers to review our health surveillance of staff with regard to noise to make sure it is still adequate in light of changes to the legislation. HSL will be reviewing noise assessments and carrying out an internal audit on noise.

c) Fire safety at Rose Court

The BSD/TU investigation into the problems with fire safety at Rose Court during the first 6 months of the year has reported back. It has come up with a number of recommendations for both Rose Court and the estate in general. The key one is to review the standard of fire risk assessment across the Estate. A new assessment has been carried out in Rose Court and will be reviewed before the rest of the estate is looked at. The Board will be kept informed of further developments.

The letter from Crown Premises Inspectorate about Rose Court was very unfavourable and it has placed fire safety at the top of the health and safety agenda. The Board is asked to support the re-assessment work and to adopt any significant recommendations that arise from it.

d) Governance review

Following the Board training day in July and the recommendations which emerged, Justin McCracken has initiated a health and safety governance review. A meeting has been held with representatives from Internal Audit to set out a broad framework for the review. The key themes that will be considered will be measurement of compliance with procedures, clarification of roles and responsibilities and assessing accessibility of information. The aim is to have the broad findings to the Corporate Health and Safety Committee by the November meeting and a paper to be out before the Board in January 2006.

e) Stress

The presentation of the complete findings of the stress risk assessment process has been deferred until next month. This will allow the results of the assessment and

resultant stress action plans to be more fully developed throughout the other levels of the organisation. It will also allow the paper to reflect other initiatives such as the Exchange briefing meetings.

Board members are asked to reassure their teams that the deferment of this paper will not result in a loss of momentum or reflects a lack of support by the board, but rather shows a desire by the Board to ensure that a comprehensive and thorough approach is taken on this important issue.

f) Lone working

The deferment of the stress paper and the extra high profile work on fire safety means that the presentation of the paper on lone working will need to be deferred until December 2005.

Future health & safety Board papers

November 2005	Exchange briefing feedback, including health & safety
November 2005	monthly statistical report to include half review statistic review
December 2005	Lone working
January 2006	Governance review

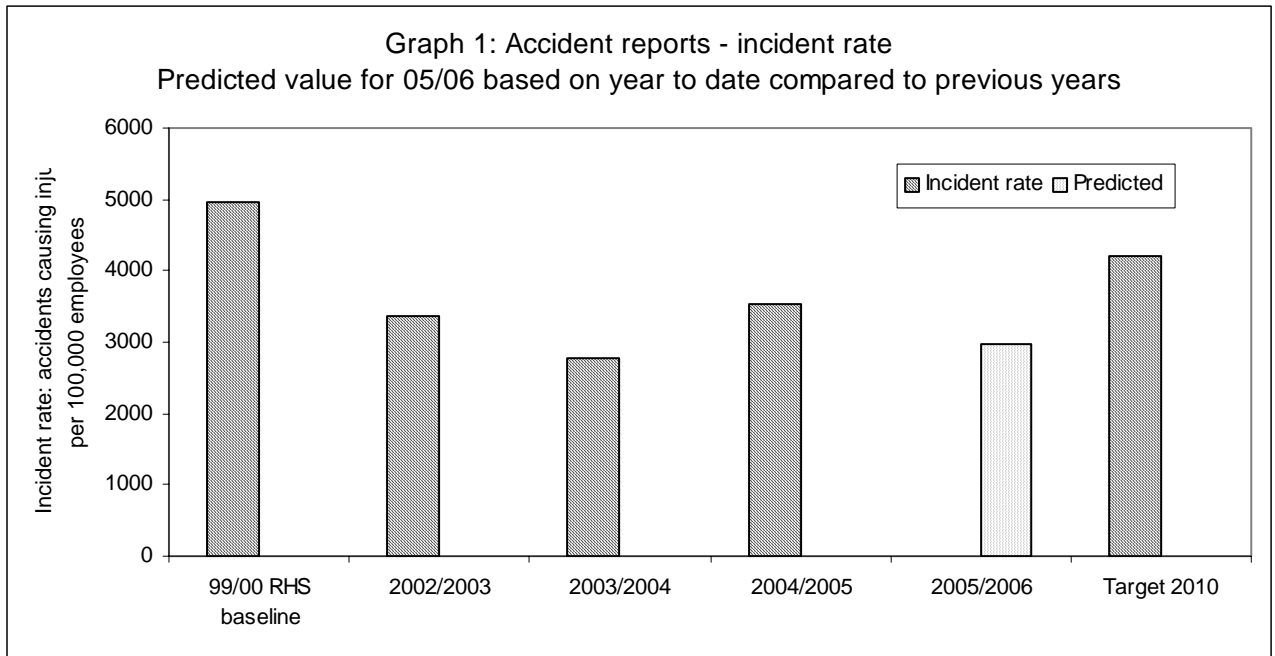
Annex 1 - Progress against targets at 22 September 2005

There have been 55 incidents/ill health reports for the period 29 August – 22 September.

Category	Actual number reported since 1/4/05	Number required to fail target	Target for 2005/06
RIDDOR reports	4	5	<10
DSE/IH1 reports	12	28	<57
Slips/trips causing injury	22	23	<47
Near misses	76		

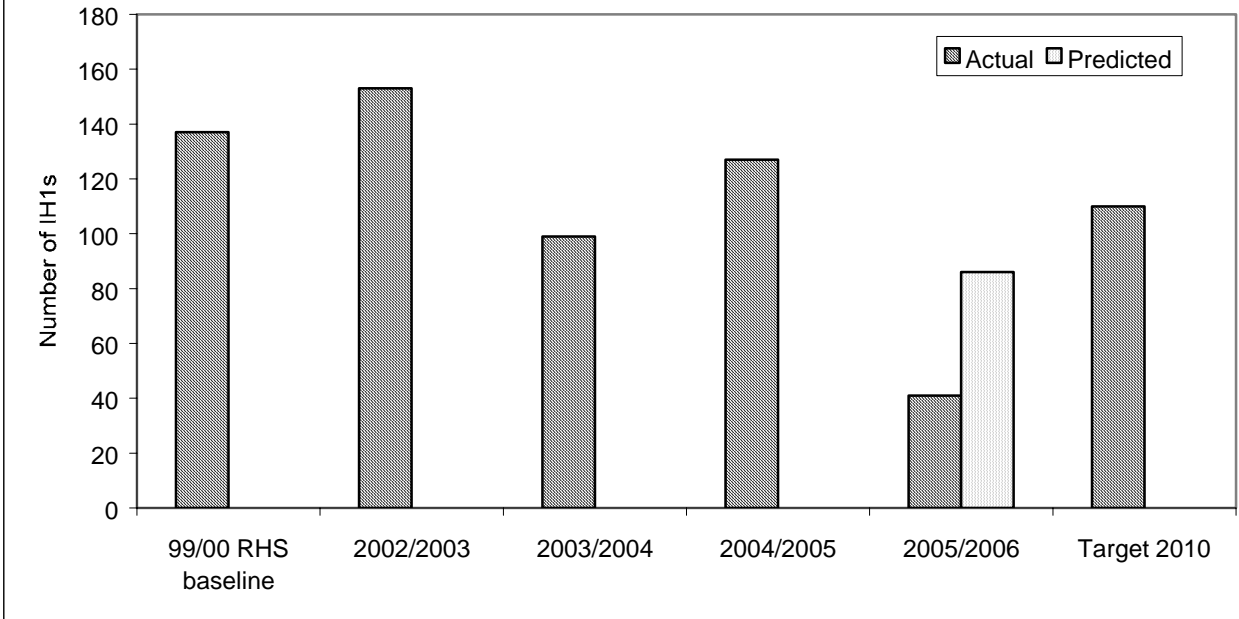
The figures give a relatively optimistic picture. It's worth noting that this time in 2004/05 we were about to hold an emergency CHSC meeting because we had passed our full year target for RIDDOR incidents. A full half-year review including comparison with 2004/05 will be included in next month's stats report.

The accident incident rate (see graph 1) has risen slightly from 2799 last month to 2970, which is still below the RHS target and the rate for 2004/05.



There have been 41 IH1s received in the year to date. This gives a prediction of 86 for the year as a whole, which remains below the 2010 target and the 2004/05 level (see Graph 2).

Graph 2: Ill health reports: Year to date compared to previous years



From Graph 3 the Board will note that the sickness absence trend has now been downward for 12 months running, although the rate of reduction is now falling – the reduction seems to be plateauing off. We are still on course to hit the 6.2 target by the end of 2006/07

Board members should note that the lack of data in last month’s report was due to difficulties obtaining the information from the e-payfact system and correlating them with the PARIS system.

Graph 3: Current sickness absence in HSE staff up to and including July 05

Projected trend shown

