

# PRIORITY PROGRAMMES

## Introduction

1.24 Eight priority programmes have been selected covering hazards or sectors where major improvements are necessary if the targets are to be met. We will focus on five hazard areas and three sectors:

- falls from height;
- workplace transport;
- musculoskeletal disorders;
- work-related stress;
- agriculture;
- construction;
- health services; and
- slip and trips (we will work with local authorities to target this problem in the sectors they cover).

1.25 The mix of tools used in the plans (compliance, continuous improvement, knowledge, skills and competencies and support and advice) has been designed to suit the needs of each programme, based on the particular circumstances in each sector or hazard. In some hazards, knowledge and understanding is better developed so different approaches can be adopted which focus, for example, on securing compliance with the law. However, a common strand throughout is the involvement of stakeholders to help deliver the targets.

1.26 These hazards and sectors are those where action is needed now. If such action is successful we will bring forward new priorities later. Health issues often require longer to identify the scope of problems and the best ways of tackling them before specific action can be taken. There is inevitably an overlap between work that is carried on in sectors and work to address specific hazards. Details of how each programme has developed over 2001/02 follows.

## Table 1 Falls from height

### Plans for 2001/02

A programme of 960 inspections including investigation and enforcement as necessary across all HSE enforced sectors:

- ensuring good practice in, eg, proper planning and procurement of maintenance work;
- working with intermediaries (especially in local authorities, and the construction and agricultural industries) to improve standards in erecting and dismantling scaffolding, targeting planning supervisors, principal contractors and, eg, standards in seasonal work at heights in agriculture;

### Progress during 2001/02

The number of targeted visits and associated enforcement action undertaken by HSE exceeded that planned for the year.

- using Construction (Design and Management) Regulations (CDM) principles to design out the need for work at heights

Targeted inspections in:

- chemicals industry (to achieve reduction in falls from road tankers and to eliminate the need for routine high level access to road tankers); and
- offshore chemical industry (to achieve reduction in falls from height).

Build partnerships to develop and deliver a long term strategy to reduce falls from height through:

- establishing links with key stakeholders, identifying how they can contribute to RHS targets; and
- engaging offshore stakeholders through industry contacts, trade associations, safety representatives, the Offshore Industry Advisory Committee (OIAC) and technical fora, eg conferences and workshops.

Research to be commissioned on the causes of falls from height and designing out the need for work at heights.

Prevention of falls from height from road tankers: a final analysis of the results of visits in 2001/02 has resulted in the development of a detailed strategy for 2002/03. Regular monitoring will enable progress to be assessed and the impact of the intervention, as well as measuring progress against overall targets.

Delivered in part because of changed enforcement priorities. A targeted inspection programme has been put in place for 2002 onwards.

Partnerships have been developed through consultation on, and promotion of the Temporary Work at Height Directive.

Relevant stakeholders have been involved through seminars and workshops.

Six projects were commissioned under the Competition for Ideas. These are looking at:

- recidivist risk takers working at height;
- designing in safe access for maintenance and repair work at height;
- the effectiveness of ladder stability devices;
- the selection and use of fall prevention and protection methods;

Work to ensure that employers provide workers with necessary competence for working at heights, especially in construction and maintenance activities.

- the effectiveness of prevention and risk control measures for work at height; and
- an evaluation of safety nets.

This requirement will apply to all work at height through the implementation of the Temporary Work at Height Directive.

#### **Other significant activities**

A 'slips, trips and falls from height' (STF) project for the chemicals industry has included production of a number of assessment tools. These have been made available to industry (via a workshop and the Step Change team) and internally. The project reports have been forwarded for inclusion on HSE's website. A tool to assist inspectors looking at STF has also been delivered and has been successfully trialled.

## Table 2 Workplace transport

### **Plans for 2001/02**

#### **Compliance**

We will carry out a priority inspection programme including 1700 visits by inspectors to premises in all sectors with particular attention being paid to workplace transport in the construction, agricultural, quarries, docks and airport industries. These visits will deal with:

- separation of vehicles and pedestrians;
- minimisation of reversing; and
- improving the rearward visibility of high risk vehicles;
- co-operative working with the road haulage industry to improve compliance.

### **Progress during 2001/02**

Inspection programme exceeded. A total of 3465 targeted workplace transport visits were recorded for 2001/02 by HSE inspectors. In addition workplace contact officers completed 741 'workplace transport awareness' survey forms after contacting new businesses.

Local authority enforcement activity will focus on:

- the segregation of vehicles and pedestrians; and
- the management of reversing movements.

### **Continuous improvement**

We are committed to the involvement of stakeholders, we will:

- set up a stakeholder action group, involving SMEs especially, to take views and seek volunteers for smaller sub-groups to deal with discrete projects to reduce workplace transport risks. HSE's Technical Division (TD) has several stakeholder groups, which are identifying key issues and dealing with them through accident analysis, standards making and HSE and industry guidance;
- prepare and issue a discussion document on preventing workplace transport accidents and analyse responses; and
- develop a HSE workplace transport webpage to facilitate greater openness.

### **Knowledge**

We will fund a research programme to:

- identify the causes of workplace transport incidents and identify baselines;

Progress on this activity will be reported in the Health and Safety Executive/Local Authorities Enforcement Liaison Committee (HELA) Annual Report 2002 due to be published in November 2002.

Stakeholder action group will be set up when responses to discussion document have been received and required input of stakeholders has been determined. TD stakeholder groups have continued to meet and identify key issues.

Discussion document was issued to schedule on 15 January 2002. Launch attended by the then Minister, Alan Whitehead, and many representatives of the industry. Speakers included Bill Callaghan, Tony Wheel of the Construction Confederation and Kim Sunley from the GMB. Closing date for responses was 15 May 2002. Responses are being analysed and next steps identified.

Work has started on the webpage. HSE has joined up with the HELA website, and work will be continuing to refine this throughout the coming months.

The Health and Safety Laboratory (HSL) has reported back on a small research project and literature review to identify causes.

- survey employer awareness of workplace transport risks; and
- identify SME stakeholders through accrediting bodies (for lift trucks), equivalent organisations, and through local authorities.

Development of an interactive CD ROM to determine driver competence. Prototype for testing due by 31 March 2002.

**Support**

We will develop guidance on reducing falls from vehicles.

This research programme has been carried over into 2002/03.

Work has started to identify stakeholders, and will be completed when responses to discussion document have been analysed and external involvement determined.

CD ROM will be officially launched in October 2002. Possible means of distribution and methods of analysis when results are received are being considered.

Information gathering has begun.

Table 3 Musculoskeletal disorders (MSDs)

**Plans for 2001/02**

**Compliance**

To improve compliance with the law we will:

- carry out a programme of 3290 targeted visits to reduce manual handling injuries;
- review slips and trips injury reports to identify high risk industries where these result in work-related musculoskeletal disorders (WRMSD) and target poor performers;
- develop manual handling risk assessment tools to help dutyholders comply;
- implement a manual handling campaign at chemical manufacturing premises to determine

**Progress during 2001/02**

Over 8450 visits were carried out and inspections resulted in 247 improvement notices and 45 prohibition notices.

The review is in progress.

This tool should be delivered to all HSE field inspectors during autumn 2002 and will be made available to the public in early 2003. A local authority (LA) pilot is also being run.

Campaign launched in April 2000. Over 400 training packs purchased to date by industry. A

the impact of employer's involvement, promote the *Handle with care* learning pack and check the suitability of risk assessments;

- within the mining industry, we will investigate selected back pain absence reports and conduct audit inspections targeted at control systems and their effectiveness;
- target manual handling activities offshore through inspections and interventions.

### **Continuous improvement**

To promote good practice we will:

- identify good manual handling practices in the health sector and also innovative solutions in the woodworking industry;
- develop a pilot ergonomic interventions programme, aimed particularly at tackling work-related upper limb disorders (WRULDs), in partnership with the Confederation of British Industry (CBI), TUC and the Institute of Directors (IoD), to set targets for individual sectors;
- work with insurance companies to target industries and activities with high compensation cases associated with WRMSD, and in particular WRULDs;
- promote a holistic approach to better management of acute WRMSDs;

good practice benchmarking survey has been fed back through the Chemical Industries Forum and Trade Associations.

One audit completed. The project is continuing.

Through the 'Step Change' initiative, activity has increased. The industry has now made manual handling a priority.

MSD inspections in the health sector have resulted in good practice being promoted by the HSE inspectors. The woodworking project relied on responses from the industry. None were received and the initiative was discontinued.

A number of pilots are underway or are being developed, eg the Corrugated Packaging Association launched an initiative in December 2001. HSE is also working with the printing industry to identify the main causes of MSDs and has been promoting HSE's holistic approach to MSDs and WRULDs at industry-led events. Work is also underway to develop targets and improvement plans in the private health sector.

The Textiles Industry Advisory Committee (TEXIAC) MSD working group is working with the relevant insurance companies, focusing on rehabilitation of MSD cases.

**Back in work:** The evaluation of this initiative has been published (see HSE's website and link to the Sign-Up Network site). It has demonstrated the benefits and cost effectiveness of integrated management and partnership approaches to preventing and managing back pain. **Working**

- use Offshore WRMSD case studies to spread best practice.

### Knowledge

To improve our knowledge on WRMSDs we will commission research to:

- review manual handling problems and identify WRMSD risk factors and solutions in known high risk occupations and activities;
- determine risk factors in handling in hot and cold environments.

### Skills

To improve skills and competence we will deliver new training for inspectors on the manual handling of patients in health care.

### Support

To ensure employers and employees have the right information and advice to manage WRMSD we will:

- publish revised guidance on the prevention of WRULDs in the workplace;

**Backs Scotland:** has resulted in a significant shift in the awareness and treatment for back pain in Scotland. **Proposed initiative in Wales:** A meeting of stakeholders was held in January 2002 and a bid for funding has been submitted to the National Assembly.

This project is continuing through the 'Step Change' initiative. Targets have been set and a working group will take it forward.

The following has been reviewed: the handling of disabled passengers and baggage in and around aircraft; evidence of injury from lifting heavy building blocks; MSD risk factors in selected construction trades and methods to reduce MSD risks in the meat industry.

Detailed proposals were received in January 2002 and work is expected to start in 2002/03.

Provision of this new training will be carried over into 2002/03.

The revised edition of *Work related upper limb disorders* was successfully launched at a conference at TUC Congress Centre on 28 February 2002, International Repetitive Strain Injury (RSI) day. Initial feedback has been very positive.

- publish and widely promote manual handling guidance for home care workers;
- develop a programme of support particularly for small and medium sized enterprises (SMEs) linking into the Occupational Health Advisory Committee's (OHAC) recommendations on improving access to occupational health support.

*Handling home care: Achieving safe, efficient and positive outcomes for care workers and clients* was published in March 2002 and launched at the Handling People Conference.

Through the Improving Access to Occupational Health Support Project Board, the programme is progressing satisfactorily. The use of self-assessment tools is being explored and a pilot occupational health and safety support telephone helpline has been fully operational in Lanarkshire since February 2002.

#### **Other significant activities**

A system for monitoring dutyholder's compliance with MSD requirements has been developed.

Display Screen Equipment (DSE) guidance has now been revised and circulated for external consultation. It will be published in spring 2003.

Handling accidents in the local authority (LA) enforced food and drinks industry and the handling of patients in residential care homes have been targeted for inspection.

Seminars were held in Aberdeen and Great Yarmouth to highlight MSD problems offshore and identify solutions. A resource pack of training materials and tools to help identify ergonomic risks has been developed.

In agriculture, working with the National Farmer's Union (NFU), a 'manual handling solution' competition is being held for farmers and agricultural colleges to identify best practice; work has started to ensure that all seed is supplied either in bulk or sacks less than 25 kg; the position of manual handling training and scope for inclusion in National Occupational Standards is being reviewed; manual handling risks were demonstrated at agriculture safety awareness days and manual handling training for inspectors has been delivered.

A 'DSE club' has been set up as a new forum for sharing information between LAs on enforcing the DSE Regulations; and pilot projects have been set up to study the effects of interventions on compliance.

Further MSD enforcement training for HSE's Field Operations Directorate (FOD) inspectors has been delivered as part of an ongoing programme; an initiative in Wales and the West also provided practical training to HSE and LA inspectors; and a MSD topic pack to guide and assist inspection has been provided for FOD inspectors.

A number of sector specific publications, dealing wholly or partly with MSD have been published, including:

- *Reducing injuries caused by sack handling in the food and drink industries;*
- *Moving food and drink - Manual handling solutions for the food and drink industries;*
- *Injuries and ill health caused by handling in the food and drinks industries;*
- revised guidance *Health and safety in care homes.*

## Table 4 Work-related stress

### Plans for 2001/02

#### **Compliance**

To improve compliance with the law we will draft first phase management standards for a range of key stressors and consult upon these initially through the Occupational Health Advisory Committee.

### Progress during 2001/02

Research project to provide a summary of the underpinning scientific evidence for the first phase of management standards progressed. Final report received May 2002 and drafting of the standards has begun.

### **Continuous improvement**

To promote best practice in the management of work-related stress we will:

- identify best practice in preventing work-related stress;
- identify best practice models for rehabilitation in stress cases; and
- set up five pilot (one year) local benchmarking groups to share good practice and 'lay' knowledge about work-related stress in SMEs and between safety representatives.

### **Skills**

To improve skills in the management of work-related stress we will:

- promote the Cranfield University Business School resource pack *Mental well-being in the workplace*;
- examine current best practice in inspection and produce revised guidance for inspectors; and
- begin development of training materials for managers and safety representatives on how to carry out a stress risk assessment.

### **Support**

To ensure necessary support and advice is in place we will:

- publish revised guidance for employers; and

Report on project to identify good practice in stress management received. To be published with report of second phase of project (covering best practice).

Tender exercise for research project to identify best practice in rehabilitation completed July 2002.

Cross-government benchmarking group met in May 2002 with promising early results.

The resource pack was reissued with a new ministerial foreword on National Stress Awareness Day (November 2001).

Revised guidance for inspectors published. Regional briefings on the priority programme, new guidance, operational circulars (OCs)/local authority circulars (LACs) and technical support mechanisms for senior management in FOD and LAs conducted in June and July 2001. Now looking at providing training courses.

Initial scoping exercise on the development of training materials completed. Development under way.

Revised guidance *Tackling work-related stress* published. Heavy media coverage. In its first two weeks on sale, HSE Books distributed about 1100

- commence a second wave of guidance and promotion for National Stress Awareness Day November 2001.

copies. A total of 16 presentations to external audiences to promote the guidance were made. Employee leaflet was restructured and reprinted to clarify its meaning.

Revised free guidance for small firms *Work-related stress – A short guide* published on National Stress Awareness Day.

#### **Other significant activities**

Two tender exercises for research projects (on defining a case of stress and what affects perception of stress) to help define targets were carried out but were delayed due to post-tender discussions. Research now underway.

HSC was involved in a workshop to refine policy model for stress, to aid evaluation plans. Next step is to define a research project to test and validate the model.

#### **Compliance**

FOD inspectors made 724 contacts on stress this year.

## Table 5 Construction

### **Plans for 2001/02**

#### **Compliance**

To improve compliance with the law we will:

- deliver the construction sector part of the Securing Compliance Programme through inspections, investigations and, where required, formal enforcement involving all those in the construction procurement and supply chain;

### **Progress during 2001/02**

Robust approach to compliance with over 2500 notices served and over 600 informations heard.

Over 2600 Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) and 8000 complaints investigated.

Joint HSE Construction (Design and Management) Regulations (CDM) designer audit programme with nine targeted interventions completed.

- hold initiatives on safe working at heights initially including cross-sector programmes aimed at clients and maintenance, scaffolding (worker and public safety), the use of scaffolding nets for industrial roofing and designing out fragile rooflights;

- revise the ACOP on CDM;

- hold enforcement campaigns to promote compliance in manual handling of building blocks and liaising with manufacturers and suppliers to promote alternatives; and

- hold compliance initiatives on managing exposure to noise and hand arm vibration (HAV) in hand tunnelling, scabbling and pile head removal, and on designing out the risk of HAVs; and support the workplace transport priority programme.

Work at heights initiative including engaging with designer, supplier and contractor intermediaries: over 950 contacts made. Major advances through safer processes:

Scaffolding trades: high level of commitment, especially by national firms, in the first year following the introduction of voluntary industry code on the use of harnesses, but more to be done through on-site supervision.

Industrial roofing: use of safety nets is now the norm.

Precast flooring: new industry voluntary code (<http://www.pff.org.uk/>) launched April 2001 and safer ways of working being adopted.

Fragile roofing: voluntary industry code on fragility now beginning to feed through into better products and specifications leading to safer work processes. Contacts with clients on maintenance issues demonstrated the success of early interventions, a key factor in the new intervention strategy.

Revised CDM ACOP in force 1 February 2002.

Concrete Block Association engaged and contact with Concrete Products. Association now planned for 2002/03 in conjunction with other initiatives. Over 450 contacts from field activity with 25% involving 'tracking back' to designers, etc. Enforcement doubled over previous year. Proactive interventions adjudged highly effective. One in eight of HSE's enquiries found that heavy blocks had been 'designed out' ie that the specification had been changed on health and safety grounds.

HAVs: risk eliminated or reduced by design in specific construction processes in some 60% of cases;

Noise: fewer contacts than planned but this was offset by the synergy with the HAVs initiative and elimination or reduction of noise risk found in many cases;

### **Continuous improvement**

To encourage continuous improvement we will:

- monitor and review RHS targets agreed with Construction IAC (CONIAC); and
- follow up the February 2001 Construction Summit to ensure all construction 'umbrella' bodies have appropriate action plans and that these are being implemented by trades, professional bodies and dutyholders.

### **Knowledge**

To improve our knowledge we will project manage research on:

- accident causation in construction;
- work-related stress in construction;

Transport: over 750 contacts on transport targeting, in particular segregation and reversing.

Continuous improvement by industry was the focus of the October 2001 conference (see 'Support' below).

Bilateral meetings held with umbrella bodies to monitor progress. These bodies and others encouraged to cascade action plans down the line, eg CLG (the specialist's umbrella body) cascaded to Heating and Ventilating and the Electrical Contractors Associations.

First report covering the nine months post-summit delivered to ministers on 19 February 2002.

Loughborough University work on determining the causal factors in 100 accidents continues. Bomel Report Phase 1 on the major factors which influence accidents and ill health in construction published, disseminated and being used to inform further work and intelligence needs. Phase 2 commenced and will provide more robust intelligence. Survey work also commenced on accidents during 2001/02 to obtain additional data to assist in determining causes.

Advanced proposal which was submitted for 'Competition for Ideas' 2002 but not successful. Preliminary research work (by MSc student) relating to site managers will complete in September 2002.

- mapping health hazards and risks; and
- major hazards in the construction industry.

### Skills

To improve skills and competence we will:

- support and stimulate initiatives to influence the formation of engineering, design and architectural professionals; and
- carry forward proposals for pan-industry standards of assuring and assessing competence of all on site.

### Support

To support health and safety in the construction industry we will:

- support the second Working Well Together (WWT) annual conference in European Health and Safety Week and the second annual WWT awards and hold two promotional bus tours;

Consideration of further research needs will follow Mapping Health Project - final report received and shortly to be published on Internet.

Scoping work in hand. Project to continue into 2002/03. Two specific programmes identified - tower crane and tunnelling collapses now identified for 2002/03; and wider scoping research will also be carried forward into 2002/03.

Part 1 research by Symonds on *Identification and management of risk in undergraduate construction courses* published (CRR392) and high institution and media interest. Recommendations being considered to inform 'next steps'. Website developed to hold the teaching materials for undergraduates and lecturers.

Institutions and industry planning to provide 'champions' to assist in the delivery of health and safety teaching and initiatives by institutions in hand to improve delivery of health and safety education.

Industry initiatives for a fully competent workforce supported, in particular via Major Contractors Group and Construction Industry Training Board/CSCS testing regime.

WWT conference on 18 October 2001 focused on identifying and removing barriers to the challenging RHS targets set by the construction industry (94% of delegates considered it worthwhile and 80% committed to further action). Industry stakeholders fully engaged through workshops, the 'way

- further develop the WWT website to disseminate best practice and support action plans;
- use publications such as WWT News to promote RHS programmes and *Site safe news* to promote worker awareness of enforcement activities and good practice; and
- develop and promote guidance on management of HAVs and guidance on management of occupational health including for SMEs;
- facilitate development of an effective occupational health support system for construction industry;
- revise HSG150, targeting SMEs especially high risk trades and make this available on the WWT website; and
- support a pilot Workers' Safety Adviser (WSA) initiative in construction.

forward' conclusions agreed by CONIAC and further work in hand. Comprehensive information and progress reports to be posted on the website. WWT awards successfully held on 17 October 2001 and high media profile achieved. New 'worker' award well received. Four-week pan-Great Britain WWT bus tour with key messages reached 5000 site workers who also entered the WWT 'worker' competition. WWT 'local' groups increasingly active with excellent support in Scotland, through the South West Summit, the Haydock initiative and the Wales Civil Engineering Contractors Association event.

WWT website easier to access and more Action Plans displayed. Over 17 000 visits to the site.

*Site safe news* redesigned to improve message and impact and over 110 000 copies distributed.

HAVs' guidance: Decision taken to rely on generic HSE advice. Occupational Health (OH) guidance awaits resolution of some OH support issues. Proposals for joint publication with Construction Industry Research and Information Association (CIRIA) being developed.

OH support scheme: Feasibility study completed September 2001. Proposals for pilot study discussed by HSC and CONIAC and project plan under active development.

HSG150, the authoritative text on Health and Safety in construction, launched at October conference. Comprehensive advice for SMEs featured on the WWT website. 40 000 'hits' on HSE construction webpages.

Work continues with industry on implementing the construction WSA pilot, which went 'live' March 2002.

*The absolutely essential health and safety toolkit for the smaller construction contractor*, free guidance for SMEs and micro-businesses, launched at October 2001 conference and 30 000 copies distributed making this and on-sale publications exceed 110 000 for the year.

Year on year sales of current publications topped 650 000 (one for every other construction worker).

Health and safety guidance for the government client published by Office of Government Commerce (OGC Note 10), Revitalising Health and Safety (RHS) Action Point 21.

**Other significant activities**

Decision taken to create FOD Construction Division by April 2002. 'Change' task group established. New FOD Construction Division created by April 2002 target. New Divisional Management Board continues to implement change.

Major post-summit advertising campaign directed at workers and micro-businesses completed in popular newspapers (White Van Campaign). Further successful publicity initiatives targeted at supporting RHS in construction and in support of the WWT bus tour. High recall and recognition by industry; and messages adjudged 'on target.'

Pan-HSE construction priority programme and intervention strategy developed for implementation in 2002/03.

## Table 6 Agricultural

### Plans for 2001/02

#### Compliance

To improve compliance with the law we will:

- review relevant regulations eg the Prevention of Accidents to Children in Agriculture Regulations in consultation with other government departments (OGDs) and industry and develop new legislative and other approaches to respond to certain types of fatal and serious incidents;
- arrange for access to the Department of Environment, Food and Rural Affairs (DEFRA) database for targeting interventions and investigate the use of OGD contacts who visit farms to work as partners in achieving RHS targets;
- develop audit inspection techniques for group A premises, concentrating on HSE's priority inspection programmes and RHS programmes with enforcement as appropriate;
- blitz inspections at group B premises on a seasonal and work basis and related to priority programmes such as WRMSD, transport, falls from heights and other RHS programmes based on local knowledge;
- develop voluntary self-assessment audits for group B and C premises, visiting premises not returning audits;
- investigate specific incidents and ill health related to RHS targets and priority compliance programmes with enforcement as appropriate; and

### Progress during 2001/02

In February 2002 HSC considered a draft CD proposing revised Regulations and ACOP. In light of this, HSC agreed to give further consideration to regulatory options, following wider discussion with stakeholders.

A proposal for access to the database was suggested for inclusion in a possible White Paper, which did not go forward. Other routes are being explored.

Audit protocol produced. Pilot audit undertaken in February 2002. Now set to roll out to all Divisions in 2002/03 and framework issued.

Six blitz inspections carried out. These included inspections concentrating on transport and working at heights. 421 regulatory contacts were made, 53 enforcement notices issued and 2 prosecutions initiated.

Initial draft of self-assessment form prepared. Bid made through the 'Invest to Save' scheme for money to support the project and bid accepted. Development underway.

The planned programme of contacts was disrupted by the foot and mouth (F&M) outbreak. However:

- 497 contacts had been made on WRMSD issues;
- 600 contacts had been made on transport issues;

- target visits to ensure designated equipment and machines that contribute to the number of fatal and major injuries in the industry are safe when supplied.

### **Continuous improvement**

To promote continuous improvement and good practice HSE will:

- produce an integrated agriculture RHS strategy and agree with OGDs, the Agriculture Industry Advisory Committee (AIAC) and the industry;
- organise a high level conference in 2001 with OGDs, AIAC and key players in the industry on actions to deliver targets and sharing agendas;
- organise an 'internal' seminar for government departments with an interest in health and

- 409 contacts had been made on high falls issues;
- 40 contacts have been recorded to farms at which enforcement was necessary on child safety issues;
- 167 pesticide incidents (63 alleging ill health) were investigated. 47 enforcement notices have been issued under the Control of Pesticides Regulations 1986 (COPR) or the Food and Environmental Protection Act 1985 (FEPA) and 10 prosecutions (comprising 37 charges) undertaken. The first prosecution relating to the requirement for Local Environmental Risk Assessments for Pesticides (LERAP) was taken in FOD Midlands Division.

A small number of visits (eight) have been made on the initial integrity of machinery. F&M and lack of agricultural shows during the summer restricted the ability to carry out these visits.

Integrated RHS strategy on revitalising and occupational health formulated and discussed at the AIAC subcommittee on health in agriculture (HIAG), the AIAC and HSC.

Little progress due to F&M, but an opportunity has now arisen with the suggestion of a strategic review of the industry. HSE has responded to the Policy Commission consultation on the future of farming and food. Its report was published in January 2002 and helps set the future agenda for the industry. At the same time HSE is building more strategic links with DEFRA at all levels and we are seeking to plug into their initiatives.

Judged inappropriate to proceed due to F&M. Meetings were held between minister and senior

safety in agriculture to follow up on sharing agendas; and

- work with AIAC, local authorities and key intermediaries to agree targets and work for RHS on relevant topics.

### **Knowledge**

To improve our knowledge HSE will:

- produce 'blackspot' reports relevant to targets on transport and falls from heights; and
- evaluate the success of the Safety Awareness Day (SAD) held in 2001/02, jointly sponsored by National Farmers Union (NFU), NFU Mutual and the land-based industries National Training Association (Lantra) and supported by NFU and Transport and General Workers Union (TGWU).

### **Skills**

To improve skills and awareness we will:

- continue with Safety Awareness Days (SADs) for group C premises concentrating on HSE's priority inspection programmes and RHS targets.
- organise a SAD for group C (forestry workers, machinery rings, machinery dealers and gangmasters) concentrating on RHS targets;
- encourage industry led and sponsored joint NFU/TGWU SAD for employers and employees;
- agree training initiatives in the industry with the Employment National Training Organisation (NTO) linked to the RHS targets; and

officials for the Department of Transport Local Government and the Regions (DTLR) and DEFRA.

Meetings held with AIAC and relevant key intermediaries eg Agricultural Engineers Association, Rural Design and Building Association. Targets agreed and work items proposed.

Blackspot reports on transport - *Tractor action* and child deaths *Keep children safe on the farm* produced and launched and distributed free together with advertising campaigns.

Evaluation organised but delayed because of F&M. Work restarted February 2002.

12 SADs were held and were attended by over 4500 people.

Machinery ring SAD held in March 2002.

Two joint NFU/TGWU SADs held in November 2001 and February 2002.

Development of vocationally related qualifications for the management of health and safety in agriculture underway in HIAG with the assistance of NFU/TGWU and in liaison with Lantra, and the

- work with agricultural colleges and universities to improve health and safety management of students and health and safety knowledge of designers of machinery and agree course content.

### **Support**

To ensure the right support systems are in place HSE will:

- work to ensure the European Committee for Standardisation (CEN) standards on designated equipment such as power take-off shafts (PTOs), trailers, sprayers, etc are suitable in respect of current UK standards;
- explore with industry and the NHS the development of rural/agricultural occupational health advice service concentrating on WRMSD and dust;
- organise advertising campaigns, press launches and exhibitions at relevant agricultural shows to increase knowledge of preventative measures relating to RHS targets; and
- produce relevant publication and internet advice on RHS topics and targets.

NTO. First drafts produced. Induction training guidance for the industry underway.

Work started late 2001 in terms of curriculum changes and induction training.

Redrafted wood chippers standard circulated.

International Standards Organisation (ISO)/CEN standard on tree service chainsaws researched and prepared. Difficult negotiations on CEN standards for sprayers, PTOs and combines.

70 key intermediaries/stakeholders identified and invited to OH Conference held in October 2001. Conference agreed a range of projects on delivery of OH services to agricultural sector and a report of the conference has been published.

Advertising campaigns organised on transport, falls from heights and children (timed to coincide with school holidays). Press launches held on transport and children, traction action and child deaths. A new press advertising campaign organised and started in January 2002 based on diversification and RHS issues.

Work underway in connection with government response to Joint (SE/Food Standards Agency (FSA)) Task Force Report on E.Coli 0157.

### **Other significant activities**

Launch of new industry Code of Practice on Training of Machinery Operators in the Horticulture Sector.

Launch of new industry Code of Practice on the maintenance of mobile agricultural machinery.

Liaison established and continuing with DEFRA, Department of Health (DOH) and OGDs on formulating a joint departmental response to the Joint Task Force on E.Coli 0157.

Sector represented the UK Government at the ILO Second Committee Stage on the draft Convention on Safety and Health in Agriculture.

Annual 'fatals' (<http://www.hse.gov.uk/fod/fatal01.pdf>) and 'pesticides' reports prepared and launched together with briefing materials.

Advice and guidance provided (and ongoing) to the Forestry Commission, Countryside Agency and other interested parties on the Commons Right of Way Committee 2000.

Research organised into the use of karabiners in arboriculture and the use of mobile elevating work platforms (MEWPS) in arboriculture (both in falls from height programme), and security of loads in transporting round logs in forestry (transport programme).

Ongoing liaison with NFU and TGWU on the protocol for the roving safety representative project. Work restarted following delay caused by F&M.

## Table 7 Health services

### Plans for 2001/02

#### Compliance

To improve compliance we will:

- support the National Health Service (NHS) Central Approach;
- ensure all NHS regions have suitable targets and action plans for each Trust, providing HSE support as appropriate;
- develop and agree similar programmes and targets for Wales and Scotland;
- agree memorandum of understandings with the Care Standards Commissions (CSCs); and
- carry out compliance-based interventions on manual handling, and violence at 40 targeted NHS Trusts, and 200 Registered Nursing Homes (RNH).

### Progress during 2001/02

A key aspect of our work this year was the central approach to the eight regional offices of the NHS to support their human resources initiatives. This intervention had to be curtailed due to the major re-organisation of the DoH, and the demise of the regional office structure in March 2002. However, the central approach will continue with the 28 new Strategic Health Authorities as they become fully operational in October 2002.

NHS Wales has started collection of baseline data for health and safety performance in their Trusts. Trusts must develop action plans to achieve the RHS targets and report progress annually.

NHS in Scotland: minimum datasets on occupational injury and ill-health have been collected and work is underway to improve data quality.

Work has begun with the England, Wales and Scotland care inspectorates to draft memorandum of understanding (MoU). For England, an interim agreement on liaison arrangements is in place and inspectors informed by SIM (Sector Information Minute) 7/2002/11; in Wales, significant progress on drafting an MoU has been made; and in Scotland, legal and constitutional issues are under consideration before further progress can be made.

By 31 March 2002, compliance-based visits had been made to 48 NHS trusts with the highest MSD related accident rate (as reported under RIDDOR), and 224 RNHs in the private sector. The work ensures compliance with the Manual Handling Operations Regulations and identifies examples of good practice. Work will continue in future years through interventions by inspectors (jointly with the CSCs in the private sector).

## **Continuous improvement**

To promote continuous improvement we will:

- identify examples of good practice in managing violence;
- identify examples of good practice in patient handling (including the Ambulance Service); and
- develop with the Health Services Advisory Committee (HSAC), targets and monitoring systems for the private sector.

## **Knowledge**

To improve our knowledge and data collection we will:

- develop programmes to improve knowledge on manual handling and violence in the private sector;
- identify the main underlying causes of slips/trips in healthcare, and assess the need for research and sector specific guidance;

The sector has been working with the British Institute of Learning Disabilities in developing an accreditation scheme for training and instruction on the management of violence and aggression. Following on from this, work will take place during 2002/03 to identify examples of good practice in managing violence.

Examples of good practice in patient handling have been identified and presented in Sector Information Minute (SIM) 7/2001/44.

Arrangements are in place to enable inspectors to commission expertise in patient handling/movement, presented in SIM 7/2002/03.

HSL has prepared a research proposal to assess the ergonomic design of carry chairs in common use in the ambulance service.

The Independent Healthcare Association (IHA) has agreed to establish baselines for sickness absence, by a proforma to members. The proforma has been agreed and will shortly be sent out by IHA.

Programmes will be developed in 2002/03 that build on RIDDOR analysis (see 'Skills' below) and from the collection of baseline data (see 'Continuous improvement' below).

Analysis of causes of slips and trips has been completed and work is currently underway with the slips and trips priority programme manager to produce a sector specific information sheet. Inspectors will use this to raise awareness levels of this hazard during the 2002/03 and beyond inspection programmes.

- identify links from visits between management of violence and outcomes of research on work-related stress;
- identify and follow up specific actions from the research report on managing stress in the NHS, expected mid 2002;
- use National Audit Office (NAO) study to devise a ready reckoner for the costs of incidents/ill health in the NHS; and
- pursue research on cost/benefit of health and safety management in the NHS.

### **Skills**

We will develop programmes to improve skills to manage manual handling and violence in the private sector.

Violence and work-related stress will be discussed during the 2002/03 inspection programme. Potential links will be identified from Trust reports following such visits.

The stress research project *Interventions to control stress at work in hospital staff* has been completed and was published as CRR435 on the Internet in May 2002. This work is contributing to our knowledge base on causes of stress in the NHS and on developing interventions. The work will roll forward into 2002/03 and will result in the publication and promotion of HSAC guidance.

A number of meetings, both formal and informal have taken place with the NAO on their repeated Value For Money study into accidents in the NHS. Further work will take place in 2002/03 to produce a ready reckoner or guidance on costings of accidents.

HSE sponsored research on cost effectiveness is due to be published shortly. During 2002/03, we will review how to use this research to best effect.

Analysis of RIDDOR data to identify causation of reported MSDs has been completed and further work to analyse investigations is in hand. This work can be fed into future strategy and development for use with the independent sector via the CSCs in the next work year.

The Royal College of Nursing has published guidance for care home managers on managing the risks of MSDs.

### **Other significant activities**

The Sector held a meeting with the Mental Health Commission to discuss respective roles in mental health units. Future informal liaison arrangements were agreed and a MoU will not be required.

The priority programme for 2002 onwards has been recast to reflect NHS organisational changes and to allow for a more considered Evaluation Plan to be developed. It is, however, only possible to set out interim arrangements while the impact of the budget statement and the linked recommendations of the Wanless Report are assessed. Central to this urgent work will be the identification of new opportunities for placing the RHS objectives within the central, high-level service delivery mechanisms that are being rapidly developed to accompany the new resourcing arrangements. Re-engaging with ministers and top officials in DoH is likely to be key.

## Table 8 Slips and trips

### Plans for 2001/02

#### Compliance

To promote compliance with the law, local authorities (LAs) will:

- focus inspection activity on slips and trips, especially in sectors with known high incidence rates.

### Progress during 2001/02

The HELA Strategy 2001-04 requests LAs to focus inspection activity on sectors with high slips risk. There has been much activity by LAs during 2001/02, eg a local authority in the northwest targeted catering establishments during a slips/trips enforcement initiative. Approximately 100 premises were visited and varying types of formal action were taken to ensure compliance, including formal caution, 13 improvement notices and formal letters.

A HELA slips and trips working group was formed, first meeting held in October 2001. A programme of action by HSE inspectors has been produced to support the priority programme (PP) from April 2002. This includes a preventative inspection strategy and the issue of a supporting inspection topic pack. HSE and LA inspectors will use the inspection pack during 2002/03.

## Knowledge

To improve our knowledge on slips and trips we will work with LAs to:

- carry out research into causation and risk communication to inform future targeted activity;
- conduct a detailed study of all slip and trip incidents reported for the LA enforced sector and use the findings from this study to inform 'real workplace case studies' in LA enforced industries/employers; and
- (under the health services priority programme) identify the main underlying causes of slips, trips and falls in healthcare, and assess the need for research and sector specific guidance.

## Skills

To improve skills in managing slips and trips we will work with LAs to:

- provide training courses for LA inspectors and others.

A research strategy has been produced including a list of research proposals for 2002/03 onwards.

An initial study of reported accidents in the food retail sector was completed. Further work to establish richer information is being discussed.

Real workplace studies have started in supermarkets and fast food outlets to help gain richer information about slips and trips.

Human factors research about changing attitudes, in conjunction with food retail sector, has started. This work, along with the accident and real workplace studies, will inform guidance for this sector.

A health services sector information sheet on slips and trips in the health services industry will be produced towards the end of 2002.

'Slips roadshows' and other workshops were delivered as follows:

- 6 slips roadshows for local authority enforcement officers;
- 1 slips roadshow for lead authority partnerships;
- 1 slips roadshow for food production companies.

Impact evaluation of the roadshows has started and has already highlighted LA and industry slips initiatives following the training events. For

### **Support**

To develop appropriate support systems we will work with LAs to:

- pilot the HSE/HSL Pedestrian Slipping Expert System (PSES) to support enforcement officers and industry. The PSES is a CD ROM-based tool which helps the user assess slips risks;
- develop a publicity strategy including case studies; and
- promote existing HSE Guidance and the HSE video *Stop slips*.

example, workplace trials of new safety footwear are taking place in a pet food company, a distribution company and a supermarket. The pet food company trial has been especially successful and resulted in an immediate reduction in slipping accidents and financial savings.

In preparation for its contribution to the programme in 2002/03, HSE piloted two successful events in partnership with LAs:

- a slips/trips stakeholder seminar for medium/large companies and intermediaries, such as training organisations and small business services;
- a workshop for representatives of companies, from shop floor to management, to foster team working and develop action plans to reduce slips and trips.

Further regional events of this kind are planned for 2002/03.

The development phase for the system completed; field trials by LA and HSE inspectors will start in July 2002 (although the PSES has already been used on some visits by HSE inspectors and field scientists).

A communications/publicity strategy has been produced. Two meetings have been held with HSE's communications agency to take forward the strategy, which includes a publicity campaign, the re-launch of the *Stop slips* video and the creation of slips and trips pages on the HSE and HELA websites.

**Other significant activities**

Exhibitions and demonstrations - the following were targeted to increase awareness: TUC; Supermarkets Health and Safety Liaison Group; Royal Environmental Health Institute Scotland (REHIS) congress and health and safety update course; Safety Representatives Conference.

Articles were produced for the Royal Institute of British Architects (RIBA) journal and the Safety and Health Practitioner.