

Managing Workplace Transport Risk – A Route Map



What is Workplace Transport?

Any vehicle or piece of powered mobile work equipment used in the workplace e.g.

- Cars
- Vans
- Forklift trucks
- Large goods vehicles
- Compact dumpers
- Tractors
- Mobile cranes etc

The beginning of this workplace transport story

- In the year 2000 the Health and Safety Commission decided that Health and Safety in Great Britain needed to be *Revitalised*

The Programmes

- Slips and Trips
- Falls
- Workplace Transport
- Musculoskeletal Disorders
- Stress
- Construction
- Health Services
- Government Setting an Example

Why did the Commission make Workplace Transport one of its Programmes?



- It was, and still is, the second biggest killer in the workplace
- In 2001/02 it cost the nation >£540 million
- In 2004/05 it will have cost us even more

The size of the problem

The average annual carnage is:

- Around 70 fatalities
- Around 2000 people seriously injured

In 2004/05 there were:

- 68 fatalities
- 2021 people seriously injured
- 3482 over 3 day absence injuries

All industry sectors are affected

What sort of things happen?

Most accidents involve:

- People being hit or run over by a moving vehicle
- People falling from a vehicle
- People being struck by an object falling from a vehicle (usually the load)
- A vehicle overturning

A fifth category has now been added:

- Struck by a vehicle whilst moving in it

What we know about why these things happen



Experience tells us that these events usually arise because of:

- Failure to recognise a problem
- Failure to provide safe plant
- Failure to provide safe systems of work
- Failure to ensure safe systems of work followed
- Inadequate information, instruction, training or supervision provided

Where/when do accidents happen

We know these activities are particularly hazardous:

- Loading and unloading operations
- Reversing manoeuvres
- Driving and parking on slopes
- Working near excavations
- Access to heights on vehicles
- Tipping of loads
- Coupling/uncoupling trailers

Research has revealed:



- training to be essential to provide the individual with the necessary skills
- the way in which individuals choose to perform a task is more likely to be influenced by attitudes and beliefs
- a way of changing the culture in organisations is required

Complex Issue

Used in all industry sectors
Involves many different vehicle types
Management of risk requires consideration
of 3 aspects of the work:

- the driver
- the site
- the vehicle

Safe Driver



- Forklift drivers trained and competent in accordance with Approved Code of Practice L117
- Similar for other types of vehicle
- Active supervision of behaviour

Active supervision of behaviour?



Safe Site



- Well defined traffic routes free from obstruction
- Firm and even surfaces
- Every effort made to separate pedestrians from vehicles
- Pedestrian crossing points.
- Effective one-way system for LGVs (and all vehicles)

Firm and even surfaces?



Safe vehicle

- Effective maintenance of steering, brakes and lights
- ROPS and seat belts fitted when appropriate
- Reversing aids fitted when appropriate
- The right vehicle for the job

ROPS where necessary?



OK – so where do you go to find the answer?

A quick look at some of the sources:

No single set of regulations apply!

The Law

- HSWA s2, s3 & s4
- PUWER
- Safety Signs and Signals Regulations 1996
- Workplace Regs 1992
 - **Reg 8 (Lighting)**
 - **Reg 12 (Condition of floors and traffic routes)**
 - **Reg 17 (Organisation of traffic routes)**
- Management of H&S at Work 1999
 - **Reg 3 Risk Assessment of WPT hazards**

A lot of existing guidance

- Workplace transport safety, An employers' guide, HS(G) 136, 2005 Workplace transport safety, An overview, INDG199(rev1)
- Lighting at Work, HSG(G) 38, Revised (1997)
- Health and Safety in Retail and Wholesale Warehouses, HS(G) 76, 1992, HMSO (Mechanical Handling, page 35, Vehicular Operations, page 51)

Some more of the guidance

- **Safety in Working with Lift Trucks, HS(G)6, HSE Books, 2000**
- **Roadways/ Site Traffic Control/ Immobilisation of Vehicles**
<http://www.hse.gov.uk>
- **Reversing Vehicles, HSE, IND(G)148L, Free leaflet, September 1993**
- **Cast Iron Columns in Buildings: The Dangers of Collapse**
from Powered Vehicle Collision

Responding to earlier views

- In 2002 HSE opened a public discussion on workplace transport risks
- Around 200 people responded

What people want

A one stop shop to get:

- clear guidance on a need to know basis
- links to other information sources - eg sectoral, trade association
- examples of what an inspector will expect to see

Focus groups: issues for debate

1. Risk assessment/management responsibilities
2. Driver competence
3. Training
4. Fitness to drive
5. Workplace layout
6. Information provision
7. Employee involvement and guidance

What emerged

- Management and risk assessment
- Competence
- Fitness to drive
- Site layout and design
- Vehicle selection and maintenance
- Visiting and agency drivers/operators
- Communication

Other things for us to note - feedback from the November and December 2005 focus groups

Plea for us in general to:

- clarify the role of benchmarks and standards
- rationalise official material to reduce documentation overload
- address the risks presented by agency workers and workers who do not have English as their mother tongue

Feedback from the November and December 2005 focus groups

More specific pleas :

- Standards and benchmarks should be in plain English, be concise (A4 format with bullet points), realistic and provide clear definitions (e.g. of workplace transport)
- New material should tie in with existing guidance
- HSE guidance should be combined with examples of best practice and case studies from a wide range of industries
- Good ideas need to be captured and shared

Feedback from the November and December 2005 focus groups

Other requests

- Examples of unsafe practice and consequences of prosecution
- Improvements to website navigation to help enquirers find certain contents
- ACoPs and other publications be made available for free
- HSE to take a proactive approach and send out information

So this is what we want to do

- **The approach**
 - **Web-based**
 - **Nested structure**

Top level titles

Site Layout and Design

Vehicle Selection and Maintenance

Competence

Fitness to Drive

Visiting and Agency Drivers/Operators

Management and Risk Assessment

Communication

Then the next level

What should be happening / states to be achieved:

- **traffic routes, preferably one-way, should be planned, signposted and, where possible, kept separate from doors, gates and routes for pedestrians;**
- **where vehicles and pedestrians use the same routes they should be separated, with appropriate crossing points clearly marked and signposted where necessary; - *and links to how to do it***

The 'front' end consists of 3 components:

- Aim
- Our proposals
- What should be happening

The 'back' end

The 'back' end consists of 2 components
(both in the public domain):

- Workplace Transport Checklist
- Workplace Transport targeted inspection

How will you know what's

right?

- It's still not our intention to be prescriptive.
- The 'front' end of the map will set out broadly what's expected.
- The 'back' end of the map will outline what Inspectors will be looking for when they

What are we consulting you about?

- The approach
- The contents:
 - The issues
 - The suggested solutions
 - Existing guidance
 - Links to external guidance

Timetable

As a rough guide are current milestones are:

- June – September 2006: Public consultation
- October – November: Analysis of responses
- December 2006: HSE workshops
- January 2007: Drafting & website work starts
- February 2007: HSE Senior management review
- March 2007: Proposals to HSC
- Post 31 March 2007: Formal launch



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