



LACORS working together

Partnership Annual Report 2008/09



Foreword

We are pleased to present the 2008/09 Annual Partnership Report of local authorities (LAs) and the Health and Safety Executive (HSE) working together as fellow enforcing authorities under the Health and Safety at Work etc Act. It is the fifth since the Partnership was created in 2004 as part of the Health and Safety Commission's Strategy to 2010 and beyond.

The Partnership has achieved a great deal since 2004 and this report celebrates how well the Partnership is doing and how it is becoming embedded as 'the way we do business'. It also recognises the need to build on past successes and rise to new challenges that may arise, our purpose: to stop people being killed, injured or made ill by work.

In May 2008 the Partnership was subject to an independent evaluation. The evaluation reported a 'step change' in the relationship and concluded that the Partnership has matured well during its first four years and the foundations are in place for continued success.

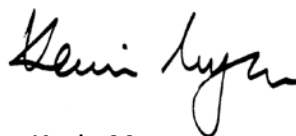
The evaluation was undertaken in time to inform the development of HSE's new Strategy. In addition, LAs were involved in the development of the new strategy and in consultation formally through LACORS (Local Authorities Co-ordinators of Regulatory Services) and less formally through a range of discussions within Regional Strategy Groups and County Liaison Groups facilitated via FOD (HSE's Field Operations Directorate) Partnership managers. The new Strategy *The Health and Safety of Great Britain* Be part of the solution was published on 3 June 2009.

Through the new Strategy we need to continue our mission of working together to protect people's health and safety by ensuring risks in the changing workplace are properly controlled and communicating the benefits of sensible health and safety management.

In July HSE and LA representative bodies launched A Joint Statement of Commitment, which helps to define how the Partnership will work together to ensure continuation of the development and implementation of an effective and sensible approach to health and safety in the workplace. The statement makes clear the roles and responsibilities of all parties from the Local Government Panel and HSE, as heads of the Partnership structure, through to bodies such as HELA, the LACORS Policy Forum, county and regional groups and the HSE Partnership management teams. Judith Hackitt CBE (HSE Chair) and Cllr Geoffrey Theobald OBE (LACORS Chairman) issued a joint statement:

' The strong co-regulator partnership between HSE and councils is integral to the new strategy and to its delivery. We're confident that by restating our commitment to partnership working we will go further in working together effectively. This will help us deliver and further secure improvements in workplace health and safety.'

The new Strategy and Statement of Commitment mark a change for the Partnership. The focus for the first years was on the development and establishment of the Partnership, now we have to build on that to develop the relationship to ensure more effective delivery at and in the workplace. The Annual Report aids this process by providing an opportunity to draw together examples of good practice of LAs and HSE working together to deliver the national health and safety agenda while enabling LAs to develop local priorities. These examples can be developed for use by other LAs when planning future projects and looking at local priorities in the context of the new strategy 'Be part of the solution'.



Kevin Myers
Joint HELA Chair



Paul Unsworth
Joint HELA Chair

Introduction

This report illustrates some of the diverse ranges of activities and work done during 2008/09 to further the Partnership, particularly in relation to the recommendations of the evaluation report. It highlights examples of good practice from around the country through case studies, some of which have been recognised in the HELA (HSE/LA Enforcement Liaison Committee) Award for Innovation. The report also takes a look at the National HELA Conference held in November 2008.

How well is the Partnership doing?

An evaluation

The local authority (LA)/HSE Partnership was formally established in 2004 with a Statement of Intent which set out local government and HSE's commitment, as regulators, to working together to help deliver HSE's Strategy for workplace health and safety for Great Britain. The high-level commitments in the Statement were used as the basis for an evaluation of the success of the Partnership undertaken by an independent consulting group.

The evaluation involved a wide analysis of all aspects of the Partnership, building on the stock take of the Partnership done in 2007. The evaluation started in May 2008 and reported in September 2008 in time to inform the development of HSE's new strategy.

The HSE Board considered the report and its recommendations, and:

- recognised the importance of the work done by the Partnership (LACORS, LA and HSE staff working throughout the country); and
- agreed the work should proceed to address the recommendations made in the report.

Key findings

Overall, the Partnership is in good health for its stage in development and its objectives.

- The Partnership had delivered against most of the seven Statements of Intent of 2004.
- Overall, the benefits of Partnership working are seen to outweigh the costs.
- To ensure the long-term health of the Partnership, there are a number of key areas where the Partnership can improve its performance going forward. These are based on the Statement of Intent.

So, how has the Partnership responded?

A number of changes, recommended by the evaluation, have been made and a programme developed and agreed between HSE and LACORS to deliver on the Report's recommendations, building on much of the work already in hand. HSE, LACORS and groups of LAs have commenced work on topics such as the Section 18 Standard, the Regulatory Development Needs Analysis (RDNA) tool and the need to build on examples of good practice of joint working and planning between HSE and LAs.

Governance

A review of the governance of the Partnership started during 2008. The Partnership has grown in an organic way and it was time for greater definition and discipline. During 2009/10 HELA will review proposals to clarify and publicise how the Partnership is governed and managed. The aim: to make clear the roles and responsibilities of all those involved in a Statement of Commitment, setting out how inspectors can influence strategic developments through bodies such as the LACORS Policy Forum, county and regional groups and the HSE Partnership management teams.

The LACORS Policy Forum is including a review of the LA arrangements in its 2009/10 work plan.

Joint planning

There are several ways that joint planning has been implemented around the country.

- WorkWell Dorset – a project in which all LAs in Dorset are working with Field Operations Directorate (FOD) to develop a joint model for the delivery of health and safety regulation across the whole county throughout 2009/10 and beyond. The model includes joint approaches to accident investigation and separate strategies for interventions with both large and small businesses.
- The Midlands Regional Strategy Group – provides a focus for dialogue between senior managers from HSE's FOD and environmental health departments.
- Scotland has four regional groups where Partnership planning is a standing issue.

Case study

Northwest LA/HSE joint regional work plan

A joint, regional operating plan was developed for the first time for 2008/09 combining programmes targeting national priorities at a regional level with interventions targeting local priorities. Recognising the diversity of LA needs for this first year, the focus was on making the Partnership sustainable through joint initiatives and raising the impact of the combined regulatory approach. The plan was restricted to proactive work as part of projects and other interventions, and provided a tool to share training and expertise between regulators. The North West Regional Forum is responsible for oversight and regular review of the plan.

For the future, funding has been allocated to hold joint work planning days for 2009/10 for LA and HSE staff to come together to decide on priorities, identify, and where possible, commit to projects suitable for joint working.

Joint working

Many HSE regions have partnership liaison officers who are LA staff on secondment working within their partnership teams. Their experience of LA issues has been vital to the success of the Partnership. Funding for this will continue at least until 2011. There has also been a unique opportunity for an HSE inspector to be seconded to a Sussex County Local Authority Group.

Case study

My experience as a Partnership Liaison Officer by Ian Andrews

I joined the Midlands Partnership Team in November 2008 and left in September 2009 having thoroughly enjoyed my time there. I was involved in a broad range of projects at both a regional and national level to the extent that no two weeks were the same. The mainstay of my role was to support the work of the ten county liaison groups within the region. This sometimes involved doing research on their behalf, but often it meant delivering events for either dutyholders or inspectors. Alongside this work, I was heavily involved in drafting a number of the documents that supported the implementation of the Section 18 Standard. This opportunity offered some unique experiences and allowed me to act as a direct interface between LAs within the region and various teams within HSE. I would recommend the experience to anyone wanting to see a range of work broader than that which many LAs are involved in.

Case study

Graham Roberts, HSE Inspector, was seconded to the Local Authority Health and Safety Liaison Group in Sussex. LAs in Sussex funded the post. His role was to encourage further Partnership working between the LAs and between HSE and LAs.

The pivotal task was the inter-authority (peer) auditing of the health and safety enforcement arrangements of all the LAs, together with benchmarking and the production of individual and joint action plans. He also led the production of countywide procedures for incident and complaint investigation, incident selection and issue of enforcement notices – replacing each LA's individual procedures.

Following positive feedback from all the LAs, the role will continue for another year with an LA environmental health officer seconded into the post. FOD will continue with support.

There are many examples of joint working between HSE and LAs, LAs and LAs plus other partners such as the NHS and industry groups, some of which are reflected throughout this report. Two specific areas for joint working are being developed and extended throughout the country: targeting joint resources to risk and flexible warranting.

Targeting joint resources to risk

Highlighted by responses to the Partnership evaluation and in the report by the Better Regulation Executive *Improving Outcomes from Health and Safety*, further initiatives have been developed for HSE and LA inspectors to work across the boundaries assigned in the Health and Safety (Enforcing Authority) Regulations 1998 to better target joint resources to risk. Examples include:

- in Peterborough, responsibility for all motor vehicle repair and dry cleaning premises was transferred to the LA; and
- in Medway, the LA undertook all Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) investigations regardless of who was the enforcing authority.

Work to extend these initiatives is being developed in Hampshire and Dorset.

Flexible Warrant Scheme

Flexible warrants allow LA and HSE inspectors, as co-regulators, to legally work across boundaries. It also enables joint working arrangements to improve health and safety outcomes by targeting resources to risk. During 2008, various new schemes were set up with 25 new schemes planned for 2009.

- The first county-wide Flexible Warrant Scheme, involving HSE and 13 LAs, was set up in Kent forming the basis of the Common Approach to Kent Enterprise (CAKE). The first project using the warrants resulted in 338 visits and 86 notices issued in a three-week period.
- Flexible warrants were used in North Wales and the North West to support a programme of proactive inspections of aerial and satellite installations to tie in with the UK digital switchover plans. (More detail of the North Wales scheme can be seen later in the Partnership awards section.)

Case study

Joint working – next steps in Sussex for 2009/10

HSE/LA Major Accident Investigation Team (MAIT)

As an adjunct to the introduction of flexible warranting in Sussex, it has been agreed to set up a joint LA/HSE FOD 'virtual' team to investigate high profile, difficult or major incidents, whether they occur in FOD or LA-enforced premises. The team will be led by a manager from a LA or FOD depending on the enforcement allocation of the relevant premises. The aims of the team are to:

- promote joint working between FOD and LAs and across LAs;
- facilitate the use of a high level of resource over a short period;
- allow early investigation of incidents where enforcement allocation is unclear;
- give less-experienced staff the opportunity to increase competence; and
- provide managers with experience in managing a multi-skilled team.

Local Authority Construction Engagement (LACE)

The LACE project is examining opportunities for LA Environmental Health, Planning and Building Regulation Services to contribute to improving construction health and safety standards.

During 2008/09, one of the main tasks of the LACE team, including LA secondees, was to publicise new opportunities under the Construction (Design and Management) Regulations 2007. The opportunities are for LA health and safety enforcers to influence clients and designers to ensure that health and safety is designed into completed workplaces for which they will be the enforcing authority. This work is being taken forward in 2009/10 with LAs being encouraged to identify construction projects involving LA-enforced workplaces. Two pilot initiatives planned for 2009/10 involve LA inspectors with flexible warrants inspecting smaller scale construction work.

To assist LAs, LACE has made available a range of support materials, including case studies and example letters, on the HSE website and HEx (the Health and Safety Executive/Local Authority section of the Extranet).

Case study

Merseyside and Cheshire LAs had a meeting with HSE North West Construction Group to agree participation in the LACE project. Ten intervention visits were made to new/planned premises to provide information and advice on health and safety requirements.

- Four warning letters were issued.
- Two improvement notices were served.

The investigation of a serious fall from an escalator led to detailed discussion and consultation with HSE regarding the adequacy of the current European (EN) standard in relation to the installation of escalators. A presentation was made to the EN Escalator Standard Working Group and the industry working group (SAFED) regarding the findings of the investigation.

Communications

There are many communication channels open to support the Partnership with HSE's Local Authority Unit (LAU), LACORS, HSE's Partnership teams and county groups playing key roles. There have been improvements in communication arrangements at both regional and national levels to support activity in the regions.

Partnership News

December 2008 saw the launch of *Partnership News*, which replaced the monthly LAU Newsletter.

Partnership News enabled a new direction in the provision of fresh and current information for LA environmental health officers (as well as other health and safety enforcement officers). Its development and implementation allowed, for the first time, the ability to publish information about the latest health and safety regulatory issues, etc and informative news articles as they happen. It also enables readers to search for specific topics.

Reader statistics show *Partnership News* attracted over 10 200 visitors during its first five months and many subscribed to receive news alerts when new articles were published. Subscriber numbers have continued to increase, a testimony to the popularity of this service.

Case study

Circus safety database

This new database was made available, via the extranet, for use by LAs on a trial basis. The database presents new opportunities for LAs to work together. By enabling the sharing of information, it helps to meet the requirements of the Regulators' Compliance Code. It can facilitate better targeting and less duplication of inspections and consequently more effective use of LA resources – as well as having the potential to reduce inspection burden on circuses.

National/regional Partnership newsletters

Two regions produced regular Partnership newsletters in 2008/09 – Yorkshire and North East and the North West. Three more regions are planning to produce newsletters in 2009 (Wales, Midlands and London). The newsletters contain a selection of articles that celebrate and acknowledge the merits of, and commitment to, health and safety Partnership working within that region.

Prosecutions

The provision to submit prosecution data online via HELex was improved. With effect from September 2008, LAs can input the data at any time of the year providing the appeal period has passed. Just over 90% of LAs submitted their prosecution data for 2008/09.

Case study

Local community of interest websites have been set up for each of the health and safety liaison groups in Sussex and Surrey. The aim is to facilitate greater communication between LAs, HSE's FOD and LAs in each of the counties. LAs have been encouraged to upload individual procedures, guidance, training etc that could be of use to other LAs, as well as to initiate discussions on standards and issues, particularly at countrywide employers and other organisations.

Each website has an HSE manager, but will be generally run and maintained by each county's health and safety liaison group.

Provision of information, guidance and support

The development of all health and safety regulators plays a key role in sustaining and extending the Partnership and contributing to the consistency of standards and approaches to interventions.

Case study

The YNE Partnership supported Northumberland and County Durham as they moved towards unitary authority status in April 2009. This support was largely helping to ensure consistency in policy and procedures between the new authority and HSE to help put the authority in the best position to comply with the Section 18 Standard.

Training

In 2008/09, regional Partnership team managers addressed local needs by organising a number of training days for LAs on a wide range of topics, including: slips and trips; scaffolding; workplace transport; electrical safety; commercial gas safety; noise; occupational health; legionella; duty to manage (DTM) asbestos; local exhaust ventilation; dermatitis; and work-related death and the coroner.

- In Scotland, the Partnership has been strengthened with a more focussed programme of training and support events. The plan is to continue seeking ideas on training needs and to provide a mix of large and small geographical events that will flow into any needs arising from the RDNA process starting in autumn 2009.
- December 2008 saw one of the biggest gatherings of environmental health officers in Scotland in recent years for the training day at Perth on the control of legionella organised by the HSE Scottish Partnership Team.

Case study

A specific, multi-agency project has been run in Derbyshire involving the Primary Care Trust (PCT), HSE, LAs and the Care and Quality Commission (CQC). On average, around 15% of all hospital admissions, related to falls within the county, are from care homes and Derbyshire has a significantly higher rate of hip fractures than the national average. To target this issue, LA officers received specific training to enable them to undertake in-depth inspections of care homes and free training was made available to dutyholders to support their efforts to improve. Baseline data on admissions/hip fractures was obtained prior to commencement to use as a comparator against which to benchmark. This will then form one of the outcome measures for assessing the effectiveness of the initiative.

RDNA tool

As part of the Section 18 Standard HSE and LACORS, working with Chartered Institute of Environmental Health and the Royal Environmental Health Institute of Scotland, have developed the RDNA tool, to ensure both HSE and LA inspectors receive the development they need to meet the challenges of their work.

The RDNA process is a major step forward, achieving a common regulatory competency framework. It will strengthen the Partnership by working to consistent standards and approaches enabling development and promoting interchange and close team working across HSE, supporting the better regulation agenda.

The process is built around the RDNA tool for use by LA and HSE regulators to identify possible development needs against an agreed benchmark through self and manager assessment.

The RDNA systems and arrangements were made available to HSE's FOD and LAs throughout January 2009 via 13 joint FOD/LA regional launch and briefing events. During 2009/10, the Guidance for Regulators Information Point (GRIP) will be available which will provide a signpost for training methods and solutions for regulators to meet development needs.

Using the RDNA tool will help identify the training needs of individuals and will also form the basis of future training and guidance provided through the Partnership.

Performance management and monitoring

The Section 18 Standard will form the basis for the development of performance management arrangements for the Partnership. Compliance with the Standard will enhance Partnership working, make the best use of resources and maintain a competent inspectorate.

Section 18 Standard

In February 2008, the new Section 18 Standard was endorsed by the Health and Safety Executive as guidance to LAs under Section 18 of the HSWA and as a direction to HSE when carrying out its functions undertaken by FOD. The Standard came into effect in April 2008 and enforcing authorities have until 31 March 2011 to fully comply with all requirements of the Standard. HELA was tasked with providing advice to enforcing authorities on achieving full compliance.

In October 2008, HELA agreed to further develop a system of quality assurance made up of self-assessments, action/improvement plans and then peer challenges (peer reviews). The system is to be administered through existing structures, such as county groups, FOD divisional management teams and Partnership managers.

A range of toolkits are being developed to help enforcing authorities achieve full compliance with the Section 18 Standard. These toolkits, along with the self-assessment and peer review system, will be launched in September 2009. Enforcing authorities will be positively encouraged to comment and provide other feedback on these toolkits during the following six months.

This work would not have been possible without the support and help of the LACORS Health and Safety Policy Forum, the Partnership liaison officers, members of LAU, various LAs and individual health and safety practitioners who have kindly helped draft and comment on many of the documents.

HELA Partnership Conference – ‘delivering priorities together’

The 2008 National HELA Partnership Conference was held in Manchester in November and attracted around 200 delegates. Some 15% of those were elected members/portfolio holders. The theme of the conference was ‘delivering priorities together’ – highlighting the need for HSE and LAs to continue to work together to deliver a new strategy for a safer and healthier Britain. The conference was a mix of keynote presentations, debates and workshops, and provided an opportunity for networking.

- Lord McKenzie of Luton, Minister with responsibility for health and safety, delivered the keynote address, ‘Delivering priorities together’.
- Judith Hackitt, HSE Chair, provided an early insight into the issues likely to be included in the HSE Strategy.
- Keith Evans, Councillor and Vice Chairman of LACORS, responded on the subject of the challenges facing LAs.

The conference was a platform to acknowledge achievements in Partnership working and an opportunity for sharing good practice. It saw the return of the *HELA Awards for Innovation* with a record number of entries received. The main criteria the judges were looking for included evidence of innovation and an evaluation of the work done and entries that demonstrated ‘joint working’. As well as a winner and runner up selected by HELA judges in advance, this year saw the introduction of the *Conference Award for Health and Safety Innovation*. Six entrants were short-listed; each gave a presentation at the conference and provided more information to delegates via exhibition stands. Delegates were then invited to vote for their preference.

The winner of the ‘HELA Award for Innovation’ was: **Greater Manchester Health and Safety Technical Group** for its collaborative initiative to tackle violence in the workplace.

Delegates agreed, on the day, with the HELA judges and selected the Greater Manchester Health and Safety Technical Group to also receive the first *Conference Award for Health and Safety Innovation*.

The runner up was: **North Wales Health and Safety Task Group** for its safer installation of aerials and satellite dishes initiative.

The National Conference will return in 2010 with national/regional Partnership events for regulators and councillors to be held in autumn 2009. The sharing of good practice at these events is popular and will feature more in the future.

HELA Awards for Innovation

The winner

Greater Manchester Health and Safety Technical Group – retail violence initiative

The winning entry demonstrated how Greater Manchester Police, LAs, HSE and dutyholders are working in collaboration to reduce crime, protect people and raise safety standards in high-risk businesses.

The initiative focused on raising awareness of workplace violence and improving standards of security and safety, particularly in retail. Over 150 premises were visited, which have experienced armed robberies, acts of violence or are in a high-risk group. A training session was organised providing practical training for environmental health staff on security, crime reduction and factors surrounding commercial robbery. Other LAs that attended are now in the process of implementing similar programmes.

The runner up

North Wales Health and Safety Task Group – satellite and aerial installation scheme

North Wales Health and Safety Task Group set up an inspection-based and enforcement-led project to ensure an industry standard 'safe system of working at height' during the installation of aerials and satellites. Working in partnership, both locally and nationally, they overcame a number of challenges. As installations take place in both HSE and LA-enforced premises, the workers are a transient workforce, working both from shops and peripatetically, flexible warrants were issued to LA officers.

The initiative was successful in encouraging:

- consistent standards for installers across North Wales;
- a large company to adopt the benchmark standards and fast track its implementation in North Wales;
- other dutyholders to develop their own in-house training; and
- an increase in the number of training providers of safe working at height courses.

Finalists

Birmingham City Council – dermatitis in catering

Birmingham City Council and HSE worked together on a project to reduce the incidence of work-related contact dermatitis in the catering industry. The initiative included a different approach by incorporating health and safety information within food hygiene messages during routine inspections of 272 catering establishments. A telephone survey was commissioned comparing levels of knowledge of caterers visited with those who had not.

Slough Borough Council – Polish worker scheme

A joint Slough Borough Council and HSE project was launched to reduce and control the level of risk experienced by temporary and migrant workers. This project took a novel approach by featuring generic and topic-specific guidance for its Polish migrant community via a community website. The favourable reception of the site has allowed scope for further initiatives to reach other migrant groups and guidance for others on how they can adopt this approach.

Suffolk local authorities – Asbestos DTM scheme

The Suffolk Asbestos DTM Scheme was designed to raise awareness and compliance by dutyholders with the asbestos DTM requirements. As an enforcement driven initiative, outputs were maximised by co-ordinating LA and HSE resources and through using flexible warranting. Within seven days, 450 visits were made, 23 improvement notices served and significant improvements achieved in 236 premises.

Wakefield Metropolitan District Council – good health is good business

Issues such as stress, musculoskeletal disorders, asthma and dermatitis, and their consequences on absenteeism, retirement and incapacity made this a highly relevant and important initiative. Wakefield Metropolitan District Council and HSE, along with local businesses and the PCT helped promote the issue of maintaining a healthy workforce using a wide range of promotional interventions. The initiative included 320 workplace visits in ten days and 167 referrals to organisations/services.

How the Partnership is working in practice

HSE developed a portfolio of prioritised projects, in consultation with LACORS, for 2008/09, to deliver the national agenda. There are many examples of how LAs and HSE have worked together to deliver this agenda and how LAs focussed on local priorities within the portfolio. The scope of LA/HSE Partnership achievements is much wider than those summarised in this section, but they give an insight into Partnership working around the country and can be developed for use by other LAs when planning future projects and looking at local priorities and initiatives.

Case study

East of England caravan project

This project was designed to raise awareness/compliance, by dutyholders, of health and safety obligations, including meeting site licence conditions at residential and holiday caravan sites. Project delivery was through a range of interventions including a targeted mail shot, publicity, inspection and enforcement.

14 LAs took part, making over 140 visits to both residential and holiday sites in the region, concentrating on FIT3 topics, electrical safety and site licence conditions. HSE operational and specialist support was provided on priority topics, matters of evident concern, eg asbestos, electricity and legionella.

The project led to engagement with the industry representative body and developed a campaign pack.

Reducing injury

Shattered Lives

Phase two of HSE's Shattered Lives' campaign was launched in February 2009. Seven sectors were targeted as those most at risk from slips, trips and falls from height accidents. LAs were asked to promote actions in the workplace through Shattered Lives' messages and e-tools when in their normal work they encountered slips, trips or falls from height.

Slips and trips programme

The aim of this joint programme was to raise the profile of slips and trips across a broad range of industries and to raise awareness, improve attitudes, change behaviours and improve risk control.

- A small team co-ordinated a project focussing on preventing slips and trips due to poor cleaning procedures in large food retailers (supermarkets). Most London boroughs took part, carrying out directed inspections to a selection of supermarket branches. Where enforcement action was taken, follow-up visits were made to check compliance.
- Preston actively engaged with the Shattered Lives' campaign by targeting low-risk food premises and warehouses for a specific Shattered Lives' visit distributing campaign materials.
- Glasgow issued 400 campaign packs on preventing slips and trips in kitchens during planned visits.

Case study

Take away establishments slips project – Wales

A two-year project was started in 2008, involving all 22 LAs in Wales, to reduce slip/trip accidents and incidents of work-related dermatitis in catering, particularly hotel kitchens and take away establishments.

A Safety and Health Awareness Day for the hotel industry was held in October 2008 with a mix of large chains, small local hoteliers and chefs attending. During autumn 2008, 435 inspections of hotels and take away establishments were undertaken, preceded by a mailshot of the *Stop slips in kitchens* pack.

22 improvement notices were served: seven for slips and trips and five for other matters, eg gas and electrical issues. Evaluation showed:

- around half the premises visited had good standards in respect to prevention of slips and trips;
- standards were poorer in take-away establishments than in hotels;
- premises with migrant workers were twice as likely to have a poor score for control of slips; and
- management of dermatitis was generally poorer than that of slips and trips.

The project is continuing.

Case study

Preventing slips and trips in catering

Sheffield City Council's food enforcement officers took part in an initiative to incorporate slips and trips intervention in food inspection without significantly increasing inspection time. The adopted approach was to ensure the main campaign messages were highlighted although it was recognised that not all related issues were covered. Many of the issues linked well with hygiene issues covered on other food inspections.

The enforcement officers received internal briefing sessions on the control of slips and trips and the key messages in the Shattered Lives' campaign. A slips and trips visit protocol was developed to ensure consistency in approach. HSE *Stop Slips in Kitchens* packs were handed out during inspections, officers checked for obvious hazards and when problems were identified an opportunity was taken to discuss good practice and relevant control measures with the business occupier.

In 2007/08, slips and trips accounted for 29.2% of all injuries in LA-inspected sectors and 35.3% in HSE-inspected sectors.

Ladder exchange

Working together, HSE and LAs built on the success of Ladder Exchange 2007 with a further exercise in 2008 to raise ladder safety awareness. LA data for 2008 identified that they had seized 308 unsafe ladders during routine inspections.

- Scotland – The ladder safety campaign was widely taken up especially in Glasgow and South Ayrshire Councils resulting in enforcement action, ladders being taken out of use and joint advertising with local companies.
- Portsmouth City Council produced a ladder safety campaign pack and focussed visits on retail premises in one shopping centre (Cascades) and three busy streets. After 49 visits were made, 15 ladders were removed from premises and replaced.

Case study

Environmental health officers, from the health and safety team from the London Borough of Barnet, carried out a project at Brent Cross shopping centre in December 2008. The number of reported accidents, related to falls from height, in shops in the centre had increased. About 100 inspections were carried out looking at the safe use of ladders, goods stored at height and slip and trip risks. Five prohibition notices were served:

- three for lack of edge protection to mezzanine floors;
- one for a damaged ladder; and
- one to prohibit access to high-level racking where there was not enough space to use a ladder safely.

One store is due to carry out light renovation works to improve the layout of their storage areas.

The store managers' responses to discussions were positive and they responded to the enforcement notices effectively.

During 2007/08, 55 workers died and 3660 suffered a serious injury as a result of a fall from height. Ladders remain the most common agent involved and account for more than a quarter of all reported fall from height incidents.

Moving Goods Safely

The aim of this initiative was to promote good practice and better management throughout the logistics chain to reduce injuries to delivery drivers, warehouse staff and others involved in the distribution or receipt of goods.

Case study

HSE and LAs in South East Wales were involved in the Moving Goods Safely (phase 3) initiative. Companies from across the region were invited to attend safety and health awareness days and almost 300 people attended from trade associations, retail, haulage and distribution. Sandy Blair (HSE Board member, responsible for the link between local government and the HSE Board) attended the day hosted by Corus at Newport.

The awareness days were followed up with the nine LAs from South East Wales and HSE visiting a mix of companies, some of which had attended the events and others that hadn't.

Case study

Dudley Metropolitan Borough Council successfully bid for funding for the development of guidance, which could be used by LA and HSE inspectors as a benchmark when conducting inspections and investigations, for awareness-raising events and on which to base enforcement action. This has resulted in the production of a manual handling CD sent to West Midlands LAs for feedback. Although the CD is primarily aimed at the furniture and carpet handling industry, the basic principles can be applied to all manual handling activities. The final version will be completed by September 2009 and will be made available to all LAs.

Improving health

Asbestos the Hidden Killer campaign

The aim of the Hidden Killer campaign was to raise awareness of the dangers of asbestos to general tradesmen, plumbers, electricians and joiners and inform them of the potential risk of working on buildings that might contain asbestos. LA contributions played a huge part in realising the success of the campaign.

- 46 councils contacted the HSE campaign team directly. Between them they ordered campaign material to distribute and display including 8810 packs (170 in Welsh), 4550 leaflets plus A3 posters.
- Many councils, including Allerdale, Knowsley, Glasgow, London Borough of Sutton, Chesterfield Borough Council and Staffordshire County Council sent a mail shot to hundreds of local tradesmen and businesses about the campaign.
- Bristol City Council, London Borough of Sutton, North Cornwall District Council and Chesterfield Borough Council all visited local DIY stores and building merchants and encouraged them to display posters and promote the campaign packs to customers.
- North Cornwall District Council made 300 business support visits as part of the campaign.
- Bristol City Council sent campaign packs to all of the Council's contractors (nearly 300) and received many requests for more as a result.
- Bath and North East Somerset Council, Taunton Deane and Sefton Metropolitan Borough Council delivered asbestos awareness training sessions at local colleges to students and lecturers of building related topics (building technicians, carpenters, plumbers, electricians, engineers and painters and decorators).

Every week 20 tradesmen die from asbestos-related disease.

Case study

Essex asbestos project

To coincide with the national Hidden Killer campaign, the 14 Essex LAs undertook an inspection initiative across the county facilitated by the provision of full flexible warrants. The project targeted asbestos DTM requirements and built upon an initiative undertaken in 2007 by Suffolk. HSE staff facilitated the project planning, training, targeting, review and inspection.

Results showed that less than 15% of dutyholders were in full compliance with the asbestos DTM requirements. 724 visits were undertaken with 337 follow-up visits planned. Seven improvement notices were served at the initial visit and 457 follow up advisory letters sent to confirm the advice given.

Dermatitis

LAs and HSE have been working closely with the Small Business Trade Association Forum and Habia (the industry body for hair and beauty) on health and safety issues in hair and beauty salons. Working with LAs, Habia has continued to run an award scheme for health and safety in some regions.

Case study

East Riding of Yorkshire Council inspectors completed health and safety inspections of all its 370 hair and beauty premises with all expected to implement suitable dermatitis controls. Seven improvement notices were served. The HABIA health and safety award was offered as an extra incentive for salons to improve, demonstrate best practice and have their standards publicly recognised. In May, the Council hosted a ceremony to congratulate 202 businesses having achieved the HABIA award. East Riding and Hull inspectors, jointly with HSE and HSL, awarded 12 college salons with the award standard.

A priority for many LAs has been promoting awareness about dermatitis through a variety of routes, including inspection visits, the media, websites, seminars and LAs also looked at other industries such as catering, florists and funeral directors.

- Dumfries and Galloway, in partnership with Healthy Working Lives and several other agencies, carried out a local initiative with hairdressing salons. They ran two seminars and sent a Dermatitis Information Pack to all salons in Dumfries and Galloway.
- Cotswold District Council gave presentations to beauty therapy and hairdressing students at a local college, followed up by an inspection campaign of local hairdressing establishments.
- Birmingham City Council worked with HSE in developing its 'Dermatitis in catering' project and North Devon District Council sent out the HSE information sheet *Occupational Dermatitis in the Catering and Food Industry* with the Council's *Food Newsletter*.
- Derwentside and Liverpool visited florists and garden centres to raise awareness. Derwentside also carried out a survey to determine the levels of knowledge of dermatitis.
- Christchurch Borough Council (mindful that funeral director employees are known to be at risk from work-related ill health such as dermatitis, musculoskeletal disorders, respiratory and infectious diseases) developed an initiative to raise awareness, assess compliance with the law and encourage positive behavioural changes. In partnership with a local funeral director, the Council held a briefing session for enforcement officers, sent information packs to all funeral directors and followed up with visits.

Case study

The London Occupational Health in Hair and Beauty working group identified that inspectors were less confident about the hazards and risks in black and minority ethnic (BME) hair and beauty salons. Some processes (eg braiding) appeared to have potential for work-related upper limb disorders. Inspectors were also unsure about some substances used and whether workers would be at the same risk of dermatitis, eg comparing relaxers with perming fluids. The Health and Safety Laboratory (HSL) took on a project to visit a number of BME salons, consider these issues and produce a fact sheet for use by inspectors. The presence of Salon Strategies (a business advice organisation for BME salons) was helpful in finding salons to visit and with finalising the report.

In 2007/08, an estimated 2.1 million individuals were suffering from ill health they believe was caused or made worse by their job.

Up to 70% of hairdressers suffer from work-related skin damage such as dermatitis at some point during their career – most cases are absolutely preventable.

Migrant and vulnerable workers

HSE and LAs worked in partnership to prevent exploitation of vulnerable migrant and temporary (agency) workers.

Activities included:

- a workshop, in Lancashire/Greater Manchester, which was put together to encourage multi-agency proactive project working regarding migrant workers (out of this came a project developing work with LAs, fire authorities and HSE to identify poor residential and farm accommodation);
- a jointly organised inspection, in Cambridgeshire, of employment agency arrangements for managing health and safety;
- inspections, in Kent and Sussex, of migrant worker accommodation (conditions at sites varied, particularly with electrical equipment and gas appliances. Action was taken to improve standards where they were inadequate, including issuing an improvement notice where gas appliances had not been checked); and
- the Yorkshire and North East Partnership Team worked with the Fire Service; Northumbria Police; Northumberland Strategic Partnership; Citizen's advice Bureau and Ashington College to ensure that help and support was available to vulnerable/migrant workers, on many issues including health and safety, by working with various support groups. More work is planned with the North East Strategic Migrant Partnership.

Case study

South West – night time economy inspections

LAs and HSE worked in partnership carrying out a targeted inspection campaign in Devon and Cornwall. The campaign focused on food businesses likely to be employing more than 50 workers, including migrant workers, on night shifts. Intelligence reports had raised concerns about premises such as distribution warehouses and packing sheds, long working hours and poor night supervision.

More than 70 premises were visited by LA and HSE inspectors in pairs (for personal health and safety reasons). They found migrant labourers employed in more than two thirds – about half of those through an employment agency.

- Enforcement action was taken at a handful of premises, mostly on machinery guarding matters.
- Advice was given at most visits on a wide range of topics including: forklift truck control, health surveillance, lighting, noise and first-aid provision.
- Standards of risk management in most premises were not very different to those typical of normal office hours.
- No particular instances of migrant worker exploitation were unearthed.

Noise and vibration in music and entertainment

The Control of Noise at Work Regulations 2005 came into force in April 2006, but for the entertainment industry, they came into force in April 2008. The two-year lead in period was provided to give the industry time to prepare for the regulations. LAs have been promoting awareness.

- Warrington Borough Council sent self-assessment questionnaires to premises and requested a copy of risk assessments. Unannounced evening visits were made to premises believed to play live/recorded music. The majority of premises were found to have excessive noise levels resulting in 23 improvement notices being served.
- Fylde Borough Council held discussions with a number of pubs and hotels concerning good management practice by repositioning speakers away from the bar area and providing an area away from the music for staff to take their breaks. They gave advice to establishments to undertake a noise assessment.
- Many LAs conducted communication programmes/ awareness days including Knowsley and LAs in Devon.

Case study

Tees Valley County Group carried out a co-ordinated approach to their pubs and clubs across the county. The inspection phase was launched following a series of awareness raising events culminating in a training event for dutyholders with speakers from the industry, LA enforcement officers and presenters from HSL. Also at the event were equipment suppliers with demonstrations of directional speakers, noise suppression equipment, personal protective equipment (PPE), etc.

With support from HSL, Tees Valley environmental health practitioners (EHPs) were able to measure noise levels at venues and, with support from the local PCT, offer audiometry to staff working in the pub/club sector. This work led to an HSL funded project to investigate the most suitable types of PPE for people in this environment, looking at noise attenuation **and** appearance (as this was a major factor in staff not using PPE). The results of this work are being promulgated by HSL and have helped dutyholders and EHPs in Tees Valley work at reducing hearing damage to those in the pub/club sector.

Training, awareness events and campaigns

Many training and awareness events were organised for dutyholders during the year. In addition to those linked to major campaigns, HSE and LAs held a range of events around the country.

Care homes: HSE, LACORS and CQC worked together to deliver 16 half-day seminars at various locations across England and Scotland for owners and managers of nursing and residential care homes. The seminars provided information and guidance about health and safety duties, as well as the key causes of injuries and ill health and how to prevent them.

Case study

HSE and LAs in the Midlands worked together to focus on nursing and residential care homes. The Midlands workshops were 'pilots' for national activities later in the year and complemented a joint LA/HSE inspection programme and campaign to improve health and reduce accidents in the homes.

Managers from homes attended the workshops, which dealt with general issues, manual handling, prevention of slips and HSWA Section 3 duties (including bedrails, hot water and falls).

Evaluation showed delegates reviewed risk assessments, monitored training records and nominated a health and safety representative. Specific examples of improvements included the use of flooring and bed and hand rails.

Commercial robbery and retail violence: the Greater Manchester Health and Safety Group, in partnership with HSE and Greater Manchester Police, ran a training seminar in Salford for managers from cash business at high risk from commercial robberies. The aim was to reduce crime, protect people, share good practice and raise security and safety standards.

Golf clubs: 65 managers and staff from Cheshire golf courses and 26 health and safety enforcement officers

from Cheshire and Merseyside attended the 'Health and safety in golf course management and maintenance' seminar, held at Sandiway Golf Course, Northwich in October 2008. The event was organised by the Cheshire Health and Safety Group.

Riding stables: Representatives from riding schools across County Durham attended an awareness day on health and safety issues including complying with legal requirements, accident reporting and risk management.

Staged rescue of a 'victim' of a quad bike accident: Working with RAF Boulmer and Forest Enterprises, a staged rescue from a quad bike accident was arranged to publicise the 'Safer Working Communities' in Alnwick. The 'rescue' was filmed and shown by both ITV and BBC local programmes, with the BBC slot being four and a half minutes long. Not only did it raise the profile of their latest initiative, it also highlighted the dangers of lone working, insufficient quad bike training and not wearing appropriate PPE (eg, a helmet).

Forklift truck safety: Organised through the Institute of Occupational Safety and Health (IOSH), funded by HSE in collaboration with Hull City Council and East Riding of Yorkshire Council, this event on forklift truck safety, held in March, was attended by 65 people from a variety of local businesses. The event marked the start of a focused inspection campaign by LA and HSE inspectors.

Hospitality industry: The hugely important hospitality industry in Devon and Cornwall was targeted for a Safety and Health Awareness Day in November. The initiative was aimed at small to medium-sized organisations, eg hotels, guesthouses and holiday camps with dedicated catering, laundry and bar staff.

Additional information

This section of the report gives an estimate of the levels of LA resources working on health and safety and the activities conducted. This includes enforcement and visits in relation to the rate of injury in LA-enforced industries.

Resources

LA resource

- In 2007/08, LAs employed **3230 inspectors (HSW)**, a 2.7% decrease from 2006/07, and **1100 full-time equivalent staff**, remaining stable from 2006/07.

LA resource allocated to priority work

- In 2008/09, an estimated 289 FTE LA staff were allocated to the FIT3 programme.
- In 2009/10, an estimated 295 FTE LA staff are planned to work to reducing injury and improving health priorities.

LA activity

LA enforcement

(Source: LAE1 data tables)

- In 2007/08, **224 000 visits** were made to LA-enforced premises, a 7.2% increase from 2006/07. The below table provides a breakdown of figures for the types of visit.

Type of visit	2006/07	2007/08	Percentage change
Planned/preventive	121 000	126 000	+ 4.1
Revisits	21 000	21 000	0
Other	67 000	77 000	+ 14.9
Total visits	209 000	224 000	+ 7.2
Number of LA-controlled premises	1 101 000	1 108 000	+0.6

■ In 2007/08, **6010 notices** were given out in LA-enforced sectors, a 13.6% decrease from 2006/07. A breakdown of the types of notice given out can be seen in the below table.

Type of notice	2006/07	2007/08	Percentage change
Improvement	5270	4470	-15.2%
Deferred prohibition	50	60	+ 20%
Immediate prohibition	1640	1480	-9.8%
Total notices	6960	6010	-13.6%

Figure 1: Percentage of LA-enforced premises visited in 2007/08

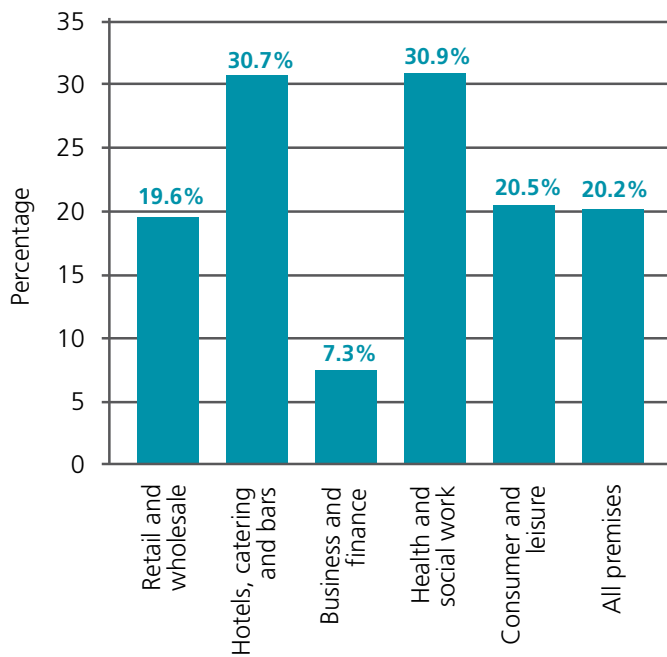
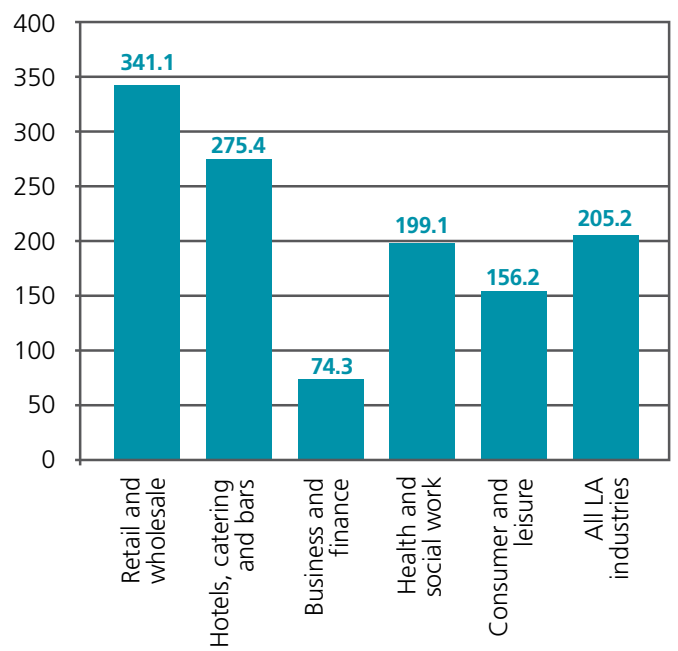


Figure 2: Injury rate per 100 000 employees for LA-enforced industries

(Source: Injury data extracted from RIDDOR, rates calculated using population estimates from Office for National Statistics (ONS))



Partnership Annual Report 2008/09

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LACoRS

www.LACoRS.gov.uk

Statistics

www.hse.gov.uk/statistics

HELA Extranet (HElex)

www.hse.gov.uk/lau/hela/extranet.htm

RDNA

<http://regulatorsdevelopment.hse.gov.uk/index.htm>

GRIP

www.hse.gov.uk/grip

Prosecutions reports directory

<https://extranet.hse.gov.uk/C8/Prosecutions>Returns-2009-2010/default.aspx>