

Section 18 Standard Toolkits

Make it happen...

Commitment, Priorities and Planned Interventions Toolkit

The Section 18 Standard requires every Enforcement Authority (EA) to:

- make a commitment to improving health and safety (H&S) outcomes;
- set out its priorities and plan of interventions for the current year;
- target their interventions to maximise their impact.

Basic requirements

To meet the Standard every EA should have:

- made a formal corporate commitment to improving H&S outcomes;
- a written intervention plan agreed by senior management (eg FOD – Member of Management Board; LA – Director and Portfolio holder);
- an intervention plan that sets out or references:
 - your overall aim and priorities;
 - a range of risk-based interventions targeted upon:
 - improving H&S outcomes;
 - securing action by relevant dutyholders;
 - those that can influence risk reduction;
 - serious risks or least well-controlled hazards;
 - those that seek economic advantage from non-compliance;
 - national guidance on interventions and priority programmes;
 - local, regional and national programmes;
 - how you intend to deliver the intervention plan;
 - your performance against the previous year's intervention plan;
- the intervention plan should be:
 - an annual (or two or more a year) rolling plan that is reviewed annually;
 - a stand-alone document or part of a broader plan of services if it clearly identifies the H&S priorities and plans of intervention;
 - available for use by managers and practitioners.

Key points

- An intervention plan is essential for effective performance management.
- A range of risk-based interventions would include planned general inspections, planned enforcement initiatives, investigation of accidents, investigation of complaints, advice, training and advisory activity, visits to new premises, revisits to check and enforcement, Safety and Health Awareness Days etc.
- You should strive to link H&S interventions with national, regional and local objectives, eg national campaigns and Local Area Agreements.

- Greater impact can be achieved by planning and delivering with other partners and stakeholders.

Further sources of information

How to use LA profiles

<https://extranet.hse.gov.uk/C12/C4/Local%20Authority%20Profiles/Document%20Library/LA%20profile%20user%20guide.doc>

HSC Strategy

<http://www.hse.gov.uk/strategy/index.htm>

Links to other Service Plans: Anywhere DC Intervention Plan Example

<http://www.hse.gov.uk/section18/toolkits/commitment-anywhere-dc.pdf>

Local Area Agreements

<http://www.hse.gov.uk/lau/laa/index.htm>

Sensible Health and Safety at Work – The regulatory methods used in Great Britain

<http://www.hse.gov.uk/aboutus/strategiesandplans/sensiblehealthandsafety.pdf>

Incident Selection Criteria

<http://www.hse.gov.uk/enforce/incidselcrits.pdf>

<http://www.hse.gov.uk/lau/lacs/22-13.htm>

Priority Planning Guidance

<http://www.hse.gov.uk/lau/lacs/67-2.htm>

Commitment, priorities and planned interventions

Are you compliant with S18's Commitment, priorities and planned interventions requirements?

To answer "yes" you should be able to demonstrate that your EA:

- **has made a formal corporate commitment to improving H&S outcomes:**
 - Has your EA made a formal commitment to improving H&S outcomes, eg getting formal committee approval and making a pledge to HSE's Strategy?
- **has a written annual (or annually reviewed) intervention plan:**
 - Does your intervention plan include:
 - overall aims and priorities?
 - a range of risk-based interventions targeted upon:
 - improving H&S outcomes?
 - securing action by relevant dutyholders?
 - those that influence risk reduction?
 - serious risks and least controlled hazards?
 - those that seek economic advantage from non-compliance?
 - national guidance on interventions and priorities?
 - local, regional and national programmes?
 - how the intervention plan will be delivered?
 - your performance against previous year's plan?
- **targets its interventions:**
 - Does your EA target its interventions:
 - to maximise its impact in improving H&S outcomes?
 - on securing action by dutyholders to manage and control the H&S risks of their work activities?
 - on the dutyholders who are best placed to control the risks, whether they be employers or others?
 - on other organisations and stakeholders that can influence risk reduction?
 - on activities that give rise to serious risks or where the hazards are least well controlled?
 - to stop those that seek economic advantage from non-compliance (eg rogue traders)?
 - in accordance with national guidance on interventions and priority programmes?
 - in accordance with local, regional and national programmes?