



Buckinghamshire & Milton Keynes Fire Authority

MEETING	Fire Authority
DATE OF MEETING	12 February 2020
OFFICER	Calum Bell, Head of Service Development
LEAD MEMBER	Councillor Jean Teesdale
SUBJECT OF THE REPORT	Annual Health, Safety and Well-being Report 2018/19
EXECUTIVE SUMMARY	<p>Buckinghamshire Fire and Rescue Service Health, Safety and Well-being performance report – 1 April 2018 to 31 March 2019 including:</p> <ul style="list-style-type: none"> • BFRS Health and Safety achievements • Statistical overview • Health and Safety Strategy • Employee Well-being • Working with others
ACTION	Noting.
RECOMMENDATIONS	Members are requested to note the performance of the Service in terms of Health, Safety and Well-being.
RISK MANAGEMENT	<p>Risk management involves understanding, analysing and addressing risk to make sure the Service can achieve its objectives. Understanding the outcomes of safety events and the underlying causes allows the Service to implement control measures to prevent a reoccurrence of a similar event. The monitoring of health and safety performance, the culture and the implementation of means to improve both, is key.</p>
FINANCIAL IMPLICATIONS	<p>If the management of risk is not controlled effectively it can potentially lead to serious injury and breaches of legislation which can have significant financial implications by way of claims or fines for the Authority. There is also the potential for reputational damage.</p> <p>The number and severity of Health & Safety incidents also has a direct impact on insurance premium expenditure. At present the Authority has a good record in this regard.</p>
LEGAL IMPLICATIONS	The safety management system is well embedded throughout the Service and its performance is subject to regular monitoring and review in order to ensure

	the health, safety and well-being of the Authority's employees, contractors, visitors and the communities it serves, as well as ensuring compliance with legislation. If this scrutiny does not take place, there is the potential for a breach of health and safety legislation.
CONSISTENCY WITH THE PRINCIPLES OF THE DUTY TO COLLABORATE	Collaboration work continues with the other Thames Valley Fire and Rescue Services and this report highlights the on-going collaboration work. We have started to explore what potential there is to share some managerial Health & Safety functions within the Thames Valley.
HEALTH AND SAFETY	The new Health and Safety Strategy 2019-2022 focuses on driving continuous improvement in health, safety and well-being through the effective, proportionate management of risk. Proactive monitoring and analysis of safety events (reactive monitoring) forms part of this and is an integral part of the safety management system.
EQUALITY AND DIVERSITY	Ensuring the safety of staff has been shown to have a positive impact on retaining staff. The data collected as part of personal injury safety events is name, date of birth and gender.
USE OF RESOURCES	The Authority remains committed to having a dedicated Health, Safety and Well-being team and to their on-going development. If the collaboration opportunity with Oxfordshire comes to fruition there may resource implications.
PROVENANCE SECTION & BACKGROUND PAPERS	This is the annual health, safety and well-being report detailing performance and progress against objectives set for the year 2018-19. A link to the previous year's report is provided below. Some of the statistical information contained in the report is detailed in the six monthly reports presented to the Performance Management Board. Health, Safety and Well-being Annual Report 2017/18
APPENDICES	Appendix A: Health, Safety and Wellbeing Report 2018-19
TIME REQUIRED	15 minutes
REPORT ORIGINATOR AND CONTACT	Alison Chart achart@bucksfire.gov.uk 01296 744490

Health, Safety and Well-being



Annual Report

2018-19



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N.B. The image on the front cover is from a field fire involving standing crop on 3rd July 2018 in Marlow which spread to the local garden centre, industrial units and was in danger of spreading to the town itself. At its height there were 25 appliances in attendance making it the largest incident we responded to in 10 years.

Forewords

"Being new to the role of lead Fire Authority Member for Health, Safety and Well-being, I have yet to personally experience the dedication and professionalism of the Health and Safety department and all Authority staff. However, my predecessor was very impressed with the commitment and passion displayed by all staff to health, safety and well-being across the Service".

Councillor Jean Teesdale
Lead Member for Health, Safety and Well-being
Buckinghamshire and Milton Keynes Fire Authority

"The Authority is committed to achieving the very highest standards of health, safety and wellbeing for our employees, visitors, contractors and our communities and as such are constantly striving for continual improvement. The implementation of the Wellbeing and Health and Safety strategies provide the bedrock to achieve this objective. This annual report is an opportunity to review performance and progress over the past year".

Jason Thelwell
Chief Fire Officer and Chief Executive of
Buckinghamshire and Milton Keynes Fire
Authority

Executive Summary

Health and Safety Strategy: The purpose of this strategy is to set out the strategic objectives for the next three years that seek to improve health and safety. It sits alongside the Well-being Strategy, dovetails into the People Strategy, and aligns with Buckinghamshire and Milton Keynes Fire Authority's Public Safety Plan.

Our performance: For the year 2018/19 the statistics highlight that there has been an increase in the number of safety events in five of the six performance areas and a decrease in the number of RIDDOR reports. It is extremely pleasing to note that there has been a significant increase in the number of proactive "near miss" reports of 126%.

Working with others:

Collaboration work continues with the other Thames Valley Fire and Rescue Services. We have started to formally explore what potential there is to share some managerial Health & Safety functions and processes within the Thames Valley.

Employee Well-being: 2018/19 saw the training of 19 Mental Health First Aiders and 14 Champions. These individuals are volunteers from all sectors of the Service. The Mental Health Champions are the "eyes and ears on the ground" trained to spot the signs of mental ill health in their colleagues and sign post them to the Mental Health First Aiders who will, with the affected individual's agreement, meet with them and ultimately sign post them to the support networks available both internally and externally.

Health and Safety Strategy

The Health and Safety Strategy has been refreshed by the Health and Safety Manager, came into effect in April 2019, and has a three-year life cycle. The Fire Authority approved it in December 2018.

The purpose of this document is to set out the strategic objectives for the next three years that seek to improve health and safety. It sits alongside the Well-being Strategy, dovetails into the People Strategy, and aligns with Buckinghamshire and Milton Keynes Fire Authority's Public Safety Plan.

The strategy's mission statement is "To promote proportionate, appropriate and effective risk management". Alongside this mission statement are five strategic themes:

- **Working together:** Promoting broader ownership and cohesion of health and safety across the board.
- **Drive continuous improvement in health, safety and well-being:** Anticipate and solve new health and safety challenges.
- **Build an even better health and safety culture:** Raise awareness of and promote the benefits of an improved culture.
- **Effectively manage risk:** Simplify, wherever possible, risk management to ensure safe people and processes.
- **Engaging together:** Seek to continuously improve communications on health, safety and well-being matters.

Case studies of projects and initiatives implemented are included to highlight to staff, Members and the public the successes achieved.

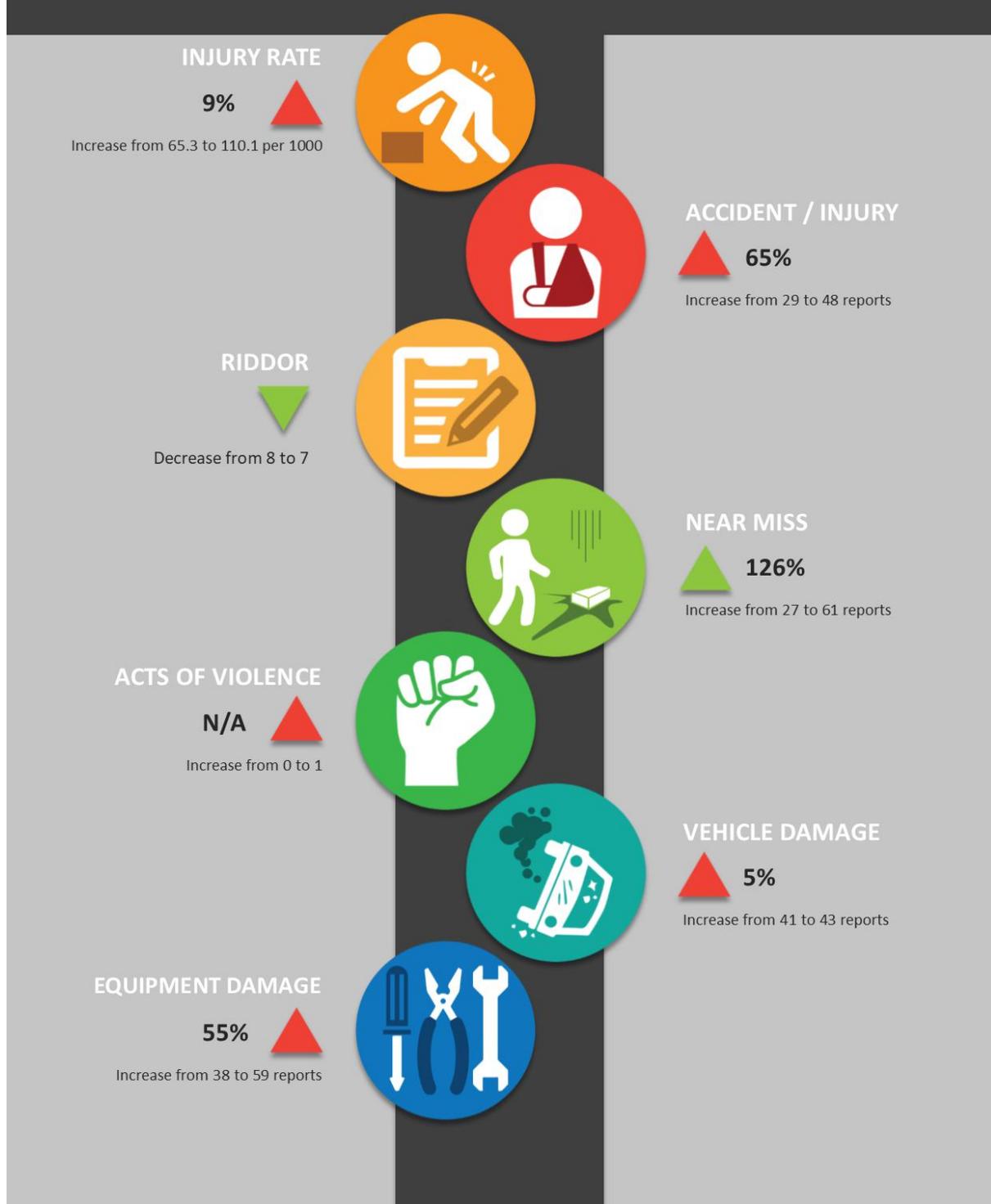
The implementation of this strategy will result in a greater and wider ownership and resolution of health and safety issues; improved productivity through a strong health and safety culture whilst employees and the communities we serve will be healthier and safer.

It has been placed on the intranet and the external website and the Health and Safety department have, as part of their recent training programme, raised awareness of the strategy to staff which will assist in the embedding process and aid delivery.

The strategy can be viewed [here](#) .

Our Performance at a Glance

HEALTH AND SAFETY 2018/2019



Performance Overview

Compared to the previous year, 2018/19 saw an increase in the number of incidents attended of 537, a percentage increase of 7.6%, and an increase in the number of mobilisations by 406 a percentage increase of 3.5%. These figures do not include Co-responding incidents or Officer mobilisations. The hot summer is a contributory factor in these increases and would account for the increase in the number of safety events in five of the six performance areas highlighted in the graph 'Our performance at a glance' on page five. Conversely, RIDDOR reports have decreased which is good news. It is also pleasing to note that there has been a significant increase in the number of proactive "near miss" reports. An overview of the figures is provided below.

Personal injury: To establish the injury rate, the Health and Safety Executive (HSE) provides a calculation for organisations to use. This calculation is the number of events reported; divided by the number of employees; multiplied by 100,000. The injury rate has increased from 65.3 per 1000 employees in 2017/18 to 110.1 per 1000 employees in 2018/19. In terms of the actual numbers of personal injury safety events, there has been an increase from 29 in 2017/18 to 48 in 2018/19.

To determine the severity of the safety event, a multiplication calculation is carried out. This sum is determined by the 'likelihood' of the safety event occurring multiplied by the 'severity' of the injury sustained. The resulting figure is known as the risk factor score:

- 1 to 5 is deemed a minor event
- 6-15 is moderate
- 16-25 major

Of the 48 personal injury safety events, 34 have been recorded as minor in nature and 14 as moderate.

The details of the moderate personal injury safety events are detailed below:

- High heart rate - 1
- Musculoskeletal - 6
- Fracture of the wrist - 1
- Fracture of the humerus - 1
- Insect bite - 1
- Head injury - 2
- Partial temporary loss of hearing - 1
- Unwell during BA drill - 1

Serious workplace injuries, occupational diseases and specified dangerous occurrences are reportable to the HSE under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).

The number of RIDDOR reportable events for 2018/19 has decreased from eight in 2017/18 to seven, which is pleasing. Analysis of these events resulted in:

- One specified injury
- Six 'over 7 day' sickness absence.

The specified injury was a fractured humerus, which occurred when an individual was ascending a flight of stairs and tripped.

Equipment damage safety events has seen a significant increase of 55% with 59 safety events compared to 38 in 2017/18. 47 of these were of a minor nature and 12 were moderate. The details of the moderate events are as follows:

- Security gate closed onto a ladder and gantry - 1
- Burnt hose reels - 2
- Burnt beaters - 1
- Gloves heat damaged at an incident - 1
- High pressure hose reel adjuster stuck in one position - 1
- Hack saw damaged and - 1
- BA equipment damaged - 2
- Equipment falling from defective pump lockers - 2
- Bay door did not open due to defective hinge - 1

Such an increase demands analysis for trends and causation. The results of this analysis identified the significant increase in the number of field fires crews attended due to the hot summer. These incidents were often intense and protracted resulting in hose reels becoming burnt. As yellow hose reels have replaced the black, it is easier for crews to identify the scorching and report it as equipment damage. On request of the Research and Development Officer, the supplier conducted stringent tests on the hose to ensure the hose met the relevant standards and was fit for purpose. This was confirmed.

2018/19 has seen a slight increase in the number of vehicle safety events of 5% with 43 safety events compared to 41 in 2017/18. 33 were of a minor nature and nine were moderate. Details of the moderate safety events are detailed below:

- Collision with stationary vehicles - 4
- Collision - third party at fault - 1
- Nearside rear wheels detached from Scania appliance - 1
- Low speed manoeuvre into inanimate objects - 2
- Low speed reversing into parked appliance - 1

In the category "Acts of violence against firefighters" there has been a 100% increase from no safety events to one. It is important to bear in mind that these figures are very small, 0 - 1, so the rise in percentage is high.

“Near misses” (where there has been no injury or financial loss) form part of the proactive safety management system. Proactive reporting is key to reducing the number of safety events (reactive safety management system) as an investigation can be carried out and recommendations actioned to ensure a safety event does not occur.

Following the introduction of the simplified “near miss” reporting process, the health, and safety training that the department delivered to staff to encourage reporting, there has been a significant increase in the number of “near miss” reports of 61 compared to 27 in 2017/18. This is an increase of 126%, which is excellent news.

The performance statistical data received from the Home Office for 2018/19 is displayed as league tables of Services with similar numbers of employees in order to provide a more accurate comparison of performance between BFRS and its peers. This performance relates solely to operational personnel.

There has been an increase in the **total number of persons injured** from 24 in 2017/18 to 36 in 2018/19. Of these **19** occurred at training events, **10** during routine activities and **seven** at operational incidents. Wholetime firefighters have been most affected with **19** injuries. The remaining injuries affect **six** Apprentice Firefighters, **four** On-call firefighters, **four** Flexible firefighters and **three** during bank shift activities.

The total number of **injuries at fires** has increased by fifty percent from three in 2017/18 to six in 2018/19 resulting in BFRS remaining in the top three of the National Peer Group Performance Comparison table detailed in Appendix 1 below.

The total number of **injuries at special service calls** has reduced significantly from five to one resulting in BFRS moving from third position to first place. This highlights a significant improvement which is excellent news!

In terms of **injuries during routine activities** there has been a significant increase from one in 2017/18 to 10 in 2018/19. This has resulted in BFRS moving from top position to fifth which is disappointing. Initial analysis has identified that complacency when conducting routine tasks is a contributory factor as is a lack of focus. The Health and Safety department are working to identify ways to improve performance in this area.

Injuries over 7day absence figures has increased by one to six in 2018/19 compared to five in 2017/18. Despite this BFRS has moved from fifth position to fourth.

There has been an increase in the total number of **injuries during training events** from 15 in 2017/18 to 19 in 2018/19, which again has resulted in BFRS retaining fifth position.

BFRS continues to maintain the top position for the least **number of major injuries** for the fifth year running, with zero major injuries. A fantastic achievement!

The **Annual Incidence Rate** is calculated by taking the number of reportable injuries that occurred in the financial year and dividing it by the average number employed during that same year X 100,000. This gives the number of injuries per 100,000 workers and provides a more accurate picture of the overall health and safety performance of operational personnel. The incidence rate for 2018/19 has increased from 4908 in 2017/18 to 7709 which places BFRS mid table – see Appendix 1 below.

Governance of health and safety performance is via the Performance and Strategic Management Boards on a six monthly basis. The reports include statistical data on the number and type of safety events occurring at operational incidents, training and routine activities and the number and types of safety events involving Support staff.

The last quarter of this year saw the Health and Safety department deliver a training package to staff, which covered the following subjects:

- Health and Safety Strategy;
- Health and Safety performance;
- Risk Assessments;
- Analytical Risk Assessments;
- Contaminates and personal protective equipment;
- Wellbeing Strategy;
- Mental Health First Aiders and Champions;
- Critical Incident Stress Debriefing.

The purpose of this package was to raise staff awareness and to promote both the Wellbeing and Health and Safety strategies.

Employee Well-being

Total working days lost to sickness absence

Overall the total number of days lost to sickness absence was 9.8% higher in 2018/19 than in 2017/18 for Wholetime and Support staff combined, despite a 1.8% reduction in the average headcount in 2018/19. Wholetime sickness increased by 25% in 2018/19 when compared to the previous year, although the headcount had declined by 3.4%.

On the other hand, the total number of days lost to sickness absence for Support staff decreased by 30% in 2018/19 compared to 2017/18, despite a 1.8% increase in the average headcount.

Due to declining staff numbers of operational employees, all sickness absence is now measured on a 'days per person' basis. However, long term sickness can often skew the average number of days lost per person, and so two perspectives are provided – the average number of days lost per person based on the total number of days lost, and the average number of days lost per person based on short term sickness only, as shown below.

Wholetime staff

	Total days lost	Days lost pp (based on total days lost)	Short term sickness days lost	Days lost pp (based on short term days lost)
2017	2033	8.21	525	2.10
2018	2541.5	10.63	635.5	2.66

Support staff

	Total days lost	Days lost pp (based on total days lost)	Short term sickness days lost	Days lost pp (based on short term days lost)
2017	768.21	7.05	341.21	3.13
2018	535.08	4.82	317.13	2.86

Across the operational staff group musculoskeletal remained the top reason for absence in 2018/19 with hospital/post-operative related absence as the second top sickness reason and anxiety/stress/depression as the third.

Musculoskeletal was also the top sickness reason for Support Staff again in 2018/19. Anxiety/Depression/Stress moved up to second and minor illnesses (colds/flu/viral infections) was third highest.

CIPD's 2019 Health and Well-being at Work Survey reports that overall average absence levels decreased to 5.9 days per person which is the lowest ever recorded by their survey. Public sector employees had 8.4 days of absence over the previous year, showing no change from the findings in the 2018 survey (8.5 days). Absence rates remain considerably higher in the public sector than in private sector services (4.4 days per employee), manufacturing and production (5.6 days per employee) or the non-profit sector (6.3 days per employee).

The survey reports increased absence due to mental ill health, particularly stress-related. However, in BFRS, despite taking second highest position for Support staff, Anxiety/Depression/Stress is lower for both Wholetime and Support staff in 2018/19 when compared to 2017/18.

Minor illnesses and chest/respiratory related illnesses resulting in mainly short-term sickness absence decreased in 2018/19 when compared to 2017/18.

The Wellbeing Group, chaired by the Health and Safety Manager, has focussed its efforts on the creation and implementation of a Wellbeing Strategy, which dovetails into the People Strategy and sits alongside the Health and Safety Strategy. The ethos behind the strategy is “start well, work well, age well”. It provides a holistic overview of the wellbeing needs of an employee from the moment their career commences with the Authority until it ends. It encompasses a number of stages an employee may encounter during their career.

The strategy acknowledges the different stressors and pressures that people may face at various stages of their working lives and gives an indication of the support arrangements the Service aims to have in place to support them through these phases. The Fire Authority approved it in June 2018.

The Wellbeing Group has and continues to, progress work on the action plan from the self-assessment of the College of Policing Blue Light Well-being Framework. 2018/19 saw the training of 19 Mental Health First Aiders and 14 Champions. These individuals are volunteers from all sectors of the Service. The Mental Health Champions are the “eyes and ears on the ground” trained to spot the signs of mental ill health in their colleagues and sign post them to the Mental Health First Aiders who will, with the affected individual’s agreement, meet with them and ultimately sign post them to the support networks available both internally and externally. First Aiders and Champions have been issued with Mental Health ribbon pins (see image below) so that all personnel are able to identify them and seek their support if necessary.



This implementation of this initiative has been well received by staff who welcome the opportunity for improved wellbeing and the breaking down of the stigma historically associated with mental health illness.

The Employee Relations team are in the process of delivering a Well-being Roadshow to all staff to raise awareness of the support networks that are available to them and how to access them. Again, feedback from staff to the Employee Relations team has been very positive and highlights that this input has been welcomed.

Fire and Rescue Indemnity Company

The Fire and Rescue Indemnity Company offers membership to fire and rescue services for insurance provision via Regis Mutual Management. Membership is subject to meeting the robust risk management criteria across a range of activities such as Fleet, Health and Safety and Operations etc.

The business case for becoming a member was led by the Director of Finance and Assets, supported by the Insurance Officer and the Health and Safety Manager who was tasked with providing evidence to satisfy the risk management criteria and to create a risk profile. The Authority was accepted as members in April 2019 which has realised savings based on the renewal quote for insurance of £100,000.

Additional benefits are the sharing of experiences in fire service activities, including best practice, amongst members and standardising processes to reflect best practice. Examples of this are installation of CCTV on appliances and Authority owned vehicles and the use of "bump cards" which are completed by staff if involved in an accident. The details of both parties are exchanged and the bump card is sent to the Insurance Officer who notifies Regis immediately who will commence action in terms of refuting/settling claims.

Health and Safety Training

The Training Strategy Group approved funding of £30,000 for Health and Safety training requirements for this financial year. Of those requirements, the following training courses took place:

External Providers

In order to meet the organisational requirements for this financial year two **Institute of Occupational Safety and Health (IOSH) Managing Safely** courses took place in January and February 2019. The delegates consisted of both operational and support staff who had recently been successful at the Supervisory Manager assessment centre or had recently been promoted to Crew Commander or support staff equivalent.

With an increase in the number of newly promoted Station Commanders it was necessary to procure two **NEBOSH General Certificate** courses in order to provide them with the necessary skills to conduct Health and Safety Audits/Inspections and to manage stations/sites and people from a health and safety perspective. The courses were run in-house in October and December 2018 by a training provider at a cost of £720 per delegate as opposed to £1600 per delegate for an external course. This realised savings of £16,000.

Station Commanders are required to investigate Level Two Safety Events (those classified as *moderate* in terms of severity). Due to the increase in new Station Commanders, it was necessary to procure a four-day **Accident Investigation** course to provide them with the skills and knowledge to conduct robust and thorough investigations at this level.

This year it was necessary to run a **First Aid at Work** course for Support staff to renew qualifications that had expired and to provide resilience.

A **Fire Warden** course was provided for those personnel who expressed an interest in becoming a Fire Warden to provide resilience in the team.



N.B. This image is also from the Marlow field fire on 3rd July 2018 and highlights cross border and multi-agency working.

Management of Risk

Pool and lease vehicles CCTV – This new project was mentioned in last year's Health and Safety report and has moved on significantly over the past 12 months. CCTV, both front and rear facing, has been installed in all Authority owned vehicles i.e. pool cars, vans and station transport and it is being installed in Officer's lease vehicles. Work will continue on raising the benefits of CCTV in

terms of providing factual evidence should drivers be involved in an accident, to encourage more Officers to come forward.

Operational personal risk assessments – Stop, Think, Act and Review (STAR) model – It is recognised that the nature of the work that firefighters undertake in the operational arena is often high risk. As an employer, despite taking every precaution in terms of firefighter health, safety and wellbeing, it is not always possible to guarantee a safe place of work. Therefore, it is incumbent on operational personnel, when at incidents, to adopt safe systems of work and to conduct their own personal risk assessment in order to keep them safe.

To assist operational personnel with this task, the Thames Valley Fire and Rescue Services have adopted the STAR model. The definition of this model is detailed below:

S - Stop any intended actions & focus on new situation.

T - Think about the new situation and assess your surroundings – can you do something to prevent the hazard or reduce the risk? Do you have a solution?

A - Act, if you do not know what to do or what is safest, communicate; get help and warn others. If you know what to do, understand and accept the risks.

R – Review to assess the outcome.

This process is now well embedded throughout the operational arena.

Scania Wheel Near Miss – On 29 September 2018, whilst returning to station from an incident, the near side rear wheels disengaged from Beaconsfield’s Scania fire appliance whilst in transit. Fortunately no one was injured and no damage occurred to any third party i.e. property, vehicle etc. This event was determined to be a major “near miss” event and a decision was taken to invite Bureau Veritas (Scientific Specialist Advisors) to conduct an independent investigation to determine the cause of the event.

Following examination of the fire appliance and laboratory examination of the wheel studs and nuts at their laboratory, the cause of the wheels detaching from the vehicle was, loss of clamping force due to corrosion and wear between the bolt splines and the body of the wheel hub. In combination with this the conical surface of the studs were also severely corroded.

To ensure the recommendations are completed an action plan was created with progress reports made via the Health, Safety and Wellbeing Committee. To date 95% of the recommendations have been completed and it is planned that the remaining 5% will be completed by the end of the financial year following a trial of new wheel trims and the recruitment of additional Workshops Technicians.

BA Cylinder moisture and oil ingress Near Miss – In November 2018, during routine spot-checking at Bletchley Fire Station, elevated moisture and oil particulate was identified in two BA cylinders. Further investigation revealed the cylinders had been charged at Bletchley Fire Station, and was found to be the result of a defective on-site air compressor.

Investigation of the compressor room logbook revealed that at least 20 cylinders could have been contaminated since the compressor's last air purity test in September 2018, based upon the precaution that the defect had occurred soon after the test. Furthermore, eight BA sets then failed a leakage and function test and were found to have sintered filters contaminated with oil.

Moisture content within the cylinder compressor should be filtered to below the Standard threshold of 35mg/M³. Lubricating oil should also be filtered to below a Standard threshold of 0.5mg/M³. These are the maximum levels set by the Health and Safety Executive (HSE).

This is because high moisture levels can lead to freezing within the BA pneumatics, particularly around the pressure regulator and breathing valve assembly, increasing a risk of equipment failure.

Elevated oil content also carries a risk of either, over-lubrication of moving parts, potential creation of an explosive mixture within the tertiary chamber of the pressure reducer, which is open to atmosphere, or degradation of the internal lining of pneumatic hoses over time. Additionally, oil contaminate above the Standard threshold would deliver an undesirable odour to the wearer.

BFRS did not identify a health risk from breathing in the contaminated air, as normal air contains approximately 16,500mg/M³ at 75% humidity, and the lubricating oil (Anderol 555 used within this particular compressor) does not present an aspiration toxicity classification to the wearer. However, as a precautionary measure, monitoring of occupational health referrals and sickness absence was intensified, and will continue.

The Health and Safety Laboratory, a subsidiary of the HSE, were commissioned to conduct an independent investigation. The rationale for this decision was twofold:

- The HSE are the exemplar in terms of health and safety practice and are also the enforcement agency;
- This event had the potential to be replicated in other UK fire and rescue services and therefore of national interest.

The draft report has been received and once finalised will be published and shared nationally.

Working with Others

Internally

In the summer of 2018, the Health and Safety department assisted the Property department with the health, safety and wellbeing aspects of the Service Headquarters air handling replacement and refurbishment project.

This was a major project, which was to run for over two months on a phased basis. Planning for the following was necessary and was carried out by both the Property and Health and Safety departments:

- management of contractors
- fire safety measures necessary to protect staff and contractors
- a review of the fire risk assessment
- the control measures required for the use of a crane on site
- placement of staff and their subsequent repatriation

The project was completed with no safety events or health and safety issues and was a complete success.

Externally

Thames Valley Fire and Rescue Services – The Health and Safety departments in each of the Thames Valley Fire and Rescue Services continue to meet regularly and where possible work together to align policies and procedures and other processes. A joint programme of noise assessments for equipment and vehicles has been created and work is still ongoing in implementing methods to mitigate the risks to crews from contaminants at operational incidents.

As both Buckinghamshire and Oxfordshire share resources, including the Driving Centre Manager, for driver training vehicle safety events are analysed jointly in order to identify trends and control measures in an attempt to reduce the number of these types of events.

We have started to formally explore what potential there is to share some managerial Health & Safety functions and processes within the Thames Valley.

Whilst discussions are in the very early stages an update will be provided in next year's annual report.

Performance Indicators

Budgets

The health and safety budget for the year 2018/19 ended in an overspend of £4655. This was the cost of the investigation by Bureau Veritas into the Scania Wheel near miss event.

Health and Safety objectives – 2019/20

Please see below the health and safety objectives set in line with the Authority's Public Safety Plan for this year:

1. Provide health and safety advice and support, including fire safety arrangements, to ensure compliance with legislation throughout the Blue Light Hub build and fitting out;
2. Support the development of the Health, Safety and Wellbeing in the new blue light hub upon habitation and ongoing.
3. Explore the opportunity for shared Health, Safety and Wellbeing function with Oxfordshire FRS.
4. Ensure Working Time Regulations requirements are set up in Fire Service Rota* and implemented throughout the Service; communicate this to all staff; educate managers on how to monitor the system for potential breaches of the regulations and conduct spot check audits on the system.
5. Conduct a review of all health and safety policies, procedures and guidance notes to ensure currency and validity.

Objectives 1 and 2 are ongoing.

Objective 3 is in the very early stages of discussion.

Objective 4 is in the "build" stage within the system. A programme of communication and education is to be conducted prior to "go live".

Objective 5 will be completed by the end of this financial year.

*Fire Service Rota (FSR) is the electronic resource management system we use to track, manage and allocate our staff resourcing.

Appendix 1

National peer group performance comparison tables 2017/18 and 2018/19

The H&S department are required to report on BFRS end of year accident statistical returns to the Home Office on 31 May 2019 for the period 1 April 2018 to 31 March 2019.

Summary:

The Health and Safety Department provided returns for:

HS1 - injuries during operational incidents, encompassing both Whole-time and On-Call employees and sub-divided into injuries at fires, at road traffic collisions and at other Special Service calls.

HS2 - injuries during training and routine activities also encompassing Whole-time and On-Call employees and sub-divided into injuries during operational training, fitness training and routine activities.

Findings:

HS1 – there has been an increase in the number of personnel injured at operational incidents from twenty-four to thirty-six, which is as a result of the increase in both the number of incidents and an increase in the number of resources required at larger incidents in 2018/19 as described on page six. Of the twelve members of the peer group there have been significant increases in the number of injuries in seven.

Outcome: In the national peer group league tables, BFRS has moved from second position in 2017/18 to third in 2018/19.

HS2- Injuries at training events have seen an increase from fifteen in 2017/18 to nineteen and injuries during routine activities has seen a significant increase from one in 2017/18 to ten. Routine activities are an area that the Health and Safety department are focussing on to identify ways to reduce the number of events.

Outcome: BFRS's position in the peer group table for injuries at training events remains the same this year as last at 5th place. For injuries during routine activities, BFRS has moved from top of the table to fifth which is disappointing.

Below are the national league tables which provide a visual view of the overall safety performance of BFRS in the operational arena compared to their peer group. A detailed explanation of performance can be found in the Performance Overview section of the report on page six.

Total Number of Persons Injured	2017-18	2018-19
Warwickshire	28	25
Suffolk	54	28
Buckinghamshire	24	36
West Sussex	39	38
Oxfordshire	52	39
Northamptonshire	18	50
Bedfordshire	39	53
Berkshire	52	56
Norfolk	58	60
East Sussex	71	66
Hereford and Worcester	71	71
Cambridgeshire	74	122

Total Number of Injuries at fires	2017-18	2018-19
Buckinghamshire	3	6
Oxfordshire	6	7
Suffolk	11	7
Warwickshire	13	7
Bedfordshire	11	9
Hereford and Worcester	10	10
Northamptonshire	6	13
West Sussex	10	15
East Sussex	26	16
Norfolk	9	17
Berkshire	7	24
Cambridgeshire	20	73

Total Number of Injuries during Routine Activities	2017-18	2018-19
West Sussex	9	2
Suffolk	12	3
Oxfordshire	13	3
Warwickshire	5	4
Norfolk	10	4
Hereford and Worcester	13	8
Buckinghamshire	1	10
Bedfordshire	8	10
Berkshire	14	12
East Sussex	12	12
Northamptonshire	8	13
Cambridgeshire	22	15

Total Number of Over 7 Days Injuries	2017-18	2018-19
Warwickshire	4	2
Oxfordshire	7	3
Suffolk	2	3
Bedfordshire	1	5
Cambridgeshire	3	5
East Sussex	6	5
Northamptonshire	6	5
Berkshire	7	6
Buckinghamshire	5	6
West Sussex	2	7
Hereford and Worcestershire	8	9
Norfolk	7	10

Total Number of Major Injuries	2017-18	2018-19
Buckinghamshire	1	0
East Sussex	3	0
Norfolk	0	0
Suffolk	0	0
Warwickshire	0	0
Bedfordshire	1	1
Berkshire	0	1
Hereford and Worcester	0	1
Northamptonshire	0	1
West Sussex	0	1
Cambridgeshire	0	2
Oxfordshire	4	2

Total Number of Injuries during Training	2017-18	2018-19
Warwickshire	7	10
Suffolk	26	13
West Sussex	14	15
Berkshire	22	18
Buckinghamshire	15	19
Cambridgeshire	21	19
East Sussex	19	19
Northamptonshire	4	20
Oxfordshire	22	22
Norfolk	29	26
Bedfordshire	11	27
Hereford and Worcester	41	51

Total Number of injuries at Special Services	2017-18	2018-19
Buckinghamshire	5	1
Hereford and Worcester	7	2
Berkshire	9	2
Northamptonshire	3	4
Warwickshire	3	4
Suffolk	5	5
West Sussex	10	6
Bedfordshire	9	7
Oxfordshire	11	7
Norfolk	10	13
Cambridgeshire	11	15
East Sussex	14	19

Annual Incidence Rates			
Fire & Rescue Service	Total number of employees	Total number of safety events	Incident rate
Suffolk	687	28	4076
Warwickshire	482	25	5187
West Sussex	697	38	5452
Oxfordshire	657	39	5936
Norfolk	841	60	7134
Buckinghamshire	467	36	7709
East Sussex	799	66	8260
Berkshire	644	56	8696
Bedfordshire	602	53	8804
Northants	525	10	9524
Hereford and Worcester	719	71	9875
Cambridgeshire	608	122	20066

