

**Report of the Chief Constable to the Chair and Members
of the Policy & Resources / Corporate Development Panel
7th May 2009**

Executive & Presenting Officer: Mr Derek Bonnard, Deputy Chief Constable

Status: For information

Fire, Health and Safety Update

1. Purpose of the report

- 1.1 To provide members with an annual report with regard to health and safety and fire safety within Cleveland Police for the period 1st April 2008 to 31st March 2009 respectively.

2. Recommendations

- 2.1 Members are asked to note the content of report.

3. Reasons

3.1 Competent Persons

The Governance and Safety Unit are an element of the People and Organisational Development Service Unit and provide a central health and safety/fire safety resource, acting as the Forces competent persons (as required by the Management of Health and Safety at Work Regulations 1999 (amended 2003)) to assist in the development and implementation of measures necessary to ensure compliance with the requirements and prohibitions imposed by relevant statutory provisions.

3.2 Health and Safety Consultation

The Force has an established network of health and safety groups to facilitate co-operation and consultation in promoting and developing measures to continuously improve arrangements regarding the health, safety and welfare

of staff. The table below reflects the meetings attended by Governance and Safety staff this period.

Group	Number of Meetings
Force Safety Group	10
Health and Safety Sub-Groups	32
Total	42

3.3 Fire Safety

Fire safety risk assessments are conducted by the Governance and Safety Unit on a planned cyclical basis and to a given standard namely Publicly Available Standard 79 (PAS: 79 developed by the British Standards Institute). The assessments ensure compliance with current statute (The Regulatory Reform (Fire Safety) Order 2005) and embrace all premises in which Police Officers and Staff are located including premises owned, leased or rented by the Authority. The table below reflects the assessments/re-assessments undertaken this period.

Premise Type	Number
Owned	21
Leased/Partnership/PFI etc	33
Total	54

3.4 For information generic defects in a number of premises included inadequate signage, lack of records of test and inspection relating to equipment particularly fire extinguishers, defective fire doors or alternatively fire doors wedged open.

3.5 The respective District Commander/Service Unit Manager/Facilities Manager have been provided with action plans which reflect the remedial actions required and time scales for completion. Follow-up visits will be made/have been made to ensure compliance.

3.6 An e-learning pack which relates specifically fire safety was developed and went live this period. For information, all staff are advised that it is mandatory requirement to view the package with non-compliance/compliance being reported periodically to the Force Safety Group chaired by DCC Bonnard. Take-up is proving very positive.

3.7 Health and Safety Training

A programme of health and safety training has been established to ensure that all personnel receive appropriate training commensurate with their role and responsibilities. Training is offered on a generic or bespoke basis. Feedback in the post course evaluation was consistently good across the range of courses provided.

3.8 The table overleaf reflects the training courses delivered this period.

Course	Number of Courses Delivered 2008/09
Display Screen Assessor	16
Operational Risk Assessment and Return to Work Assessment	8
Working at Heights Awareness	19
Office Safety and Manual Handling	10
Dynamic Risk Assessment	13
Health and Safety Foundation	18
Rope Access Refresher Training (delivered in conjunction with Cleveland Fire Brigade)	6
Specialist Bespoke <i>For example:</i> <ul style="list-style-type: none"> ▪ <i>Police Cadet Scheme Managers</i> ▪ <i>Forward Commanders</i> ▪ <i>Air Support</i> ▪ <i>Police Search Advisers</i> ▪ <i>Search Training</i> ▪ <i>Newly Promoted Sergeants etc</i> 	21
Risk Assessor	14
Risk Assessment for Managers	12
Total Number of Courses Delivered in Period	137

3.9 Health and Safety Inspections

Planned health and safety inspections were conducted locally throughout the year via individuals appointed by District Commanders and Service Unit Managers respectively and who in-turn report accordingly to local Safety Sub-Groups.

- 3.10 Planned and spontaneous health and safety inspections of the workplace are conducted by the Unit to ensure compliance with the provisions of the Workplace (Health, Safety and Welfare) Regulations 1992 (amended 2002). The table below reflects the inspections undertaken this respective period.

Premise Type	Number
Owned	21
Leased/Partnership/PFI etc	28
Total	49

- 3.11 For information, the premises inspected were considered largely normal risk with commonly recurring themes including poor housekeeping, obvious tripping hazards, dirty microwaves, fridges, random portable appliance testing etc.
- 3.12 The respective District Commander/Service Unit Manager/Facilities Manager have been provided with action plans which reflect the remedial actions

required and time scales for completion. Follow-up visits will be/have been made to ensure compliance with applicable statute.

3.12 Injuries on Duty

Injuries on duty have increased this year by approximately 12% (493 from 434) respectively.

3.13 Appendix 1 to this report provides an illustration of trends accordingly i.e. the number of injuries sustained per annum over the past four financial years and the agent or factor leading to injury.

3.14 The number of injuries sustained per annum

- Statistics reflect that the total number of injuries sustained by personnel have increased this year when compared with the previous two years.

3.15 The agent or factor leading to injury

- Statistics reflect that the two primary causes of injury to personnel are assault and restraint related. Assault related injuries remain fairly consistent across the monitoring period (124, 125, 125 and 123) whilst restraint related injuries reflect an upward trend this period (124, 96, 85 and 106) respectively.
- Injuries sustained whilst driving/riding police vehicles have increased this period by 27% over the previous (47 from 34).
- The numbers of slips trips and falls in the workplace continue to reduce (30, 28, 22 and 21).
- Manual handling injuries reflect an upward trend (18, 12, 10 and 18).
- Operational training related injuries e.g. PSU, personal safety, driver, firearms etc collectively have increased by 44% this period (25 to 45). This is largely attributable to an increasing number of injuries sustained whilst personal safety training and firearms training respectively. That said the injuries tend to be minor in nature and are generally soft tissue related such as strains and sprains.

Thereafter there are minor fluctuations in trends.

3.16 Risk Assessment

The current generic risk assessment database contains a library of approximately 210 generic risk assessments which are available to Districts and Service Units to adapt and adopt locally. Approximately 50 of these assessments have been reviewed and amended this period taking into consideration trends in related injuries, changes in applicable operational training, equipment and/or subject to best practice contained within applicable publications such as those produced by ACPO or the NPIA.

3.17 A significant number of assessments have been carried out for specific police operations both planned and spontaneous which include cannabis farms, white powder incidents, football matches, protester removal, site specific searches etc.

- 3.18 Assessments have also been conducted which relate to the use of third party premises for training purposes. These assessments include domestic and commercial properties, vehicles and marine vessels, chemical sites and military locations.
- 3.19 The assessments may include the presence or use of chemicals, asbestos, electricity, radiation, biological etc agents which may have an impact on officer and in some cases public safety.
- 3.20 Links with the Health and Safety Executive (HSE)
The HSE are the enforcing authority for health and safety legislation within the Police Service.
- 3.21 During the year and together with colleagues representing other forces in the region, the Head of Governance and Safety has attended two liaison meetings with the Crown, Fire and Police Chief Inspector responsible for police service inspections nationally. The purpose of the meetings was simply to consider HSE inspection reports resulting from inspections of a number of forces thus far and to share good/bad practice as points of learning.
- 3.22 Members may be assured that to-date Cleveland Police have not been subject to enforcement action by the HSE either informal or formal.

4. Implications

- 4.1 Finance
The ultimate aim of a pro-active health and safety/fire safety management regime is to aid the reduction of injuries and subsequent sickness absence/lost time, damage to property and equipment thereby reducing the human and financial cost associated with same.
- 4.2 Diversity & equal opportunities
There are no diversity or equal opportunities implications arising from this report.
- 4.3 Sustainability
The prevention of injury and damage/loss to property and equipment is an essential element of proactive corporate governance and a reflection of safe working and risk management.
- 4.4 Risk
Accurate management information presented in future reports will deliver the assurances which both the Chief Constable and the Police Authority require in terms of health and safety and fire safety governance.

5. Conclusion

- 5.1 Members will continue to receive updates at subsequent Policy & Resources / Corporate Development Panel meetings.

Sean Price
Chief Constable