

**Report of the Chief Constable to the Chair and Members
of the Policy & Resources / Corporate Development Panel
10th December 2008**

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

Status: For information

Fire and Safety Update

1. Purpose

- 1.1 To provide members with an insight into the position with regard to health and safety and fire safety within Cleveland Police for the period 1st July 2008 to 30th September 2008 respectively.

2. Recommendations

- 2.1 Members are asked to note the contents of the 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. Table 1 (overleaf) reflects the meetings attended by Governance and Safety staff this period.

Table 1

Group	Number of Meetings
Force Safety Group	1
Health and Safety Sub-Groups	7
Total	8

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. Table 2 (below) reflects the assessments undertaken this period.

Table 2

Premise type	Number
Owned	6
Leased	7
Partnership	1
Total	14

3.4 For information, the following commentary provides a snapshot of issues identified:

- Inadequate written fire procedures relating to periods “out of normal office hours” where Police personnel may be the only occupants in leased multi occupied premises. Work is ongoing to correct these inadequacies.
- Generic defects in a number of premises included inadequate or incorrect signage, poor housekeeping and inadequate training provision.

3.5 The respective Local Authority, District Commander/Service Unit Manager/Facilities Manager have been provided with action plans which reflect the remedial actions required and time scales for completion. Work is ongoing with respective Local Authorities to improve “out of hours” provision, and follow-up visits will be made/have been made to ensure compliance.

3.6 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. The training is offered on a generic or bespoke basis.

3.7 Table 3 (overleaf) reflects the generic training delivered this period.

Table 3

General Courses	Number Delivered
Foundation health and safety (Recruits, Special Constables, PCSO'S and Transferees)	4
Office safety and manual handling (Police Staff)	3
Display screen equipment assessor (Police and Police Staff)	4
Working at height (Police and Police Staff)	2
Dynamic Risk Assessment	5
Risk Assessment	5
Health and Safety for Managers and Supervisors	4
Operational Risk and Return to Work	2

3.8 Table 4 (below) reflects the bespoke training delivered this period.

Table 4

Bespoke Courses	Number Delivered
Input into Search Training	2
Health and safety specific to Newly Promoted Sergeants	1
Health and safety specific to Technical Support Unit	2
Rope Access Training Refresher (in partnership with Cleveland Fire Brigade)	4

3.9 Health and safety inspections

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). Table 5 (below) reflects the inspections undertaken this respective period.

Table 5

Premise Type	Number
Owned	5
Leased	5
Partnership	5
Third Party Site to be used for training purposes.	2
Total	17

3.10 For information, the premises inspected were considered largely satisfactory with only minor housekeeping issues identified.

3.11 The respective District Commander/Service Unit Manager/Facilities Manager/Partner have been provided with action plans which reflect the

remedial actions required and time scales for completion. Follow-up visits will be made to ensure compliance.

3.12 Injuries sustained on duty

The Force has a comprehensive injury and near-miss reporting system in place which is used to record incidents/near-misses involving personnel, contractors, visitors etc and to produce reports accordingly.

3.13 Appendix 1 to this report provides an illustration of trends accordingly i.e. the number of injuries sustained within the period and the agent or factor leading to injury.

3.14 The number of injuries sustained within the period:

- Statistics reflect that the total number of injuries sustained by personnel within the period have reduced (103 from 125).
- The only significant upturn in injuries by Service Unit is that relating to the People and Organisational Development Department. This is linked directly to the increase in the number of injuries sustained whilst Operational Training given that the Instructors are part of this particular Departments disposition. (See Operational Training below).

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 have reduced across the monitoring period (30 from 39) whilst restraint related injuries have also decreased (17 from 28) respectively.
- The numbers of slips trips and falls in the workplace continue to reduce.
- Injuries caused as a result of road traffic collisions reflect a downward trend (1 from 8).
- Operational training related injuries e.g. PSU, personal safety, firearms and method of entry collectively reflect a rise over the period. An exercise has been conducted to determine the factors leading to the increase in reported injuries. In essence and unusually, a number of Instructors have received minor injuries as a result operational training through accidental physical contact with equipment and/or students.
- Thereafter there are minor fluctuations in trends.

3.16 Links with the Health and Safety Executive (HSE)

The HSE are the enforcing authority for health and safety legislation within the Police Service.

3.17 The HSE have developed a planned inspection programme for the Police service nationally although they have not as yet declared when Cleveland is due for inspection although it is likely that this will be within the 2008 to 2009 financial year given that all other Forces within the ACPO Number 2 region have been subject to inspection.

3.18 To-date Cleveland Police have not been subject to enforcement action by the HSE.

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 receive further updates at subsequent meetings.

Sean Price
Chief Constable