

Health, Safety and Well-being



# Annual Report

2017-18



## Contents

<u>Section</u>	<u>Page</u>
Forewords	3
Executive Summary	4
Our Performance at a Glance	5
Performance Overview	6
Behavioural Safety Culture Survey	10
Employee Well-being	10
Multi-functional Health & Safety Information System	11
Health & Safety Training	13
Management of Risk	15
Working With Others	17
Performance Indicators	19
 <u>Appendix:</u>	
1. BFRS Health & Safety Statistics	21

# Forewords

*"As lead Fire Authority Member for Health, Safety and Well-being, I have been consistently impressed with the ongoing dedication and commitment displayed by all staff to health, safety and well-being across the Service. This commitment is reflected in the excellent performance results and achievements highlighted in this report. Well done to all!"*

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

*"Despite the continuing pressures we find ourselves under, I am constantly amazed by what people are achieving each and every day. Health, safety and well-being is the golden thread that runs through everything we do and your continuing commitment and dedication to ensuring that this is reflected in all you do both in the workplace and in the communities is commendable".*

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

# Executive Summary

**Our performance:** The H&S department have worked hard to promote safer working practices throughout the Service over the past year. This has had a positive effect, resulting in a decrease in the number of safety events occurring in 2017/18 in four of the six performance areas. The eight RIDDOR reportable safety events that occurred resulted in sickness absence of 107 working days which is a considerable reduction on the 2016/17 figure of 183.

**Behavioural Safety Culture Survey:** As an outcome of the Behavioural Safety Culture survey launched last summer, a working group has been formed, made up of a cross section of staff from all areas of the Service. The group is working on the outcomes of survey.

**Working with others:** The Service was approached by the NHS Blood Transfusion (NHSBT) Service with a request to hold blood-donation sessions on Authority premises. The initial trial was a complete success and it was agreed that these sessions should continue.

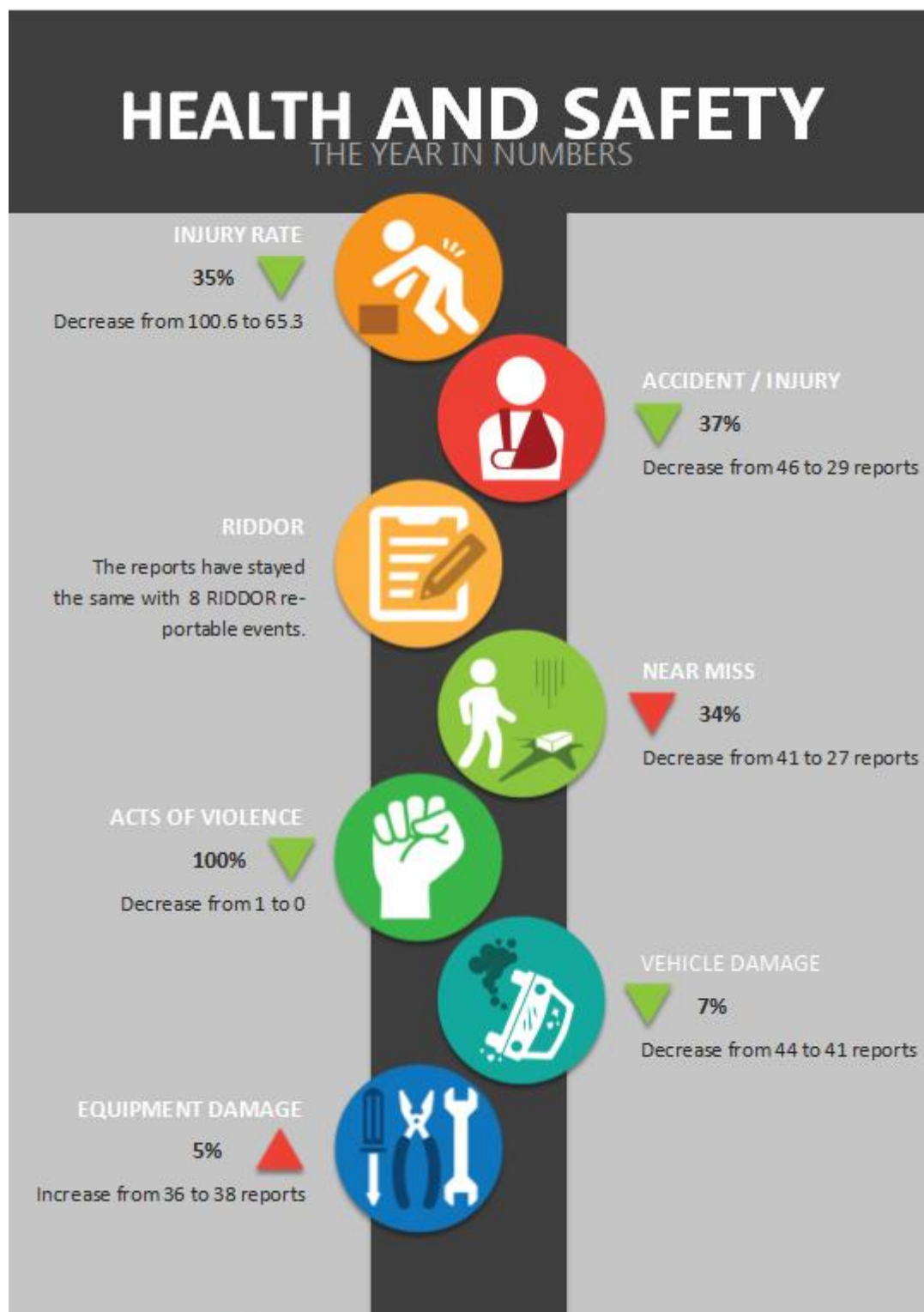
Work is under way between the three Thames Valley Fire & Rescue Services to mitigate the risks to operational crews from contaminants such as chemicals, combustion products and bodily fluids.

**Employee Well-being:** A Well-being Task and Finish Group, led by the Health and Safety Manager, has been established to improve the physical and mental well-being of staff, raise awareness of and remove the stigma, associated with mental health illness.

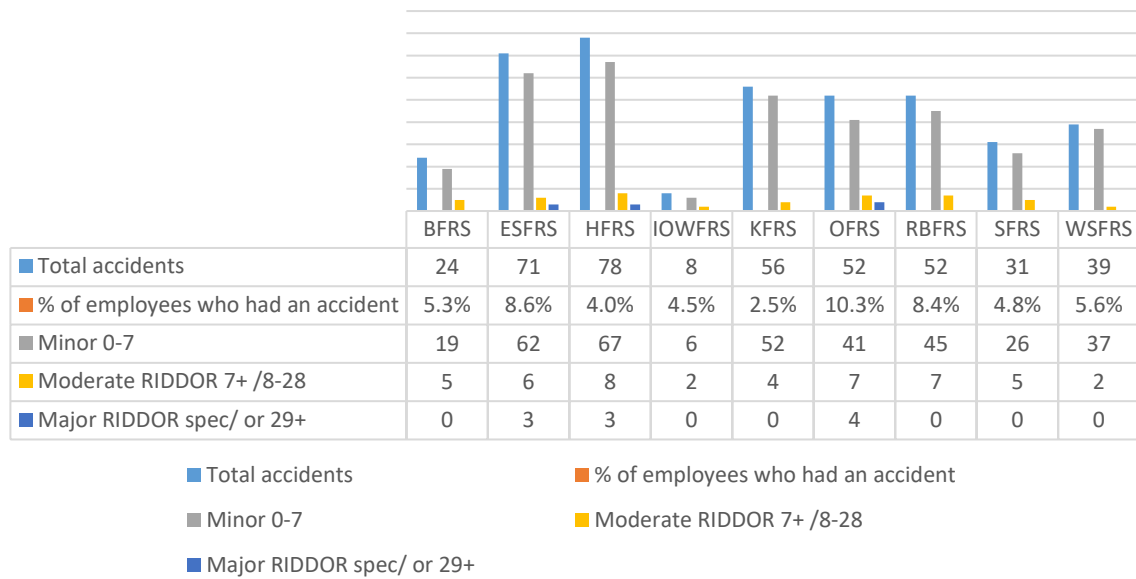
**Management Information System – VIPER:** Health and Safety performance statistics are now available for all staff to view on a monthly basis at each Authority site via the management information system.

**Fire Appliance CCTV** – CCTV has been live on fire appliances since 2016. The decreasing number of vehicle safety events indicate that CCTV is having a positive impact. Analysis identifies the reasons for the decrease: drivers are aware that CCTV is present and recording their actions; third parties who may be inclined to initiate spurious claims against the authority for damage to their vehicle, are discouraged by the presence of CCTV. Accident investigators routinely view CCTV footage as part of their investigation.

# Our Performance at a Glance



## South East Region Safety Event Statistics



The bench-marking between fire and rescue services is important to effective health and safety performance. The South East region fire and rescue services (SEFRS) share safety event statistics on an annual basis.

The graph above highlights that, for 2017/18, of the nine SEFRS that submitted their statistics, BFRS was second in the table for the least number of safety events with 24. Top of the table was the Isle of Wight with eight. The percentage of BFRS employees who had an accident was 5.3%, which is midway in the table.

Of the 24 safety events 19 were of a minor nature, five were moderate and there were no major safety events. This is an excellent result and demonstrates how well the Service performs against its peers.

## Performance Overview

The graph in 'Our performance at a glance' on page 5 highlights that there has been an improved performance in four of the six performance areas, which is excellent news.

The H&S department have worked hard to promote safer working practices throughout the Service; this has been achieved through the introduction of a new monthly communication called 'Keeping Safe', which provides the following:

- A more varied overview of safety events;
- Feedback on the outcomes of 'near miss' and hazard reporting;
- Useful tips on using the electronic reporting system to ensure the process is followed correctly;

- Encouragement to all staff on the importance of engaging with the department.

**Personal injury:** The calculation to establish the injury rate is the number of events reported; divided by the number of employees; multiplied by 1000. The injury rate has decreased from 100.6 per 1000 employees in 2016/17 to 65.3 per 1000 employees in 2017/18, which in numerical terms means a decrease from 46 reported events in 2016/17 to 29 in 2017/18; an excellent result.

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 29 personal injury safety events, 20 have been recorded as minor in nature and nine as moderate.

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

- Musculoskeletal – 2
- Head injury - 1
- Knee strain – 2
- Fracture of the ankle - 1
- Exposure to chemical release at an incident - 1
- Leptospirosis whilst undertaking swift water rescue training - 2

Overall, the Accident/Injury rate has decreased to 35%. Comparing the figures year –on- year, it appears that the increase seen in 2016/17 was an anomaly as in previous years, 2014/15 and 2015/16; the figures were 31% and 27% respectively.

There is a requirement to report certain categories of injury or near misses to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR). These categories are:

- Serious workplace accidents
- Occupational diseases
- Specified dangerous occurrences

This year the number of RIDDOR reportable events has remained the same as for 2016/17. On analysis, these equate to:

- One specified injury
- One dangerous occurrence (near miss)
- Six 'over 7 day' sickness absence.

The specified injury was a fractured ankle, which occurred when an individual stepped on a charging cable, which had not been retracted.

An individual, who was wearing breathing apparatus at an incident, complained of smelling and tasting smoke whilst under air; this is deemed a 'dangerous occurrence under RIDDOR Regulations. A full investigation was carried out which identified that a hair had become caught in the orinasal part of the facemask.

Collectively the eight reported RIDDOR events in 2017/18 resulted in sickness absence of 107 working days which is a considerable reduction on the 2016/17 figure of 183. This is very pleasing and is reflected in the overall sickness figures detailed below in the Employee Well-being section.

There has been an increase in the number of equipment damage safety events - from 36 in 2016/17 to 38 2017/18. 29 of these were of a minor nature and nine were moderate. The details of the moderate events are as follows:

- Third party damage to a station external low level wall
- New equipment - damage caused through unfamiliarity - 4 events
- Breathing Apparatus back plate damaged during fire ground fitness training
- Smoke coming from defective heater at Buckingham fire station
- Damage to bay doors at Bletchley fire station
- Scania - pump failure whilst pumping in open water.

A number of new pieces of equipment have been introduced into the Service this year, which has created some issues with unfamiliarity during training and other small 'teething problems' when actually placed into service. This may have been a factor in the increase in the number of equipment damage safety events.

There has been a reduction in the number of vehicle safety events from 44 in 2016/17 to 41 in 2017/18. Of the 41 events, 35 were of a minor nature and six were moderate. Details of the moderate safety events are detailed below:

- Appliance handbrake not applied resulting in the appliance hitting the bay doors
- New appliance -unfamiliarity causing damage
- Gearbox fault
- Damage to turntable ladder cage when retracting the ladder at an incident
- Scania appliance - brakes smoking
- Road Traffic Collision in fire appliance whilst driver training

Yet again it is very pleasing to note that the number of 'acts of violence' against employees for 2017/18 is zero. This is not the case in some FRS's such as London and Tyne and Wear who are experiencing a rise in acts of violence against their firefighters.



Prison sentences for those who attack emergency services workers has been increased from six months to a year under the Assaults on Emergency Workers (Offences) Bill which was given Royal Assent on 13 September 2018.

Disappointingly, there has been a 34% reduction in the number of near miss reports this year. 41 reports were made in 2016/17 and only 27 in 2017/18. To reverse this trend, the introduction of paper based near miss report forms has been implemented to encourage reporting. Additionally, the ability to report anonymously will be introduced in a further bid to increase reporting.

The performance statistical data received from the Home Office for 2017/18 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 a significant decrease in the **total number of persons injured** from 37 in 2016/17 to 24 in 2017/18, of which 15 were of a minor nature and nine were moderate. Additionally, there has been a decrease in the number of employees from 506 to 489 which together highlights that less injuries are occurring which is excellent news.

The total number of **injuries at fires** has reduced from five in 2016/17 to three in 2017/18 resulting in BFRS maintaining their position at the top of the league table. This is pleasing performance by operational personnel.

The total number of **injuries at special service calls** has remained the same at five, for both years resulting in BFRS moving from fourth position in the league table to third. This is an interesting result, which, despite analysis, cannot be explained.

A significant reduction in the total number of **injuries during routine activities** has been achieved this year. There were 11 in 2016/17 and one in 2017/18 which has resulted in BFRS moving from fourth position to the top of the league table; a fantastic achievement.

**Injuries over 7 day absence** figures have also reduced from seven in 2016/17 to five in 2017/18 moving BFRS from sixth position to fifth in the league table.

There has been a reduction in the total number of **injuries during training events** from 16 in 2016/17 to 15 in 2017/18, which has resulted in BFRS retaining fifth position in the league table.

BFRS has maintained the top position in the league table for the least **number of major injuries** for the fourth year running, however this year a major injury did occur. The injury was a fracture to the ankle.

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 has seen a significant reduction from 7312 in 2016/17 to 4908 in 2017/18, which is a vast improvement. Another great achievement.

The Health and Safety Manager reports to the Performance and Strategic Management Boards on health and safety performance every six months, which includes statistical data on the number and type of safety events occurring at operational incidents, training and routine activities. The reports also capture the number and types of safety events affecting Support staff.

## Behavioural Safety Culture Survey

As an outcome of the Behavioural Safety Culture Survey launched last summer, a working group has been formed, made up of a cross section of staff from all areas of the Service.

The purpose of this group is to consider the areas where it was felt that improvements are required, highlighted by those who responded; develop an action plan and implement the recommendations that came out of the survey wherever possible. Currently the group meets every six weeks or so.

Work has commenced; the group is looking at the possibility of introducing Health and Safety Champions on all sites; this would be achieved through volunteers as, to be effective, they must have a genuine interest in health, safety and well-being. Costs of safety events are to be shared with the relevant Station Commander who can then cascade this information amongst their staff. This will highlight the costs to the Authority and help to focus people's minds.

## Employee Well-being

Overall sickness absence was 10.4% lower in 2017/18 than in 2016/17 highlighting an 18.9% decrease in sickness absence for Operational employees and an increase of 34.2% in sickness absence for Support employees. Due to declining staff numbers of operational employees, all sickness absence is measured on a 'days per person' basis.

Across the operational staff group musculoskeletal remained the top reason for absence in 2017/18 with heart/blood pressure related illnesses as the second top sickness reason and anxiety/stress/depression as the third. This is a change from the previous two years where the top three reasons were:

- Musculoskeletal
- Anxiety/stress/depression
- Hospital/post-operative

Musculoskeletal was also the top sickness reason for Support Staff in 2017/18 with Hospital/post-operative and minor illness second and third respectively. This is also a change from the previous two years where the top three reasons were:

2015

- Minor illness
- Anxiety/stress/depression
- Musculoskeletal

2016

- Anxiety/stress/depression
- Sickness/gastric
- Minor illness

CIPD's 2018 Health and Well-being at Work Survey reports that average absence levels are at 6.6 days. Public sector employees had 8.5 days of absence over the previous year, showing no change from the findings in the 2016 survey. Absence rates remain considerably higher in the public sector than in private sector services (5.6 days per employee), manufacturing and production (6.2 days per employee) or the non-profit sector (7.3 days per employee).

BFRS lost 7.54 days, which is lower than the public sector but higher than the private sector averages.

In contrast to the BFRS results for 2017/18, the survey reports increased absence due to mental ill health. This is more prevalent in the public sector, and stress ranks top among public sector organisations' top three reasons for absence, as is the case for all sectors.

In 2016, there were 61 Support staff absentees. Five had long-term sickness absence totalling 118 days. 60 had short-term sickness absence, during the period, which means that four had both long and short-term sickness absence in 2016/17.

In 2017, however, there were 75 absentees, nine of whom had long-term sickness absence during the year. 71 had short-term sickness absence, which means that four employees had both long and short-term sickness absence during the period.

Cold/Flu and chest/respiratory related illnesses resulting in mainly short-term sickness absence increased in 2017/18 (affecting 43 employees) when compared to 2016/17 (26 employees).

Although there was the same number of absentees with Musculoskeletal injuries in 2016/17 and 2017/18, there was only one long term case in 2016/17

compared to four in 2017/18. The total days lost to sickness for Musculoskeletal injuries was more than four times higher in 2017/18 than in 2016/17.

Finally, there were three absentees suffering from stress in both 2016/17 and 2017/18. 2017/18 saw two long-term cases compared to one in 2016/17.

The H&S manager recently set up a Well-being Task and Finish Group, consisting of a cross-section of people from different departments across the organisation including Employee Relations, Health and Safety, operational personnel, representative bodies and mental health champions to consider measures to improve the awareness of, and remove the stigma, associated with mental health illness throughout the Service.

Part of the remit of the group is to identify ways to improve the existing support networks available, and introduce new ones to assist those affected by mental health issues.

The group carried out an organisational self-assessment against the College of Policing Blue Light Well-being Framework in February 2018 and as a result, it was agreed that the mandate of the group should be widened to consider well-being as a whole and not limited to mental health issues.

As a result of this self-assessment, a well-being strategy has been created which sits under the embedded People Strategy and forms the foundation for the work of the group.

In addition, an action plan has been created from the information gleaned from the self-assessment and this will form the basis of the programme to deliver improved well-being awareness and processes for members of the organisation.

## Multifunctional H&S Information System

This system has now been live in the Service for eighteen months and one of the greatest challenges for staff has been remembering how to use the system. Fortunately safety events are not often a regular occurrence so staff have needed assistance with using the system. To improve their experience and increase their confidence in using the system, the H&S team have provided face to face and telephone assistance and have devised a series of 'step by step' flow charts for each process - these measures have been well received.

The department have worked hard in increasing user confidence and are continually working with the supplier to improve the usability of the system through requesting system changes, many of which have been actioned and are now in place. Those that have not been implemented are being monitored with the expectation that they will appear in the next system updates.

The Operational Assurance Team is also now using the system for the recording of learning from local, regional and national incidents and the H&S department

have been instrumental in assisting them with the setting up of their area within the portal.

In the spirit of collaboration and to align processes between the three Thames Valley FRS's, Oxfordshire and Royal Berkshire are looking to come on board and use our system as additional licence holders. This will reduce their purchase and implementation costs and significantly reduce our annual expenditure as all costs will be shared three ways. Another benefit is that we will all be reporting and investigating in the same way, therefore improving the ability to accurately benchmark against one another.

## Health and Safety (H&S) Training

The Training Strategy Group approved funding for 50% of the Health and Safety training requirements for this financial year. Of those requirements, the following training courses took place:

### **External Providers**

An **Institute of Occupational Safety and Health (IOSH) Managing Safely** course took place in January 2018, which met the requirements of the organisation for the year. Again, the delegates consisted of both operational and support staff who recently have been promoted to Supervisory Manager level.

A **Fire Warden** course was provided for those personnel who expressed an interest in becoming a Fire Warden to replenish the pool following several personnel moving areas or leaving the Service.

**Evacuation Chair** training was procured to enable the evacuation chairs in situ on the first floors of Service Headquarters and Unit 8 to be used in the event of an emergency. This training was undertaken by a group of the Fire Wardens who would be instrumental in the evacuation process should it be required.

The health and safety team have trained and qualified as **Manual Handling** instructors. These new skills will be used to provide practical manual handling training to Support staff. The course provider also runs fire service specific practical manual handling training to operational personnel; this is being explored as a potential option for Buckinghamshire Fire and Rescue Service (BFRS).

**Noise Assessment** – The H&S Manager undertook noise assessment training and as a result, a programme of noise assessments is being introduced across relevant areas of the Service including Workshops and Service Delivery. The team are working with Procurement and Research and Development to introduce noise assessments before a new piece of equipment or an appliance is brought into service.

Finally, two **IOSH Safety for Senior Executives** courses took place in February and March of this year. This course was attended by both senior management and Fire Authority Members and was very well received. The IOSH Safety for Executives and Directors (SED) is designed to provide CEOs, Directors and other Senior Managers operating at policy and strategic levels with a thorough understanding of their health and safety responsibilities, and the moral, legal and financial benefits of proactive safety, health and risk management.

The course content is designed around the HSE/Institute of Directors (IoD) guidance "Leading Health and Safety - Leadership actions for directors and board members" and will provide delegates with the knowledge and skills to integrate health and safety strategy into their business and management systems and procedures.

It is hoped that more funding will be available in the next financial year to procure the training that had to be deferred.



# Management of Risk

**Fire appliance CCTV** – CCTV has been live on fire appliances since 2016. In order to identify what impact the installation of CCTV has had on numbers the Health and Safety Department has carefully monitored performance in terms of vehicle damage safety events. The outcome highlights the following:

- January – March 2017                      14 safety events
- April – June 2017                            14 safety events
- July - September 2017                      13 safety events
- October – December 2017                10 safety events
- January – March 2018                      5 safety events

The decreasing number of vehicle safety events indicate that CCTV is having a positive impact. The reasons for this are three fold:

- Drivers are aware that CCTV is present and recording their actions which helps to focus their minds.
- Third parties who may be inclined to initiate spurious claims against the authority for damage to their vehicle, allegedly caused by fire appliances, are discouraged by the presence of CCTV.
- Accident investigators always view CCTV footage as part of their investigation, which assists them in identifying the true immediate and underlying causes allowing them to make more informed and effective recommendations to prevent a recurrence.

**Pool and lease vehicles CCTV** - In March of 2018 a decision was taken to install front and rear facing CCTV in the Authority owned pool cars and vans. Funding for this was provided by an underspend from the fire appliance CCTV project so has not had any additional budgetary impact.

The installation programme is well underway and is set to be completed by the end of this financial year. Volunteers from the Officer group are currently being sought to have CCTV installed in their vehicles as a trial. Several members of the Strategic Leadership Team have had CCTV installed in their vehicles including the Chief Fire Officer. This demonstrates their commitment to managing risk when driving for work.

It is hoped that CCTV will ultimately be installed in all lease vehicles too. An update on this project will be reported in the next annual Health, Safety and Well-being report.

**New Fire Appliances** – Risk management in terms of road risk has been significantly improved by the implementation of the red fleet replacement programme. This Authority has, funded the procurement of some of the best fire appliances in the country with the replacement programme being approved up to 2021.

These appliances are Volvo FL280s and have been procured collaboratively by all three Thames Valley fire and rescue services. Feedback from operational crews is, on the whole, very positive. The reassurance that the appliances provided are of the highest calibre offering the ultimate in safety is priceless.

**Lone Working Personal Safety Devices** – Community Co-ordinators, Protection Officers, on call Workshops and ICT department Technicians and the Facilities team are often required to work alone. This can put them at risk of verbal or physical attack or of becoming injured in the workplace and being unable to alert anyone of their plight.

In order to mitigate the risk and following a suitable risk assessment programme, the H&S department secured funding for personal safety devices for those individuals.

The alarms provided all have a GPS signal and are linked to an alarm receiving company. In the case of activation the alarm, receiving company will identify where the individual is located and notify the Police. Additionally, those used by the Workshops, Facilities and IT Technicians also have a 'man down' capability; if the device moves from being vertical to horizontal the alarm receiving company is notified and will make contact with the individual, their nominated point of contact or the Police.

**Health and Safety performance statistics – Viper** - As a means of promulgating to all staff health and safety performance statistics, the department have worked closely with the Data Information Team to create a health and safety section within Viper, the management information system. These statistics are displayed on screens in every authority station and site and are updated monthly ensuring that staff are fully aware of how they are performing in terms of safety events, near misses and hazard reports.

An example of the information displayed is provided below:



H&S Contents | H&S Display Screen | Category | Severity

## Health & Safety Statistics

Buckinghamshire and Milton Keynes Fire and Rescue Authority are committed to securing, as far as is reasonably practicable, the Health and Welfare of employees and other persons likely to be affected by its activities. Effective management of Health and Safety is fundamental contributor to the Authority's performance:

- It will reduce injuries and ill health
- Protect the environment
- Reduce unnecessary losses and liabilities and
- Contribute positively to a safe working environment

Below are links to some dashboards and useful sites that help us understand how Health and Safety is affecting Bucks Fire

	Nov 2017
Overdue H&S Investigations - Minor	<b>53</b>
Overdue H&S Investigations - Moderate	<b>21</b>

**Health and Safety Statistics**  
A general look at Health & Safety Stats across BFRS.

**H&S Category**  
A quick look at BFRS H&S stats broken down by Category. Actual Near Miss Hazard

**H&S Severity**  
A quick look at BFRS H&S stats broken down by Severity. Major Moderate Minor

**The Team**

- Ali Chart**  
Health & Safety Manager
- Amanda Bamford**  
Health & Safety Technician
- Adele Baines**  
Health & Safety Apprentice

**Useful Sites**

- E-Safety Portal**
- HSE Website**
- H&S Info Intranet**
- H&S Bulletin Intranet**

# Working With Others

## Internally

**National Personal Protective Equipment (PPE) project** – The department has been heavily involved in this project which culminated in the 'go live' of BFRS crews wearing the nationally procured structural firefighting kit. This kit is subject to a 'total care' maintenance package, which ensures that if kit is contaminated or damaged at incidents, it will be replaced within a two-hour timeframe by the provider Bristol Uniforms. This removes much of the risk for BFRS in terms of the provision of PPE.

The department involvement was primarily based around the consultation on the national PPE risk assessment and the creation of a localised version to compliment it.

**CCTV Pool and Lease cars** – The department worked closely with the Fleet Manager and Research and Development Manager in the design of the specification requirements for the CCTV system in Authority vehicles.

## Externally

**National Health Service Blood Transfusion Service (NHSBT)** – The Service was approached by the NHSBT service with a request to hold blood donation sessions on Authority premises. It was agreed that this would be trialled at Aylesbury fire station and if successful, would be rolled out across other appropriate sites.

The H&S department worked closely with Aylesbury's Station Commander and representatives from the NHSBT to create a robust risk assessment to

control hazards arising from this activity, taking into account that the site remains an operational fire station and there would be significant number of additional persons on site.

The initial trial was a complete success and following a debrief between all parties and a review of the risk assessment it was agreed that this should continue and the suitability of other Authority sites be explored. Two further stations have been identified as being suitable - Beaconsfield and Great Holm; approval by the NHSBT Co-ordinator is all that remains before the go ahead can be given.

**Thames Valley Fire and Rescue Services** – Work continues, wherever possible, to collaborate with the other Thames Valley FRSs. Oxfordshire are coming on board with the electronic safety event reporting and investigation system by the end of the year. Royal Berkshire have yet to confirm that they are signing up to it.

Work is under way between the three Services to mitigate the risks to operational crews from contaminants such as chemicals, combustion products and bodily fluids. BFRS have purchased kit bags for every operational member of staff and are implementing processes to ensure a 'clean cab', 'clean car' and 'clean kit room'.

Both the H&S department, the Fire Brigades Union and the Fire Officers Association have created a poster detailing how crews can eliminate the risks of contamination following attendance at incidents. This poster is on display in various locations on stations serving as a reminder to crews.

**South East Region** - The Health and Safety Manager has been elected Chair of the South East region Health, Safety and Well-being Committee, initially on a one-year tenure. Because of this, she also has a seat on the NFCC national Health, Safety and Well-being Committee, which provides a platform for greater influence over, and knowledge of, national issues.

## Performance Indicators

### **Budgets**

This year saw the additional cost of purchasing noise equipment at the cost of £4K to enable noise assessments on equipment and vehicles to be carried out. This resulted in a slight overspend at the close of the financial year.

### **New strategy for 2019/2022**

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. Develop health and safety collaboration with Thames Valley FRS's and Thames Valley Police;
3. Explore options for health and safety collaboration with other FRS's where possible;
4. Implement health, safety and well-being engagement sessions and carry out the Behavioural Safety Culture survey;
5. Develop a new Health and Safety strategy.

Objectives 1, 2 and 3 are ongoing and will run until either complete or all available options are exhausted.

Objective 4 – the engagement sessions are on-going. The results from the Behavioural Safety Culture survey have been extrapolated into an action plan. A working group has been established to implement those actions.

Objective 5 – the Health and Safety strategy has been written and is being presented at December's Fire Authority meeting.



# Appendix 1

## National peer group performance comparison tables 2016/17 and 2017/18

The H&S department are required to report on BFRS end of year accident statistical returns to the Home Office on 31 May 2018 for the period 1 April 2017 to 31 March 2018.

### **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.

**VE1-** Vehicle accidents displayed as a comparison against our peer group.

### **Findings:**

**HS1** – there has been a significant decrease in the number of personnel injured at operational incidents from thirty seven to twenty four for this reporting period, which is pleasing. Of these injuries, fifteen were of a minor nature and nine were moderate.

**Outcome:** In the national peer group league tables, BFRS has moved from fourth position in 2016/17 to second in 2017/18.

**HS2-** Injuries at training events have seen a decrease from sixteen in 2016/17 to fifteen and injuries during routine activities has also seen a significant decrease from eleven in 2016/17 to one in 2017/18. An excellent result.

**Outcome:** BFRS's position in the peer group table for injuries at training events remains the same this year as last at 5<sup>th</sup> place. For injuries during routine activities, BFRS has moved from fourth place to top of the table; another excellent result.

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

<b>Total Number of Persons Injured</b>	<b>2016-17</b>	<b>2017-18</b>
Northamptonshire	47	18
<b>Buckinghamshire</b>	<b>37</b>	<b>24</b>
Warwickshire	34	28
Bedfordshire	32	39
West Sussex	33	39
Berkshire	42	52
Oxfordshire	42	52
Suffolk	55	54
Norfolk	83	58
Hereford and Worcester	56	71
East Sussex	63	71
Cambridgeshire	115	74

<b>Total Number of Injuries at fires</b>	<b>2016-17</b>	<b>2017-18</b>
<b>Buckinghamshire</b>	<b>5</b>	<b>3</b>
Oxfordshire	9	6
Northamptonshire	12	6
Berkshire	10	7
Norfolk	22	9
West Sussex	7	10
Hereford and Worcester	14	10
Suffolk	8	11
Bedfordshire	9	11
Warwickshire	5	13
Cambridgeshire	33	20
East Sussex	10	26

<b>Total Number of Injuries during Routine Activities</b>	<b>2016-17</b>	<b>2017-18</b>
<b>Buckinghamshire</b>	<b>11</b>	<b>1</b>
Warwickshire	16	5
Bedfordshire	6	8
Northamptonshire	13	8
West Sussex	7	9
Norfolk	16	10
Suffolk	11	12
East Sussex	20	12
Oxfordshire	6	13
Hereford and Worcester	7	13
Berkshire	9	14
Cambridgeshire	21	22

<b>Total Number of Over 7 Days Injuries</b>	<b>2016-17</b>	<b>2017-18</b>
Bedfordshire	3	1
West Sussex	1	2
Suffolk	9	2
Cambridgeshire	5	3
Warwickshire	3	4
<b>Buckinghamshire</b>	<b>7</b>	<b>5</b>
Northamptonshire	9	6
East Sussex	9	6
Norfolk	4	7
Berkshire	5	7
Oxfordshire	6	7
Hereford and Worcester	7	8

<b>Total Number of Major Injuries</b>	<b>2016-17</b>	<b>2017-18</b>
Berkshire	0	0
Hereford and Worcester	0	0
Northamptonshire	0	0
Suffolk	0	0
Warwickshire	0	0
West Sussex	0	0
Norfolk	1	0
Cambridgeshire	7	0
Bedfordshire	0	1
<b>Buckinghamshire</b>	<b>0</b>	<b>1</b>
East Sussex	7	3
Oxfordshire	0	4

<b>Total Number of Injuries during Training</b>	<b>2016-17</b>	<b>2017-18</b>
Northamptonshire	14	4
Warwickshire	8	7
Bedfordshire	11	11
West Sussex	13	14
<b>Buckinghamshire</b>	<b>16</b>	<b>15</b>
East Sussex	23	19
Cambridgeshire	39	21
Berkshire	14	22
Oxfordshire	23	22
Suffolk	32	26
Norfolk	37	29
Hereford and Worcester	31	41

<b>Total Number of injuries at Special Services</b>	<b>2016-17</b>	<b>2017-18</b>
Warwickshire	5	3
Northamptonshire	8	3
<b>Buckinghamshire</b>	<b>5</b>	<b>5</b>
Suffolk	4	5
Hereford and Worcester	4	7
Bedfordshire	6	9
Berkshire	9	9
West Sussex	6	10
Norfolk	8	10
Oxfordshire	4	11
Cambridgeshire	22	11
East Sussex	10	14

<b>Annual Incidence Rates</b>			
<b>Fire &amp; Rescue Service</b>	<b>Total number of employees</b>	<b>Total number of safety events</b>	<b>Incident rate</b>
Northamptonshire	516	18	3488
<b>Buckinghamshire</b>	<b>489</b>	<b>24</b>	<b>4908</b>
West Sussex	686	39	5685
Warwickshire	486	28	5761
Bedfordshire	590	39	6610
Norfolk	845	58	6864
Suffolk	679	54	7953
Berkshire	644	52	8074
Oxfordshire	642	52	8100
East Sussex	795	71	8930
Hereford and Worcester	723	71	9820
Cambridgeshire	658	74	11246



