

**Scottish Higher Performers Forum
'Influencing health and safety within Scotland'
21st Meeting**

**Hosted by Wincanton Logistics
Eurocentral**

28th May 2015

Attendance

John Johnson	FMC Technologies Ltd (Chairperson)
Karen McDonnell	RoSPA
Robert Atkinson	SCHWL
Tony Priest	The Richmond Fellowship Scotland
Ian Armstrong	Brookfield Multiplex Construction Europe Ltd
Peter Campbell	CH2M Hill
Lorraine Kinnear	FujiFilm Image Colourants
Audrey Nisbet	Wincanton Logistics
Stenia Walker	Sodexo
Gordon Mackenzie	Lend Lease

Apologies

Sandra Rose	DHL Supply Chain Booker/Iceland
Lorraine White	The Co-operative Group
Kelly Wardale	CBRE Global Corporate Services, EMEA
Liz Young	Edinburgh Napier University
Norman Stevenson	Mackenzie Construction
Greg Johnston	Stewart Milne Group Ltd

Background

Since September 2004, RoSPA has assisted the development of a 'Scottish Higher Performers Forum' (SHPF), the principle objective of such a forum being to establish a community of best practice in relation to health and safety within Scotland. Forum members commit to extending their influence out-with 'traditional' boundaries, to think more expansively in relation to health, health promotion and safety related issues, and through the Forum make input to the Partnership on Health and Safety in Scotland (PHASS)

Meeting Purpose

Agenda circulated prior to the meeting incorporated: SHPF Update PHASS Update, progress report from SCHWL, Health Risks at Work Update, ScORSA update , concluding with a 'round table' Meeting the Challenge session.

Meeting Note

JJ welcomed members to the meeting, and thanked AN for providing the venue. AN provided an overview of the emergency and domestic arrangements for the site.

Matters arising

There were no matters arising from the previous meeting.

SHPF Update

John Johnson of FMC Technologies has agreed to chair the SHPF following the retirement of Russell Brownlie. Since September members of the SHPF had been involved in developing the programme for the 2015 RoSPA Scotland Congress, attended [the CPG on Accident Prevention and Safety Awareness](#), which focussed on Occupational Health and launched [the IOSH No Time to Lose Campaign](#) in Scotland. Members wishing to attend CPG should contact elumsden@rospa.com

Development of Higher Performer's Forum, a previous meeting had discussed ways in which the model could be developed, suggestions including

- Vary geographical location
- Produce a quarterly newsletter
- Themed meeting with a site visit
- HWL to promote via their award winners
- Invitations to HWL award winners via HWL advisers
- Publicity via RoSPA website for those organisations that attend
- Blog; 'how we became a higher performer', 'what did I get from the SHPF meeting'.

KMcD reported that at both the London and Birmingham awards events this year there would be meetings to identify what appetite there may be for an 'awards excellence forum'. Award winners have been given the opportunity to share case studies relating to their 'pride ' question, there has been a tremendous response. Exit questions will be asked about what 'shape' a more formal means of sharing information between award winners might take. KMcD taking forward with Birmingham based colleagues and will raise the bullet points listed above.

Lend Lease, CH2M, Wincanton, Brookfield Multiplex and Sodexo all have sites out with Scotland who would have an interest in participating in an awards excellence forum. It was suggested that a mapping exercise between award winners in Scotland and the overall group would identify initial targets to approach. Additional suggestions included

- Share resources/case studies via website
- Twitter account, take action points away from meetings and promote
- Linked in

The challenge is to ensure that the forum 'adds value'.

RoSPA had continued to raise awareness of the SHPF out- with the SHPF community, including HWL Award winners ensuring that where appropriate information was communicated to POOSH Scotland and PHASS.

PHASS Update

KMcD provided an overview of the February meeting, papers are downloadable from [HSE Scotland website](#). Tackling Occupational Disease, an introduction to the new Fit for Work Service, Estates Excellence and a briefing paper produced to provide insights into the Prosecution of health and safety offences by HSE in Scotland were the key elements of the meeting.

[Tackling Occupational Disease](#): HSE have established an on-line community for the sharing of information and initiatives linked to the prevention of occupational disease, they view themselves 'as a catalyst to encourage and harness the efforts of all parts of the health and safety system to achieve a greatly magnified effect from resources that will always be limited'.

[The Health Risks at Work Toolkit](#) developed by HSE, ScOS SCHWL and RoSPA is profiled within the paper as a partnership initiative specific to Scotland.

[Prosecution of Health and Safety Offences by HSE in Scotland](#) purpose of this paper is to provide

- A summary of the main differences in legal system and HSE's operational procedures in Scotland
- A summary of the quality assurance processes in place for effective prosecution of health and safety breaches
- An analysis of the recent HSE statistics in relation to prosecutions in Scotland.

KMcD provided an insight into the Fatalities, Significant Prosecutions and Statistics Annex, the pattern remains that of 'traditional' prosecutions, falls from height, falling objects, amputation, entanglement.

Discussion around the Smith Commission; [HSE Board Paper December 2014](#) noted that Smith Commission Report had concluded that the Scottish and UK Governments should work together to review the functions and operations of the Health and Safety Executive in Scotland and consider how the future requirements to best serve the people of Scotland could be delivered operationally whilst remaining within a reserved health and safety legislative framework.

Health and Safety Review: Scotland Public Health Division Scottish Government working with UK Gov and HSE on the Smith Commission recommendation on health and safety. As a first step group are collating as much relevant data and evidence as possible to do some analysis around the outcomes for H&S that Scotland needs. RoSPA/ScORSA requested to provide information relating to occupational road safety.

Driving for work is a significant issue for many members of the SHPF, the issue of commuting was also discussed, it is widely understood that health and safety law does not apply to commuting, unless the employee is travelling from their home to a location which is not their usual place of work. The issue of fatigue impacting on health and safety is also a major consideration Lend Lease stipulated a 14hr working day (max) door to door for their staff.

Scottish Centre for Healthy Working Lives

RA highlighted the following;

Train 2015: mentally healthy workplaces, initial training delivered 88 participants, from 30+ organisations. One particular success is the mix of delegates with around a third of trainees from HR/L&D. Next step is to evaluate the programme.

SME focus for all HWL activities, overall aim is to work directly with SME's or influence supply chain through working with Higher Performing Organisations.

HWL website being updated, more information will be available in virtual format as time progresses due to decrease in staffing levels, there will also be a reduction in face: face meetings with SME's.

[Fit for Work Scotland](#), RA provided details of the scheme which free advice and assessment service supporting employees, employers and GPs to manage a return to work. Scheme will be fully operational by the end of June 2015

LK Fujifilm highlighted the challenges of an aging workforce and health related issues, has created close links between work, the workplace and the individual, the approach taken by Fit for Work doesn't reflect this. It is important to maintain a pro-active approach, providing access to OH in-house. Fit for Work kicks in after 4 weeks absence.

PC CH2M have a range of interventions in place, closely monitored and always seeking to share 'what works' with others. Items for Change are beneficial when engaging with existing new or emerging groups within the organisation.

GM Lend Lease suggested that every intervention needs to have a 'big win' to bring employees on-board. Introduced skin monitoring via OH identified 3 melanoma's in first year, twice as many people have engaged with the monitoring this year.

IA Brookfield Multiplex benefit from having different team of professionals involved in OH interventions, moves away from health and safety, another hook for staff to get involved.

AN Wincanton provide access to a range of options, some routine eg Fruity Friday to specific initiatives linked to emerging trends within the business.

PC CH2M engage with staff across business on range of OH related topics, highlighted the value of items for change in level of employee engagement.

Estates Excellence (EE)

The HSE Board have decided to adopt the Community Interest Company (CIC) option as the framework for taking EE forward, although set up under English law, there were no barriers to a CIC working in Scotland.

The Dundee Baldovie/West Pitkerro Industrial Estate project started in February 2015. The project differed from previous EE ventures in Scotland in that companies would be offered free training without any prior workplace visits to identify and profile risk. A member from the EE team is to present an update at the next PHASS meeting in June 2015.

Health Risks at Work: do you know yours?

Safety Groups UK (which includes one of the original project partners ScOS) are taking this initiative forward across the UK. Their key focus is long latency disease and as a consequence they have planned to revise a chapter of the toolkit annually.

2014: Skin working with DEB.

2015: Breathing linked to the Clean Air take care campaign.

SHPF asked to highlight HR@W within their supply chain, giving particular consideration to the type of information on long latency disease that is provided to apprentices for example. HR@W is available via the HWL website as an on-line training package, assesses understanding and allows certificate of successful completion to be downloaded for each delegate.

RA involved in introducing HR@W into the Scottish Colleges Network, the on-line learning package is accessible to all students. A further SGUK project 'Learning Occupational Health by Experiencing Risks' (**LOcHER**) is under development any of the SHPF interested in piloting should contact robert.atkinson@nhs.net.

TP highlighted that the best opportunity for young people to gain understanding of h&s related issues was during their time in primary and secondary education. TP also highlighted the EU [NAPO](#) videos as a useful way of engaging young people. **Action:** Approach convenor of CPG lobbying in relation to having h&s included in the curriculum.

KMcD mentioned that RoSPA re-establishing their Education Committee, agreed that an update from this committee should be added to the agenda of future meetings. KMcD also mentioned 'The Birthday Party' book a resource for primary 1 children made available to schools across Scotland during 2014/15. SHPF are encouraged to consider how they could distribute these; suggestions included to directly to staff with children/grandchildren, to nurseries linked to organisation via childcare vouchers, to businesses within their supply chain. Whilst copies of the books are free, need to liaise with RoSPA in Edinburgh regards uplift. **Action:** SHPF to contact cburnett@rospa.com

ScORSA (Scottish Occupational Road Safety Alliance)

KMcD highlighted that SHPF have a role to play in sharing information relating MORR particularly in relation to the following topics;

- Providing examples of good practice in influencing the supply chain
- Providing copies of MORR policies as case study examples
- Suggesting a speaker for the roadshows
- Being a pilot organisation for us to work with to help influence their supply chain in terms of MORR.

ScORSA can provide free resources A4 desk pads and A6 notepads featuring key driver, journey and vehicle messages, these may be ordered via nrocha@rospa.com, and would support in-house initiatives relating to driving for work in addition to supporting organisations within your supply chain

RoSPA have finalised and re-launched the [ORSA website](#) and recently published "How to Evaluate Managing Occupational Road Risk: A Guide for Employers" (available at <http://www.rospa.com/road-safety/resources/free/employers/>).

To be kept up to date with SCoRSA activities subscribe to our free newsletter <http://www.scorsa.org.uk/newsletter/index.htm> should you wish to be included in the circulation list please advise nrocha@rospa.com

PC CH2M: had used the situational cards from the ScORSA Toolkit with a project in Thurso in response to a management concern relating driving for work. Mapped the route with drivers identifying road risk issues, geography, increase in number of number of vehicles during tourist season, and lane discipline. The outcome from this exercise was cross referenced with road accident data to create a journey risk assessment. Commuters within the business are offered driver awareness training, KMcD suggested that the content of the ScORSA Toolkit would be useful in supporting this type of initiative.

Meeting the Challenge

LK Fujifilm: A top tier COMAH site, currently drawing together OH related issues with a view to awareness raising within the workforce. Particular challenges in relation to chemicals, asbestos, legionella combined with an aging workforce. Interested in sharing information across SHPF in relation to these topics especially what has worked , and any 'blind alleys'.

SW Sodexo: Very clear focus on proactive interventions, currently analysing near misses. Good standard in terms of reporting physical hazards underpinned by the 'I care do you ' campaign, where being challenged and accepting challenges in relation to health and safety related issues are fundamental to success. Sodexo have embarked upon a global initiative '[The Better Tomorrow Plan](#)', build upon the 3 pillars; we do, we are and we engage.

PC CH2M: Consultants health and safety forum has introduced a new RAG system for designers across disciplines linked to new CDM Regulations. Leading on senior designer industry guidance identifying core skills required for practitioners. Involved in the A9 redevelopment project, all laybys will be segregated, following a fatality in November 2014. Advice treat high speed roads as motorway and go off main road network to park/check mobile phone/take a break. Roadworks: 5 vehicles struck by passing vehicles in 12 months despite work areas being clearly highlighted to other road users. HGV drivers linked to the A1 project are being given specific training in relation to this topic.

AN Wincanton: The business manages components linked to aircraft carrier contracts and oil rig supply vessels, these span from small items to 60 ton generators. There are 27 staff on-site pro-active in reporting behavioural type issues less so with reporting of physical hazards. Engaged with the HWL award, over the last 12 months the Wincanton Group has lost 13 drivers (including 8 fatalities) to heart related disease. Focus therefore on improving health of workforce, introduced BMI challenge and monthly campaigns eg smoking cessation. As a multi-site organisation they are endeavouring to provide awareness raising opportunities across the business, agreeing a calendar of seasonal themes.

TP Richmond Fellowship: Employs a total of 2,900 people across Scotland, as a Third Sector organisation contributes to [HaSIVSS](#). Health and Safety is an employee led process within the organisation.

IA Brookfield Multiplex: Involved in the construction of the new Sick Kids hospital in Edinburgh; challenged by sub-contractors who provide method statements but then don't follow them. Believe that the OH 'message' is getting across to employees and sub-contractors, use

information gleaned from HWL and members of the SHPF. One example of an OH challenge is the use of whacker plates; recommended use 10 mins in 8hrs a message which is not getting to sub-contractors.

GM Lend Lease: Significant increase in workload, transitioning from having OH nurses on-site, challenging contractors to demonstrate what they are doing to manage OH issues. Provide positive evidence or stop work. This change is providing a greater opportunity to focus on mental health, have trained 88 mental health first aiders across business, 150 suicides in construction sector annually

KMcD RoSPA: Edinburgh office working towards Bronze HWL award. Members encouraged to share OH related initiatives via the HSE's Tackling Occupational Disease online community. The recent [RoSPA NOSHC](#) meeting has discussed a number of issues relevant to the SHPF;

Where and how do members access OSH related information within their organisations?

Worker Memorial Day 28th April, RoSPA/NOSHC Press Release had attracted a significant amount of media attention, Scottish Hazards want to work with RoSPA/NOSHC next year to further raise awareness of the toll of occupational accidents and the impact of long latency disease.

RoSPA has responded to a number of consultations since the September meeting;

Sentencing Guidelines

Culpable Homicide (Scotland) Bill

Working Time Directive

Inquiries into Fatal and Sudden Deaths etc (Scotland) Bill

Damage Claims (EU Directive on Safety and Health at Work) (Scotland) Bill underway.

HSE have withdrawn HSG 245, this will be replaced early autumn with some simplified guidance on Accident Investigation. The original HSG 245 will be made available to interested stakeholders, it is hoped that RoSPA can host on NOSHC area of website. RoSPA currently drafting a 'How to' Guide on Accident Investigation which will be launched mid September.

SHPF attention drawn to the [History of OSH](#) website maintained by Sheila Pantry and encouraged to share any items of interest with the wider health and safety network.

KMcD also highlighted the recent ScOS Lord Cullen Trophy Award Winner 'Flowers and Fitba' Taps' by McKenzie Construction. A significant proportion of staff are related to each other within McKenzie and this short video reinforces the importance of safe working practice and returning home safe each day after work. Lend Lease use a Family Tree with images of staff members at the entrance to some sites to reinforce such messages.

JJ FMC: shared a recent scenario resulting in a major injury to a member of staff, providing an opportunity for all to reflect on the impact of such an event and how to ensure that lessons are learned.

JJ reflected on the meeting and that the examples given in terms of 'meeting the challenge' the underlying principles are essentially the same. It is fundamental to engage and share information. Ask your people; what are you doing differently? , Is there a risk assessment? Are you trained for this activity? Is there anything unusual today? Take the opportunity to have these conversations at shift handover, toilet break etc, and if there if anything 'different ...STOP and reconsider.

When undertaking supplier audits and the answer to your question is 'kinda right', take time to verify; have you seen the risk assessment? Are you aware of the hazards? Do you actually undertake the task in accordance with the method statement?

In terms of developing the SHPF and the proposed Excellence Forum; from today's meeting

How do we get a SHPF representative at the CPG?

Suggest a candidate to elumsden@rospa.com

How does the SHPF link to RoSPA twitter feeds etc?

KMcD to liaise with communications team and identify a way forward prior to September meeting

How do we raise awareness of Health Risks at Work, the ScoRSA Toolkit and the Birthday Party?

Consider the links within the meeting notes and share with contacts.

Blog 'How I benefitted from attending the SHPF'?

Anyone wishing to draft a few words, drop them to kmcdonnell@rospa.com

RoSPA commitment; KMcD to have an action plan available for consideration at the September meeting.

Next meeting : Thursday 17th September 2015, 0800-1000hrs