

**Scottish Higher Performers Forum
'Influencing health and safety within Scotland'
10th Meeting**

Held at the Glasgow Hilton Hotel

Wednesday 23rd September 2009 at 0830hrs

Attendance

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| Karen McDonnell | RoSPA |
| Alan Crawford | Scottish Government |
| Bob Cummins | tie Ltd |
| Alan Brown | Spirit Aero-systems |
| J.R.Brownlie | RoSPA NOHSC |
| Gena Falconer | Aberdeen City Council |
| Billy Byrne | Balfour Beatty Construction Scottish & Southern Ltd |
| Alan Harwood | FMC Technologies |
| Douglas Blackwood | National Semiconductor (UK) |
| Tom Mullarkey | RoSPA |
| Sarah Jones | HSE (Scotland) |
| Steve Bell | Scottish Centre for Healthy Working Lives |
| Roger Bibbings | RoSPA |
| Duncan McNicol | CBES Ltd |

Apologies

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| Andrew Kennedy | Scottish Power Ltd |
| Robert Atkinson | SCHWL |
| Mary Ellen Powell | Scottish and Southern Energy |
| Mairin Ni Laithain | Sturrock Power Ltd |
| Fraser Allan | CBES Ltd |
| Liz Burley | East Ayrshire Council |
| Keith Gordon | Scottish Water Solutions |
| Garive Murray | Scottish Water Solutions |
| Neal Cameron | Scottish Government |
| Lynn Young | Scottish Government |
| Karen Lockhart | Strathclyde Fire and Rescue |
| David Jones | Sun Microsystems |
| Celia Devine | AMCOL Scotland Ltd |
| Neil Murray | Aramark Ltd |
| Gerry Yuill | Balfour Beatty |
| Norman Stevenson | Robertson Construction |
| Louise Davidson | Raytheon Systems 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 and PHASS update, Launch of Health Risks at Work; do you know yours?, Launch of Scottish Occupational Road Safety Alliance, Communicating Accident/ Incident data and Meeting the Challenge.

Meeting Note

Russell Brownlie (Chair) welcomed members to the meeting, and provided an overview of the emergency and domestic arrangements for the Glasgow Hilton.

Matters arising

There were no matters arising from the previous meeting.

SHPF Update

K.McDonnell presented a short paper to update members in relation to activities undertaken since the last meeting. The central proposition underpinning SHPF was reviewed, and the core ‘commitment to communicate’ reinforced.

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.

The [Scottish Occupational Road Safety Alliance](#) website targeted at SME’s signposting free information and advice relating to driving for work, road safety and associated topics had been launched in September at CFOA conference. SHPF members had assisted with the development of resources, the Scottish Government OHSD providing model risk assessments.

Since July 2009 RoSPA has been working with HSE FOD in Scotland shaping a proposal to investigate ‘what works in worker involvement’ within non-unionised workplaces. The SHPF will be involved in the process which seeks to identify what works and why, leading to the development of case studies and a worker involvement toolkit to assist non-unionised organisations to engage workers in health and safety decision-making.

PHASS / HSE Scotland

The meeting was addressed by Sarah Jones, Head of Director's Office HSE. Matters discussed at the PHASS [august meeting](#) included;

Establishing a clearer working relationship between HSE and SCHWL this will include developing a communications pack to improve mutual understanding and set out practical arrangements for working to support each other. It is hoped that a case study to demonstrate the benefits of working together would be presented at the next PHASS meeting.

De-mystifying risk assessment; a series of workshops across Scotland offering practical advice to the voluntary sector in relation to risk assessment, STUC, HSE and HWL working in partnership.

Health and Safety in the Offshore Industry, Ian Whelwell HSE Director Offshore Division had addressed the meeting, the focus of their activities are; leadership, asset integrity, competence and safety culture (including effective workforce involvement)

HSE Scotland Directors report, broad array of activities undertaken in previous 5 months; SHADS, benchmarking between duty holders (approx 200 had been inspected), ICL Plastics explosion (HSE working in partnership with UKLPG in relation to the replacement of metallic pipework), Calman Commission had reported, it had not recommended changing the reserved status of h&s or HSE but proposed developing a closer relationship between HSE and the Scottish Parliament.

Next PHASS meeting 9th December

Health Risks at Work : Do you know yours?

This initiative was successfully launched on 4th September 2009, designed to communicate key messages about the importance of identifying and controlling health risks generated from work activities and the benefits associated with doing so for SMEs and others.

The toolkit includes a DVD and accompanying short guidance intended to be used as rapid reference cards. The DVD is designed to introduce the following topics and to signpost users to additional help and support.

- Risks to your breathing
- Risks to your skin
- Risks to your muscles bones and joints
- Risks to your hearing and touch
- Risks to your wellbeing

SHPF members had supported the launch and signed-up to champion this initiative within their own sphere of influence. Any other forum members with an interest can sign up on-line ideally each champion would deliver the toolkit into 4 SME's.

The next phase of the project will be the development of professional guidance to support champions, it is anticipated that this would be available by December 2009. Involvement in this initiative has the potential to assist with IPD and CPD requirements, those present were encouraged to get involved.

Scottish Occupational Road Safety Alliance (ScORSA)

This project had evolved from the SCHWL/RoSPA MORR events, an example of a multidisciplinary approach bringing together OHS and Road safety disciplines. The website promotes occupational road safety focussing on the business benefits of effectively managing the risk and provides organisations with an opportunity to influence Scotland's road safety statistics. Organisations who sign up gain access to free resources; MORR guide, driver handbook, risk assessment model, gray fleet guide etc . SCHWL advisers and a network of Road Safety Advisers across Scotland are also signposted for those organisations who require additional support.

SCoRSA is referred to in the Scottish Government's Road Safety Strategy towards 2020, as is the medium term goal that 'all contractors working for the Scottish Government to have a MORR policy in place'.

SHPF members encouraged to promote SCoRSA to their supply chain.

Communicating Accident and Incident data

Andrew Kennedy Scottish Power provided a DVD case study of the Rye House Power Station Incident 2009. This included a computer generated sequence identifying the critical failures leading to the event which has been widely used to prevent similar incidents happening elsewhere within Scottish Power and shared with the wider health and safety community.

It was suggested that other SHPF members consider providing case studies which could be shared via the website.

Meeting the Challenge

'Round the table' exercise offered the opportunity for those present to highlight activities undertaken since last meeting.

Roger Bibbings, RoSPA

RoSPA Improving Health and Safety in Small Firms – Initiative

RoSPA's National Occupational Safety and Health Committee (NOSHC) are undertaking a long term inquiry (SME Inquiry) into Health and Safety assistance available to SMEs. The first phase mapped the main sources of help available. The second phase examined the case for simplifying H&S prequalification schemes operated by clients and other third parties.

The key element of phase 2 is stakeholder agreement around a set of core criteria

Essential health and safety criteria for SMEs:

1. Health and safety policy and organisation
2. Arrangements for ensuring health and safety measures
3. Risk assessment (and safe systems of work)
4. Access to competent advice
5. Training and information

6. Individual qualifications and experience
7. Workforce involvement
8. Contracting procedures (i.e. using contractors)
9. Co-operating and co-ordinating with others
10. Accident/near hit reporting and investigation
11. First aid (and other emergency measures where applicable, notably fire)
12. Monitoring, checking and reviewing performance.

Note: Construction core criteria include 'Welfare provision' but to allow for wider application to SMEs, this is replaced by Criterion 11 'First aid and emergency' provision (thereby maintaining 12 core criteria).

The central proposition is that the widespread adoption of health and safety 'SME core criteria' will help to resolve the current confusion and administrative burdens associated with a variety of current SME assessment schemes. Clients are likely to find the criteria are a valuable guide for 'Stage 1' supply chain assessments, whilst still being able to ask for further information, if need be (e.g. for specific types of work such as higher hazard operations) or work with those at particular risk (such a young persons).

All stakeholders who work with SMEs are encouraged to support these core criteria and to:

- Apply them when setting their own supplier/contractor assessments or when adopting a health and safety assessment scheme
- Improve mutual recognition between existing schemes, in line with the criteria; and
- Adapt any training and information for small businesses, to help comply with the criteria

RoSPA/BNFL Scholarship

BNFL has endowed RoSPA with a special fund to finance a scholarship scheme over the next ten years to enable students; 'to carry out research into safety and accident prevention that will produce defined, practical and influential outcomes to help save lives and prevent injuries.'

SHPF to consider projects which might match criteria

Gena Falconer, Aberdeen City Council, advised of collaborative purchasing of services including occupational health and counseling which has resulted in significant budget savings. Also advised of joint working between Public and Private Sector Health & Safety Advisers which will contribute to a forthcoming seminar for Chief Executive.

Have recently published a scaffolding protocol, which may be of interest to wider SHPF community. http://www.aberdeencity.gov.uk/Roads/ns_roa/roa_scaffolding.asp

Billy Byrne Balfour Beatty Construction Scottish & Southern Ltd provided an update in relation to the '[Zero harm](#)' global initiative. The primary goals of this initiative are:

- Zero fatalities
- No seriously disabling injuries
- No long term harm to health

A recent output from the initiative is an 'alternative to stepladders' document targeted at SME's



alternativetostepladders.pdf

Steve Bell, Scottish Centre for Healthy Working Lives, updated in relation to the recently revised HWL Strategy, advised of an increasing connectivity between HWL and Scottish Government activities and decision-making. The inclusion of ScORSA in the new Road Safety Strategy towards 2020 was a good example of this.

Allan Brown, Spirit Aerosystems, Has established an Aerospace REACH Forum, pleased to share information with SHPF community. Focus on vibration and associated monitoring protocols, Speedyhire have an adviser available to support customers following equipment purchase. There has been a significant improvement in monitoring equipment resulting in genuine 'at work' risk assessment in relation to risk assessment.

Bob Cummins, previously with Scottish Water Solutions, now with tie Ltd, formed in 2002 to deliver major transport projects for the City of Edinburgh Council (CEC). **tie**, is a private limited company, wholly owned by CEC providing the procurement, project management and finance management capability to ensure that Edinburgh Trams are delivered.

Advised that vibration monitoring and associated was a key issue, reinforced the theme that monitoring equipment had advanced significantly over recent years. The costs associated with monitoring were outweighed by the benefits to the organisation and their employees.

Duncan McNicol CBES, again on the theme of vibration, high level of awareness and understanding within CBES sphere of influence.

A general opinion was expressed that further clarification is required around the physiological effects of vibration on the individual.

Alan Crawford Scottish Government, MORR policy now complete and agreed across stakeholders within the Scottish Government. Implementation phase will commence in September, concluding in December 2010. Scottish Government Health & Safety Advisers have been asked to participate in a cross governmental health and safety group chaired by DWP. This grouping brings together Scottish, Welsh and Irish assemblies with Westminster, and aims to establish a uniformity of approach to common issues for example business continuity and the anticipated increase in those affected by swine flu.

Next Meeting: May 2010, date and venue to be confirmed