

**Scottish Higher Performers Forum
'Influencing health and safety within Scotland'
9th Meeting**

Held at the Glasgow Hilton Hotel

Wednesday 27th May 2009 at 1000hrs

Attendance

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| Karen McDonnell | RoSPA |
| Alan Crawford | Scottish Government |
| Alan Brown | Spirit Aero-systems |
| J.R.Brownlie | RoSPA NOHSC |
| Kevin Maguire | John Wheatley College |
| J.Guilfoyle | Balfour Beatty |
| Alan Harwood | FMC Technologies |
| Sarah Jones | HSE (Scotland) |
| Graham Campbell | Renfrewshire Council |
| Rory Reed | Scottish Government |
| Gerry McGinn | GMG Contractors Ltd |

Apologies

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| Douglas Blackwood | National Semiconductor (UK) Ltd |
| Gena Falconer | Aberdeen City Council |
| Andrew Kennedy | Scottish Power Ltd |
| Robert Atkinson | SCHWL |
| Robert Gilmore | Mackenzie Construction |
| Karen Lockhart | Strathclyde Fire and Rescue |
| Charles McBreen | North Ayrshire Council |
| David Jones | Sun Microsystems |
| Calum McKay | Lovell partnerships Ltd |
| Amanda Cassidy | Gyrodata Ltd |
| Celia Devine | AMCOL Scotland Ltd |
| Neil Birnie | Vetco Gray UK Ltd |
| Billy Byrne | Balfour Beatty Construction |
| Neil Murray | Aramark Ltd |
| Gerry Yuill | Balfour Beatty |
| John Fraser | Sodexo Remote Sites |
| Graham Boyd | Balfour Beatty Utilities Solutions |
| 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: progress in relation to guidance for LA elected members, SHPF and PHASS update, Launch of Health Risks at Work; do you know yours?, Scottish Government Choices and Meeting the Challenge.

Meeting Note

Karen McDonnell (Chair) welcomed members to the meeting, and provided an overview of the emergency and domestic arrangements for Meridian Court. Hosting of the meeting by the Scottish Government was welcomed, and demonstrated underpinning support for the SHPF.

Matters arising

IOSH have now published 'Thinking about health and safety', what elected members of local authorities need to know

<http://www.iosh.co.uk/files/news/ourcampaigns/ThinkAboutHealthAndSafety-Scotland.pdf>

The document is supported by a power point presentation and can be downloaded from the PSG web area of main IOSH website. S Jones advised that HSE are working closely with CoSLA, in relation to these topics, R.Brownlie highlighted that there is not a uniform approach in terms of staffing and resources allocated for health and safety across LA sector.

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.

SHPF members had participated in the RoSPA/SCHWL Work related Road Safety Seminar targeted at HR professionals. The key output from this sequence of events has been the formation of a Scottish Occupational Road Safety Alliance and the creation of a website targeted at SME's signposting free information and advice relating to driving for work, road safety and associated topics. This will be formally launched in September.

RoSPA has drafted an SME guide on MORR which will be free to download and is currently developing a driver handbook.

KMcD had assisted in the development of a 'North West' Higher performer's forum, this is being driven by the National Nuclear Laboratory. An invitation to attend the next SHPF meeting will be extended to this group.

Regards the 'commitment to communicate', there had been some flow of information to RoSPA from SHPF, but more unsolicited information is required. To encourage information sharing the 'meeting the challenge' agenda item for this and future meetings would be a 'round the table' discussion of SHPF activities.

PHASS / HSE Scotland

The meeting was addressed by Sarah Jones, Head of Director's Office HSE. The most recent PHASS meeting had been joint meeting with the National Advisory and Advocacy Group for the Scottish Centre for healthy Working Lives. This had been convened to explore how HSE and SCHWL could work together on an operational basis to be 'part of the solution' linked to the HSE's strategy consultation. The example of filtering complaints from members of the public was used to illustrate this; initial contact with HSE which will prioritise action, significant risk remains with HSE otherwise forwarded to HWL advisor/help line.

HWL have a very broad remit encompassing healthy returns, occupational health, rehabilitation, sickness absence management. HSE are committed to the associated topics of stress and stress management and will rigorously enforce the stress management standards, however HR professionals are central in delivering the standards into their organisations.

HSE recruitment, activity linked to construction sector, fixed term appointments, recruiting those with experience of the industry with a focus on pro-active inspection.

Agricultural Sector, Come Home Safe media campaign delivered against a research background of 'what would affect' the behaviours of farmers. Inspection is not the most effective means of engaging with this sector.

Calman Commission, Paul Stollard and Judith Hackett had both given evidence to the commission, there had been an interest in the Northern Ireland model and whether this could work within a Scottish Context. The general sense was that whilst health and safety would remain a reserved matter the commission would suggest a closer working relationship between HSE and MSP's.

Sarah suggested that CHASTE should be invited to attend PHASS, which was welcomed by representatives from the FE/HE sector.

Q&A

Would HWL be in a position to deal with additional call volumes? The reality would be that only 'small' duty holders would be signposted to the free and confidential advice provided by HWL.

HSE recruitment, In the current climate there is a greater focus on gaining business within the construction sector, and not all are making the financial commitment to health and safety. How can fixed term contracts for 6 inspectors be enough? HSE new recruitment model is to have inspectors up and running in a much shorter timescale than previously, agreement that numbers not enough however such funding is unlikely to be forthcoming in the current financial climate.

Discussed enforcement as one part of the solution; supply chain management via principal contractors is critical in driving up standards within the industry. The Balfour Beatty Zero harm initiative which challenges the construction industries assumptions about risk was introduced, and whilst recognised as exemplary in terms of practice reservations were expressed as to how many organisations public and private would aspire to this type of approach.

How can you identify under-reporting linked to RIDDOR? This is made by drawing a comparison between the Labour Force Survey, and reporting under RIDDOR (duty holder). There has been a significant reduction in workplace related injuries since the advent of the 1974 Act. There does however need to be simple approach to reporting under RIDDOR to encourage duty holders.

Health Risks at Work : Do you know yours?

In June 2008 Lord McKenzie, Parliamentary Under Secretary of State at the Department for Work and Pensions, launched a Scottish Chamber of Safety (SCoS) initiative. The initiative working group is chaired by the Scottish Centre for Healthy Working Lives (SCHWL) and is a partnership with SCoS, the Health and Safety Executive (HSE), and the Royal Society for the Prevention of Accidents (RoSPA) with support of many organisations associated with health and safety and the business community.

The initiative is a package to help SCHWL, SCOS, Safety groups, partner organisations, supply chains and large companies to get across 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. This will be in the form of an awareness raising DVD and printed guidance (know as rapid reference cards - RRCs) bringing together the best of HSE materials into a concise guide relevant to specific health risks. The materials will include examples of risk assessments, control measures, sources of assistance, advice and web sites etc. The tool is likely to eventually be placed on a number of web sites, for a wider audience and for ease of amendment. The material will be supplied in booklet form (containing a DVD and guidance) with Champions receiving additional materials on a USB memory stick.

The toolkit will be launched in September 2009 and SHPF members will be approached to champion this initiative within their own sphere of influence. On-line registration of Champions both organisational and individual will be available through SCHWL website.

The linked theme of mentoring was discussed, guidelines for mentoring and model mentoring agreements may be downloaded from the SHPF website. A number of the forum use mentoring arrangements both formal and informal, the Scottish Government provide support to agencies, assist in forming agency specific hsm's around core information.

General agreement around the concept, however whilst for example the toolkit could be introduced via supply chain audits, there would need to be a handover to SCHWL for ongoing support. However for some SHPF members allocating time to support the initiative would conflict with business needs.

Choices

The Scottish Government OHS Branch have developed an awareness programme based on typical workplace scenarios to encourage employees to make the correct choices in relation to health and safety. There are specific challenges in keeping h&s on the agenda where people work in perceived 'low risk' environments, the DVD explores work life balance, and driving for work amongst other topics. A. Crawford advised that the messages were being well received and creating discussion amongst target audience.

Meeting the Challenge

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

Rory Reed, Scottish Government focus on pandemic flu. Scottish Government has achieved HWL Gold award, reviewing smoking, substance mis-use, mental health and wellbeing policies and procedures. Undertakes an annual staff survey which evidences continuous improvement. Scottish Government is partnering with Civil Service sports club to widen access to recreational activity.

Kevin Maguire, John Wheatley College working towards OHSAS 18001, emphasis placed on a ground up approach with buy-in across estate. Accident types; slips, trips and msd's. Looking at HSE Stress management standards and associated toolkits.

J.Guilfoyle , Balfour Beatty provided an overview of 'Zero harm' currently in year 1 of a global initiative. Balfour Beatty have had a very positive response from supply chain, providing supervisor level education and training. Also involved in considerate constructors programme engaging children at primary school level. Organisation has a mandatory glove and eye protection policy.

Alan Harwood, FMC Zero waste to landfill policy, employee buy-in as based on an absolute target. Fully no smoking site as of Jan 2009, had given 12 months advanced notice to employees. FMC have reviewed supervisory criteria, historically promoted because an individual good at job, without considering wider criteria. FMC have produced a suite of 'competencies' including academic and wider skills required to become upgraded. As a corporation classify incidents (non RIDDOR/LTA) using a 3 *3 matrix which assists in building a bigger picture of emerging issues and is shared globally.

Gerry MGinn, GMG Contractors Ltd. Have delivered 2000 toolbox talks to 160 employees, where working what using how to do job what ppe required. Waste segregation; customer care vehicles remove waste from site, educating apprentices. Operates a yellow and red card systems for safety related activities and behaviours, suggested that operators awarded a red on any site should have information posted onto CSCS card. Poor safety related behaviour on one site likely to be replicated on other sites.

Graham Campbell, Renfrewshire Council 18001 held by every service within the council. Use survey monkey to seek employees comments in relation to health and safety issues, 35% response rate. Communication with employees central to success, have themed topics on an annual basis, have established discussion forums linked to fire, first aid, an construction practitioners. Renfrewshire Council have embedded electronic risk management systems into business which have major benefits in terms of interrogation of data.

Alan Brown Spirit Aerosystems Led on establishing combined emergency preparedness procedures with neighbours. The organisation has undertaken a major road safety initiative using combined efforts of RoSPA and Brake. The organisation has established networks to take REACH forward. Organisations solicitors have supported the Ayrshire safety Group.

Alan Crawford Scottish Government MORR policy in final stages of agreement following which it will be implemented across the organisation. Lone workers whilst not a significant proportion of staff is a particular issue in specific sectors eg agriculture, assessing devices to assist in tracking such workers to improve their safety.

Next Meeting: 23rd September 2009 to coincide with RoSPA Scotland Congress.