BRITISH TRANSPORT POLICE

Report to:	**Audit Committee**
Agenda item:	**8.1**
Date:	**31 May 2012**
Subject:	**BTP Health & Safety Report 2011/12**
Sponsor:	**Interim Director of Corporate Resources**
For:	**Information**

1. PURPOSE OF PAPER

1.1 To provide the British Transport Police Authority with detail of the Health and Safety activities within British Transport Police (BTP) for the year 2011/2012. A copy of BTP's Annual Heath & Safety Report is attached at Appendix A.

2. BACKGROUND

2.1 This report was requested to identify the activities that the Health and Safety Department have carried out for the year 2011-12. The report includes information on governance, planning and implementation, projects, support and external contracts.

2.2 Detailed information includes data relating to inspections, risk assessments, fire risk assessments, display screen equipment compliance, accident/incidents and training.

3. MAIN FINDINGS

3.1 Premises Inspections have been carried out throughout BTP. Actions have been identified to the relevant OIC's, Estates and Area Health and Safety Committee. Fire management continues to be highlighted within the reports, particularly in relation to the identified responsible person and training. To comply with the Fire Safety Order a responsible person should be identified at each location (usually the OIC in BTP) and receive training. We have had some difficulty with this but it is beginning to improve and appropriate training taking place. It is often difficult due to staff changes on a frequent basis and we are looking at best options to rectify this. A suitable provider has been identified and a competitive cost agreed with the input reduced to 1 day.

3.2 Area Health and Safety Champions identified and working with the Health and Safety Advisors. It is important that there is a link on Area between the H&S professional and the Area Management. This assists with the delivery of activity and ensures that compliance with requirements is maintained. On Areas the Champions are usually police officers. They range from Superintendent, Chief Inspectors and on one Area a police staff Manager.

3.3 Accidents reported are down by 9% from previous year. It is difficult to identify any particular reason for this reduction. In BTP we have constantly encouraged employees to report accidents and we are confident that this is now done. H&S Advisors have all reported accidents from their respective areas and follow up those that require interventions. Line Managers now carry out initial investigations and report within timescales.

3.4 We are fully compliant with Health and Safety requirements. A lot of work has been completed by the H&S Advisors and the Area Champions to ensure that BTP meets its statutory requirements relating to H&S regulations. The principle requirement is to comply with the Health and Safety at Work Act 1974 and Management of Health and Safety at Work Act 1999. The team is confident that BTP meets this obligation and are committed to a programme of continuous improvement to ensure we maintain that confidence and compliance.

3.5 BTP now has a better reporting procedure for accidents/incidents, we comply with our obligations under RIDDOR (reporting of injuries, diseases and dangerous occurrences), the risk assessment process has been improved and a better recording procedure on the intranet put in. Training has been provided on risk assessment process to those that require it and is continuing. Collaborative work between Estates and H&S has ensured that our buildings

3.6 BTP has complied with the Fire Safety Order, all premises have fire risk assessments, fire safety plans and diagrams. New document holders are being placed at entrances to aid the fire authorities should they need to attend. All H&S Advisors are trained to carry

out assessments internally, reducing the cost of employing external providers. As indicated in 3.1 we need to continue to work on the responsible person aspect of the Order.

3.7 We have identified a need to improve the safety inductions of all new staff. BTP has introduced a new induction package for all staff. H&S checklist needs to be included in the advice to Line Managers and details of new employees advised to H&S Advisors. The safety induction can then be completed locally at the premises where they are to be employed.

3.8 Stress has been identified as one of the top reasons for sickness. Stress awareness package being completed to be delivered to PCSOs and Neighbourhood Policing Team Supervisors. The awareness package for supervisors is being produced with an expectation of commencement in July. If successful, and with approval of the Training Board, the package will be delivered to all Supervisors. The NCalt stress programme is being viewed for delivery to all staff.

3.9 British Safety Council Level 1 Certificate in Health and Safety delivered to 182 new Police Officers and PCSOs. Since its commencement BTP has trained over 700 to this standard (approximately 30%). With all new recruits receiving this training it ensures that we have frontline officers fully conversant with H&S Regulations and have an understanding of the importance of complying with the regulations, reporting any accidents/incidents and also fully understand the need for risk assessment and dynamic risk assessment.

4. FINANCIAL IMPLICATIONS

4.1 There is a budget allocated for the running of the Health and Safety Team that sits within an overall Wellbeing budget. External contracts for vaccinations and eye care are also included.

5. RECOMMENDATIONS

5.1 That Members note the content of this report.