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**Report to:** Police Authority  
**Agenda item:** 7  
**Date:** 25 March 2014  
**Subject:** Health & Safety Policy Statement  
**Sponsor:** ACC Mark Newton  
**For:** Information

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**1. PURPOSE OF PAPER**

1.1 This paper is to introduce the Health & Safety Policy Statement for approval.

**2. BACKGROUND**

2.1 It is necessary for BTP to have a Health & Safety Policy to appropriately address BTP's risks and subsequent committed efforts to reduce these as far as practicable. This is to ensure compliance with Health & Safety Legislation. The Health & Safety Policy Statement summarises how BTP are committed to manage and reduce these risks.

2.2 The Health & Safety Policy Statement is attached at Appendix A. It is necessary for this Statement to be signed by both the Chief Constable and the Chief Executive of BTPA in order to give the appropriate authority to proceed with fulfilling these commitments.

2.3 The progress of the current Health & Safety critical incident is reported regularly to the People & Standards Committee.

**3. RECOMMENDATIONS**

3.1 It is recommended that members recognise BTP's Health & Safety requirements in relation to protecting our people and therefore endorse the policy statement for immediate sign off. Only once this is completed can we communicate and implement the Policy and arrangements which underpin the Policy Statement.

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**BRITISH TRANSPORT POLICE AUTHORITY AND BRITISH TRANSPORT POLICE  
HEALTH AND SAFETY POLICY STATEMENT**

**Scope**

1. This policy statement is for all health and safety at work matters in the British Transport Police Authority and the British Transport Police for which the Authority is responsible.

**Purpose**

2. It is made because the Authority is accountable for such matters as are determined in the **Health and Safety at Work, etc Act 1974 (HASWA)** and the **Police (Health and Safety) Act 1997**. The HASWA imposes duties on employers and employees to effectively manage the risks they face due to their operations.
3. The Chief Constable has appointed a Head of Safety and Wellbeing to provide support and competent advice on matters relating to health, safety and wellbeing. **The responsibility for discharging BTP's duty of care remains with all BTP and BTPA employees.**

**Context**

4. BTP exists to deliver a safe and secure railway. The Authority recognises that, as part of their normal duties, police officers and some police staff face significant and serious danger. The nature of policing is such that it is not always possible to control all risks. It is because the British Transport Police are expected to face significant dangers as part of their job that **health and safety management in the Force must be integrated with operational command and control.**
5. Controlling health and safety risk requires consideration of what might happen in advance so that sensible and speedy responses can be initiated that will not impact the tasks to be done. Effective and efficient management of health and safety to protect the Authority's stakeholders goes hand in hand with delivering an effective and efficient policing service. The special nature of operational policing may require that certain risks be taken to secure outcomes for the public, such as saving life, preventing serious crime and apprehending those responsible for serious crime. There is a requirement for those risks to be reduced as far as reasonably practicable.
6. Operational policing, particularly emergency response, is inherently dangerous. Even when all reasonably practicable controls have been put in place there may be substantial residual risk.
7. The Authority understands that Chief Officers and those in command have to make difficult operational decisions in challenging circumstances, which has the potential to put officers and staff at risk. **The Authority will support properly informed decision making by competent officers and staff** in the event of a serious incident or accident occurring to an officer, a member of staff or a member of the public during an operational policing activity.
8. **All officers and staff have a moral and legal duty to take care of themselves and not to endanger others.** Where an officer or member makes decisions within their competency in order to prevent harm to the public or their colleagues, the Authority will support their decision.

**Statement**

9. The Authority will ensure, so far as is reasonably practicable, the health and safety at work of its employees and will ensure that all employees conduct its undertakings in such a way as to



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ensure that **persons not in their employ** who may be affected are not exposed to health and safety risks.

The Authority specifically requires:

- a. That BTP's activities are risk assessed and managed.
- b. All reasonable steps to be taken to **mitigate risk** shall be applied to tactics, techniques and procedures, including the selection and use of equipment and personal protective equipment.
- c. **Appropriate training** to be provided for police officers and staff who are to make informed decisions with respect to managing risk to achieve operational outcomes.
- d. **All police officers and staff with command responsibilities are to be competent** to decide what operational activity is to be carried out to achieve the desired operational outcome. They must be able to identify and manage the risks necessary to do so, based on their training, knowledge, experience and the information available to them at the time.

10. The Authority requires:

- a. All work related fatal injury, ill health and other health and safety risks to be reduced to as low as is reasonably practicable.
- b. All appropriate Health and Safety legislation to be complied with.
- c. All those in command, in charge and in management positions are to lead by example on Health and Safety as part of normal business and promote a **culture** where all employees contribute to achieving Health and Safety objectives.
- d. The achievement of Health and Safety performance will be measured at an organisational and individual level.
- e. All employees to take reasonable care of their health and safety and that of others who may be affected by their acts or omissions at work.
- f. Competence of all contractors to be assessed.
- g. That sufficient financial resources, management and employee time is provided in order to fulfill the requirements of this Policy and deliver continual improvement.

11. The Chief Constable and Chief Executive are to set down and implement Health and Safety arrangements for activities within their area of responsibilities and ensure that Officers in Charge and Heads of Departments are competent and have adequate resources at their disposal.

12. Any Officer in Charge or Head of Department who wishes to change organisational arrangements or resources is to ensure that before being implemented, the **proposed change is properly risk assessed** and that **implementation is suitably managed**. All material changes must go through appropriate **consultation** with key stakeholders.

13. All Accidents, Incidents, Near Misses and Assaults are to be investigated, with measures implemented to reduce recurrence wherever possible.



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14. The detailed organisation and arrangements that amplify this policy statement are set out in the Health and Safety Policy and Arrangements documents, as agreed by the Force Executive Board and endorsed by the Authority. These documents will be reviewed annually or when significant changes have been made.

**Governance**

15. The Authority is to receive information on Health and Safety risk from the Chief Constable and Chief Executive at each Authority Meeting.

- 16. Assurance over the effectiveness of internal control shall be provided to The Authority through periodic internal audit and via annual management affirmation of compliance with this Policy given by Officers in Charge and Heads of Department.**

17. There is to be organisational separation between those with operational & managerial responsibility for ensuring their departments comply with this statement and the Head of Safety and Wellbeing and his / her team, who are to provide advice to the chain of command. This separation **enables the Head of Safety and Wellbeing to report matters directly to the Chief Constable and Chief Executive.**

The Authority and the Chief Constable jointly commit to ensuring that this statement is complied with.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Chief Executive, British Transport Police Authority

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Chief Constable, British Transport Police