

**Health and Safety
Medium Term Plan Objectives**

A brief summary of the Health and Safety Medium Term Plan objectives is set out below. A full version of the plan can be found through the following link:

<http://www.hfrs.net/health-and-safety-plan.pdf>

Objective 1: Revitalising health and safety across HFRS

To further integrate health and safety into all aspects of HFRS business the Health and Safety Department is to undergo a structure review with the objective of providing an improved service to all managers and establish a higher level of expertise within the department.

Objective 2: How we will improve manager engagement

The new health and safety structure will better support managers by providing an identified key point of contact within the Health and Safety Department. H&S advisors will work with managers on addressing identified H&S issues and trends and provide earlier consultation for developing projects and work

Objective 3: Improve Workplace Safety Management

The persons directly responsible for health and safety within departments are the managers of and within that department, it is a responsibility of the Service to ensure those persons have undergone suitable and sufficient training to manage this mandatory function within their role.

Objective 4: Improved safety event recording

To improve safety event recording there is now a safety event tracker available on the shared drive under safety events. The tracker allows managers to monitor safety events across the Service and in particular safety events in areas under their control and will draw their attention to any trends or statistical changes, allowing them to investigate and make any necessary adjustments.

Objective 5: More effective safety event investigation

We are carrying out a complete review of our safety event investigation process and we will introduce a three tier safety event process supported by a service order. The new process will engage with Fleet Management to incorporate all vehicle safety events into the same process.

Objective 6: Reviewing health and safety training

Our intentions are to identify key mandatory stand alone training requirements and insert this against the role map of the post to which they refer. We will review the

health and safety input already imbedded in existing courses with a view to identify how suitable and sufficient this input is against the required competencies. We will investigate the need for bespoke training in areas such as manual handling training and risk assessments for both grey and green book.

Objective 7: Revised Risk Assessment process

All Risk Assessments for HFRS, with the exception of operational Incident Risk Assessments, will be required to be submitted to the health and safety department for formal acceptance and to enable the department to place them in the appropriate folder on the shared drive. This process will allow all risk assessments to be vetted and approved.

Objective 8: Participation Strategy

To be successful we need to engage with all employees in our policy development and decision making. We aim to develop a culture where we can:

- motivate all employees,
- engage with all employees on ideas, ways of working, policy development, requirements at the workplace and simplifying procedure,
- listen to the vast and diverse ideas based on experience and back-grounds of our employees, and
- become more interactive.