

Health and Safety Executive Inspection

Summary of Recommendations and progress made 2009/2010

Item	Recommendation	Action
R1	The Health and Safety Policy and Service Order on risk assessment should be updated to reflect current arrangements and provide an overview of the various procedures for risk assessment.	Completed
R2	The terms of reference of the three main health and safety committees should be reviewed and communicated to the staff involved and employee representatives.	Completed
R3	The Service should review the training requirements for the use of specialist appliances by RDS fire fighters to ensure adequate training is provided to maintain competencies in these areas.	Embedded in the Training department Quality assurance review as agreed with the HSE Target April 2012
R4	The Service should ensure that their BA refresher training provides a standard at least equivalent to that recommended in Fire and Rescue Service Circulars 18/2009 and 17/70.	Embedded in the Training department Quality assurance review as agreed with the HSE Target for completion April 2012
R5	The Service should monitor closely the use of the 'rapid deployment' BA start up procedure	Embedded in the Training department Quality assurance review as agreed with the HSE Target for completion April 2012
R6	The plan to reassess competence of 'Accredited Instructors' should be progressed according to a clear timescale.	Embedded in the Training department Quality assurance review as agreed with the HSE Target for completion April 2012
R7	The plan to introduce Instructor portfolios should be progressed according to a clear timescale.	Complete
R8	The provision of CFB training should be reviewed to ensure effective use is made of available training places.	Embedded in the Training department Quality assurance review as agreed with the HSE Target for completion April 2012

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R9	There should be a mechanism for central corporate overview of all the risk assessment procedures. The revision of Policy documents in Recommendation 1 should assist in this process.	Completed
R10	The Project to revise the Dynamic Risk Assessment should link in with national work currently being undertaken in this area. Terminology used should reflect that in the Fire and Rescue Manual on Incident Command.	Completed
R11	A Health and Safety Plan should be produced to prioritise the work of the Health and Safety Department and others involved in projects to improve standards of health and safety.	Completed Planned Service launch Oct 2010
R12	The Improvement Action Plan in relation to risk information should be progressed according to clear detailed timescales and procedures included for evaluation of the measures introduced.	Targets 1 – 5 completed March 2010 Targets 6 and 7 to be completed by Oct 2010 Target 8 by March 2012 Target 9 by March 2018
R13	The planned introduction of the new quality assurance system for Workplace Assessments should be progressed according to clear timescales.	Embedded in the Training department Quality assurance review as agreed with the HSE Target for completion April 2012
R14	The Incident Audit form and associated guidance should be revised to meet to stated objectives of the Incident Audit Service Order.	Completed
R15	There should be greater analysis and discussion of safety event trends.	Completed
R16	Greater use should be made of lower level debriefs, particularly in relation to early stages of incidents which may take place before the arrival of Audit Officers.	Complete