

NDDC Food, Safety and Licensing Team  
Health and Safety Enforcement Plan 2007-08

The work plan takes into account the south west regional plan prepared by Forum for Regional Excellence in Safety and Health (FRESH) which includes representatives from both the Dorset managers and health and safety groups. The Dorset health and safety group subsequently prepares a local plan and each authority commits resources to the various projects.

The FRESH forum includes representatives from the HSE and financial contribution towards the administration of this regional partnership arrangement aimed at improved coordination of resources concerning the joint delivery of priority outcomes in the Health and Safety Commission's 'Fit for work, fit for life and fit for tomorrow' (Fit 3) strategic programme.

**Regional Work Plan for 2007/08**

The South West will utilise resources to undertake work in the areas listed below. Local authorities (LAs) and HSE identify those areas of work that suit their geographical demography and composition of employment in their area.

**Proactive**

**Fit 3 Work Plan for 2007/08**

The Fit 3 plan for 07/08 bundles priority topics for target sectors. LAs and the HSE are asked to commit the bulk of their available resources to these areas.

Many of the work streams for 07/08 cover dual enforced sectors. Work that will require managed liaison arrangements are:

- Cleaning Contractors
- Facilities management companies
- HE/FE Colleges

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- Royal Mail
- Moving Goods Safely III
- Smoke Free spaces
- Migrant workers

Regional Coordination

A coordinator will liaise with the Fit 3 programme teams and coordinate and facilitate the delivery of these projects in the SW by HSE and LAs.

*Inspections undertaken by the NDDC Food and Safety Team will form part of the FIT 3 work streams*

**Regional Priorities**

**Radon**

The South West is well known as a high radon area. As many as 10% of businesses may have doses above the 400 Bq.m<sup>3</sup> level (Ionising Radiation Regulations 1999). Previously joint projects have been undertaken by LAs/HSE, with more planned for 07/08.

Action

HSE and LA inspectors should consider radon exposure as a “matter of evident concern”, to be raised at each visit to a business in a high radon area.

*The only Radon affected areas in NDDC is in the Bourton area.*

**Casual, Temporary and Migrant Workers**

The Gangmaster (Licensing) Act 2004, requires that all labour providers operating in the agriculture, shellfish gathering and associated processing and packaging sectors be licensed. All processing and packaging of food and non-food products e.g. cosmetics, paint brushes, lubricants etc. derived from agricultural produce, fish or shellfish will be covered by the licensing

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arrangements unless specifically excluded under secondary legislation yet to be laid before Parliament. The applications for licences commenced in April 2006, with the offences and enforcement provisions under the Act coming into force in October 2006.

Lack of information about the size of the casual, temporary (including migrant) working populations in Great Britain together with suspected gross under-reporting of work-related injury and ill health means it is impossible to estimate the potential contribution of these groups to targets for the reduction of fatal and major injuries and work-related ill health and the FIT3 programme. It is clear that the SW has a significant transient population working in the leisure, construction and agricultural sector.

**Action**

HSE and LAs will:

- Work in partnership with other agencies & organisations to exchange intelligence and plan, where necessary, joint operations
  
- Undertake proactive enquiries at suitable businesses, by making enquiries regarding the employment status of staff. In particular, inspectors should ask about the use of such labour and the work activities in which they are engaged, the management arrangements in place for carrying out risk assessments and the resultant provision of information, instruction, training, supervision and (if appropriate) personal protective equipment etc. and the accident and ill health experience of any contracted labour

*NDDC will make appropriate enquiries on casual, temporary and migrant workers when carrying out inspections.*

**Smoke free**

Coordination across the region by South West Regional Tobacco Policy Manager, Regional Public Health. Enforcement training provided by Dept of Health. A Dorset coordination group exists including links to the communications officers and PCTs.

*NDDC officers will enforce the new laws in accordance with national guidance based on education, advice and a non-confrontational approach. Enforcement will be considered where there is deliberate flouting of the law. Inspections will usually be part of other compliance visits.*

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**Reactive**

Complaints, incidents & ill-health

There are insufficient resources to investigate all reactive work received by the HSE and LAs. A selection criteria will be used to identify appropriate cases for investigation and the level and nature of the response.

Permissioning

High risk activities attract permissioning regimes in order to implement a raised degree of control and monitoring on these activities. Inspectors will receive guidance from HSE on appropriate levels of response to notifications and sample visits.

Work Related Deaths

HSE and LAs will have a permanent presence on the South West Work Related Deaths Liaison Group. All investigations will be undertaken in accordance with the national protocol.

**Regional Liaison Work**

FRESH will be the managing body for regional liaison activities between HSE and LAs and between LAs. Key work areas for 2007/08 will be:

**Regional Coordination of Fit 3 work**

Many of the work streams for 07/08 cover dual enforced sectors. Work that will require managed liaison arrangements are:

- Cleaning Contractors
- Facilities management companies
- HE/FE Colleges
- Royal Mail
- Moving Goods Safely III
- Smoke Free spaces
- *Migrant workers*

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**Improved Capacity**

There is a need for the rationalisation of the capability and skills required by each LA. A more effective and efficient service could be provided by the sharing of inspectors who specialise in certain areas.

A project team will be established by FRESH to look initially into the feasibility of a shared resource scheme.

Specialist areas such as fatal accident enquiries, legionella and asbestos would be suitable subjects for evaluation.

*One NDDC officer is part of a working party looking at the Dorset response to coordination of Legionella investigations with the Health Protection Agency. This may result in a few officers identified as a part-shared resource due to their experience in investigation of this serious infection.*

**Consistency**

To avoid duplication and improve consistency regional template policies and procedures will be adopted by FRESH. LAs are encouraged to mirror the content of these documents.

**Training and Development**

The training and development needs of all inspectors in the region will be assessed periodically. Where suitable these needs will be addressed on a regional basis.

**Resources**

*NDDC resources are approximately 0.6 FTE. Resources will be used for FIT3 campaigns as part of the co-ordinated approach to enforcement between local authorities and the HSE. One local priority will be event safety as several large outdoor events are held in this area. There will also be an emergency planning exercise that will consider the implications of evacuating a proportion of the public from the Great Dorset Steam Fair site.*

*The Fit 3 campaigns that the service will be involved in are identified in the attached spread sheet.*

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*Priority will be given to the investigation of accidents selected for investigation. This may restrict the capacity to undertake all the projects in the proposed Fit 3 plan as any investigation of a serious incident will be investigated thoroughly due to the importance of ensuring a proportionate investigation to make a considered decision.*

*Health and safety articles are included in an information publication sent to caterers on a six month basis as part of a Dorset wide initiative.*

<b>Topic</b>	<b>Target areas 2007-8</b>	<b>Actions 2007-8</b>	<b>Proposed Work</b>
Slips & Trips	<ul style="list-style-type: none"> <li>• Catering/ cleaning businesses</li> </ul>	All year (bars, restaurants and residential homes)	Distribute new guidance on cleaning and footwear (to be handed out and discussed during programmed food inspections). Observing floor conditions.
Workplace Transport	<ul style="list-style-type: none"> <li>• Tie in with Royal Mail project</li> <li>• Wholesale/ retail/ dual enforcement</li> </ul>	Targeting warehousing retail and wholesale delivery	Targeting relevant business for inspection.
Falls from heights	<ul style="list-style-type: none"> <li>• Facilities management</li> <li>• Ladders</li> </ul>	Also local priority of the Great Dorset Steam Fair due to the number of delivery/service vehicles on site.	Dorset authorities will organise 2 business seminars to raise awareness on warehouse safety (including asbestos, manual handling, falls from height/vehicles)
Moving Goods Safely	<ul style="list-style-type: none"> <li>• As above</li> </ul>		

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Topic	Target areas 2007-8	Actions 2007-8	Proposed Work
			Dorset Steam Fair Joint project with inspection resource provided by other authorities
Ladder Safety	Building and plant maintenance	Targeted inspections and provision of new advisory material.	Guidance sent to builder's merchant, local painter/decorators and facilities managers. Selected follow up visits.  Leaflets to be offered for building suppliers to distribute to customers.
Occupational Dermatitis	<ul style="list-style-type: none"> <li>• Hairdressers/ beauticians/ nail bars</li> <li>• Florists</li> <li>• Caterers/ food retail</li> <li>• cleaners</li> </ul>	Part of priority topic inspection if appropriate	Follow up visits to hairdressers and targeting selected catering premises
Occupational Asthma	<ul style="list-style-type: none"> <li>• craft/scratch bakers</li> </ul>	Continuation of bakery visits	
Asbestos – Duty to manage	<ul style="list-style-type: none"> <li>• All relevant sectors</li> </ul>	No sector specific project work. Part of priority topic inspection if appropriate	To consider as appropriate during other compliance visits.  Part of warehouse seminar

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Topic	Target areas 2007-8	Actions 2007-8	Proposed Work
Stress – Financial Services	<ul style="list-style-type: none"> <li>• Financial institutions</li> </ul>	Part of priority topic inspection if appropriate	Not applicable to district
Bucks	<ul style="list-style-type: none"> <li>• Residential care/nursing</li> </ul> Focus now on WRULDS <ul style="list-style-type: none"> <li>• Call centres</li> <li>• Keyboard operators/ till operators</li> </ul>	Bucks part of priority topic inspection if appropriate	To be considered as part of moving goods safely and during visits to residential homes
Royal Mail	<ul style="list-style-type: none"> <li>• Peripatetic workers</li> <li>• Handling at sorting offices</li> </ul>	Part of priority topic inspection if appropriate	No premises identified on regional list for visiting
Noise at Work		<b>New project</b> 1 <sup>st</sup> stage monitoring and awareness raising at selected leisure facilities	To raise awareness with licensed event organisers and nightclubs
Radon	South west – high radon areas <ul style="list-style-type: none"> <li>• Raise issue in such areas</li> </ul>	No high radon areas	To consider if visiting a business in the Bourton area
Migrant Workers	Undertake proactive enquiries on use of labour and work activities i.e. risk assessment, training, supervision etc. Liaise with other organisations as appropriate.	No sector specific project work. Topic raised if appropriate.	To consider use of migrant workers during visits and report back to the HSE where necessary

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<b>Topic</b>	<b>Target areas 2007-8</b>	<b>Actions 2007-8</b>	<b>Proposed Work</b>
Smokefree	<ul style="list-style-type: none"> <li>• Publicity and awareness raising with PCT</li> <li>• Enforcement of Smokefree workplaces</li> <li>• Support working group</li> </ul>	Set up coordinating Dorset wide group Awareness raising Enforcement	To observe as part of other compliance visits on food, safety and licensing issues
<b>Other projects</b>			
Safety Advisory Group (SAG)	Events of over 5,000 people or 2,000 staying over night	To set up an overarching Safety Advisory Group including emergency planning	To improve communication and coordination between services.