

Health and Safety Report for AGM

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Health and Safety Officer

I have recently joined the branch as a full time officer and have been looking at the arrangements of our H&S organisation within the branch. I undertook a H&S audit using the audit from the TUC book 'Hazards at Work' - 'Organising for Safe and Healthy Workplaces'

Having analysed the results of the audit I can report as follows:-

Strengths of our current organisation

- Adequate facilities for reps to undertake their work
- Adequate time off for training
- Facilities for members/staff to report hazards. Including Help Desk Force Facilities by phone or email. Unison contact by phone or email. Force H&S unit by phone or email. All incidents reported to Help Desk are issued a reference number which in turn is sent to the reporter. This is followed up with an outcome on resolution. Large issues will be taken by the union to either local H&S Committee meetings or the Force Strategic meeting.
- Assaults, incidents and near misses can be reported via the force FIAMS (Force Incident & Assault Management System) online. Sickness is reported via line managers and managed by Human Resources(HR).
- Generally the union is informed of changes 'in good time'. However there is room for improvement.
- The branch hold Branch Executive meetings 3 times a year. Reps and stewards and officers attend. This allows discussion and update on current issues, planning and sharing of information. Reps can contact the office by email, phone or visit in person.
- The Force H&S structure works together with the union. Improving all the time and further development is in progress.
- Stewards and Reps have full access to internet and facilities, including the branch website, regional website or national website. There are relevant books and guidance within the branch office to which the reps have access.
- The Force structure is effectively linked to HSE. Unison has access to HSE and other organisations.

- H&S reps are updated on changes via email or on the web site and at meetings. The branch receive subscriptions but this has yet to be rolled out to reps.
- Staff have access to H&S on the Unison branch website, regional website, and national website. The Force H&S unit have dedicated pages on the force interface system. Information can also be posted by a weekly Routine Order also available on the interface system.
- H&S meetings are held 3 times a year. They include:-
Divisional H&S Meetings
Strategic H&S Meetings chaired by the Deputy Chief Constable
Clinical First Aid Governance Meetings
Divisional Health and Wellbeing Meetings/Forums
- H&S reps are recognised in the Force and Union Recognition Agreement and there is a Force H&S policy.qqq

Weaknesses of our current organisation

- Chronic shortage of H&S reps across the whole of the county force wide.
- Vulnerability to all staff including shift workers and particular groups of workers e.g women, part time workers, agency workers, black workers, young workers etc.
- Due to reduction in staff and work loads and financial constraints, reps find it increasingly difficult to take time in their work schedule to undertake the role.
- Regular inspections by the union are at present not undertaken
- Reps currently are not notified of accidents, ill health and near misses.

Proposals for improvements

- Recruitment campaign for H&S reps via website, force interface and all members via the Union members database via mail drop
- Workshops/Drop In sessions across key sites of the force to highlight H&S, give better understanding. The need for members and staff to get involved and take some ownership. Encourage recruitment of reps. The benefits etc
- Discussion with senior management to find ways of working together and allowing reps to be able to undertake their role without causing added pressure to them, their colleagues or to the detriment of the business need. Highlighting the facilities agreement that specifies reps given time to undertake their role and the legal obligation.
- Arrange and organise inspections at all sites across the force throughout the year on a rolling inspection plan.

- Improve the ability of staff to report issues, take ownership and become more proactive.
- Discussion with Force H&S unit to incorporate a process to inform the union of incidents/assaults/accidents. Maybe linking in with the FIAMS system.
- Set up a process for members to inform the branch if off sick (if more than one week) maybe via line manager.

Summary

Due to the nature of policing the Force have a good H&S ethos and undertake their legal obligations with regard to H&S. There will be an ongoing plan to work with the organisation and members to improve H&S, ensure legislation continues to be adhered to and allow reporting and communication to be improved all round and ensure everybody has a better understanding and involvement. By doing this the organisation working together with the branch can achieve strong Health and Safety.