

# Appendix 1

Topic area	Proposed project outline	Outcomes sought	Evidence base for proposed work stream	Resource allocation at Cheltenham BC
<p><b>Construction</b> (national priority for LAs)</p>	<p>a) use planning applications and/or Building Control submissions to identify significant construction work in workplaces for which they are the EA. Provide information on client duties under CDM 2007.</p> <p>b) where the Workplace Regulations 1992 have not been adequately addressed in LA-enforced workplaces and there are significant risks, track back to the client and/or designer(s).</p> <p>c) use flexible warranting to inspect HSE-enforced construction work, in partnership with HSE's local construction teams.</p>	<p>Relevant work identified and clients given information on their duties under CDM 2007. Greater awareness and compliance with CDM.</p> <p>Greater compliance with the regulations. Clients/designers better aware of their responsibilities. Greater expertise through joint working with HSE construction teams where appropriate.</p> <p>Greater enforcement of construction h and s legislation in LA premises. LA staff better able to enforce that legislation. Wider use of flexible warranting.</p>	<p>BRE concerns about the discrepancy between levels of risk targeted by LAs and HSE and support for increased piloting of flexible warranting schemes.</p> <p>Evidence both that standards of h&amp;s compliance are poorer on small construction sites and that it is more dangerous to be self-employed or work for SMEs (two thirds of construction fatalities in last 10 years were to self-employed or those working for SMEs employing &lt;15).</p>	<p>5 – 10 days</p> <p>Significant links to asbestos duty to manage given the age of the buildings and extent of commercial refurbishment undertaken in the town.</p>
<p><b>Asbestos DtM</b> (national priority for LAs)</p>	<p>Continuing campaign/field activity to raise compliance levels.</p>	<p>a) visible formal enforcement where appropriate. Greater compliance with CAR (currently very low). b) arrangements for accessing competent advice assessed. Sensible health and safety leadership guidance promoted. Awareness of DtM raised.</p>	<p>a) asbestos exposure a significant health risk among tradesmen – building owners etc are pivotal in reducing this by ensuring risks from asbestos in buildings are identified and managed through duty under CAR.</p>	<p>90 days</p> <p>Major project throughout year - move forward work already carried out - regulation to include new guidance. Possible asbestos SHAD with neighbouring LAs + HSE - to include planners, surveyors etc to engage with all involved in building industry.</p>

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<b>Dermatitis in catering</b> (elective by LAs)	To continue to encourage integration of dermatitis inspections with food safety visits. Possible work with FOD on caterers in FOD-enforced premises. See also workstream 36 (workplace temperatures)	Issue raised at every relevant LA visit. Workers able to recognise the risks and follow the three simple steps (avoid, protect, check). Increased compliance through advice or formal enforcement.	Twice the all-industry average annual incidence rate of dermatitis. Precautions are easy to take and should be well known. Food safety inspections are regular and provide an opportunity to carry the dermatitis message.	20 days Project to include working with catering college
<b>Dermatitis in hairdressing</b> (elective by LAs)	LA visits to continue to seek compliance with good standards – Habia will lead ongoing promotion of these from 10/11 onwards.	Issue raised at every relevant LA visit. Workers able to recognise the risks and follow the three simple steps (avoid, protect, check). Increased compliance through advice or formal enforcement.	70% of hairdressers suffer some form of skin problem during their career. Aim is to embed practices widely promoted through 'Bad Hand Day' campaigns which have successfully raised awareness of risks and precautions.	20 days Cheltenham has a significant number of hairdressers. Project was started in 2009/2010 and will continue this year.
<b>Noise – 'Sound Advice'</b> (elective by LAs)	LA interventions with entertainment industry: continue awareness-raising of the steps that can be taken to reduce the risk from high noise levels.	Greater awareness of risks and what can be done to reduce them.	Many staff in bars/clubs/pubs and similar venues are regularly exposed to high noise levels from amplified music.	30 days Project was started last year – follow up action to increase compliance with staged approach to control.
<b>MSDs</b> (elective by LAs)	Promote revised guidance for managing retail checkout operators' activities at visits to retail outlets of all sizes and promote good practice.	Reduce incidence of MSDs in retail checkout operators. Raised awareness of new good practice guidance.	Key health issues relate to posture and moving goods at checkouts Poor management of the risks associated with such activities SMEs need to better appreciate and manage the risks.	20 days Revised guidance expected from May 2010, including enforcement expectations. Target: all retail outlets, but especially supermarkets and large cash and carries. To be included as topic area in other visits.

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<p><b>Sun beds</b></p>	<p>While dealing for other reasons with premises providing sunbeds, to promote the need for management arrangements to ensure that under-18s do not use sunbeds and that coin-operated salons are supervised by trained staff (in line with HSE advice in leaflet INDG209).</p>	<p>Greater awareness of the existing inspection regime and associated guidance. Operators prepared for possible new legislation. Raised general awareness of risks associated with sunbed use.</p>	<p>Rising incidence of skin cancer in the UK. In July 2009 the International Agency for Research on Cancer moved sunbeds up to the highest cancer risk category, 'carcinogenic to humans'. DoH policy that the cosmetic use of sunbeds, especially by children, should strongly be discouraged.</p>	<p>5 days On going project following the visiting of all premises in Cheltenham providing this service. Enforcement of the risk assessment and communication provisions under HSWA and MHSWR will be undertaken.</p>
<p><b>Work-related violence and aggression</b></p>	<p>To continue to increase awareness and improve management of work-related violence (including promoting the toolkit for managing work-related violence in licensed and retail premises).</p>	<p>Media interest in WRV continues and TU initiatives such as USDAW's 'Freedom from Fear' and the all-party Parliamentary Group for Preventing Bullying and Workplace Violence keep the issue high on the political agenda. Relevant to many local strategic plans.</p>	<p>Employees in public-facing jobs are particularly at risk of work-related violence. Serious or persistent verbal abuse can damage employees' health through anxiety and stress. A real financial cost for their employers through low staff morale and high staff turnover.</p>	<p>30 days Major project - link with community safety, police, security companies and personal safety day</p>
<p><b>Workplace temperatures</b></p>	<p>Raise awareness of workplace temperatures during inspections of high temperature workplaces (implementing recommendations of current HSE review).</p>	<p>Improved employer awareness of the impact of high temperatures on workers</p>	<p>Need to respond to ministerial /TU concerns.</p>	<p>10 days Considered where applicable during routine visits to premises in particular catering and when complaints received</p>
<p><b>Workplace transport</b></p>	<p>Interventions concentrating on loading/unloading safety issues.</p>	<p>Improved safety in transport. Improved un/loading practices in SMEs.</p>	<p>Workplace transport remains an area of concern where pedestrian and vehicle movement is not adequately segregated or controlled.</p>	<p>10 days Considered where applicable during routine visits to premises in particular retail parks where there is a common delivery area.</p>

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<b>MSD</b> (for inclusion in LA visit agenda where appropriate)	Roll out of the ART tool as an aid to inspectors and industry to identify high risk activities.	Workers encouraged to participate in the process. Reduced incidence of ULDS through identification of activities presenting a high risk. Good practice guidance provided to encourage development of solutions.	ULDS are 40% of all MSDs.	20 days The ART tool will be available for use from autumn 2009. Guidance (including on solutions) available on HSE website to enable industry to use the tool effectively. Little formal enforcement expected in 2010/11. Targeting where risk exists with food and packaging potential high risk areas.
<b>Slips and trips: delivery of, Shattered Lives Campaign</b>	FOD/LAs to propose communications or other initiatives to support the delivery of the Shattered Lives campaign. CDS will provide strategic communications and assess and prioritise any requests received.	Shattered Lives: - a steady state message for slips, trips and falls, avoiding the 'peak and trough' effect of a campaign; - integrated with other FOD and LA interventions to maximise the effect of the message. Better awareness and use of STEP to increase the competence of dutyholders in managing slip and trip risks.	Continued slip and trip incidents results in it remaining a topic area for regulation	30 days Target sectors: food retail, catering and hospitality. To complement other, more routine, S&T work, where reasons for low formal enforcement levels are being explored. Overall increase in formal enforcement expected.
<b>Ladder Exchange</b>	To support this annual event, LA and FOD Inspectors to plan relevant activity to coincide with the event each year. Relevant activity could include: - linking ladder checks during inspection or advisory visits with the Ladder Exchange;	Fewer dodgy ladders in the workplace leading to falls from height. Raised awareness of safe ladder use.	Continued need to embed safe use of ladders building on successful initiatives.	10 days Safe ladder use considered during visits to premises throughout year with additional targeted focus during ladder exchange event - 3rd 1/4 of year

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<p><b>Safe interventions at balers and compactors</b> (elective for LAs only)</p>	<p>- flagging up Ladder Exchange during discussions on safe ladder use;  - promoting the <a href="#">Ladder Exchange</a> website;  - holding safety demonstrations for ladder users.</p>	<p>Sufficient intelligence gathered via proformas to evaluate success and assess value of further work.  Formal enforcement as appropriate.</p>	<p>Increasing pressures to recycle waste materials (eg packaging) while space for storing/handling waste is at a premium has led to a rapid increase in the use of waste baling and compacting machines.  Evidence of poorly safeguarded machines.  Evidence of inadequate systems for ensuring operator safety when they intervene, eg to clear blockages.  14 fatalities since 1992 in the waste paper recycling industry alone. All involved operators intervening at the machines while they were running.  One fatal injury at a waste compactor and much evidence of near misses, particularly in the LA enforced sector, (eg children gaining access into waste compactors and others, eg rough sleepers, seeking refuge in them).</p>	<p>It allows individuals to take their 'dodgy' ladder and part exchange it for a new one at any one of our partner outlets and provides dutyholders with an opportunity to review pre-use checks, training, supervision and other arrangements for ladder work.</p>
	<p>To raise LA regulators' awareness of (i) the serious hazards and risks associated with operations at waste baling and compacting machines and (ii) the reasonably practicable methods and standards for safeguarding these machines.  Then to secure a significant reduction in the risk of fatal and serious injuries associated with intervening at these machines through a targeted inspection and enforcement initiative.</p>			<p>5 days  Voluntary involvement in pilot.  On going investigation of all incidents involving this equipment. Also gathering information where this equipment is, its use, safe systems of work etc. during visits to all premises</p>

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<b>Managing for health and safety</b>	Regulator awareness/training activities in support of roll out of guidance/tools/resources for Managing for Health and Safety project. Also publicity awareness campaigns for corporate stakeholders and for dutyholders:	All regulators competent/confident through training/briefing to deliver effective management interventions and assessments of dutyholders. New products in regular and appropriate use at interventions. All corporate stakeholders aware. LAs/LA groupings facilitate conferences for local dutyholders.	Core aspect of national strategy in achieving continued decrease in work related incidents and ill health.	30 days  We recently piloted draft guidance which is now on general release. We will continue to utilise throughout coming year particularly in our micro businesses to assist them in achieving safer workplaces.
<b>Flexible warranting</b>	Development of cross warranting scheme between regulators of county liaison group – including all LAs of Gloucestershire and HSE	A team of regulators able to focus and target resources at highest risk areas.	Standard 18 compliance is mandatory by year end. This project will deliver this outcome	Major project throughout year. Flexible warranting likely to include joint projects on motor vehicle repair, digital switch and intervention at industrial sites throughout Borough
<b>LPG inspection campaign</b>  (national priority for LAs)	To run in parallel with the pipework replacement programme (LPG users to have their pipework replaced where required). Inspections to cover the complete LPG installation, including the tank and any associated equipment, such as valves and regulators, as well as the pipework.	All those visited have a sound LPG installation/pipework which meets the required standards. Dutyholders know their responsibilities and are acting accordingly.	Gill Report on the 2004 ICL Plastics explosion.	< 5 days  Urban area is unlikely to have many problems