

Inspections

Relevant Legislation:

Safety Reps and Safety Committee Regulations (SRSC) (sets out **Health and Safety Reps statutory functions**)

Reg 5(1) – formally inspect the workplace every 3 months or more frequently if agreed with management.

Reg 6(1) – Inspect after a notifiable accident, dangerous occurrence, or notifiable disease

Reg 5(2) Inspect after a substantial change in working conditions

Reg.5(2) – Inspect after new information has become available from the Health and Safety Executive (HSE)

Reg.7: Inspect relevant documents and information necessary to fulfil function

One of the main functions of a safety rep is to carry out inspections.

Arrangements for quarterly or other more frequent inspections will be normally agreed with the employer. Agree the frequency, notice, timing and type of formal inspections.

Plan the date time and venues for the inspections.

Notify your members that an inspection is taking place.

During the inspections observe how people are working, talk to the staff in the area, inspect relevant documents.

Complete an inspection report including date, time and details of the inspection.

Provide your employer with a copy .

Meet with management about the inspection report and follow up any remedial action necessary.

Report outcome of discussion to your members and

Escalate anything that is unresolved.

<http://www.hazards.org/unioneffect/gameon.htm>

Risk Assessment (RA)

Relevant Legislation:

Management of Health and Safety at Work Regulations 1999 (Sets out **employers duties**)

Reg 3 – employers must conduct suitable and sufficient risk assessments

Reg 4 – requires employer to control hazards at source

Reg 7 – employer must appoint competent persons to conduct RA

Reg 10 – workers must be given comprehensive and relevant information about risks

Reg 13 – employers must ensure workers are capable and trained

Reg 16/19 – RA must take account of women of child-bearing age and young people's risks.

The risk assessment process needs to be practical and take account of the views of employees and their safety reps deciding on preventative and protective measures and implementing those requirements in the workplace

Risk assessments should not be confused with workplace inspections. Inspections seek to identify hazards and problems.

Risk assessments are part of the risk management process to identify hazards, evaluate the risks, record the findings, recommend precautions to lead to safe systems of work and review progress.

It is the responsibility of the employer to carry out RA's. TU safety reps can play an important part in the risk assessment process as they have a wealth of experience and a detailed knowledge of the workplace and the jobs that are being done.

<https://worksmart.org.uk/health-advice/health-and-safety/hazards-and-risks>

Facilities and Time off for functions and training

Relevant Legislation

SRSC Reg 5(3); SRSC Reg 6(2); SRSC Reg 4A(2) - Facilities: Employers shall provide such facilities and assistance as safety reps may reasonably require

SRSC Reg 4(2) – Employers must permit time off with pay during working hours

SRSC Regs- A safety rep may present a complaint to an employment tribunal within 3 months if the employer **has failed to permit time off for functions or training or if the employer has failed to pay for time off.** (Introduction (9))

Employers are required to 'provide such facilities and assistance as the safety rep may reasonably require'. The TUC believes these should include: office space, equipment and a filing cabinet, telephone/computer access including email and internet, photocopying, notice board, meeting room, technical equipment like a lightmeter, camera, technical advice.

Safety reps have the right to paid time off work to carry out their functions. This is not specified, **is as much time as required** and will vary according to the role and workplace. **It is not facility time.** It is important to organise to secure sufficient time off and pursue through TU structures if there is a problem.

ASAP after appointment H&S reps should receive training, these courses should be TUC or union approved

Safety reps are entitled to time off with pay to attend. They should also be supported with additional update training. https://www.tuc.org.uk/sites/default/files/extras/safetyrep_1b.pdf

Challenging Workplace Stress

Relevant Legislation

There is no specific law dealing with stress, however under the Health and Safety at Work Act the employer has a duty to ensure the health, safety and welfare of employees.

Management of Health & Safety at Work Regulations require employers to use risk assessments to identify hazards and evaluate risks and the HSE have developed a set of Management Standards to support employers with conducting a stress RA.

<http://www.hse.gov.uk/stress/standards/>

The principles set out in SRSC Regs to setting up health and safety committees should be applied to setting up a Stress Steering Group: This should be 'a representative group to steer and drive action forward'.

www.hse.gov.uk/stress/standards/steering.htm

What can the trade union health and safety committee do about stress?

- Ensure management is complying with legal duty to act. If not raise an HSE concern form- <https://extranet.hse.gov.uk/lfsrserver/external/turep1>
- Carry out mapping of workplace, surveys to identify areas of prevalent stress
- Put up posters and leaflet on the issue
- Hold meetings with workers on stress
- Carry out workplace inspections on stress
- Ensure reps are involved in stress RA process
- Encourage workers to record any stress-related incident in the accident book
- Attend training on stress awareness

Some Important Dates

Day	Month	Title
	Jan	1976 – 1 st issue Hazards Bulletin
10	Jan	1985 – Putney domestic gas explosion – 8 killed
4	Feb	World Cancer Day
5-6	Feb	2004 – Morecambe Bay cockle-pickers – 21 killed
9	Feb	2015 – Bath tipper truck – 4 killed
15	Feb	2004 - Tebay railway – 4 killed
23	Feb	2016 – Didcot boiler house collapse – 4 killed
12-15	March	2011 – Fukushima nuclear accident Japan
6	March	1987 – Herald of Free Enterprise Zeebrugge – 193 killed
8	March	International Women's Day
	March	National Apprenticeship Week
18	March	1834 – Tolpuddle Martyrs
28	March	1979 – Three Mile Island partial nuclear meltdown
2	April	Autism Awareness Day
15	April	1989 Hillsborough Stadium Disaster – 96 killed
24	April	2013 Rana Plaza Bangladesh building collapse >1110 killed
25-26	April	1986 Chernobyl nuclear power plant disaster – 31 killed, 000's of additional cancer deaths
28	April	International Workers Memorial Day
	May	Deaf Awareness Week
11	May	2004 – ICL Plastic factory explosion, Glasgow - 9 killed
11	May	1985 – Bradford City Football stadium fire – 56 killed
	May	1987 – Greater Manchester Hazards Centre formed
	May	Mental Health Awareness Week
22	May	1915 – Quintinshill rail crash – 226 killed
23	May	1984 – Abbeystead pumping stations – 16 killed
1	June	1974 – Flixborough chemical plant explosion – 28 killed
14	June	2017 – Grenfell Tower fire -72 killed
2-6	June	1888 – Inaugural meeting of TUC in Manchester Mechanics Inst.
1st Fri	July	Action Mesothelioma Day
	July	1898 – Bryant and May, Match

		girls strike
6-7	July	1988 – Piper Alpha oil platform explosion – 167 killed
14	July	2006-FACK launched
17	July	2015 – Bosley Woodflour Mill explosion – 4 killed
7	July	2016 – Hawkeswood Metals recycling plant – 5 killed
	July	Disability Awareness Day
1	Aug	1993 – Scottish Hazards formed
12	Aug	1842 – Lune Street Massacre Preston
16	Aug	1819 – Peterloo Massacre Manchester
22	Aug	1985 – Manchester air disaster flight 28M – 55 killed
	Sept	National Dementia Carers Day
19	Sept	1997 – Southall rail accident – 7 killed
	Sept	1987 – Hazards Campaign formed
	Sept	1984 – 1 st issue of Hazards Magazine
	Oct	Breast Cancer Awareness Month
1	Oct	Older Workers day
	Oct	Dyslexia awareness week
5	Oct	1995 - Ladbroke Grove train crash – 31 killed
10	Oct	World Mental Health Day
10	Oct	1957 – Windscale fire in Cumbria
20	Oct	1984 – 1 st Hazards Conference
21	Oct	1966 – Aberfan – 144 killed
	Oct	European Health and Safety Week
	Oct	TUC Inspection Day
	Nov	National Stress Awareness Day
14-18	Nov	Anti-Bullying week
18	Nov	1987 – Kings Cross Underground station fire – 31 killed
29	Nov	2013 – Glasgow police helicopter crash – 10 killed
	Dec	Disability History Month
1	Dec	World Aids Day
2-3	Dec	1984 – Bhopal disaster in India 20,000 killed
10	Dec	Human Rights Day
11	Dec	2005 – Buncefield Oil Storage Depot explosion – 50 injured
12	Dec	1988 – Clapham train crash – 35 killed
22	Dec	2014 – Glasgow bin lorry – 6 killed
27	Dec	2006 - Morecambe Bay helicopter crash – 7 killed

Useful Links: Key Resources

- **Alliance for Cancer Prevention**
<http://allianceforcancerprevention.org.uk/>
 - **Asbestos Victims Support Group Forum**
www.asbestosforum.org
 - **FACK Families against Corporate Killers**
Facebook 'Families against Corporate Killers'
 - **GMHC**
www.gmhc.org.uk
Facebook 'Greater Manchester Hazards Centre'
 - **Greener Jobs Alliance –**
www.greenerjobsalliance.co.uk
 - **Hazards Campaign and Conference**
www.hazardscampaign.org.uk
Twitter @hazardscampaign
Facebook 'We Didn't Vote to Die at Work'
 - **Hazards Magazine**
www.hazards.org
Facebook and Twitter @hazardsmagazine
To subscribe from your branch or as an individual email: sub@hazards.org
 - **HSE**
www.hse.gov.uk
 - **International Workers Memorial Day**
resources and information
<http://www.28april.org>
www.hazardscampaign.org.uk
 - **JUAC Joint Union Asbestos Committee**
www.juac.org.uk
 - **UK National Workstress Network**
www.workstress.net
 - **From Pink to Prevention:**
<https://frompinktoprevention.org/>
 - **Scottish Hazards Centre**
<http://www.scottishhazards.org/>
 - **TUC: Health and Safety**
<https://www.tuc.org.uk/research-analysis/reports/health-and-safety-resource-reps>
Joining a trade union -
www.tuc.org.uk/join/union
TUC Risks -
<https://www.tuc.org.uk/news>
- Trade Union websites have lots of health and safety resources.

Safety Reps Guide:

A short guide to Inspections, Risk Assessments, Facilities and Time off for Functions and Training, Challenging Workplace Stress, Some Important Dates and Useful Links



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