

By: Assistant Chief Fishery Officer

To: Kent and Essex Inshore Fisheries and Conservation Authority –
22 May 2018

Subject: Health & Safety Update

Classification: **Unrestricted**

Summary:

This report will provide Members with an update on the work carried out to date to ensure that Health & Safety requirements and legislation are complied with.

Recommendation:

This report is for **COMMENT** and **NOTING** only.

Background:

In 2015, following a review of all policies and on the advice of the auditors, the Health & Safety Policy was revised and updated taking into account the requirements of the IFCA. Members agreed this new Health & Safety policy and required that they review it annually.

- 1.1 As required within the policy the Assistant Chief Fishery Officer and the Office Manager have met twice to formally discuss any issues that had arisen with regard to health & safety. Matters discussed were as follows:
- Accidents or Incidents
 - Employee performance.
 - Sub-contractor performance.
 - To review and arrange the training and instruction of all employees
 - Review and monitor any action plans created following audits and site inspections, and to ensure identified corrective actions are implemented as appropriate.
 - Review the effectiveness of the Authority's policy information and its dissemination to its employees and sub-contractors.
 - Review and allocate individual responsibilities for health and safety throughout the Authority and to ensure that all individuals are made fully aware of their level of responsibility.

1.2 Since the last annual report two incidents have been recorded:

1.2.1 An officer cut their finger on the edge of a GRP hatch on PV Tamesis while undertaking maintenance. No time off work or need for intervention other than a dressing was required.

1.2.2 The bow of the RIB Nereus was sucked under during an attempt to come away from a cockle boat that had been boarded by an officer. This resulted in the RIB becoming partially filled with sea water before being drained by the crew. One officer was on board the RIB at the time.

This near miss incident was followed up by the ACIFCO who interviewed the member of staff as well as the skipper and crew from the cockle boat. The following actions/observations resulted:

- Risk assessments and operational procedures involving the RIBs were reviewed with the skippers to ensure all risks and mitigations had been identified and were relevant.
 - ❖ This review found that equipment and training levels for officers had received significant additional resource in the previous two years and that no further equipment was required.
 - ❖ It was recommended that RIB capsizing training for all operational staff be arranged to ensure that in the event of an escalation of this near miss to a capsizing event, officers would know how to proceed.
 - ❖ It was recommended that all operational staff be reminded of the risks involved in coming away from another vessel while in the RIB. In particular this should be highlighted in any operational planning and briefing where boarding using the RIB would be expected to occur.
 - ❖ Skippers would provide training days in health & safety issues at sea every six months in addition to those carried out as part of their normal safety checks.
- All of the equipment performed as intended and the officers' training and seamanship experience was evident.
- RIB-to-fishing vessel boarding operations were an unavoidably hazardous activity for fisheries enforcement, however the mitigation, equipment and training which was in place prevented an accident occurring
- No injuries resulted to the officer involved and no time off work was required.

1.3 External training undertaken by staff since May 2017 has been as follows:

First Aid training – seven staff

Conflict resolution – five staff

One day course for safe driving of a quad bike – two staff

Sea survival training – five staff

Confined spaces training – six staff

Basic firefighting – four staff

Manual handling training – eleven staff

Working at heights training – eight staff

All risk assessments continue to be reviewed on an annual basis or as required. Officers are seeking to arrange an external audit of the health & safety procedures that are in place, to be undertaken this year.

2 Financial Implications:

None identified in relation to agreed budget headings.

Recommendation:

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