



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority  
Finance and Resources Committee

# **MANAGEMENT OF OCCUPATIONAL ROAD RISK**

Report of the Chief Fire Officer

**Date:** 19 October 2018

**Purpose of Report:**

To provide Members with an overview of the activities associated with the management of occupational road risk and an update of progress made against the Road Risk Action Plan

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## **1. BACKGROUND**

- 1.1 The use of vehicles on Authority business remains one of the most significant risks on the Corporate Risk Register. This key corporate risk is monitored and managed in part by the Service Health, Safety and Welfare Committee. The Committee monitors progress against an action plan containing several risk mitigation measures.
- 1.2 The term occupational road risk encompasses a range of driving activities undertaken by the Service, including blue-light emergency response for fire appliances and officer cars, in addition to other journeys made for the purposes of work including 'grey fleet' journeys.
- 1.3 This report provides Members with information on the costs associated with 2018-19 motor insurance renewal together with an overview of vehicle accident performance and progress against the road risk action plan.

## **2. REPORT**

- 2.1 Nottinghamshire Fire and Rescue Service (NFRS) motor insurance was renewed on 1 April 2018. Renewal costs remained static at £158,644 plus IPT. To achieve this, it has been necessary to increase the policy deductible from £1,000 to £2,500 per claim.
- 2.2 A review of vehicle accident data for the year September 2017-September 2018 shows there were a total of 49 vehicle accidents. Of these 41 were associated with low cost higher frequency slow speed manoeuvring events.
- 2.3 There have been two high cost events. The first event was a forward collision on 12 January 2018 with a total cost of £42,898.03. The appliance, on its return from an incident, was turning a corner at 30mph when the driver took diversionary action to avoid an oncoming vehicle and struck the grass verge resulting in the appliance getting stuck in a ditch. The second event was a forward collision on 30 July 2018. Costs are based on an estimate at present. Vehicle T05W1 (Water Foam Unit) was overturned by the driver when exiting the motorway junction on a roundabout.
- 2.4 There has also been a low speed event involving an appliance undertaking a reversing manoeuvre where an employee suffered injuries whilst acting as a signaller to the reversing fire appliance. The Health and Safety Executive has confirmed that they wish to review this event and Members will be kept informed of any outcomes.
- 2.5 The current Road Risk Action Plan can be found at Appendix A to this report. Members will note that the focus of the action plan relates to developing driver skills and behaviours with the aim of reducing the frequency of slow speed manoeuvring accidents. These actions are in addition to NFRS's routine driver training and other fleet management activities.

### **3. FINANCIAL IMPLICATIONS**

- 3.1 The increase in the policy deductible from £1,000 to £2,500 per claim will result in a financial implication for the Service. The increased deductible was accepted to maintain motor insurance premiums at 2016-17 levels.
- 3.2 Event investigation training for line managers will incur costs of £10,000.
- 3.3 There is a small cost of £2,000 associated with increased frequency of driver license checking which is conducted by a third party on the Service's behalf.

### **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

NFRS's learning and development team are supporting the delivery of practical and e-learning training.

### **5. EQUALITIES IMPLICATIONS**

An equality impact assessment has not been undertaken because this report consolidates existing work streams that may themselves be subject to an equalities impact assessment.

### **6. CRIME AND DISORDER IMPLICATIONS**

There are no crime and disorder implications arising from this report.

### **7. LEGAL IMPLICATIONS**

There are no legal implications arising from this report at present.

### **8. RISK MANAGEMENT IMPLICATIONS**

This report provides evidence of the risk control measures which have been implemented in respect of the risk of using vehicles on Authority business. It is evidence of Member involvement in gaining assurance as to the management of a significant risk.

### **9. COLLABORATION IMPLICATIONS**

There are no collaboration implications arising from this report.

**10. RECOMMENDATIONS**

That Members note the contents of this report.

**11. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

John Buckley  
**CHIEF FIRE OFFICER**

## APPENDIX A

<b>ROAD RISK ACTION PLAN</b>							
<b>Ref No</b>	<b>Action Title</b>	<b>Action Details</b>	<b>Owner</b>	<b>Start Date</b>	<b>End Date</b>	<b>Progress</b>	<b>Comments</b>
1	To deliver event investigation training to all line managers to ensure the root cause of vehicle collisions is identified	Identification of root cause of events will maximise the opportunities for organisational learning. Root cause identification will also contribute to more effective performance data being available to provide evidence on which to base decisions.	Health, Safety & Environmental Advisor	1.10.18	01.04.19	Not started	Awaiting appointment of H, S &E Advisor - commences 1 October
2	Update signaller e-learning and make available via NFRS-Learn to all employees	An updated e-learning package is required to ensure that the training provided to employees is up to date and based on good practice. The package should be made available to all employees.	Learning and Development	01.07.18	31.08.18	On Track	Signaller e-learning package complete. For launch September 2018
3	Ensure that vehicle checks for appliances are codified and communicated to drivers via posters and RedKite	All drivers must complete vehicle checks at the start of each shift. A consistent approach is required to ensure all drivers are aware of and are undertaking checks to the same standard.	Engineering	28.09.17	01.09.18	On Track	Poster returned from print, ready to be distributed.
4	Ensure that training of drivers includes the risk associated with low speed manoeuvring, and that where necessary these skills (including the use of a signaller) are included in the relevant driver training courses	Performance data indicates that the majority of vehicle collisions occur when fire appliance drivers are conducting slow-speed manoeuvring. L&D to ensure that this is reflected in the course content of training courses by including tuition and assessment of slow speed manoeuvring.	Learning and Development	01/07/18	31/08/18	On Track	All drivers would have had input from driver trainers on low speed driving by the end of September. This is in addition to this activity being part of station training and recorded on Red Kite PDS.

Ref No	Action Title	Action Details	Owner	Start Date	End Date	Progress	Comments
5	Service Delivery line management engagement in vehicle collision reduction including nomination of Service Delivery lead for road risk	The communications plan identifies a range of interventions required to achieve the behavioural and cultural change necessary to reduce avoidable damage of Service vehicles. The action identified is included within the attached communications plan.	Service Delivery	01/10/18	31/03/19	Not Started	
6	Produce an article for the newsletter about the costs of vehicle collisions	The communications plan identifies a range of interventions required to achieve the behavioural and cultural change necessary to reduce avoidable damage of Service vehicles. The action identified is included within the attached communications plan.	Health, Safety and Environmental Advisor	01/10/18	31/12/18	Not Started	Awaiting appointment of H, S &E Advisor - commences 1 October
7	Arrange for Stuart Gemmell from Gallagher Bassett to present a road risk workshop to middle managers	The communications plan identifies a range of interventions required to achieve the behavioural and cultural change necessary to reduce avoidable damage of Service vehicles. The action identified is included within the attached communications plan.	Risk Manager	16.08.2018	31/12/18	Not Started	An appointment had been arranged with Gallagher Bassett to discuss a potential date and the scope for the training.

Ref No	Action Title	Action Details	Owner	Start Date	End Date	Progress	Comments
8	Produce an article for the newsletter about Driving School and how drivers are trained. To include key aspects of training we would like to remind crews about	The communications plan identifies a range of interventions required to achieve the behavioural and cultural change necessary to reduce avoidable damage of Service vehicles. The action identified is included within the attached communications plan.	Learning and Development	01/07/18	31/09/18	On Track	Corporate comms team to 'interview' driver trainers and an article will be formulated from this.
9	Communicate lessons learned from all events – including vehicle collisions	Organisational learning to be aligned with National Operational Guidance – good practice in Organisational Learning. Includes the communication of lessons learned through case studies and other routes to ensure continual improvement of organisational performance.	Health, Safety and Environmental Advisor	01.07.18	31.10.18	On track	Draft Organisational Learning Procedure produced. Requires consultation and includes communication of learning. OAT Bulletin format reviewed to enable more timely communication of information. System required for the production and communication of case studies to promote learning.
10	Review driving safety section of the written safety policy	Review policy to ensure it is up to date and clearly defines roles and responsibilities. Once completed the policy should be published and communicated to all employees via NET Consent to provide auditable acknowledgement of the policy.	Health, Safety & Environmental Advisor	1.10.18	31.01.19	Not Started	Awaiting appointment of H, S & E Advisor - commences 1 October

Ref No	Action Title	Action Details	Owner	Start Date	End Date	Progress	Comments
11	Review skills development training for driver trainers	Ensure regular skills development training is provided to driver trainers including consideration being given to the inclusion of a more coaching based approach, knowledge of human factors, individual differences and performance issues.	Learning and Development	01.10.18	01/11/18	On Track	Driver trainers are involved in driving event investigation as required and are aware of the factors that influence poor driving standards. Awaiting appointment of H, S &E Advisor - commences 1 October to support this initiative.
12	Review mini bus and PCV training	Review existing training to ensure that established Minibus Driver Assessment and Training Scheme standards be applied to this type of skill evaluation and development.	Learning and Development	01/06/18	31/07/18	Complete	One driver trainer is qualified to teach minibus driving within the MIDAS standards
13	Audit tax, MOT and insurance compliance of vehicles that are driven for work and are not owned by NFRS	Request that those employees driving their own cars for work provide proof of vehicle tax, business use insurance (including blue light cover where appropriate) and a valid MOT certificate for their vehicle.	To be assigned	Not Started	31/3/19	Not Started	