



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: 29 March 2019

Purpose of Report:

To provide Members with an overview of the activities associated with the management of occupational road risk.

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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.
- 1.2 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 many risk mitigation measures.
- 1.3 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.
- 1.4 This report provides Members with information on the costs associated with 2019-20 motor insurance renewal together with an overview of vehicle accident performance and progress against the road risk action plan.

2. REPORT

- 2.1 The management of Occupational 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 Nottinghamshire Fire and Rescue Service's (NFRS) routine driver training and other fleet management activities.
- 2.2 The Service has recently finalised insurance covers for the financial year 2019/20. The cost of the insurance has increased slightly from £158,762 to £167,818. This increase is attributed to a change to the make-up and value of the light fleet and is not as a result of vehicle claims history.
- 2.3 In addition to the work outlined as part of the road risk action plan, Nottingham Trent University has provided the Service with four driver training packages which are designed to be used to supplement existing driver training in the area of hazard perception. These are to be rolled out via the Service's E-Learning system.
- 2.4 Collaboration opportunities are being investigated with Nottinghamshire Police and with regional fire and rescue services to ensure that driver training syllabi are aligned to best practice.

3. FINANCIAL IMPLICATIONS

The effective management of occupational road risk is designed to reduce the frequency and severity of vehicle collisions and therefore reduce the financial consequences of both insured and uninsured losses.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

NFRS's Learning and Development Team are supporting the delivery of both practical and e-learning training to blue-light drivers.

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.

8. RISK MANAGEMENT IMPLICATIONS

- 8.1 The failure of the Authority to effectively manage the risks to which it is exposed poses a risk, particularly where there is a systemic failure that could leave the Authority and individual managers at risk of legal action.
- 8.2 This report provides evidence of the risk control measures that 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 actions which are being taken by the Service to reduce the risk associated with Occupational Road Risk.

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

None.

John Buckley
CHIEF FIRE OFFICER

Ref No	Action Title	Action Details	Owner	Start Date	End Date	Progress	Comments
1	Deliver event investigation training to all line managers to ensure the root cause of vehicle collisions is identified	Identification of root cause of events to maximise the opportunities for organisational learning. Root cause identification should contribute to effective performance data being available to support evidence from which decisions are based.	Health and Safety Advisor	01.10.18	01.04.19	On Track	Training arranged for May 2019
2	Update signaller e-learning and make available via NFRS-Learn to all employees	An updated e-learning package is required to ensure training provided to employees is based on good practice and is up to date. The package should be made available to all employees.	Training Delivery Manager	01.07.18	31.08.18	Closed	Signaller video filmed. Meeting on 24th July to have rough cut signed off by driving school. Narration then required to complete project for upload to LMS end of August.
3	Ensure vehicle checks for appliances are codified and communicated to drivers via official posters and RedKite	All drivers to complete vehicle checks at the start of each shift. A consistent approach required to ensure driver awareness in undertaking checks to the same standard.	Engineering Manager	01.07.18	07.11.18	Closed	Drivers now complete using Redkite, posters ordered.
4	Ensure training of drivers on courses includes the risks associated with low speed manoeuvring (where necessary include signaller training)	Performance data indicates most 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.	Group Manager	01.07.18	07.11.18	Closed	Training sessions from slow speed manoeuvring will be delivered to all stations by the end of September. Red Kite PDS now includes low speed driving and end e-learning package will be complete by the end of September.

5	Service Delivery Line Management Engagement in vehicle collision reduction including nomination of Service Delivery lead for Road Risk	The Service communications plan identifies a range of interventions required to achieve the behavioural and cultural change necessary to reduce avoidable damage of Service vehicles. Actions required as documented in the communications plan.	Service Delivery Group Manager	01.07.18	31.01.19	Closed	Functional Management matrix in place and responsibility assigned.
6	Produce an article for the newsletter about the costs of vehicle collisions	The service communications plan identifies a range of interventions required to achieve the behavioural and cultural change necessary to reduce avoidable damage of Service vehicles. Actions required as documented in the communications plan.	Head of Corporate	01.07.18	15.03.19	Closed	An article to be produced and featured in the Operational Assurance bulletin explaining vehicle collisions costs 15th March.
7	Arrange for insurance consultants to present a road risk workshop to middle managers	The service communications plan identifies a range of interventions required to achieve the behavioural and cultural change necessary to reduce avoidable damage of Service vehicles. Actions required as documented in the communications plan.	Risk Manager	01.07.2018	01.03.19	Closed	Presentation delivered to Service Delivery middle managers 1 st March 2019.
8	Produce an article for the newsletter about Driving School and how drivers are trained. To include key aspects of training crews	The service communications plan identifies a range of interventions required to achieve the behavioural and cultural change necessary to	Group Manager Learning and Development	01.07.18	31.09.18	Behind Schedule	Corporate Communications team requested to 'interview' driver trainers. Group Manager, Learning & Development to assist in formulating an article

	are required to know.	reduce avoidable damage of Service vehicles. Actions required as documented in the communications plan.					incorporating 'interview' outcomes.
9	Communicate lessons learned from all events – including vehicle collisions	Organisational learning to be aligned with National Operational Guidance – good practice in Organisational Learning to include lessons learned from various sources such as case studies to ensure continual improvement of organisational performance.	Head of Corporate / Station Manager	01.07.18	31.10.18	Closed	Case study template in place. Internal communications channels used to communicate relevant local and national learning. Recommendations from vehicle collisions included as part of organisational learning system which is tracked via Service Health, Safety and Welfare Committee
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 and Safety Advisor	01.10.18	15.03.19	Closed	Policy reviewed and subject to consultation to be published April 2019
11	Review skills development training for driver trainers	Ensure regular skills development training provided to driver trainers including consideration given to a coaching based approach, knowledge of human factors, individual differences and performance issues.	Group Manager	01.10.18	21.01.19	Closed	Driver trainers involved in driving event investigation as required. Driver Trainers met with insurance consultant to discuss coaching based approach, knowledge of human factors, individual differences and performance issues which may influence poor driving standards.

12	Review mini bus and PCV training	Review existing training to ensure that established Minibus Driver Assessment and Training Scheme (MiDAS) standards be applied to this type of skill evaluation and development.	Group Manager	01.06.18	31.07.18	Closed	Driving school appointed a dedicated D1 qualified examiner, D1 qualified examiner to review MIDAS standards.
13	Audit tax, MOT and insurance compliance of vehicles that are driven for work and are not owned by NFRS	Request that employees driving their own cars for work purposes provide proof of vehicle tax, business use insurance (including blue light cover where appropriate) and a valid MOT certificate for their vehicle.	Fleet Manager	01.01.19	01.04.19	Behind Schedule	
14	Presentations/training produced by Nottingham Trent University ready to be used a part of driver training.	Training packages to be obtained and used in conjunction with DVSA training for all drivers.	Health and Safety Advisor	01.07.18	30.04.19	On track	Presentations produced by Nottingham Trent University reviewed and packages now with Driving School. Driver trainer reports liaising with digital learning resource developer to create a new e-learning package incorporating the various tests created by NTU.