

Service Delivery Plan 2013/2014



Health, Safety and Wellbeing in Slough



The Consumer Protection & Business Compliance Group

Consumer Protection & Business Compliance is an outward facing service group made up from the:

- **Trading Standards,**
- **Food & Safety and**
- **Licensing Teams**

Our aim is to achieve a safe, healthy and fair trading town for our residents, businesses and visitors. The wide ranging work of the group is risk based and fundamental in creating a level playing field in which responsible businesses can flourish and our communities remain protected from rogues.

Health & Safety Service

Here are some interesting facts that you may not know about Slough Borough Council's Health and Safety Service.

We are responsible for enforcing health and safety in approximately 1,120 business premises including offices, warehouses, residential care homes, leisure centres, shops, pubs and restaurants.

Employees and members of the public made 100 complaints about health and safety last year in relation to, for example, slip or trip hazards, faulty lifting equipment, workplace temperatures and electrical safety.

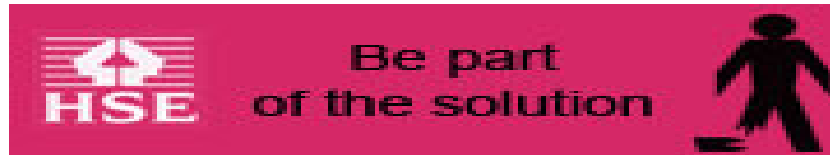


Slough Borough Council plays a major role in protecting the health, safety and welfare of employees and members of the public in Slough.

We achieve this by targeted projects, inspections, seminars and media campaigns to help reduce accidents and ill health in the work place and to protect others from risks.

We have adopted a 'sensible risk management approach' in line with

'The Health & Safety of Great Britain\\ Be part of the solution' the Health & Safety Executive (HSE) strategy.



The HSE and local authorities, as co-regulators for health and safety legislation have a vital role to play in ensuring that the regulatory system:

- is focused on better health and safety outcomes and not purely technical breaches of the law;
- makes it as straightforward as possible for business, and in particular, small businesses, to deliver a healthy and safe working environment;
- is enforced in a manner which is proportionate to risk;
- avoids placing unnecessary burdens on businesses which manage health and safety effectively; and
- maintains a strong deterrent against those who fail to meet their health safety obligations and put their employees at material risk thereby also deriving an unfair competitive advantage.

The health & safety service is delivered via the Food & Safety Team. The team actively supports and works with businesses through various projects such as, Primary Authority, Estates Excellence; asbestos 'duty to manage' and safety in butchers' shops – all helping businesses to assess risks and put in place practical controls, which comply with the detailed regulations and Codes of Practice in these areas.

We work to help safeguard migrant and other vulnerable workers linking in with the Private Sector Housing Team.

By working with the Police and other agencies we also help to reduce incidents of violence and robbery in retail and licensed premises.

The purpose of this plan is to let you know how we are going to achieve the various measures that we will be taking, in conjunction with our partners and other agencies, to enhance public health, safety and wellbeing.

We will do this by:

- Providing advice and information to Slough businesses and residents
- Inspecting businesses on the basis of risk so reducing the burden on compliant businesses whilst targeting those that seek to gain an advantage from non- compliance
- Investigating complaints and listening and responding to your concerns

- Investigating accidents, giving priority to those involving major injury or death in the workplace
- Developing safety and health promotion initiatives
- Consulting our customers on the quality of our service
- Working in partnership with others to improve our outcomes for Slough. For example - The Health & Safety Executive, Slough Business Community Partnership, Thames Valley H&S Group, UK Border Agency, Thames Valley Police, the Royal Berkshire Fire and Rescue Service and other council teams.

We are committed to helping change the health and safety culture in Britain and retain common sense in the approach we take to ensuring the protection of employees and the public.

Good Health and Safety, Good For Everyone.

We will work in partnership with the other enforcing authorities and stakeholders to reduce the inspection burden on business alongside focussing on better outcomes.

We will continue to refine our intervention strategies for business by further improving the targeting of relevant and effective interventions and preserving inspection for higher risk premises. This should lead to a reduced number of proactive inspections and will free up capacity for more effective outcome focussed interventions.

Greater emphasis will still be placed on reactive work, dealing with complaints, accidents and incidents in accordance with Government directive to target those businesses that are poor performers and not meeting the requirements under health and safety legislation.

This plan is reviewed annually and we welcome your views, comments and suggestions on how it can be improved.

Please forward your views to Ginny de Haan, Head Consumer Protection and Business Compliance, St Martins Place, 51, Bath Road, Slough. SL1 3UF
Tel: 01753 875255 or e-mail:

ginny.dehaan@slough.gov.uk

To find out more about our service and initiatives that we are planning this year please read on or visit our website at :

<http://www.slough.gov.uk/business/health-and-safety/>

Proud to be Slough



Our Vision

The focus of work within the Health & Safety service is to ensure that the Council is able to fulfil its statutory obligations under the relevant legislation and that this is geared towards Sloughs specific community and business needs, based on local intelligence, our work with partners, the Sustainable Community Strategy (SCS) and the Joint Strategic Needs Assessment (JSNA) incorporating wherever possible the key themes of

- economy and skills
- health and wellbeing
- housing
- regeneration and environment
- safer communities

Our work also supports the two cross-cutting themes of the SCS; civic responsibility and promoting the image of the town.

One aim is to protect and enhance public health and wellbeing whilst supporting local businesses. We will achieve this through the attached Action Plan; this should be read in conjunction with our Enforcement Policy which aims to ensure a graduated approach to enforcement based on risk.



The Enforcement Policy reaffirms our commitment to carry out our duties in an open, fair and consistent manner. We recognise that most people want to comply with the law; therefore, we want to support and enable them to meet their legal obligations without unnecessary expense. Assessment of risk and the likelihood of reoccurrence are major factors in our enforcement decisions. Firm action, however will be taken, including prosecution, where appropriate.

The service plan sets out the actions we are taking to enhance and improve health, safety and wellbeing in Slough

How did we perform?

Our service plan will be reviewed on an annual basis and provides the opportunity to record our achievements and identify those key issues that still need to be addressed.

The health & safety service can be divided into key activities and projects namely:

- Primary Authority Advice
- Inspections of high risk businesses
- Promotion of health, safety and wellbeing awareness including Smoke Free advice and enforcement; Asbestos – Duty to Manage.
- Estates Excellence – promoting leadership in the business community
- Work Safe Slough – support with work related violence and aggression
- Butcher Safety – safeguarding employees using dangerous machinery
- Accident investigations
- Legionella Controls - assessments, registration and inspection of cooling towers. Advising on the safe maintenance of showers, spa baths and other potential sources of harmful Legionella bacteria in commercial premises
- Listening to and responding to complaints from the public, employees and businesses
- Neighbourhood working on local safety concerns
- Protection of vulnerable and migrant workers

During 2011/12 our key achievements included

Primary Authority Scheme

We have changed the way in which advice is provided to businesses with the establishment of Primary Authority Partnerships; this has brought many advantages to businesses in Slough.



Primary Authority Partnerships comprises a legally binding contract between the Authority and a business to provide ongoing specialist advice on specific areas of regulation applicable to that business, such as health & safety, food safety, fair trading, product labelling and product safety. Our Officers are able to provide companies trading across council boundaries robust and reliable advice, through the creation of these

legal partnerships. The scheme also provides a safety net to ensure that local authorities are consistent in the way they regulate businesses.

Since the introduction of Primary Authority partnerships in Slough in April 2011 we have already secured 32 successful PA partnership agreements with the following companies – 1 & 1 Internet, Acer, Azko-Nobel (ICI), Black & Decker, Burger King, Citroen, Fiat, Food Partners, Garden Centre Group, Grosvenor Consumer Products, Group SEB, Herbalife, Horlicks, Jumbo Ltd, LG, Mars, Mars Drinks, Mitchell Group usa, Parking Control Management [PCM], Ragus Sugars, Reckitt-Benckiser, Rollover.com, SuperDrug, Telefonica Uk Ltd [02], Autodata, GRAB Distribution, Perry Bishop & Chambers Ltd, Innovation bites and Bluebird Sports Drinks Ltd. This service is uniquely provided by in house Environmental Health & Trading Standards officers. Our portfolio of PA partners is set to continue to grow.



Cost recovery is an essential element of the contracts and applicable to Primary Authority businesses with an hourly charge for any work undertaken. Although the scheme is relatively new to Slough Borough Council, almost £78,500 costs were recovered during 2012/13, **an increase of 40%** from £56,000 in 2011/12. Projected income for 2013/14 is £120k. This cost recovery enables the Council to support businesses in Slough and increase the availability of specialist officers who are funded from PA cost recovery at no extra cost to the Council. Last year 728 interactions with all our PA companies were successfully completed; a high proportion of these were satisfied consumer complainants.

As a Primary Authority we have already had communication with many other Councils to ensure that inspection and enforcement action reflects the advice we have already given, and is proportionate. We continue to work with the businesses to produce national inspection plans, and give guidelines to other councils to avoid unnecessary checks and tests.

The number of businesses joining in Primary Authority Partnerships with the Council continues to grow and this will have a profound impact upon how we deliver the service requiring a flexible approach to our management of resources.

More information on Primary Authority Partnerships can be found on the website <http://www.bis.gov.uk/brdo/primary-authority>

Businesses that would like to join the Scheme can either contact 01753 875255 or e mail primary.authority@slough.gov.uk

Accident Investigations

The team received **210** accident notifications, a 15% increase from the previous year. Of these accidents;

- **56%** were related to slips and trips
- **9%** were related to manual handling



During 2011/12, we have noticed a reduction in the number of physical assaults on employees and other incidents of workplace violence in the retail, late night takeaway, taxi business and leisure gaming sectors.



We have devoted resources and worked in partnership with Thames Valley Police and businesses to assess the risk of workplace violence in individual workplaces, increased staff awareness and trained them on proactive preventative measures.

We can also report a significant reduction in incidents involving workplace transport that in previous years have arisen from the misuse of fork lift trucks, movement of delivery vehicles and unsafe practices performed whilst loading and unloading at retail and warehouse premises within the borough.



Workplace transport risks and control measures to safeguard persons, both employees and public, remain a high priority, however and will continue to be assessed during every workplace inspection.

The need for businesses to report accidents, to examine why the accident has happened and deal with potential risks continues to be a high priority and is included in our advice and support.

Complaints about health and safety in Slough

We responded to 100 complaints and enquiries about health & safety issues which included;

- Defective passenger lifts and other lifting equipment, including fork lift trucks.
- Requests for advice about asbestos risks, removal and disposal.
- Low temperatures in work environments during the winter months
- High temperatures and uncomfortable workplace environments during warmer months
- Welfare at work, including stress related concerns, special provision for expectant mothers and provision for young persons at work and on work experience.
- Unsafe practices in the cosmetic beauty industry.
- Various unsafe work practices in different sectors, including childcare activities, children's' activity centres. and sports and leisure clubs
- Controls required for water cooled air conditioning systems and other water systems in relation to Legionella
- Concerns about electrical and gas safety, including proper testing regimes.

Health & Safety Inspections

We target our resources on an assessment of risk to ensure that **100%** of high risk premises are inspected and our projects such as Estates Excellence, Work Safe Slough and Butcher Safety are commissioned in response to local evidence of risk.

Heightened awareness, nationally, led to increased emphasis on gas and electrical safety issues in the catering sectors.

Cooling Tower Registration

We have re- registered **21** premises with a total of **33** cooling towers. This is a significant reduction from 2008 when **63** cooling towers were registered - a result of several water based cooling systems being decommissioned due, in part, to the high cost of maintenance and water treatment involved and also as a result of the continuing development of quieter, more energy efficient, dry ventilation systems.



Registration of wet cooling towers and evaporative condensers, with the Local Authority, is a legal requirement.

An important part of the registration and monitoring process is the assessment of stringent controls to prevent multiplication and possible infection with Legionella together with scrutiny of the businesses' own sampling procedures and results. On-site inspections are also carried out for those systems where the Council is the enforcing authority for health and safety.

Working with partners

We recognise that working with partners can increase our capacity to deliver health & safety solutions for businesses in Slough. During 2012/13 we worked to develop the following important projects.

■ Slough Working Well

We continue to work with the Slough Business Community Partnership the PCT, HSE, Slough Community Leisure and many others to promote Slough Working Well project which was launched in 2010.



A programme of events takes place regularly to provide advice and give guidance to businesses and employees about workplace health and wellbeing.

■ Construction Safety



Jointly with the HSE and SBC's Building Control Team, we monitor development and construction activities within the borough and react immediately to complaints or concerns about dangerous structures, demolitions, unsafe work practices and work with asbestos so as to safeguard both the public and construction workers.

In partnership with HSE, Flexible Warrants allow Slough Borough Council Environmental Health Officers to work in premises where the HSE are the enforcement authority for health & safety and for HSE inspectors to also operate in local authority enforced premises in Slough.

Of particular note last year was the attendance by Inspectors from the Food & Safety Team to monitor and stop unsafe work activity involving asbestos, dangerous scaffolding and other hazardous activities at construction sites in the Borough.

Enforcement Action

We have adopted a comprehensive set of measures to protect residents of Slough, people who work here and visitors and promote sensible risk management. We actively work with businesses and other stakeholders to achieve our shared goals.



Any enforcement action by us will be graduated, proportionate and in accordance with the council's enforcement policy, which is currently under review.

Enforcement action was taken by the Health & Safety team in 2012/13 in the form of 3 Improvement Notices being served on business owners relating to –

- dangerous electrical systems in two premises
- insufficient risk assessment in a care home

Immediately dangerous situations reinforce the necessity for safeguards to be in place to prevent dangerous occurrences and reduce risk of injury. They also reinforce the importance of verification checks by both employers and enforcing authorities. By maintaining a competent trained inspectorate Slough Borough Council fulfils its obligations under the Health & Safety at Work, etc., Act 1974

THE OLYMPICS 2012

During 2012 our service prepared for the Olympics in a significant co-ordination approach with other Council teams to ensure that businesses were aware of their responsibilities and that residents and visitors to the borough had confidence in their Olympic experience in Slough.

These advance preparations were essential as Slough was a major transport hub and adjacent to the rowing events at Dorney for both the Olympics and Para Olympics as well as the earlier torch relay passing through the town. We were anticipating an increase in demand on our businesses such as hotels, shops, restaurants, public houses and taxis and we took action to ensure that businesses continued to trade legally, that no short cuts or health risks were taken.

To assist and support businesses we undertook additional pre event inspections to ensure they were safe. We also provided information on safe food preparation particularly in respect of food prepared in advance when businesses were expecting a sudden influx of customers.

This increase in business was potentially seen as an opportunity for any less reputable businesses to take advantage over legitimate traders; special duty officers were available throughout the torch relay and games period to respond to any concerns or complaints.

The results demonstrated our efforts were a great success as there was no increase in health & safety complaints during the Olympic period.



Variation from service plan

Departures from this service plan will be exceptional, capable of justification and be fully considered by the Head of Consumer Protection and Business Compliance, Ginny de Haan, before varying action is taken. Reasons for any departure will be fully documented.

Areas for development

We are always striving to move the service forward. In order to achieve this, we set targets to identify areas for development during the coming year. These include, continue to improve the information about health & safety on the Council's website to support businesses in Slough with compliance and awareness of sensible risk management.

Service Standards

Providing excellent customer services is one of our key priorities. In order to achieve this we will always:

- Be polite, friendly and offer a helpful service
- Take the time to listen and explain things
- Provide accurate information and advice, in a clear and straightforward way
- Deal with enquiries immediately, but if this is not possible, tell you who we have passed your enquiry to and their contact details
- Keep you informed of progress and the outcome of our investigations
- Treat you fairly and with respect



Customer Pledge

We aim to provide every customer with a quality service and will seek feedback from you to help further improve the quality of the services we provide. A manager will contact you personally if you are unhappy with the service received.

In addition, we have introduced the following standards against which we will monitor the responsiveness of our service, namely:

Service Standard	Target / Response Times
Respond to customer complaints and enquiries	Within 5 working days
Provide a full response	Within 10 working days

Customer Feedback

Last year **93%** of our customers said they were satisfied or very satisfied. The team is committed to working with local businesses and the local community to further improve levels of satisfaction and continually strives to provide a fair, consistent and quality service. We aim to enhance the quality of life of residents within the borough. All feedback received is used to inform and improve our service and we hope to improve on our customer satisfaction levels in the year ahead.

Our quality assurance procedures assess the work of our officers to ensure that it meets the high standards set for the service.

Resourcing

The Food & Safety team employs **5 FTE** Full Time Equivalent. The FTE available for health and safety work is **1.5 FTE**.

During 2012/13 the team experienced considerable resourcing pressure arising from the need to undertake detailed investigations; including a work related death incident and a number of other serious accident investigations.

Staff Development

On going personal development of the work force is paramount to ensure a comprehensive service is provided to the customer, whilst maintaining continuous improvement and providing value for money.

Benchmarking

The Head of Food, Safety and Businesses Support has been trained as a 'Peer Challenger' and has carried out peer challenges in two other unitary authorities. This gives a useful insight and comparison for the team.



The work in relation to compliance to the Section 18 Standard also provides an 'excellence standard' for benchmarking the service.



The health & safety action plan for 2013/14, which outlines our planned work for the year is detailed in Appendix A.

Appendix A - Health & Safety Action Plan 2013/14

Directorate: CUSTOMER AND COMMUNITY SERVICES	Service Manager: Levine Whitham, Food & Safety Manager
Division: Enforcement & Regulatory Services Consumer Protection & Business Compliance	Budget: £101,00.00
	Number of staff employed: 1.5 FTE
<p>Service Objectives:</p> <p>Provide a value for money health & safety service within the Food & Safety Team with excellent customer focus and well motivated competent staff. The timely delivery of specific statutory work plans, evidence based initiatives focused upon local priorities; joint working with partners both within and beyond the Council to improving the quality of life for Slough residents, visitors and those that work in Slough.</p> <p><u>Health and Wellbeing</u> <u>'Improve local people's health and quality of life.'</u> Ensuring serious work related risks, such as legionella and asbestos are controlled, and taking action in our role as enforcing authority for health & safety issues where there are evident concerns</p> <p><u>Economy and Skills</u> <u>'Maintain growth and attract business in the town'</u> A quality business is a safe business - providing support for local employers to manage risks sensibly.</p> <p><u>Regeneration & Environment</u> <u>'Encourage private sector investment'</u> provide reliable and quality regulatory advise for businesses to reduce red tape and regulatory burden for both small and large businesses based in the town</p>	

ACTION PLAN FOR 2013/14					
Service Activity	Priority	Targets and anticipated Outcomes	Key Actions	Responsible Officer	Completion Date
Primary Authority Regulatory Services Wide Scheme	Economy and Skills	Refer to separate Action Plan for Primary Authority Continue PA business growth in line with projected target Response times in line with Customer Charter and Pledge Feedback from PA businesses Hours of advice provided Amount of 'formal' advice issued ? Number of businesses in Portfolio Improved standards within partners business, with less enforcement action taken by Enforcement authorities,	Refer to separate Action Plan for Primary Authority Designated officers to work closely with Primary Authority businesses to: <ul style="list-style-type: none"> • develop partnership working relations with PS client businesses • provide specific advice in relation to management systems & procedures and controls adopted by the company nationally • issue 'formal PA advice' where procedures and controls are deemed suitable and compliant • handle referrals from other local authorities and central government bodies on behalf of that business • publication of Inspection plans • Issue of advice and guidance to other Enforcement Authorities on the companies activities • maintain an accurate record of any advice and guidance • hold meetings with partner businesses on a regular timetable of mutual agreement. Document actions, decisions and time spent with the business on FLARE	Keith Eaglestone (PAM)	Ongoing
	Health & Wellbeing			Ginny de Haan Trading Standards Manager Levine Whitham Mick Sims All Officers	Monthly Reports on hours and income generation Quarterly Review Yearly overview of contract

Service Activity	Priorities	Targets and anticipated Outcomes	Key Actions	Responsible Officer	Completion Date
High Risk Inspections Other Inspections at HSE direction.	Balanced Score Card Health & Wellbeing Economy and Skills	<p>Number of inspections to be completed within due date -100%</p> <p>HSE-specific inspection targets -TBA</p>	<p>'A' rated premises</p> <p>Unrated premises to reviewed and risk assessed focussing on sector-specific premises <u>Allocation of inspections due on a quarterly basis</u></p> <p>Delivery in line with LAC 67-2 rev 3 – Guidance to Local Authorities on Targeting Interventions</p> <p>Awaiting New National Code for Local Authority Enforcement and will review Key Actions to include HSE-Specific Inspection Targets and Local intelligence-led Inspections, including local priorities</p>	<p>Bill Campbell</p> <p>Tahir Baig (FLARE)</p> <p>All officers to support</p> <p>Levine Whitham/ Bill Campbell and officers to support</p>	<p>March 2014</p> <p>Monthly review</p> <p>TBA</p>
Food Premises	Balanced Score Card Health & Wellbeing Economy & Skills	<p>Number of Food Premises Inspections and Visits to include Health and Safety – 100%</p>	<p>Consider Health and Safety during all visits.</p> <p>Imminent concerns; gas safety, electrical safety, pressure vessels, equipment guarding, slips and trips.</p> <p>Review officer inspection pro-formas, Flare in-putting and guidance.</p> <p>Arrange for full Health and Safety Inspection for poor performers/ major concerns.</p> <p>Liaison with Fire Officer where appropriate.</p>	<p>Ann Stewart/ Bill Campbell</p> <p>All Officers</p> <p>Bill Campbell/ Ann Stewart</p>	<p>March 2014</p> <p>Quarterly Review</p>

Service Activity	Priorities	Targets and anticipated Outcomes	Key Actions	Responsible Officer	Completion date
On-going investigations and prosecutions	Health & Wellbeing Economy and Skills	Work in line with Enforcement policy, prosecutions template and internal procedures Adhere to timescales for prosecution file submission	Allocation of resources to adequately respond to serious incidents to comply with statutory enforcement obligations	All officers	On going Assessment during 1:1 meetings and Case Reviews
Incidents Accident or complaint investigations; service request response	Balanced Score Card Health & Wellbeing Economy and Skills	% Response within Customer Charter and Pledge timescales	Assessment and response to accident notifications, complaints and service requests relating to work place health, safety and wellbeing; including referrals from HSE Imminent concerns; falls from height, slips and trips workplace transport etc. Priority to work related death, serious injury, lift/lifting equipment reports Promotion of sensible risk management	All officers	On going

Service Activity	Priorities	Targets and anticipated Outcomes	Key Actions	Responsible Officer	Completion date
Legionella Controls. Registration of Cooling Towers	Regeneration & Environment	Number of cooling towers registered – 100%	Update of the register of cooling towers in Slough and monitor the controls in place to minimise risk of Legionella infection.	Bill Campbell	Ongoing Monthly review
	Health & Wellbeing	Number of risk assessments verified - 100%	Inspect individual premises at change in management, water treatment company; significant change in risk assessment/water treatment; alteration, replacement or shut down of plant.	Bill Campbell	Ongoing
	Economy and Skills	HSE National Project of Legionella Control	Undertake requirements of HSE's National Legionella Project to include surveys and inspections of premises. Project Brief to be produced by HSE during Quarter 1 of 2013/14.	All officers to support	TBA
Promotion of Health & Safety	Health & Wellbeing	Quarterly up-dates completed to website	Review Slough BC web site for information and advice on H&S and direct to HSE website where possible. Review HUB training.	Bill Campbell	March 2014
	Economy and Skills	2 newsletters per year	Increase awareness of health & safety issues via local press, the Council's website and the publication of Newsletters	All officers to support	Quarterly review
		Number of press releases	Regular press releases for new Guidance, Legislative change Produce H&S information pack for new business start-ups. Liaise with FSB, SBCEP, etc.	Ensure accurate data recording on FLARE as interventions.	

Service Activity	Priorities	Targets and anticipated Outcomes	Key Actions	Responsible Officer	Completion Date
Asbestos – Duty to manage	Health & Wellbeing	Number of ASB5 (Licensed Works) assessed 100%	Assessment of controls in place for minimizing risks from exposure of asbestos fibres. Inspect for safe working and legal compliance. Link to National and local promotional work	Bill Campbell	March 2014 and ongoing
	Regeneration & Environment	Number of Non-Licensed works assessed 100%	Receipt of notifications and inspect as necessary.	Bill Campbell	Ongoing
		Respond to enquiries about asbestos	Give accurate, easy to understand, advice.	Bill Campbell	Ongoing
		Update information on Council website	Joint work with Cleansing, Environmental and Housing Teams	Bill Campbell	
Care Homes	Health & Wellbeing Economy and Skills	Sector specific project targets based on number of interventions and improvements achieved.	HSE Toolkit adapted to Slough needs. Liaison with Martin Lower and others in CWB	Levine Whitham All officers to support	TBC

Service Activity	Priorities	Targets and anticipated Outcomes	Key Actions	Responsible Officer	Completion Date
<u>Slough Specific</u>					
Slough Safety Advisory Group	Health & Wellbeing	Attend SAG meetings. Take necessary follow-up action	Attend meetings and advise on H&S standards and requirements. Inspect and enforce for H&S where necessary	Bill Campbell	Ongoing
	Economy and Skills				
	Regeneration & Environment				
Slough Working Well		Link to SWW work plan; supporting partnership with SBCP, PCT,NHS, etc. Meets HSE intervention criterion.	Attend meetings and help facilitate work detailed in work plan	Bill Campbell	Ongoing
Thames Valley H&S Group		Support partnership with Private Sector businesses. Meetings attended. Meets HSE intervention criterion.	Attend meetings and advise on enforcement issues, changing H&S standards, legislative change, etc.	Bill Campbell	Monthly

<p>Identification, with local partners and other SBC teams, of key risks that impact specifically upon Slough</p> <p>Berkshire H&S Liaison Group</p> <p>London and South East Boroughs' Asbestos Group</p> <p>Internal Procedures for H&S including Officer Competency and QA</p>		<p>Joint outcomes achieved</p> <p>Projects scoped to meet these evidenced needs</p> <p>Regional H&S Strategy Group. Jointly with Berkshire LAs and HSE</p> <p>Regional Asbestos Consultation and Strategy Group. Jointly with Boroughs, HSE and invited interest groups</p> <p>Review all internal procedures</p> <p>Implement QA</p>	<p>Maintain links with local partners and other SBC Teams to gain an awareness of changing/ emerging work/risk activities in Slough.</p> <p>Participate in Crime Reduction and Environment (CRED) events</p> <p>Attend meetings and agree regional strategies. Keep up to date in developments in H&S delivery and changes in statutory requirements</p> <p>Attend meetings and consult on asbestos issues and standards.</p> <p>Agree consistencies of approach on asbestos issues</p> <p>Consult on legislative and guidance changes</p> <p>Review procedures at time of legislative or guidance/standards change.</p> <p>Ensure compliance with S18 Standard (soon to be National Code requirements) including competencies of Inspectors by RDNA and GRIP.</p>	<p>All officers to support</p> <p>Bill Campbell</p> <p>Bill Campbell</p> <p>Bill Campbell All officers to support</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
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