



PROGRESS ON

SECURING HEALTH TOGETHER IN THE BRADFORD DISTRICT

A LOCAL OCCUPATIONAL HEALTH AND SAFETY STRATEGY 2003-2006

**Draft plan for implementation of actions
23rd March 2004**

Produced by:

Bradford Area Occupational Health and Safety Forum

**The Forum is a partnership of public, private, voluntary and
trade union organisations working together to improve the
health, safety and well being of people at work.**

www.baohsf.org.uk

If you wish to give comments on this draft document please contact:

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INTRODUCTION

The Forum has produced *Securing Health Together in the Bradford District – A local occupational health and safety strategy 2003 – 2006* as a local interpretation of the national *Securing Health Together* strategy. This *Action Plan* is a working document it takes each of the 30 local actions highlighted in the strategy document and shows how the Bradford Area Occupational Health and Safety Forum will take steps to begin to implement these actions.

The Forum went through a planning process during which 3 key documents were produced:

- *Towards a Bradford Area Framework for ‘Securing Health Together’*. Outlined the current situation with regard to occupational health and safety in the district and suggested the need for a strategy.
- *Draft Securing Health Together in the Bradford District – A local occupational health and safety strategy 2003 – 2006*. A draft document which outlines local actions which can be carried out with the involvement of other organisations. The strategy will be launched on 16 April 2003.
- *Action Plan for Securing Health Together in the Bradford District - A local occupational health and safety strategy 2003 – 2006*. Gives more detail about the work required to progress each local action and lists contacts within the Forum who will support the work.

LOCAL ACTIONS

The 30 local actions in *Securing Health Together in Bradford District – A Local Occupational Health and Safety Strategy 2003-2006* are listed in separate pages. For each action we have outlined the

- Current position.
- Short term indicators or milestones ie. steps which can be taken in the short term to progress this action.
- Long term indicators or milestones ie. what we hope to achieve in the long term if the actions can be progressed and works as we hope.
- Priority ie. high, medium or low.
- Bradford area Occupational Health and Safety Forum contact ie. people on the forum who will take the lead in trying to develop these actions.

LOCAL ACTION 1

Allocate one of the regular Forum meetings to health and safety representatives, publicise it widely, invite relevant speakers, and explore the possibility of more regular meetings for health and safety representatives to increase their involvement in promoting 'compliance with the law'.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

Currently few, trade union health and safety representatives are involved in Forum activities, they may not be aware of the Forum.

Short Term Indicators or Milestones:

Organise meetings with health and safety representatives locally to discuss how best to involve them.

Arrange sessions of the Forum aimed at health and safety representatives, but hold them in the evening so that representatives can attend and make sure it is relevant to their concerns.

Long Term Indicators or Milestones:

Health and safety representatives regularly attending daytime Forum events and presentations and involved in the formal organisation of the Forum.

Priority: High

Bradford Area Occupational Health and Safety Forum Contacts:

Carol Duerden
Bob Woods
Mick Gledhill
Andrew Mawson

Progress as of March 2004:

The February 2004 Forum Seminar incorporates a presentation by a trade union representative on accident prevention and investigation.

One of the regular Forum meetings is to be targeted at health and safety representatives, in an evening in June.

Trade union Representatives will be approached to decide an appropriate agenda and speakers.

Current Priority for this year: High

Amber



LOCAL ACTION 2

Produce a leaflet with local statistical information on the economic benefits of addressing occupational health, for local businesses and to help local strategic planning.

Lead: Bradford Occupational Health and Safety Forum to commission.

Current Position:

Little information readily available locally on the economic benefits of addressing occupational health.

Short Term Indicators or Milestones:

Approach the HSE to see if information available at a national level can be provided at or made relevant at a local level.

Long Term Indicators or Milestones:

Leaflets on the economic benefits to business, and health and care organisations, of addressing occupational health and safety are readily available.

Priority: Medium

Bradford Area Occupational Health and Safety Forum Contacts:

Julian Franklin/Anne Quinn/Lesley Rogers

Geoff Twentyman

Tony Smith

Progress as of March 2004:

No progress but will approach HSE in 2004.

Current Priority for this year: medium



LOCAL ACTION 3

Identify 'priority groups' for enforcement and develop a rolling programme of events in conjunction with the Forum to raise awareness of the law and how to comply with it among those groups (e.g. small businesses, users of dangerous agents).

Lead: HSE, Environmental Protection, Education Bradford, Workers Health Advice Team, Keighley Worksafe and Bradford Area Occupational Health and Safety Forum.

Current Position:

The HSE and the Environmental Protection have priority groups and areas for enforcement each year. Currently these are not linked in to a co-ordinated programme of pro active work, which would ensure businesses can be better prepared for inspection, and to prevent accidents or work related ill-health.

Short Term Indicators or Milestones:

The HSE and the Environmental Protection to identify their priorities for inspection during the following year eg Dangerous Agents, Workplace Transport, Slips, Trips and Falls, Window Cleaners, and Display Screen Equipment.

These will be discussed with the Forum so that pro-active events can be included in the Forum's programme.

Long Term Indicators or Milestones:

Priority groups and areas for inspection are built into the programme of Forum activities, so that businesses can get information and advice on how best to get their workplace in order, before inspections take place and before accidents happen.

Details of these priority areas and where to get support and advice will be available on the Forum website.

Priority: High

Bradford Area Occupational Health and Safety Forum Contacts:

Julian Franklin

Geoff Twentyman

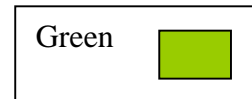
Jane Howie

Progress as of March 2004:

In 2003 the Health and Safety week topic was dangerous substances and the Forum put on an event for this.

Other priorities e.g. Rehabilitation changes in legislation, working time regulation, noise, asbestos are being included as part of the Forums agenda for presentations. This will be a formal part of the agenda of the Forum in future years.

Current Priority for this year: Medium



LOCAL ACTION 4

Facilitate the development of expert groups around particular industries and issues to encourage the sharing and spread of good occupational health and safety practice.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

Very effective groups have developed to tackle specific issues eg. New legislation, repetitive strain injury (RSI), but the range of groups are currently limited.

Short Term Indicators or Milestones:

When the Forum considers a topic as part of it's regular seminars, consideration will be given as to whether the Forum could help support a group to progress the issue, and give specialist support and advice. These groups could be long standing or time limited. Examples may include call centres, display screen equipment for example.

Long Term Indicators or Milestones:

The Forum would help provide a list of groups, key contacts, meeting times and publish these through the newsletter and website.

Priority: Medium

Bradford Area Occupational Health and Safety Forum Contacts:

Secretary of the Forum

Graham Reay

Progress as of March 2004:

Worked with Fire Prevention Group to hold a training seminar event on fire prevention in 2003.

Agreed to build up a list of contacts existing Forum members have with other groups.

Current Priority for this year: Medium for 2005

Amber



LOCAL ACTION 5

Take appropriate action when concerns about occupational health and safety are raised through voluntary sector groups.

Lead: Bradford Occupational Health Project, Workers Health Advice Team, Keighley Worksafe, and Bradford Area Occupational Health and Safety Forum.

Current Position:

Concerns about Occupational Health and Safety are raised through voluntary sector groups but not currently discussed by the Forum.

Short Term Indicators or Milestones:

When key local issues are identified by voluntary sector groups they will be discussed by the Forum who can decide if there is any appropriate action they can take.

Long Term Indicators or Milestones:

The Forum will become a voice for the concerns of workers as well as the concerns of employers, with the overall objective of reducing workplace related accidents and ill health.

Priority: Medium

Bradford Area Occupational Health and Safety Forum Contacts:

Carol Duerden

Bob Woods

Progress as of March 2004:

WHAT and Mary Hamilton from CVS recognised concerns about fire safety and this resulted in the Fire Safety event in 2003.

Other issues will be raised as they arise.

Current Priority for this year: ongoing

Green



LOCAL ACTION 6

Establish steps being taken to enforce employment regulations relating to young people of school age.

Lead: Education Bradford, Bradford Area Occupational Health and Safety Forum.

Current Position;

Education Bradford have an enforcement role regarding the employment of school age children. They are currently not actively linked to the Forum although they were in the past.

Short Term Indicators or Milestones:

Education Bradford will be approached to ask if they wish to link with the work of the Forum.

Long Term Indicators or Milestones:

Education Bradford represented on the Forum.

Priority: Medium

Bradford Area Occupational Health and Safety Forum Contacts:

Geoff Twentyman

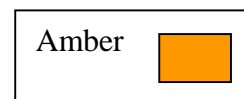
Julian Franklin

Jane Howie

Progress as of March 2004:

Jane Howie will contact Education Bradford

Current Priority for this year: medium for 2004



LOCAL ACTION 7

Liase with Business Link West Yorkshire, Job Centre Plus, the West Yorkshire Learning and Skills Council and the West Yorkshire Economic Action Plan to explore the possibility of developing a scheme to encourage and support employers make reasonable adjustments to working arrangements for people with disabilities.

Lead: Bradford Area Occupational Health and Safety Forum to commission.

Current Position:

The Forum is not aware of any co-ordinated multi agency approach to raising awareness among employers that reasonable adjustments to working arrangements should be made.

Short Term Indicators or Milestones:

Contact the key organisations listed and arrange a meeting to discuss the issue and possibility of some joint work. A mini conference on this and local actions 10 and 12.

Long Term Indicators or Milestones:

A network established, proposals for a multi-agency project drawn up and applications to appropriate funding sources submitted eg. Invest to Save Budget.

Priority : High

Bradford Area Occupational Health and Safety Forum Contacts:

Carol Duerden

Amanda Fletcher

Hilary Hayward

Graham Reay

Nigel Lumb

Progress:

The Forum will approach Gordon McDonald the Regional Director from the HSE to host a meeting to discuss the possibilities of a project or public event to publicise 'reasonable adjustments'.

Current Priority for this year: 2004



LOCAL ACTION 8

Ensure the Bradford Area Occupational Health and Safety Forum is recognised as the major partnership for occupational health and safety in the District, by relevant agencies and other relevant partnerships. Encourage the HSE, Environmental Protection, Bradford Council, Yorkshire Forward, Chamber of Commerce, Bradford Vision, Education Bradford, Primary Care Trusts, West Yorkshire Health Authority, and other relevant organisations, to support the ongoing funding of the Forum and consult with the Forum on major strategic documents especially those relating to or potentially relating to occupational health and safety. Ensure key bodies are represented on the Forum.

Lead: Bradford Area Occupational Health and Safety Forum to commission.

Current Position:

The Forum is listed as one of the major partnerships involved in the community strategy, and linked to Bradford Vision, the Local Strategic Partnership (LSP).

Short Term Indicators or Milestones:

Links to Bradford Vision were discussed at the Conference 16 April 2003.

Write to Head of Councils Policy Development Service, Chief Executive of Bradford Vision and Yorkshire Forward and ask to be on the mailing list for consultation on major planning or strategic documents which may impact on occupational health and safety.

Invite other key partnerships if they wish to be represented on the Forum eg. Economic Partnership.

Long Term Indicators or Milestones:

Forum consulted on major strategic documents potentially impacting on occupational health and safety as a matter of course.

Broader representation from other partnerships on the Forum.

Priority:Medium

Bradford Area Occupational Health and Safety Forum Contacts:

Secretary

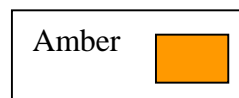
Carol Duerden

Progress as of March 2004:

Initial discussions have taken place with Imran Patel, Senior Policy Officer, Bradford Council, about endorsing the local Occupational Health and Safety Strategy. He suggested discussing this with Eleanor Green, Public Health Partnership and Health Development Service Manager, who sits on the Healthy Bradford Group. Once discussed by the Healthy Bradford Group, appropriate action may be for it to be presented to the Strategic Health Improvement Partnership, which is one of the formal district wide partnerships under Bradford Vision, or to take it to Bradford Vision direct.

Carol and Jane are to meet with Eleanor Green

Current priority for this year: 2004



LOCAL ACTION 9

Take part in relevant award schemes with an occupational health component and encourage other organisations to do so.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

The Forum have been successful in applying for, and winning awards, they have also supported other organisations to apply for awards on an opportunistic basis.

Short Term Indicators or Milestones:

Publicise award schemes through the Forum.

Support people in organisations to submit proposals to award schemes.

Long Term Indicators or Milestones:

Keep and update a list of awards obtained by employers and organisations in the District and promote in newsletter and on website.

Priority: Medium

Bradford Area Occupational Health and Safety Forum Contacts:

Julian Franklin

Geoff Twentyman

Jane Howie

Progress as of March 2004:

Geoff Twentyman was pleased to report at the last Baohsf (Bradford Area Occupational Health and Safety Forum) meeting of the receipt of not one but three awards relating to the forum's work.

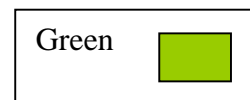
The first award was a Certificate of Recognition from the Health and Safety Executive. This was for the Forum's seminar on 'Chemical Warfare in the Workplace' held during European Week for Safety and Health in October 2003. It dealt with such topics as work-related dermatitis and asthma. The speakers included Dr Andrew Wright, Bradford's leading skin specialist and Mrs Christine Mellor, a specialist inspector from the HSE's (Health and Safety Executive) Employment Medical Advisory Service.

The second award was for the Baohsf's conference on 'Securing Health Together' held in April 2003. This award was a 'Highly Commended Award for Innovation' from the Health and Safety Commission. It was presented to Bradford Council but it acknowledged the work done by the whole Forum. David Clapham, Principal Environmental Health Manager, received the award at the national HELA conference in December. The occasion provided a useful platform for David to promote the activities of both the Forum and Environmental Protection. (HELA is the national liaison body, which links the Health and Safety Executive with local authorities).

The third award was of an MBE to Mick Williams, the Forum's previous honorary secretary. He received the honour for services to Health and Safety in West Yorkshire. Mick until recently was a trade-union representative on the Forum and worked for Keighley Worksafe.

Further progress: Encourage member companies to apply for awards and publicise successes through newsletter, seminars and website.

Current priority for this year: ongoing



LOCAL ACTION 10

Liase with Business Link West Yorkshire, Job Centre Plus, West Yorkshire Learning and Skills Council and Yorkshire Forward (the producers of the West Yorkshire Sub-Regional Action Plan of the Regional Economic Strategy) to explore the possibility of developing a scheme to encourage and support employers to make reasonable adjustments to working arrangements so that, as far as practicable, people are not excluded from work due to ill health or disability for people with disabilities.

Lead: Bradford Area Occupational Health and Safety Forum to commission.

Current Position:

The Forum is not aware of any co-ordinated multi-agency approach to developing a scheme, to encourage and support employers to make reasonable adjustments to working arrangements.

Short Term Indicators or Milestones:

Contact the key organisations listed and arrange a meeting to discuss the issue and possibility of some joint work. A mini conference on this and local actions 7 and 12.

Long Term Indicators or Milestones:

A Network established, proposals for a multi-agency project drawn up and applications to appropriate funding sources submitted eg. Invest to Save Budget .

Priority: High

Bradford Area Occupational Health and Safety Forum Contacts:

Carol Duerden

Hilary Hayward

Graham Reay Nigel Lumb

Progress as of March 2004:

June 2003 Seminar focussed on the issue of Rehabilitation. A survey of GPs on work related ill health will include a question on rehabilitation. In the future we need to organise a mini conference or multi-sectoral meeting and look at schemes in other regions.

Current Priority for this year: 2005 or 2006

Amber



LOCAL ACTION 11

Provide specialist advice and support to workers whose health have been affected by their work but who do not have access to occupational health services.

Lead: Keighley Worksafe, Bradford Occupational Health Project, Workers Health Advice Team and Bradford Area Occupational Health and Safety Forum.

Current Position:

Advice and support is given by Keighley Worksafe and BOHP/WHAT but this work is not promoted through the Forum.

Short Term Indicators or Milestones:

Promote the work of Keighley Worksafe and BOHP/WHAT through the Forum

Long Term Indicators or Milestones:

The Forum asked to promote systematically the work of BOHP/WHAT and Keighley Worksafe through its newsletter, events and website.

Priority: Medium

Bradford Area Occupational Health and Safety Forum Contacts:

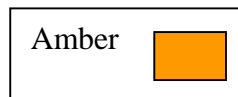
Carol Duerden

Pete Kilbain

Progress as of March 2004:

Information on WHAT events and helpline is featured in the Forum Newsletter.

Current priority for this year: ongoing



LOCAL ACTION 12

Liase with Job Centre Plus Disability Office/Primary Care Trusts and Yorkshire Forward (the producers of the West Yorkshire Sub-Regional Action Plan of the Regional Economic Strategy) to explore the possibility of developing an initiative, to publicise and help create opportunities for people who are being made ill by work to help them return to work.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

The Forum is not aware of any co-ordinated multi-agency approach to developing an initiative to publicise and help create opportunities for people who are being made ill by work to help them return to work.

Short Term Indicators or Milestones:

Contact the key organisations listed and arrange a meeting to discuss the issue and possibility of some joint work. A mini conference on this and local actions 7, and 10.

Long Term Indicators or Milestones:

A Network established, proposals for a multi-agency project drawn up and applications to appropriate funding sources submitted eg. Invest to Save Budget (ISB).

Priority: High

Bradford Area Occupational Health and Safety Forum Contacts:

Carol Duerden

Jane Howie

Hilary Hayward

Graham Reay

Nigel Lumb

Progress as of March 2004:

June 2003 Seminar focussed on the issue of Rehabilitation. Needs mini conference with Local Action 7 & 10.

Current priority for this year: 2005 or 2006

Amber



LOCAL ACTION 13

Consider how more work based health promotion activity can take place in work place settings.

Lead: Bradford District Health Development Service and Bradford Area Occupational Health and Safety Forum to commission.

Current Position:

Firms often use Health and Safety Week to carry out health promotion eg. Education Bradford often puts on a range of activities for staff.

The Forum has previously developed funding proposals to work with small businesses to promote health as well as giving health and safety support.

Some work has been carried out with businesses in the past but this work could be developed further and be more planned and co-ordinated.

Short Term Indicators or Milestones:

Identify the health promotion work the Health of Men Initiative will carry out in workplaces.

The Bradford District Health Development Service could use the mailings and activities of the Forum to carry out health promotion work with employees eg during health and safety week and on National No Smoking Day. Employers could be encouraged by the Forum to carry out more workplace health promotion.

Long Term Indicators or Milestones:

A co-ordinated and planned range of health promotion activities supported by the Health Development Service, carried out by employers, trade unions and safety representatives, and publicised through the mailings of the Forum and the website.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Graham Reay

Progress as of March 2004: A representative of the Health of Men Project will attend the Forum's Working Group on 6th April to discuss options often involving other employers besides the council.

Current priority for this year: ongoing

Amber



LOCAL ACTION 14

Review available local occupational health and safety data, identify any gaps and areas of concern requiring further research.

Lead: Bradford Area Occupational Health and Safety Forum to commission.

Current Position:

There is some information at a district level on accidents and prosecutions.

There is very little information collated systematically about the numbers of people whose health is affected by work locally.

There is some information on the types of business in the area and occupations.

Short Term Indicators or Milestones:

The possibility of working with the Community Statistics Programme, University, Health Organisations, Voluntary Sector Groups and Enforcement Agencies to review and consider the information locally should be considered.

Could a student carry out a review eg. as part of a masters degree?

Long Term Indicators or Milestones:

An occupational health and safety research and information group established.

Priority: Low

Bradford Area Occupational Health and Safety Contacts:

Julian Franklin

Geoff Twentyman

Jane Howie

Progress as of March 2004:

Jane Howie will discuss possibilities with Bradford Community Statistics Project.

Current priority for this year: 2005 - 2006

Amber



LOCAL ACTION 15

Invite expert groups around priority industries and issues to review available local occupational health and safety data, and identify any gaps and areas of concern requiring further research.

Lead: Bradford Area Occupational Health and Safety Forum to commission.

Current Position:

This links to local actions 4 and 14. Apart from the RSI Group and the Fire Prevention Group there are no expert groups established.

Short Term Indicators or Milestones:

Wait until expert groups are established.

Long Term Indicators or Milestones:

Expert groups linking to established local health and safety research and information group.

Expert group make recommendations.

Priority : Low

Bradford Area Occupational Health and Safety Contacts:

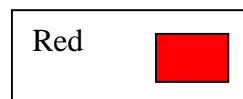
Graham Reay

Tony Smith

Progress as of March 2004:

Awaiting establishment of more expert groups and progress on research and statistics.

Current priority as for this year: 2005 - 2006



LOCAL ACTION 16

Work with the newly established Yorkshire and Humberside Occupational Health Development Group to ensure that local interests are represented and help the group develop work around the Health Development Agency proposals for workplace health standards.

Lead: Bradford Area Occupational Health and Safety Forum

Current Position:

The Yorkshire and Humberside Occupational Health Development Group has recently been established. The secretary has represented the Forum at the meetings. There may be a need for a West Yorkshire Forum for Occupational Health and Safety.

Short Term Indicators or Milestones:

Discuss with partner organisations in West Yorkshire if there is a need for a West Yorkshire Occupational Health and Safety Group to help translate regional strategies into local activities.

Support the development of the regional group and its activities and any West Yorkshire Group, which may develop.

Long Term Indicators or Milestones:

The Forum has representatives on the West Yorkshire and Yorkshire and Humberside Occupational Health and Safety Groups.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Chair

Secretary

Development Worker

Progress as of March 2004:

Jane will be attending meetings of the Regional development group.

Current priority for this year: ongoing



LOCAL ACTION 17

Review Occupational Health and Safety skills required locally and identify any gaps in training provision.

Lead: Bradford Area Occupational Health and Safety Forum to commission.

Current Position:

KADTAL provides training as do many organisations on the Forum e.g. Voluntary Sector groups

This is linked to Local Action 18.

Short Term Indicators or Milestones:

Contact the Bradford equivalent of KADTAL and invite them to work with the Forum on this action.

Survey training needs of organisations who are members of the Forum and try and identify any issues which prevent them taking up training opportunities.

Long Term Indicators or Milestones:

Occupational health and safety skills across local organisations assessed and gaps in training provision identified.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Brian Garnett (KADTAL)

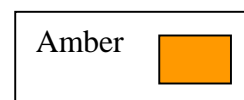
Tony Smith

Pete Kilbain

Progress as of March 2004:

John Dixon from BTAL, the Bradford equivalent of KADTAL, attended a recent Forum Seminar. A survey is to be considered, currently focussing on GP skills.

Current priority for this year: 2005 or 2006



LOCAL ACTION 18

Develop an occupational health and safety training plan or training directory for Bradford District to include all sectors.

Lead: Bradford Area Occupational Health and Safety Forum to commission.

Current Position:

There is a Directory of Health and Safety Services on the Forum's website, but the training content is limited.

This links to Local Action 17

Short Term Indicators or Milestones:

Use the survey of training needs in Local Action 17 to produce a training plan or training directory. Promote the Directory e.g through the Forum's website

Long Term Indicators or Milestones:

Comprehensive training directory with good up to date information on training organisations and trainers, with details of relevant appropriate and affordable quality training courses.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Brian Garnett

Tony Smith

Peter Kilbain

Progress as of March 2004:

Awaiting progress on Local Action 17.

Current priority for this year: 2005-2006

Red



LOCAL ACTION 19

Encouraging Health and Safety considerations to be included as part of the school curriculum

Lead: Education, Bradford

Current Position:

Although there should be space on the curriculum the Forum is not aware of the levels to which health and safety consideration are included in the curriculum.

This links to Local Actions 20 and 21.

Short Term Indicators or Milestones:

Contact Education Bradford and ask what is the current situation and if the Forum can assist.

Consider hosting a special Forum meeting for young people involving the Young People's Parliament, Millennium Volunteers etc.

Long Term Indicators or Milestones:

Education Bradford representatives are active in the Forum.

Young People's Forum Meetings taking place involving the Youth Parliament.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Graham Reay and Wendy Bland

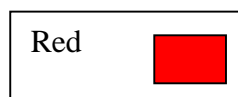
June Sanderson involved

NUT Safety Reps

Progress as of March 2004:

Need to approach SERCO/Education Bradford regarding their interest in being part of the Forum or working with the Forum.

Current priority for this year: 2004-2005



LOCAL ACTION 20

Encourage and Support the development of innovative work with young people in the voluntary sector e.g. the Keighley Worksafe Stay Safe Experience that involves young people and also addresses railway safety.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

This theme links to Local Action 19 and 21.

The Stay Safe Experience receives health improvement funding through the Healthy Communities Funding Team. The funding is annual and a commissioning process is being established.

Short Term Indicators or Milestones:

Support Keighley Worksafe in trying to secure ongoing funding for the initiative.

Long Term Indicators or Milestones:

Stay Safe Experience has secured funding and has extended its activities to cover more of the Bradford Area.

Priority: High

Bradford Area Occupational Health and Safety Contacts:

Peter Kilbain

Jane Howie

Progress as of March 2004:

Steve Schofield worked on a Keighley Worksafe event. Will consider hving a seminar on children and young workers.

Current priority for this year: 2005

Amber



LOCAL ACTION 21

Encourage Steps to prevent musculo-skeletal problems arising in young people through carrying heavy loads and keyboard use.

Lead: Education Bradford and Bradford Area Occupational Health and Safety Forum.

Current Position:

There is anecdotal evidence of young people using keyboards at school and at home without due regard to safety considerations. The ergonomic design of workstations in educational establishments may be worse than in workplaces. A free course for IT teachers advising on the prevention of RSI by the RSI Group attracted no one.

Young people also carry heavy loads of books etc around the schools as well as to and from school.

Short Term Indicators or Milestones:

Organise a promotional survey in conjunction with a Forum event for young people e.g. have a 'weigh bridge' for students bags and a survey of students keyboard, game console and mobile phone use over the previous 24 hours.

Long Term Indicators or Milestones:

Musculo-skeletal problems addressed as a matter of course in school curriculum and work station design.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Carol Duerden – Jenny Collins, Bradford RSI Group

June Sanderson

Progress as of March 2004:

GP survey has question on Musculo-skeletal problems of young people. Airedale Backcare for Children Programme is operating. Awaiting contact with Education Bradford over Action 19.

Current priority for this year: 2004 -2005



LOCAL ACTION 22

Encourage local higher education establishments to include health and safety as a component of relevant management and professional training courses.

Lead: Health and Safety Executive to approach establishments.

Current Position:

A management course in Leeds has approached Hilary Tivey to run training in courses but the Forum is not aware of the situation in Bradford.

Short Term Indicators or Milestones:

Write to higher educational establishments in the District to enquire what they are doing and invite Health and Safety Advisors to join the Forum.

Approach BDISWA to see if they will support an approach to higher educational establishments.

Long Term Indicators or Milestones:

Health and Safety is a key component of all management and professional training courses.

The Forum has well established links with these training providers.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Julian Franklin

BDISWA, Bradford District Industrial Safety and Welfare Association

Jane Howie

Progress as of March 2004

Jane will approach members of the Forum from higher educational establishments to ascertain the position.

Current Priority for this year: 2004



LOCAL ACTION 23

Identify how many GP's have an occupational health qualification and how many provide occupational health services to others.

Lead: Primary Care Trusts and Bradford Area Occupational Health and Safety Forum.

Current Position:

Currently the forum has no links with GP's apart from circulating the newsletter to GP's Surgeries.

Short Term Indicators or Milestones:

Helen Broadbent at Bradford South and West Primary Care Trust has suggested identifying how many GP's have an occupational health qualification.

A survey could be used to promote the Forum and it's activities.

Long Term Indicators or Milestones:

The results of the survey of GP's discussed at a Forum meeting and all GP's interested in the forum have been added to the mailing list.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Amanda Fletcher

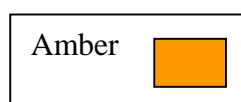
Helen Broadbent, Bradford South and West PCT

Jane Howie

Progress as of March 2004

A questionnaire for GP's has been developed with Amanda Fletcher and Dr Peter Rennie and will be circulated in 2004.

Current priority for this year: 2004



LOCAL ACTION 24

Use the regular meetings and seminars of the Bradford Area Occupational Health and Safety Forum to provide opportunities for people to gain skills around occupational health and safety.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

The Forum provides many opportunities through it's website, workshops and conferences.

There may be opportunities to further develop this aspect of the Forum's work.

This links to Local Action 18

Short Term Indicators or Milestones:

Use the Training Directory (Local Action 18) to help identify unmet training needs.

Consider running the regular Forum events, which often involve discussions of the need for action in a certain topic, with more in depth specific training courses to enable people to put things in to action. The course could be in the afternoon of these events. There could be a charge and they could be self financing.

Long Term Indicators or Milestones:

Forum events often involve discussions of key issues with training events immediately afterwards for people who need more in depth training to enable them to put changes in to effect in the workplace.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Carol Duerden

KADTAL

Bob Woods

Nigel Lumb

Tony Smith

Jane Howie

Progress as of March 2004

During Health and Safety Week the Forum ran additional workshops on Asbestos, Dermatitis and Vibration White Finger. Will consider promoting and supporting expert sub-groups following on from Forum Seminar topics.

Current Priority for this year: 2004



LOCAL ACTION 25

Consult widely with large organisations, particularly those with a specific interest in occupational health and safety, to establish if there are any further ways the Bradford Area Occupational Health and Safety Forum can help to provide opportunities for people to gain skills around occupational health and safety.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

In the past the Forum had active involvement from large employers e.g. Post Office, Grattans, Morrisons etc. There is still active involvement from the Inland Revenue, Bradford Council and Health Organisations but the Forum could always benefit from involving more organisations.

Short Term Indicators or Milestones:

Approach the Chamber of Commerce and the Chamber of Trade about carrying out a survey of their members to see if they have views about the role of the Forum and wish to be involved.

Long Term Indicators or Milestones:

More large organisations involved in this work of the forum.

Priority: Medium

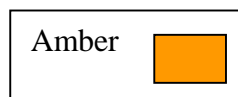
Bradford Area Occupational Health and Safety Contacts:

Secretary

Progress as of March 2004

Jane has contacted Chamber of Commerce, Chamber of Trade and West Yorkshire Business Link and will purchase West Yorkshire Business Link Mailing list for large businesses in Bradford. A survey of these businesses is to be carried out to ascertain who is interested.

Current Priority for this year: 2004-2005



LOCAL ACTION 26

Lobby the Government to ensure new legislation on the accessibility and availability of occupational health support is appropriate for the Bradford District.

Lead: Bradford Area Occupational Health and safety Forum.

Current Position:

Many Forum members will be unaware of the negotiations and consultations which accompany the development of legislation. They may also be wary of making government aware of local issues with regard to occupational health and safety.

Short Term Indicators or Milestones;

Invite a representative from the HSE and the National Hazards Campaign to outline what new legislation is imminent and how the Forum could influence its progress. This could take place at one of the Forum meetings.

Long Term Indicators or Milestones:

Forum actively involved in debates about health and safety legislation.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Carol Duerden

Julian Franklin

Progress as of March 2004:

BOHP/WHAT are aware of national developments on Occupational health Projects being developed through NHS. If appropriate when proposals are developed Carol will bring them to the Forum to seek their support. Jane will also discuss the future of Occupational health and Safety with the Healthy Bradford Group on 31st March.

Current Priority for this year: ongoing



LOCAL ACTION 27

Identify gaps in the provision of information, advice and other support and develop a programme of actions to tackle them.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

Some gaps have been identified (see Local Actions 29 and 30).

Further considerations of groups being reached is needed.

Short Term Indicators or Milestones:

Consider available information from the survey of Businesses (Local Action 25) identify and tackle identified gaps.

Long Term Indicators or Milestones:

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Carol Duerden

Bob Woods

Progress as of March 2004:

Making progress on Local Action 29 and 30 (GP, Minority Ethnic Groups and Large Businesses).

Current Priority for this year: 2005 - 2006

Amber



LOCAL ACTION 28

Widely publicise through the newsletter, leaflets, press releases and website the information advice and support on occupational health and safety available to communities.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

A broad range of information is promoted through the website and newsletter.

The information could be reviewed and updated.

Short Term Indicators or Milestones:

Review existing promotional material

Long Term Indicators or Milestones:

Website is up to date and buzzing with many people making use of the latest information.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Secretary

Bob Woods

Progress as of March 2004:

Website is being updated

Current Priority for this year: 2004

Amber



LOCAL ACTION 29

Review information, advice and other support services to ensure they are provided in a format appropriate for the different target audiences.

Lead: Bradford Area Occupational Health and Safety Forum.

Current Position:

The Forum has worked with black and minority ethnic communities e.g. through the Asian Business Forum

Short Term Indicators or Milestones:

Approach the Health Equality Action Team (HEAT) to see if some joint activities around health promotion and occupational health and safety can be carried out.

Long Term Indicators or Milestones:

Forum events involve more businesses from black and minority ethnic communities.

The Forum has a range of special events to involve black and minority ethnic businesses.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Chair

Secretary

Progress as of March 2004:

Jane is to contact Employer's Racing Ahead (ERA). Mike Wordmen from the Health of Men Project is attending a future Forum Working Group meeting to talk about joint working on health promotion activity in workplace settings (Local Action 13).

Current Priority for this year: 2004

Green



LOCAL ACTION 30

Provide information, advice and other support services to people who cannot access other occupational health services.

Lead: Keighley Worksafe, Bradford Occupational Health Project, Workers Health Advice Team, Bradford Area Occupational Health and Safety Forum.

Current Position:

Many businesses and employees do not have access to occupational health services.

The NHS is giving support to their staff but no making it more widely available.

This links to Local Action 23.

Short Term Indicators or Milestones:

If Primary Care Trusts (PCTs) can identify GP's with an interest in Occupational Health and Safety they may wish to work with the Forum to develop services.

Long Term Indicators or Milestones:

Each PCT to have nominated at least one GP as a specialist in Occupational Health and Safety to whom other GP's can refer. These GP's to be linked to Forum activities.

Priority: Medium

Bradford Area Occupational Health and Safety Contacts:

Carol Duerden

Bob Woods

Nigel Lumb

Progress as of March 2004:

The GP survey should identify GPs with an interest in OH&S. They will be asked if they wish to be the contact for the Forum in their PCT. Jane is to speak to Healthy Bradford Group about nominating a GP specialist in OH&S in each PCT.

Current Priority for this year: 2004

Green



Appendix 1

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4. *Revitalising Health and Safety: Strategy Statement*, Department of the Environment, Transport and the Regions, June 2000.
5. *Securing Health Together*, Health and Safety Commission, July 2000.
6. *Strategic Plan 2001-2004*, Health and Safety Commission, March 2001.
7. *HELA Strategy 2001-2004, an Action Plan for Revitalising Health and Safety in the Local Authority Enforced Sector*, March 2001.
8. *Employability and Health*, John Griffiths and Ava Fine, Health Development Agency, 2001.

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9. *Local Modernisation Review (LMR)*, Stage 1 and 2, 2001.
10. *Health Improvement and Modernisation Plan (HIMP) 2002-2005*, 2002
11. Primary Care Trust (PCT) Business Plans, 2002.
12. *Bradford Council Environmental Protection and Waste Management Strategic Statement*, 2002.
13. *Delivering the Vision 2002-2007 – The Community Strategy for the Bradford District*, Bradford Vision, 2002.
14. *Volume 7, Bradford and District Economic Profile*, Bradford and District Training and Enterprise Council and City of Bradford Metropolitan District Council, 2001.
15. *Bradford Council Department of Environmental Protection and Waste Management, Health and Safety Service Plan*, 2002.

16. *Towards a Bradford Area Framework for 'Securing Health Together'*, Bradford Area Occupational Health and Safety Forum, January 2003
17. *Action Plan for Securing Health Together in Bradford District – A Local Occupational Health and Safety Strategy 2003 – 2006*, Bradford Area Occupational Health and Safety Forum, March 2003

Appendix 2

CONTACTS

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