

Red – not started	Amber – in progress	Green - completed
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OBJECTIVES	Status	
H&S PLAN KEY OBJECTIVES & OWNER		
Audit Specific		
<b>Action 1</b> The Force will ensure the Health and Safety Policy is available on General Orders.  <b>Action Owner</b> Corporate Communications	<b>BEDS:</b>	Dec19 low
	<b>CAMBS:</b>	
	<b>HERTS:</b>	
<b>Action 2</b> A health and safety audit programme covering all areas and departments (including JPS and wider policing health and safety areas) will be developed and delivered.  <i>Progress: The audit plan creation continues and is on track for completion by the end of April.</i>  <b>Action Owner</b> Fiona Nunn	<b>BEDS:</b>	April 2020 High
	<b>CAMBS:</b>	April 2020
	<b>HERTS:</b>	April 2020
<b>Action 3a</b> Once the 2019 health and safety audit plan commence, audit recommendations from completed audits will be tracked formally in action trackers for each organisation. These will be sent on a quarterly basis to the Health and Safety Manager for review and summaries of progress against audit action plans will be regularly reported at appropriate levels throughout the governance structure. Where slippage is experienced, these will be explained with revised timescales.  <i>Progress: Dependent on the completion of Action 2.</i>  <b>Action Owner</b>	<b>BEDS:</b>	April 2020 Medium
	<b>CAMBS:</b>	April 2020
	<b>HERTS:</b>	April 2020

Fiona Nunn		
<p><b>Action 3 b</b> Health and Safety Audit reports will make clear which recommendations apply to which Forces.</p> <p><i>Progress: Dependent on the completion of Action 2</i></p> <p><b>Action Owner</b> BCH H&amp;S Board Chair</p>	<p>BEDS:</p> <p>CAMBS:</p> <p>HERTS:</p>	<p>April 2020 Low</p> <p>April 2020</p> <p>April 2020</p>
<p><b>Action 4</b> The Force will communicate the importance of completing accident, incident and near miss forms within five days of accidents occurring. Furthermore, the Force will ensure the severity level is consistently recorded on all forms.</p> <p><b>Action Owner</b> Fiona Nunn</p>	<p>BEDS:</p> <p>CAMBS:</p> <p>HERTS:</p>	<p>October 2019 Low</p>
<p><b>Action 5</b> The NCALT Health and Safety Mandatory Training Proposal report will be presented to the Learning and Development Working Group and this will be implemented. The minimum training requirements will be communicated to all staff and passed to Fiona Nunn for inclusion in the Health and Safety Policy</p> <p><b>Action Owner</b> Amanda Meech</p>	<p>BEDS:</p> <p>CAMBS:</p> <p>HERTS:</p>	<p>December 2019 medium</p>
<p><b>Action 6</b> The training needs assessments will be completed by each of the L&amp;D representatives to enable all the training needs to be identified across BCH.</p> <p><i>Progress: LNA (learning needs analysis) data summary return has been provided by L&amp;D to H&amp;S. The LNA data return from across BCH requires more detail to meet the requirements of this action. This action is still progressing, however slightly slow than expected. A consideration was highlighted that completion of this action was dependent upon the business LNA data quality return.</i></p>	<p>BEDS:</p> <p>CAMBS:</p> <p>HERTS:</p>	<p>April 2020 medium</p> <p>April 2020</p> <p>April 2020</p>

<p><i>Previous action</i> The Force will introduce a centralised role-specific training analysis to identify staff in need of training specific to their roles.</p> <p><b>Action Owner</b> Phil Chandler / Fiona Nunn</p>		
<p><b>Action 7</b> Health and safety training compliance will be monitored and reported on a regular basis throughout the governance structure. There will be representation from the Learning and Development Team at Local Health and Safety Boards as well as the BCH Health and Safety Boards.</p> <p><b>Action Owner</b> Alison Thompson</p>	<p>BEDS:</p> <p>CAMBS:</p> <p>HERTS:</p>	<p>April 2020 Medium</p>
<p><b>Action 8 – Beds, Cambs, JPS and Herts</b> The BCH and Local Health and Safety Chairs will implement their own plans and target date for the implementation of the Model Task Risk Assessment approach will be set. The completion of risk assessments will be centrally recorded and a method for identifying risk assessments that are due will be implemented. Exception reporting on risk assessment completion will take place throughout the governance structure</p> <p><b>Action Owner</b> BCH and Local Health and Safety Board Chairs</p> <p>BCH – DCC Trevor Rodenhurst Beds – Audrey Campbell Cambs – Sharn Basra Herts – Nat Briant JPS – David Boyle / Nick Caveney</p>	<p>BEDS:</p> <p>CAMBS:</p> <p>HERTS:</p> <p>JPS:</p>	<p>December 2020 medium</p>

<p><b>Action 9</b> Terms of references for the local Health and Safety Boards will be reviewed, updated where appropriate and assigned dates for next review.</p> <p><b>Action Owner</b> Local Health and Safety Board Chairs Beds – Audrey Campbell Cambs – Sharn Basra Herts – Nat Briant JPS – David Boyle / Nick Caveney</p>	BEDS:	April 2020 low
	CAMBS:	
	HERTS:	
	JPS	
<p><b>Action 10</b> A set of health and safety KPIs will be developed and reported consistently across the local Health and Safety Boards with summary reporting to the BCH Board. Reporting will be RAG rated to provide context to the reported information. Evidence of review, scrutiny and challenge of performance information will be maintained throughout the governance structure.</p> <p><i>Progress: KPI's development for June is on track</i></p> <p><b>Action Owner</b> Fiona Nunn</p>	BEDS:	June 2020 medium
	CAMBS:	June 2020
	HERTS:	June 2020
<p><b>Action 11</b> All members of Boards throughout the health and safety governance structure will nominate deputies for attendance where there are apologies.</p> <p><b>Action Owner</b> Local Health and Safety Board Chairs</p> <p>Beds – Audrey Campbell Cambs – Sharn Basra Herts – Nat Briant JPS – David Boyle/Nick Caveney</p>	BEDS:	October 2019
	CAMBS:	
	HERTS:	
	JPS:	