



Annual Health & Safety Report April 2024/25

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WE CAN BE

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1. Introduction

This report has been prepared for the information of the Joint Audit Committee to inform on Health & Safety provision within Cleveland Police, as required under *The Health & Safety at Work Act 1974*, *The Management of Health & Safety Regulations 1999*, *The Police (Health and Safety) Act 1997* and all associated regulations.

The Health & Safety Manager acts as the Force 'competent person', as required by Regulation 7(1) of *the Management of Health and Safety at Work Regulations 1999*.

The above legislation sets out legal requirements and responsibilities for all organisations with regards to their staff and those affected by their actions. Cleveland Police is fully committed to the management and discharge of our responsibilities as employers under the above legislation and other relevant statutory provisions and codes of practice.

2. Background

This report covers the financial year 2024/25. In June 2024 the role of Health & Safety Manager was created on a permanent basis reporting to the head of Human Resources after having been covered as an acting position since January 2023. Prior to this the responsibility for Health & Safety matters sat with the Head of the Specialist Operations Department. During 2022 Health & Safety matters within Cleveland Police were subject to an internal audit by RSM UK Risk Assurance Services LLP (RSM). This audit provided a number of recommendations that were subsequently introduced in full. The implementation of these recommendations was overseen by a 'Gold Group' headed by a Chief Superintendent.

In April 2024, Cleveland Police introduced a Peer Review of Health & Safety provision by Cleveland Fire and Rescue Service with a view to ensuring that the Force is able to meet its statutory responsibilities and mitigate against any current or future organisational and operational risks.

3. Cleveland Fire and Rescue Service Peer Review 2024.

In May 2024, Cleveland Fire and Rescue Service undertook a peer review of Cleveland Police's Health and Safety arrangements and subsequently (October 2024) provided 44 evidence-based recommendations. Of these recommendations, 29 were fully accepted, 11 were modified and 4 were rejected. The accepted recommendations are subject of an action plan and are to be achieved through the present structure and resourcing levels. The modified recommendations are resource dependant and will be implemented as funding becomes available. The rejected recommendations are currently achieved by existing policy and structure.

4. Health & Safety Consultation.

Health and Safety is now a standing agenda item on all command Senior Leadership Team meetings (SLTs). SLTs are held monthly, with H&S issues that cannot be dealt with by the command, raised to the Force Tactical H&S Board. The Force Tactical H&S Board sits quarterly and is chaired by a Chief Superintendent. Issues that cannot be dealt with at the Force tactical Board are raised to the Chief Officer Team.

All officers and staff are free to attend these meetings or be represented by their Federation or Unison representatives, in accordance with *The Health and Safety (Consultation with Employees) Regulations (HSCER) 1996* and *The Safety Representatives and Safety Committees Regulations (SRSCR) 1977*.

Near Misses, Lessons Learnt and Injuries on Duty are discussed at these meetings. Actions are directed and tracked to completion on the action plan.

The H&S Manager sits as a board member and advisor on all quarterly Force Tactical H&S meetings, Command Senior Leadership Team meetings, the quarterly Custody Management meeting, quarterly Property Management meeting, the quarterly Dress and Appearance Group and the quarterly Civilians in Policing meetings.

The H&S Department are in regular contact with representative bodies, consult with them on investigations and forward injury on duty data to them, with the authority of the injured officer or staff member.

5. Estate Building Inspections & Fire Risk Assessments.

The Cleveland Police estate consists of twenty-four premises staffed either permanently (24hrs) or temporarily by Cleveland Police and partner agency staff. Annual Health & Safety inspections and Fire Risk Assessments were carried out on a rolling programme throughout the 2024/25 financial year by the H&S Manager. On the advice of the RSM internal audit and to improve efficiency, this annual programme has now been changed for the 2025/26

financial year, to a risk assessed system where two higher risk properties are assessed bi-annually, six remain annually and sixteen low risk properties are assessed biennially.

These inspections generate Fire Risk Assessments and H&S reports and action plans that are then disseminated to the relevant building managers, the Estates and Facilities Manager and discussed at the relevant command SLTs and the quarterly Force Tactical H&S meetings with the relevant senior police officer or staff equivalent to ensure compliance with any recommended improvements.

These inspections ensure compliance with *The Workplace (Health, Safety and Welfare) Regulations 1992 (as amended 2002)* and *The Regulatory Reform (Fire Safety) Order 2005*. Further inspections are conducted every three months by a member of Estates and Facilities Department. During this reporting period all 24 premises have been assessed.

Fire evacuation drills, the testing of fire alarms and the recertification of fire extinguishers remain the responsibility of the Estates and Facilities Department. Fire evacuation drills take place every 6 months at all police buildings. Fire alarm tests are conducted weekly and the recertification of fire extinguishers is contracted out to a suitably qualified private company and takes place every 2 years. Compliance of this testing regime is monitored during the H&S Fire Risk Assessment reviews in compliance with PAS 79 and *The Regulatory Reform (Fire Safety) Order 2005*.

During this reporting period two premises were identified as having significant structural issues that required urgent action. Firstly, Billingham Police Station occupies the ground floor of a two-storey building located in the town centre. The upper storey is the property of the local authority and is currently unoccupied. The windows on the upper storey are in a state of poor repair and pose a risk to Cleveland Police Staff entering and exiting the police station. This situation was addressed with the local authority who introduced measures to reduce this risk by boarding up the upper floor's windows. Secondly, The Learning and Development Centre, Grangetown, is leaking water into the building whenever there is significant rainfall. The roof has been assessed by Estates and Facilities Department and a capital bid submitted to repair the roof. This work is to take place during the summer of 2025. Temporary measures have been introduced in the meantime to ensure the safety of the staff and students working within the building.

6. Injuries on Duty

The compilation of accurate injury on duty data is constantly improving as officers and staff become used to the reporting mechanism. The data for this reporting period shows a significantly increase in the number of reported injuries, however, this should be balanced against the significant reduction in RIDDOR reports to the HSE. The inference being, that although the likelihood of being injured appears to be increasing, the likelihood of being 'seriously' injured is decreasing. It is also worth considering that the metric of 'Assault-No Injury' has been introduced during this reporting period with 77 reports being submitted. This addition alone has increased the Moving Mean from 258 up to 274.

Although all the main causation factors have increased to an extent, the injuries suffered by officers attending Personal Safety Training courses can be attributed to the change to a scenario-based training regime. This new training regime puts extra emphasis on the officer's ability to deal with confrontational situations but is designed to reduce serious injuries suffered whilst dealing with operational incidents.

The revised Injury on Duty reporting process continues to be a success with improved response levels across the force.

7. Training

Initial H&S awareness training is provided by the H&S Manager to all recruits to Cleveland Police including Police Officers, PCSO's, Force Control Room staff, Special Constables and members of police staff.

In addition to this initial awareness training all employees are required to complete a mandatory College of Policing eLearning package on H&S Risks in Policing. All supervisors are also required to complete a mandatory College of Policing, Principles of Risk Assessment eLearning package. Other 'advisory' eLearning packages are also available via College Learn and the H&S Department give guidance to officers on those packages that are particularly relevant to their specific area of work, (such as 'Working at Heights' for Licensed Search Officers or 'Asbestos Awareness' for Crime Scene Investigators).

8. Risk Assessment.

Section 3(1) of The Management of Health & Safety Regulations 1999 requires all employers to make suitable and sufficient assessment of risks to the health and safety of their employees and others affected by their undertaking.

The H&S Manager holds a library and register of generic risk assessments that are published on the H&S Sharepoint site, for the use of all officers and staff. Specific risk assessments are also created by the H&S Manager for unique situations that arise in force, in conjunction with the incident manager/supervisor. The responsibility for the production of risk assessments lies with the manager/supervisor who creates the risk, as they are the expert in that area of business.

Risk assessments are held under constant review by the H&S Manager and amendments made in consultation with the respective manager where necessary.

It is the responsibility of line managers to ensure that their staff are aware of the details of risk assessments and comply with the control measures listed therein.

9. Wellbeing.

Cleveland Police's greatest asset is its people and their individual needs must be considered by managers and reasonable adjustments introduced to ensure that staff are not disadvantaged or discriminated against whilst at work. This applies to all employees including trainees, contract workers, business partners and visitors.

The production of H&S and fire safety risk assessments includes the requirement for managers to produce Personal Emergency Evacuation Plans (PEEPS) where appropriate. Included in these plans is the use of protected escape routes and evacuation chairs to assist staff with mobility issues in the event of an emergency evacuation. Training in the use of evacuation chairs is provided to all staff that require it by the Estates and Facilities Department.

To comply with *The Health and Safety (Display Screen Equipment) Regulations 1992*, those members of staff who use display screen equipment for more than 1 hour continuously, are given access to advice from the H&S Department and via the H&S Sharepoint site, on setting up their workstation. If this advice is insufficient to resolve any issues, then personal display screen equipment assessments are available through the Wellbeing Department by a qualified physiotherapist.

In line with the requirements of the Blue Light Wellbeing Framework, departments that are more vulnerable to staff suffering from stress related ill health, are required to complete a departmental mental health risk assessment. All roles that pose a high risk of staff suffering from stress related illness have been identified and supervisors in the identified departments have been asked to complete these assessments. Supervisors should ensure that individuals in these departments complete their annual Wellbeing survey. In addition to this, each department is required to assess the risk to their staff generically, as part of their departmental risk assessment.

In November 2024 *the Worker Protection (Amendment of Equality Act 2010) Act 2023* introduced *Section 40A to The Equality Act 2010* thereby imposing a duty on employers to take reasonable steps to protect their workers from sexual harassment. Cleveland Police introduced a Sexual Harassment Policy in 2022 and have created a working group, headed by a Chief Superintendent, to ensure that all reasonable steps are taken to comply with this new duty. In addition to the force policy, the subject of sexual harassment is now to be included in every command and department risk assessment with bespoke control measures introduced to ensure officers and staff are protected.

10. Conclusion.

Although injuries on duty for this reporting period appear to have increased significantly, this increase must be considered against; the improvements to the reporting process that is now embedding with the force, the introduction of Assault-No Injury causation factor and the increase in force disposition, many of whom are moving directly onto the highest risk category of 'Uniformed Local Policing Constable'. With an uplift in officers being deployed onto the streets comes an increase in police work with the associated increase in confrontation with the criminal elements of society which can result in officers being assaulted. The improved Personal Safety Training from one day to two days per annum and to 'scenario based' training has caused, an expected, increase to officer injuries in training. These injuries are generally minor in nature, but this training is much more realistic and relevant to the situations that police officers are likely to face operationally.

The most important reported injuries are those that are subject to *The Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013 (RIDDOR)*. These regulations require specific injuries to be reported to the Health and Safety Executive and are generally more serious in nature. These injuries have reduced 17% over the reporting period from 11% of total injuries in the last reporting period to just 5% of total injuries in this reporting period.

Nick Sutton C6519

Health & Safety Manager

Appendix 1:

| Key to Tables | |
|--|---|
| | Indicates an increase from the previous period |
| | Indicates no deviation from previous period |
| | Indicates an improvement from the previous period |
| * (Disposition figure is the total of Police Officers, PCSOs, Special Constabulary and Police Staff. | |
| **(Incidence rate = Injuries/Disposition x 1000) | |

Table1: Reported Injuries on Duty (5-year comparison).

| Year | Number | Moving Mean | Disposition* | Incidence Rate/1000 |
|---------|--------|-------------|--------------|---------------------|
| 2020/21 | 251 | 258 | 2370 | 105 |
| 2021/22 | 179 | 242 | 2436 | 73 |
| 2022/23 | 196 | 232 | 2514 | 78 |
| 2023/24 | 276 | 235 | 2577 | 107 |
| 2024/25 | 466 | 274 | 2596 | 179 |

Table 2: Injuries on Duty reportable to HSE under RIDDOR (5-year comparison).

| Year | HSE (RIDDOR) | % of Total Injuries | Disposition* | Incidence Rate/1000 |
|---------|--------------|---------------------|--------------|---------------------|
| 2020/21 | 26 | 10% | 2370 | 11 |
| 2021/22 | 25 | 14% | 2436 | 10 |
| 2022/23 | 24 | 12% | 2514 | 9 |
| 2023/24 | 30 | 11% | 2577 | 12 |
| 2024/25 | 25 | 5% | 2596 | 10 |

Table 3: Injuries by status (5-year comparison, RIDDOR shown in brackets)

| Year | PCSO | Police Officer | Police Staff | Special Constabulary | Total |
|---------|-------|----------------|--------------|----------------------|-------|
| 2020/21 | 5 | 232 | 12 | 2 | 251 |
| 2021/22 | 4 | 165 | 9 | 1 | 179 |
| 2022/23 | 13(0) | 161(23) | 22(1) | 0 | 196 |
| 2023/24 | 13(2) | 244(25) | 16(1) | 3(2) | 276 |
| 2024/25 | 9(0) | 418(22) | 25(2) | 14(1) | 466 |

Table 4: Main Causation Factors (Injury on Duty).

| | 2024/25 | 2023/24 |
|---|------------|------------|
| Assaults by a violent offender. | 125 | 74 |
| Injuries sustained whilst restraining a violent offender. | 83 | 52 |
| Slips, trips and falls. | 40 | 29 |
| RTC. | 25 | 12 |
| Stress related illness. | 17 | 12 |
| PST training | 14 | 5 |
| Other | 83 | 92 |
| Total | 387 | 276 |
| Assaults-No Injury (new data set for 2024/25) | 77 | |
| Total (incl. Assault-No Injury) | 466 | |

