

CLF Health & Safety Plan 24/25



ACTION PLAN 24/25

	Issue	Objective	Priority / Timescale	Person Responsible	Status/ Comments
1	Corporate Objective 23/24 & 24/25	<u>Improve mental health and wellbeing</u> - Directors to review their department's mental health and wellbeing developing suitable intervention(s) to address them, with a particular focus on middle management capability to manage, and recognise their own, mental health and wellbeing.		Director	
2	Corporate Objective 22/23, 23/24 & 24/25	<u>Improve contractor management</u> - Undertake a review and audit of the implementation of SHE Code 15: 'Control of Contractors'. Ensure Departments have sufficiently trained Contract Supervising Officers to supervise contracted works.			Ongoing - CLF will support this corporate objective as required.
3	Corporate Objective 23/24 & 24/25	<u>Improve fire safety risk management</u> - Develop a Fire Risk Management System including policy, guidance, and processes. Though specialist contractor support, complete and refresh building fire strategies and fire risk assessments and a system to manage, prioritise and track emerging actions to improve life and asset/property fire risk management.			Ongoing - CLF will support this corporate objective as required.
4	Corporate Objective 23/24 & 24/25	<u>Improve chemical safety</u> - STFC Chemical Safety committee to continue to develop COSHH code to improve quality of COSHH risk assessments. Identifying where Respiratory Protection Equipment (RPE) is required and completing face fit testing and link to OH monitoring. Pilot the use of Sypol software as part of a solution to manage STFC's Control of Substances Hazardous to Health.			Ongoing - CLF will support this corporate objective as required.
5.	Safety Information	Review and then implement a new safety information storage and retrieval system with version control.		Director	Discussion on local vs central data stores. Not obvious that there is a real benefit from centralising. Some Groups use the M drive and some Groups use SharePoint.

					Will pull together an overarching guide to try to help staff find what they want.
6.	Interlocked powerleads	Review and roll out solution to interlocked powerlead issue (in consultation with affected parties)		Kenny Rodgers	Complete. Feedback is that the proposed solution is not suitable for all areas. It will be used where appropriate.
7.	Laser	Follow up Laser safety inspection		Brian Wyborn and Div Heads	Audit style action list produced. Group Leaders to draft responses.
8.	Safety Training	Get relevant staff NEBOSH trained			A number of staff (Emma, Steve H and Kenny are still on the waiting list.
9.	Safety roles	Safety responsibility & co-ordination of our stuff at Milton Park. Need to capture this – Identify responsibilities, RA's, safety tour, using their FLT, No racking etc.		Steve Hook	Responsibilities – Clear RA's – Done using their FLT - Sorted racking – ongoing safety tour – to be arranged
10.	Outstanding safety actions	Minimise Procrastination, Demonstrate Effective Ownership of Safety Actions, Reduce the number of outstanding safety actions		Group Leaders	Ongoing
11.	Lone Working	Need to find replacement Lone Worker system working (legal)		Rob Clarke	Ongoing. Replacement lone worker trials are in progress. We have tested 2 supplier products, a 3rd is imminent and a 4th could appear in the next month. From these we expect to down select to award something for STFC, but CLF could jump ahead and go for something on our own (possibly a stop-gap) if we decide to.
12.	Gas Safety	Improve gas safety training and awareness		Steve Hook	
13.	Safety management of CLF facilities in RC@H	Improve safety management of CLF facilities in RC@H with clear lines of responsibilities between CLF and RC@H		Andy Ward John Collier	

14.	Bio Safety	Review need for improved Bio Safety training		Andy Ward Stan Botchway	
15.	Safety Interlocks	Review current processes for management of safety interlocks w.r.t SC40		Kenny Rodgers	
16.	Waste management	Improve awareness in CLF of Waste Management responsibilities and procedures		Ian Clark	