

Annual Report

and Statement of Accounts

1 APRIL 2013 – 31 MARCH 2014



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Health and Safety Executive for Northern Ireland





Health and Safety Executive for Northern Ireland

Annual Report and Statement of Accounts

For the year ended 31 March 2014

Laid before the Northern Ireland Assembly under paragraph 19 (3)
of Schedule 2 of the Health and Safety at Work (Northern Ireland)
Order 1978 by the Department of Enterprise, Trade and Investment

1 July 2014

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The Health and Safety Executive for Northern Ireland (HSENI)

Our Values

- We value people as our most important resource.
- We are committed to ensuring exemplary standards of health and safety for everyone.
- We are committed to equal opportunity, openness, respect for individual differences and a workplace free from harassment.
- We foster an environment that encourages personal development allowing everyone to reach his, or her, full potential.
- We believe in a team approach to work with everyone feeling involved, valued and supported.
- We value commitment, motivation, enthusiasm, innovation and creativity.
- We strive for professionalism, quality and excellence in all that we do.



Key Facts and Figures for 2013/14

Key trends in work-related injuries are as follows:

- fatalities down by 47% to 10, compared to 19 in the previous year;
- fatalities in the agriculture sector down by 67% to four, compared to 11 in the previous year;
- 433 major injuries, almost identical to last year but down 17% since a five year peak in 2010/11;¹ and
- all reportable injuries down 4% on last year to 2,472, and down 17% since a five year peak in 2010/11.^{2,3}

During the year, HSENI:

- facilitated the Farm Safety Partnership and developed the next phase of the Farm Safety Action Plan;
- delivered a major multi-media farm safety campaign, which was co-sponsored by DARD and supported by the farming industry;
- undertook over 1,000 advisory farm visits and delivered over 35 farm safety presentations;
- reached over 12,200 children in 93 rural primary schools with its Be Aware Kids farm safety messages;
- produced two new farm safety DVDs (“Dangerous Playgrounds” for 4-8 year olds and “Farm safe” for 8-11 year olds);
- involved over 3,600 pupils from 95 primary schools in its Child Safety on Farms Poster competition and distributed over 38,500 copies of the calendar produced from the winning entries;
- delivered two campaigns on gas safety, one aimed at raising public awareness of the risk of carbon monoxide and a second aimed at advising the public on the need to check that gas installers are registered with the Gas Safe Register scheme;
- delivered the final year of a Safe Maintenance campaign and also delivered a Workplace Transport initiative in partnership with the District Councils;
- delivered 94 health and safety presentations to 2,600 young people under its SafeStart initiative; ii
- distributed 10,150 copies of its new “Be safe when you start” booklet aimed at young people entering the world of work for the first time and over;
- completed 17 successful prosecutions, which saw fines totalling just over £300,000 as well as a two year prison sentence in relation to a conviction for manslaughter by gross negligence;
- achieved UKAS Accreditation for its Scientific Services unit;

1 Based on provisional figures for 2013/14

2 Based on provisional figures for 2013/14

3 HSENI Corporate Plan four year target is to achieve a 10% reduction in the number of reportable work-related injuries by 2014/15, based on the 2010/11 figure of 2,975.



Key Facts and Figures for 2013/14

- delivered over 6,350 inspections and served over 117 formal enforcement notices;
- delivered 325 mentoring visits to start-up and existing small businesses;
- declared Carmen Biagioni of UNISON the winner of the Health and Safety Representative's Award for 2013;
- dealt with over 2,200 reportable work-related injuries and over 720 complaints about alleged unsatisfactory working conditions and activities;
- prepared five sets of Regulations and initiated consultations on 12 regulations and Approved Codes of Practice;
- submitted an Annual Equality Report to the Equality Commission;
- organised 12 key events which attracted some 800 participants;
- held or attended over 550 promotional events including seminars, lectures, workshops and presentations;
- distributed over 307,500 free publications giving health and safety advice;
- dealt with 3,630 calls for information via its freephone Helpline, including 1,340 requests dealt with by its Duty Inspector; and
- enabled website visitors to download over 179,000 publication files.



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Foreword

We are pleased to present HSENI's fifteenth Annual Report and Statement of Accounts.

This year again saw HSENI focus much of its attention and resources on farm safety as a result of an increasing trend in work-related farm fatalities in recent years. The organisations which make up the HSENI led Farm Safety Partnership⁴ have made a major contribution towards raising awareness of the main health and safety issues facing the farming industry and ensured that important messages and advice was distributed across the industry. The Partnership also developed a second Farm Safety Action Plan which was launched on 7th April 2014.

HSENI delivered a major multi-media farm safety campaign during the year, which was co-sponsored by the Department of Agriculture and Rural Development and supported by all partners. The campaign included a thought provoking TV advert majoring on the consequences of a fall from height as well as radio and newspaper adverts focusing on the four main dangers on farms: Slurry, Animals, Falls and Equipment (SAFE). Campaign analysis has indicated that 96% of farmers sampled have seen the campaign and an encouraging change in perceptions was noted, with 93% of respondents stating that they identified with the content and aimed to change their daily practice as a result.

Staff from HSENI also undertook 1,000 advisory farm visits and delivered over 35 farm safety presentations to a wide range of audiences at events across Northern Ireland during the year. We are pleased to note that the overall health and safety standards appear to have improved and that the number of work-related fatalities in the industry dropped to four compared to 11 in the previous year, a reduction of 67%.

Recognising the vulnerability of children on farms, HSENI also delivered its farm safety programme to over 12,200 children in 93 rural primary schools, produced two new farm safety DVDs ("Dangerous Playgrounds" for 4-8 year olds and "Farm safe" for 8-11 year olds), ran a safety poster competition and produced and distributed an "Avoid harm on the farm" 2014 farm safety calendar to 38,500 families in rural areas.

Overall, the total number of all work-related fatalities, including those within areas that are the responsibility of local councils, was 10 in 2013/14 compared to 19 in the previous year, representing a 47% reduction. The most notable reduction occurred in the agriculture sector, which saw a fall from 11 to four work-related fatalities, a reduction of 67%.

The continuing downward trend of all reportable work-related injuries is encouraging with a fall of 4% on last year and a reduction of 17% since 2010/11, based on the provisional figures for 2013/14.

⁴ The Partnership comprises the Health and Safety Executive for Northern Ireland (HSENI), the Department of Agriculture and Rural Development, the Ulster Farmers' Union, NFU Mutual, the Young Farmers' Clubs of Ulster and the Northern Ireland Agricultural Producers Association. It is chaired by the Chairman of HSENI and its aim is to increase awareness of farm safety and to reduce work-related fatalities and injuries on farms.



This is particularly encouraging given that HSENI's four year target set in its Corporate Plan for 2011-15 is to achieve a 10% reduction in all reportable injuries based on the 2010/11 figure of 2,975.

During the year, HSENI also continued to reinforce important public safety messages around carbon monoxide and gas safety. One campaign was aimed at raising public awareness of the risk of carbon monoxide poisoning from all fuels and a second was aimed at advising the public on the need to check that gas installers are registered with the Gas Safe Register scheme.

HSENI, in partnership with the 26 District Councils, focussed on the final year of the Safe Maintenance campaign and also delivered a Workplace Transport initiative. This joint HSENI/ District Council work represents a significant achievement in terms of joint planning and delivery as envisaged under the strategy "Health and Safety at Work – Protecting Lives, Not Stopping Them", launched by the DETI Minister in February 2011.

Under HSENI's SafeStart-NI initiative, which recognises the vulnerability of young people entering the world of work for the first time, 10,150 copies of the publication "Be safe when you start" were distributed to schools and colleges across Northern Ireland or were downloaded from the "young people's" page on HSENI's website.

Overall, under the SafeStart-NI initiative, 94 health and safety presentations were delivered to over 2,600 young people in Northern Ireland during 2013/14.

During 2013/14, HSENI's frontline work continued to be dominated by investigating a number of significant workplace incidents resulting in deaths and serious injuries, and dealing with a continuing high number of complaints about unhealthy and unsafe workplaces. Investigations by the Major Investigation Team resulted in 17 successful prosecutions which led to fines totalling just over £300,000 as well as a two year prison sentence in relation to the conviction of George Brown for manslaughter by gross negligence in connection with the deaths of two students in Castlerock in August 2010.

During the year, HSENI carried out 6,350 inspections of workplaces and also undertook a range of high profile promotional events, including a concrete seminar, seminars for smaller builders, demolition seminars, asbestos seminars and a number of farm safety seminars and workshops. In total, HSENI either held or attended 552 promotional events during 2013/14.

HSENI's small business advisory service, Health and Safety Works NI (HSWNI), continued to work with start-up and existing small businesses, delivering 325 one-to-one mentoring visits to 264 such businesses to assist them with their management of health and safety.



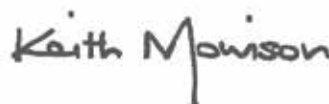
HSWNI also provided mentoring to 65 entrepreneurs participating in the Invest NI “Regional Start” programme and advised a further 24 clients enrolled in Enterprise NI’s “Exploring Enterprise” programme. HSWNI also exhibited at 36 events, delivered a total of 24 health and safety presentations and facilitated 11 workshops.

In terms of customer satisfaction with the services provided by HSENI and its small business advisory service, HSWNI, it is very pleasing to note the results of two independent Customer Satisfaction Surveys conducted on HSENI’s behalf during the year. In terms of overall performance, the vast majority of respondents (95% for HSENI and 98% for HSWNI) said that the overall standard of service provided in the previous 12 months was good or very good. Practically all respondents (99%) said that they would recommend HSWNI’s mentoring service to others and 97% would use the mentoring service again.

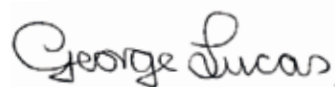
In addition, HSENI’s commitment to the development and involvement of its own staff was highlighted through the results of a Staff Attitude Survey conducted in September 2013 that showed HSENI to once again have the highest employee engagement index score across the NICS.

In conclusion, it is very encouraging that 2013/14 saw a significant reduction in work-related fatalities, making sure Northern Ireland stays amongst the leading organisations in the EU in managing health and safety at work. But just as it can only take a second for an incident to happen, it can also only take a short time for complacency to set in and for trends to reverse. We must therefore all remain vigilant to unsafe working practices and work hard every day to ensure we sustain the welcome trend of fewer injuries and deaths in the past year.

We are grateful to all those who share our ambition to make Northern Ireland’s workplaces as safe as possible.



Keith Morrison
Chief Executive



George Lucas
Chairman



Strategic Report

HSENI, the regional health and safety authority for Northern Ireland, was established on 1 April 1999 as an executive Non Departmental Public Body (NDPB) with Crown status. This was brought about by an Order in Council amending the Health and Safety at Work (Northern Ireland) Order 1978. An executive NDPB has a role in Central Government but is not a Department or part of one. HSENI is funded by the Department of Enterprise, Trade and Investment (DETI).

HSENI's business is to ensure that risks to people's health and safety arising from work activity are properly controlled, in ways that are proportionate to risk, allow for technological progress and pay due regard to costs as well as benefits; and in all that it does, seek to promote better management of health and safety at work, through systematic approaches to identifying hazards and assessing and controlling risks.

HSENI, subject to the DETI Minister, has primary responsibility under the above Order for the regulation of health and safety at work in Northern Ireland. This involves the proposing and setting of necessary standards and securing compliance with those standards and undertaking other forms of activity designed to stimulate or support necessary action on the part of people and organisations that actually create risk.

HSENI's strategy, as set out in its Corporate Plan for the period 2011 to 2015, derives directly from the long-term strategy for the better regulation of health and safety at work in Northern Ireland conceived and developed in partnership with HSENI's co-regulators, the Northern Ireland District Councils. The strategy spells out the shared vision, mission and goals that both HSENI and the District Councils will abide by as each delivers its services and meets its targets in their respective enforcement environments.

Accordingly, the shared vision set for the better regulation of health and safety at work in Northern Ireland is: "A place where the sensible control of work-related risk is the norm and work-related deaths, injuries and ill health are the exception."

The essence of the work that we will undertake in pursuit of this broad vision is encapsulated in the following shared mission statement: "To significantly reduce the number of work-related fatalities, injuries and cases of ill health in Northern Ireland."



This mission will be achieved by:

- ensuring that Northern Ireland's health and safety at work regulatory system operates as effectively as possible, supporting businesses and reducing regulatory burdens;
- focusing on the core aspects of workplace health and safety in Northern Ireland, thereby promoting sensible and proportionate risk management by all; and
- targeting District Council and HSENI's resources when appropriate, in a manner that maximises each organisation's ability to prevent harm and secure justice.

Under the joint strategy with our District Council partners, our 10 goals are:

1. Working together - Work together to maximise resources to best effect, via joint strategic planning and a collaborative approach to implementation;
2. Sensible risk management - Promote an approach to workplace health and safety management that informs risk makers and managers about the core principles and real health and safety issues;
3. Focus on key workplace health issues - Focus on key health issues in the workplace that will bring about a reduction in the number of cases of work-related ill health;
4. Building capacity - Build capacity for businesses, and in particular SMEs, to effectively manage workplace health and safety;
5. Vulnerable groups - Assist in highlighting the needs of vulnerable groups to ensure that their needs are recognised and managed within the workplace;
6. Targeted intervention and enforcement - Target resources for compliance based on proportionate intervention and enforcement;
7. Working with other regulators - Work with other health and safety regulators in the Republic of Ireland, Great Britain, Europe and other parts of the world, to ensure an effective network for learning and sharing of good practice on key aspects of workplace health and safety;
8. The wider perspective - Have a wider perspective on other issues and policies that impact on health and safety in the workplace to influence and maximise the benefit from potential synergies;
9. Leadership - Provide leadership for the regulation of health and safety at work; and
10. The role of others - Clarify and promote the role of others and their responsibility for managing health and safety and achieving excellence.



In order to assist in the delivery of the above vision, mission and goals, HSENI has established a business model based around the following key objectives:

- To provide the highest standards of service delivery at the regional level.
- To promote key workplace health and safety messages and themes to targeted sectors and groups.
- To communicate appropriate, timely and practical workplace health and safety information and advice.
- To improve compliance with health and safety standards through inspection and investigation activities.
- To ensure that an effective and up-to-date health and safety at work regulatory framework is maintained.

This year has seen HSENI continue to steer the course it set itself in its Corporate Plan for the period 2011 to 2015, while also allowing for mid-year course correction to address an urgent need for further action in the agricultural community. HSENI is now in an excellent position to move with confidence into the fourth year of its Corporate Plan and achieving a very credible out-turn against the objectives and targets set out in that Plan.

Principle risks managed by HSENI during 2013/14 were as follows:

- Retention and availability of specialist/skilled staff;
- Failure to maintain an up-to-date regulatory framework;
- Failure to secure sufficient funding to maintain services;
- Damage to HSENI's reputation;
- Third party financial loss or legal procedures being instigated;
- Failure to prevent and detect fraud and a failure to report suspected fraud; and
- Major disruption to business.

Further information on these risks and the controls taken by HSENI to mitigate them is provided in the Managing Risk section of the Governance Statement which forms part of the Statement of Accounts accompanying this Annual Report.

The financial results of HSENI are set out in the Annual Accounts. The net cost of operations (i.e. net expenditure) for the year was £6,869,000.

HSENI is committed to the prompt payment of bills for goods and services. In November 2008, in order to help local business in the worsening economic climate, Minister Dodds announced that Northern Ireland Departments and NDPBs were being set a target of ensuring that invoices for all businesses are paid within 10 days of receipt, regardless of payment terms. Quarterly analysis has indicated that, during the year, HSENI paid 100% of its invoices within 10 working days (2012/13: 99%). HSENI paid 100% of its invoices within 30 days (2012/13: 100%). This policy on prompt payment is expected to continue in the 2014/15 financial year.

The Statement of Accounts has been prepared under a direction issued by the Department of Enterprise, Trade and Investment under the Health and Safety at Work (Northern Ireland) Order 1978, as amended by the Health and Safety at Work (Amendment) (Northern Ireland) Order 1998. The Statement of Accounts has been prepared on a going concern basis.

This strategic report provides a balanced and comprehensive analysis of the development and performance of HSENI's business during 2013/14 and includes the sections on Performance through to Statistics as detailed in the contents page.

As regards financial performance, HSENI operated during 2013/14 within the budget allocated to it by its sponsor Department, Department of Enterprise, Trade and Investment, and budget expenditure at year end was within the acceptable tolerances permitted by the Department of Finance and Personnel. (Under-spend of 2% on Resource and 3% on Capital).

While this strategic report includes information on HSENI's employees and social, community and human rights issues, it does not include information about environmental matters.



K Morrison
Chief Executive

Date: 26/6/2014

Performance

This section summarises HSENI's performance against operating plan targets during 2013/14.

Service Delivery

To provide the highest standards of service delivery at the regional level.

| Key areas | Targets | Progress |
|---------------------------|--|---|
| Quality of Service | <ul style="list-style-type: none"> Continue to operate a quality management scheme and maintain UKAS Accreditation for HSENI's scientific services by 31 March 2014. | Target Achieved HSENI's scientific services successfully retained its third party accreditation following an assessment visit by UKAS in January 2014. |
| | <ul style="list-style-type: none"> Ensure that an independent customer satisfaction survey on the work of HSENI is undertaken by 31 December 2013. | Target Achieved The survey was completed in August 2013 and the results presented to HSENI on 17 September 2013. |
| Efficiency | <ul style="list-style-type: none"> To work in partnership with the District Councils in delivering joint working activity on priority topics and projects, covering maintenance, workplace transport, asbestos and gas safety by 31 March 2014. | Target Achieved Joint working activity all delivered as planned. |
| | <ul style="list-style-type: none"> During 2013/14, all case files will be presented to the Public Prosecution Service for Northern Ireland (PPSNI) in accordance with the agreed quality standards. | Target Achieved All case files have been dealt with in this way. |
| | <ul style="list-style-type: none"> Through a range of Cross Border Working Groups, involving representatives from both HSENI and the RoI's Health and Safety Authority, facilitate the sharing of information and best practice in areas such as construction, agriculture, quarrying and major hazards during 2013/14. | Target Achieved Co-operation through formal meetings and informal contacts continue. Has included Construction and Extractive Industries meetings and attendance at Agriculture conference. |
| | <ul style="list-style-type: none"> Fulfil HSENI's responsibilities as a statutory consultee in respect of planning regulations by responding to all consultations relating to proposed developments adjacent to/at major hazard sites and gas transmission applicants. | Target Achieved Forms part of the inspection programme. |

| Key areas | Targets | Progress |
|------------------------------|--|---|
| Access to information | <ul style="list-style-type: none"> • Publish minutes of all HSENI Board and Senior Management Team meetings held during 2013/14 on HSENI's website. | Target Achieved All minutes are published on website. |
| | <ul style="list-style-type: none"> • Publish an Annual Report and Statement of Accounts for 2012/13 by 30 September 2013. | Target Achieved The report was published on Monday 9 September. |
| | <ul style="list-style-type: none"> • Publish information on HSENI's website relating to enforcement notices served and prosecutions taken on HSENI's behalf during 2013/14. | Target Achieved Website was updated regularly to show latest available information. |

Promotion

To promote key occupational health and safety messages and themes to targeted sectors and groups.

| Key areas | Targets | Progress |
|---|--|--|
| Priority issues and high risk work sectors | <ul style="list-style-type: none"> • Hold a series of targeted events in conjunction with partner organisations by 31 March 2014, including: | |
| | <ul style="list-style-type: none"> ➢ Two seminars for construction companies in partnership with the construction industry; | Target Achieved Two seminars held in Belfast, one on 8 October 2013 and one on 11 March 2014. |
| | <ul style="list-style-type: none"> ➢ A seminar on explosives in partnership with the demolition industry; | Target Achieved Two seminars held, one in Belfast on 1 May 2013 and a second in Londonderry on 15 November 2013. |
| | <ul style="list-style-type: none"> ➢ A workshop for the quarry and quarry products sector in partnership with relevant industry associations; | Target Achieved Workshop held in Lisburn on 23 October 2013. |
| | <ul style="list-style-type: none"> ➢ Four seminars on asbestos in conjunction with relevant industry and representative bodies; | Target Achieved Four seminars held in Londonderry, Omagh, Antrim and Carrickfergus on 4, 5, 20 and 26 March 2014 respectively. |



| Key areas | Targets | Progress |
|---------------|---|--|
| | <ul style="list-style-type: none"> ➤ Three seminars on work-related stress in conjunction with the Labour Relations Agency; and ➤ Two seminars under HSENI's safe maintenance campaign in partnership with relevant industry associations. | <p>Target Achieved Five seminars held – Londonderry on 11 April 2013, Belfast on 12 September 2013, two in Ballymena on 9 and 28 January 2014, and Londonderry on 13 February 2014.</p> <p>Target Achieved Seminar in partnership with REP companies in September 2013 included aspects of Campaign. Safe Maintenance also highlighted at Machinery Show in Fintona in January 2014.</p> |
| | <ul style="list-style-type: none"> • Work with the Farm Safety Partnership partners to ensure that the actions set out in the Farm Safety Action Plan are delivered by 31 March 2014. | <p>Target Achieved Work completed as planned.</p> |
| | <ul style="list-style-type: none"> • Deliver a campaign to advise the public on the need to check that gas installers are registered with Gas Safe Register by 1 December 2013. | <p>Target Achieved Completed in September 2013.</p> |
| | <ul style="list-style-type: none"> • Deliver a Safe Machinery Operation Competition aimed at young farmers at the Balmoral Show by 31 May 2013. | <p>Target Achieved Completed in July 2013.</p> |
| | | |
| Groups | <ul style="list-style-type: none"> • Continue with the “Be Aware Kids” Child Safety on Farms campaign by running a safety on farms poster competition aimed at primary school pupils in rural areas by 31 December 2013. | <p>Target Achieved Competition closed 28 June. 3,687 entries received from 95 schools.</p> |
| | <ul style="list-style-type: none"> • In conjunction with the Gas Safe Register, the Consumer Council, OFTEC and other key stakeholders, including the fuel supply industry, continue with the campaign to raise public awareness, particularly among children, of the risk of carbon monoxide poisoning from all fuels by 31 March 2014. | <p>Target Achieved Northern Ireland's first Carbon Monoxide Awareness Month held in November 2013.</p> |

| Key areas | Targets | Progress |
|-------------------------------|--|---|
| Recognising excellence | <ul style="list-style-type: none"> In conjunction with NIC ICTU, present an award that recognises the contribution Health and Safety Representatives have made in improving health and safety standards in their workplace by 28 February 2014. | Target Achieved Presentations were made to winner and runner up at a NICICTU seminar on 9 December 2013. |
| | <ul style="list-style-type: none"> Identify two further organisations to participate in HSENI's Recognising Excellence Programme, based on OSHA's Voluntary Protection Program in the US, by 31 March 2014. | Target Achieved Two organisations identified to participate in the programme. Invista Textiles (UK) Ltd was also re-accredited in the programme following an audit on 25 June 2013. |
| Workplace Health | <ul style="list-style-type: none"> Under the BuildHealth initiative, deliver a seminar for building contractors on the management of workplace health by 31 March 2014. | Target Achieved Seminar took place in Antrim on 16 October 2013. |
| Small businesses | <ul style="list-style-type: none"> Through its small business advisory service, Health and Safety Works NI (HSWNI), deliver 18 health and safety seminars/workshops for small businesses in partnership with organisations, including the Labour Relations Agency and construction industry representative bodies by 31 March 2014. | Target Achieved 28 seminars delivered in conjunction with the LRA and construction industry by 31 March 2014. |



Information

To communicate appropriate, timely and practical occupational health and safety information and advice.

| Key areas | Targets | Progress |
|---|---|--|
| Priority issues and high risk work sectors | <ul style="list-style-type: none"> Distribute 125,000 items of published information/advisory material (including electronically published materials) to employers, employees and members of the public, to allow them to make informed decisions about their health and safety so that each will, through their actions, have a positive impact on the standard of health and safety in their businesses, workplaces and communities. | Target Achieved 486,820 publications Issued to end of March. (307,708 hard copy and 179,112 downloads). |
| | <ul style="list-style-type: none"> Develop a leaflet to explain to dutyholders the reasons for and benefits of properly managing asbestos in premises by 31 March 2014. | Target Achieved Leaflet produced in partnership with HSENI's Local Authority Unit. |
| | <ul style="list-style-type: none"> Promote the generic toolkit, developed in partnership with the RoI's Health and Safety Authority and aimed at preventing musculoskeletal disorders, to targeted sectors during 2013/14. | Target Achieved The guidance has been pointed up to appropriate stakeholders during interventions. HSENI's website also provides a link to the toolkit. |
| | <ul style="list-style-type: none"> Continue to work with a range of public sector bodies in reducing sickness absence associated with work-related stress during 2013/14. | Target Achieved During the year, HSENI worked with a range of public sector bodies, including DOE, Libraries NI, Into Queen's Arts Council, LRA, CHR and North Down Council. |



| Key areas | Targets | Progress |
|--------------------------|--|--|
| Vulnerable Groups | <ul style="list-style-type: none"> Distribute 10,000 copies, including downloads, of HSENI's "Be safe when you start" booklet to young people and students entering the world of work for the first time by 31 March 2014. | Target Achieved 10,150 copies distributed. |
| | <ul style="list-style-type: none"> Deliver 20 presentations to students and apprentices in universities and further education colleges to raise awareness of health and safety issues in construction and agriculture by 31 March 2014. | Target Achieved 47 seminars delivered to students in agriculture and construction. |
| | <ul style="list-style-type: none"> Deliver farm safety presentations to children in 90 rural primary schools on health and safety issues around helping, working or playing on farms by 31 March 2014. | Target Achieved Presentations delivered to 93 schools. |
| Workplace Health | <ul style="list-style-type: none"> Issue a First Aid at Work update by 1 December 2013. | Target Not Achieved Delayed due to slippage in GB legislative programme and the need to reprioritise legislation work in latter part of 2013/14. Target carried forward to 2014/15. |
| Small Businesses | <ul style="list-style-type: none"> Revise and update the "Risk Assessment Simplified" publication and make it available online by 31 March 2014. | Target Achieved "Five steps to risk assessment" published in March 2014. |
| | <ul style="list-style-type: none"> Through its small business advisory service, Health and Safety Works NI (HSWNI), provide mentoring to 300 small businesses to assist them with their management of health and safety by 31 March 2014. | Target Not Achieved 264 new and existing businesses received mentoring visits during the year. [Note: a total of 325 mentoring visits were undertaken, including 227 visits to new businesses, 37 visits to existing businesses and 61 follow-up visits.] |



Inspection

To improve compliance with health and safety standards through inspection and investigation activities.

| Key areas | Targets | Progress |
|--------------------------|--|---|
| Priority issues | <ul style="list-style-type: none"> In contributing to the third year of a joint HSENI/District Council project, at least 50% of all of HSENI's inspection cases during 2013/14 will address the issue of safe maintenance. | Target Achieved 54% of all of HSENI's inspection cases during 2013/14 addressed the issue of safe maintenance. |
| | <ul style="list-style-type: none"> In contributing to the first year of a joint HSENI/District Council project, undertake 470 inspections during 2013/14 which address the issue of workplace transport. | Target Achieved 959 visits undertaken by HSENI during 2013/14, addressed the issue of workplace transport. |
| | <ul style="list-style-type: none"> Undertake inspection initiatives focussing on particular health and safety risks in the following areas: <ul style="list-style-type: none"> ➤ Slurry, animals, falls and equipment in the agricultural sector; ➤ Onsite and offsite emergency plans at major hazard (COMAH) sites; ➤ The management of legionella in premises with high-risk water cooling systems; ➤ Work-related health issues in the engineering sector; ➤ Asbestos removal operations. | Target Achieved Formed part of the inspection programme for farms. Target Achieved Formed part of the inspection programme for major hazard sites. Target Achieved Formed part of the inspection programme for identified premises. Target Achieved HSENI facilitated the first meeting of an Engineering Health Group on 30 January 2014. Target Achieved Formed part of the inspection programme. |
| | <ul style="list-style-type: none"> Ensure that the health and safety needs of vulnerable workers such as those having a disability, young workers (including school leavers entering the workplace for the first time), older persons and migrant workers, is addressed during all inspection and investigation activities where appropriate. | Target Achieved Formed part of the inspection programme. Young workers also specifically targeted through the SafeStart-NI initiative. |
| Vulnerable Groups | <ul style="list-style-type: none"> Ensure that the health and safety needs of vulnerable workers such as those having a disability, young workers (including school leavers entering the workplace for the first time), older persons and migrant workers, is addressed during all inspection and investigation activities where appropriate. | Target Achieved Formed part of the inspection programme. Young workers also specifically targeted through the SafeStart-NI initiative. |

| Key areas | Targets | Progress |
|--|--|--|
| Inspection (including Investigation) | <ul style="list-style-type: none"> Undertake at least 6,000 inspections across all work sectors for which HSENI is responsible, aimed at improving levels of compliance with health and safety standards. | Target Achieved 6,350 inspections were completed during 2013/14. |
| | <ul style="list-style-type: none"> RIDDOR incidents will be selected for investigation using HSENI's Incident Selection Procedure. | Target Achieved The RIDDOR selection procedure was routinely applied throughout the period. |
| | <ul style="list-style-type: none"> All complaints about workplace health and safety standards will be investigated in accordance with HSENI's published procedure. | Target Achieved All 722 complaints received about workplace health and safety standards were investigated in line with HSENI's complaints handling procedures. |
| | <ul style="list-style-type: none"> All fatal incidents will be investigated. | Target Achieved All reportable fatalities notified to HSENI were investigated. |
| Compliance/Enforcement | <ul style="list-style-type: none"> All employers found to have an unsatisfactory level of compliance will be considered for enforcement action in accordance with HSENI's Enforcement Guidelines. | Target Achieved The HSENI enforcement guidelines were applied to all cases during the period. |
| NOTE: The target date for all of the above was 31 March 2014. | | |



Regulation

To ensure that an effective and up-to-date health and safety at work regulatory framework is maintained.

| Key areas | Targets | Progress |
|--|--|---|
| Consultative and Discussion Documents | <ul style="list-style-type: none"> Publish Consultative Documents in relation to proposals for health and safety regulations and Approved Codes of Practice in areas, including: <ul style="list-style-type: none"> ➤ Reporting of injuries, diseases and dangerous occurrences ➤ Construction (design and management) | <p>Target Not Achieved Corresponding GB consultation delayed. Target carried forward to 2014/15.</p> <p>Target Not Achieved Corresponding GB consultation delayed. Target carried forward to 2014/15.</p> |
| Health and Safety Regulations | <ul style="list-style-type: none"> Develop health and safety regulations to cover a variety of topics, including: <ul style="list-style-type: none"> ➤ Sharp instruments in healthcare ➤ First Aid at Work | <p>Target Achieved The Health and Safety (Sharp Instruments in Healthcare) Regulations (Northern Ireland) 2013 were made on 18 April 2013.</p> <p>Target Not Achieved Delayed due to slippage in GB legislative programme and need to reprioritise legislation work in latter part of 2013/14. Target carried forward to 2014/15.</p> |
| Approved Codes of Practice and Guidance | <ul style="list-style-type: none"> Adopt Approved Codes of Practice and Guidance developed by the Health and Safety Executive in Great Britain for use in Northern Ireland where appropriate. | <p>Target Achieved Approval/adoption takes place every time Code of Practice/Guidance produced in GB. Eight consultations on GB ACoPs initiated during 2013/14.</p> |
| NOTE: The target date for all of the above was 31 March 2014. | | |

Other Corporate Targets

| Key areas | Targets | Progress |
|---|--|--|
| Health, safety and welfare | <ul style="list-style-type: none"> During 2013/14, through the leadership of the HSENI Senior Management Team, maintain and develop a health, safety and welfare culture within HSENI that minimises the risk of incident, illness or injury. | Target Achieved Formal building inspections, led by member of SMT and TUS representative, undertaken quarterly. HSENI's Health and Safety Policy revised in-year. |
| Policy development | <ul style="list-style-type: none"> Submit an Annual Report to the Equality Commission on the implementation of HSENI's actions under equality and disability duties by 31 August 2013. | Target Achieved Equality Annual Report submitted to Equality Commission in August 2013. |
| Human resources | <ul style="list-style-type: none"> Ensure that HSENI staff are given every opportunity to participate in the 2013 NICS Staff Attitude Survey and that areas for improvement are identified by 31 March 2014. | Target Achieved NICS Staff Attitude Survey questionnaires issued on 12 September 2013 to all HSENI staff. 86% response rate achieved. Areas for improvement identified in survey report. |
| | <ul style="list-style-type: none"> Develop HSENI's Learning and Development Plan for 2013/14 by 31 July 2013. | Target Achieved Learning and Development Plan for 2013/14 completed in July 2013. |
| Corporate Governance and Risk Management | <ul style="list-style-type: none"> Support the quarterly meetings of HSENI's Audit and Risk Management Committee during 2013/14, in its task of seeking assurances on the corporate governance and risk management processes and procedures within HSENI. | Target Achieved ARMC met on a quarterly basis throughout 2013/14. |
| | <ul style="list-style-type: none"> Undertake a desk-top test of HSENI's Business Continuity Plan and identify necessary changes by 31 March 2014 | Target Achieved Desktop test undertaken and actions identified on 4 March 2014. |
| Financial | <ul style="list-style-type: none"> Prepare, finalise and lay before the Assembly, HSENI's Statement of Accounts for 2012/13 before the summer recess for 2013. | Target Achieved Accounts laid on 2 July 2013. |



Management Commentary

Communications

An essential feature of HSENI's work programme is the promotion of key occupational health and safety information to targeted groups through seminars, workshops, campaigns and exhibitions. Partnership working is very important to HSENI and partnership events such as the Concrete Seminar, the Smaller Builders Seminar, the Demolition Seminars and the ongoing work of the Farm Safety Partnership, enable access to health and safety information by a much wider range of customers than HSENI would be able to reach on its own.



DETI Minister Arlene Foster and Keith Morrison, Chief Executive of HSENI, with CO Safety Group members Ita McErlean from RoSPA and Bobby Anderson from NIFRS at the launch of Northern Ireland's first Carbon Monoxide Awareness Month on 5 November 2013 at Parliament Buildings.

During 2013/14, HSENI's Information and Advisory Services team organised the following key events which attracted some 800 participants:

- Demolition Seminar in May 2013 in Belfast;
- Building or Renovating a Farm Building Seminar in June 2013 in Cookstown;
- PTO Safety Week from 23 to 28 September 2013;
- Hidden Killers Seminar in October 2013 in Antrim;
- Smaller Builders Seminar in October 2013 in Belfast;
- Demolition Seminar in October 2013 in Londonderry;
- Concrete Seminar in October 2013 in Lisburn;
- Farm Safety Workshop in November 2013 in Enniskillen;
- Northern Ireland's first Carbon Monoxide Awareness Month in November 2013;
- Farm Safety Partnership Stakeholder Event in January 2014 in Belfast;
- Smaller Builders Seminar in March 2014 in Belfast; and
- Asbestos Updates Seminar in March 2014 in Templepatrick.



Pictured at an event in Parliament Buildings on 14 January 2014 to highlight the importance of farm safety are, from left to right, Paul Frew MLA, Assembly Committee for Agriculture and Rural Development Chairperson; Enterprise Minister Arlene Foster; George Lucas, HSENI Chairman, and Agriculture Minister Michelle O'Neill.

During 2013/14, HSENI either held or attended 552 promotional events including seminars, lectures, workshops and presentations.

Child Safety Week was held in June 2013. Information and Advisory Services staff visited shopping centres in Ballymena and Magherafelt, engaging with parents and children and distributing information leaflets relating to the safety of children on farms.

During October 2013, HSENI promoted the European Week for Safety and Health campaign on “Working together for risk prevention”. This is the second year of this campaign which ran until December 2013. The campaign is designed to help employers, workers, workers’ representatives and the whole supply chain evaluate and reduce workplace risks.

A number of European information packs were issued but demand for hard copy information has continued to decrease as all campaign material can be downloaded from HSENI’s website.

In December 2013, Carmen Biagioni, a UNISON health and safety representative with the Belfast Health and Social Care Trust was announced as the winner of the Health and Safety Representative’s Award 2013. This annual award, the winner of which receives a bursary of £500, is organised by HSENI in partnership with NIC ICTU and recognises outstanding contributions by employee safety representatives in improving occupational health and safety standards in the workplace. At Carmen’s request, the bursary was paid to UNISON for the purpose of purchasing a range of health and safety training materials for use on training courses in UNISON branches.



Carmen Biagioni, a UNISON health and safety representative with the Belfast Health and Social Care Trust, was declared the winner of the Health and Safety Representative’s Award for 2013. The award was presented by Pamela Dooley, Chairperson of NIC ICTU and George Lucas, Chairman of HSENI, at a seminar held at NICVA in Belfast on Monday 9 December 2013.

All these events were organised with the purpose of highlighting the importance of health and safety issues in the workplace. They helped to raise awareness of key issues in order to prevent and reduce future occurrences of work-related injuries and ill health. They also showed that by effectively managing health and safety, operating costs can be reduced, profits improved and business competitiveness enhanced.

Information and Advisory Service

HSENI's Information and Advisory Service, which includes the Information and Advice Centre and freephone Helpline service, has continued to assist employers, employees, trade union representatives, safety professionals and practitioners, and members of the public requiring help or information on health and safety matters.

During the year, the Information and Advice Centre at 83 Ladas Drive, Belfast, received over 250 visitors wishing to access the wide range of health and safety information provided for customers.

The one-to-one Advisory Service, which allows customers to speak to a duty Inspector who can give advice on all aspects of health and safety in the workplace, on a confidential basis if necessary, responded to 1,340 requests. This service is accessed through HSENI's freephone Helpline on 0800 0320 121.

Throughout the year, HSENI also:

- Distributed over 307,500 free publications giving health and safety advice;
- Dealt with 3,630 calls for information via its freephone Helpline; and
- Enabled website visitors to download some 179,100 publication files.

HSENI's Training and Resource Centre (TRC) at Ladas Drive was also used extensively throughout the year. The TRC is made available at no charge to not-for-profit organisations, to run their own health and safety events. This facility has been used for training events and meetings organised by external organisations such as the Northern Ireland Safety Group and local health and first aid bodies. The TRC has also been used for training events and meetings attended by HSENI and its partners, such as Farm Safety Partnership members and District Council staff.



Health and Safety Works NI

Health and Safety Works Northern Ireland, HSWNI, is HSENI's advisory service established specifically to provide free and confidential advice on managing health and safety in the workplace to all small businesses employing less than 50 employees across Northern Ireland. The work of HSWNI is delivered by a team of advisers based in Belfast and Omagh. The team of advisers provide a trusted and reliable service to each business without threat of enforcement. They provide appropriate, tailored, health and safety information, advice and guidance across all industry sectors including construction, manufacturing, agriculture and quarrying. The service is also available to the service sector and the social economy.

During 2013/14, HSWNI continued to promote its service to the small business sector by attending 36 events including three Plumbing and Heating Shows held on 2 May 2013 in Londonderry, 25 and 26 September 2013 in Belfast and 20 March 2014 in Omagh; the Chartered Institute of Waste Management Conference on 15 May 2013 in Armagh; the Emergency Fire and Safety Conference on 16 August 2013 in Belfast; the Association for Project Safety Convention on 9 October 2013 in Belfast and the WISH Ambassador Programme on 19 March 2014 in Templepatrick. HSWNI offered support to 264 small businesses; mentored 65 entrepreneurs participating in the Invest NI "Regional Start" programme and advised 24

clients enrolled in Enterprise NI's "Exploring Enterprise" programme. HSWNI facilitated 11 workshops and delivered 24 health and safety presentations across a range of sectors giving both general and industry specific health and safety advice. Online communications with the HSWNI website continued to increase with almost 183,000 visitors to the site, a 15% increase on the previous year, and over 113,000 pieces of information downloaded during the operating year, an 18% increase on the previous year. Construction specific templates and worked examples of a health and safety policy, risk assessments and method statements continued to be the most popular downloaded information.

Mentoring

The free and confidential mentoring service offered by HSWNI was once again in demand with 264 small businesses requesting a visit from an adviser to discuss their specific health and safety requirements. The construction sector was the largest high risk sector to request our service with 64 new companies requesting a visit and consequently 60 construction resource packs were issued during the year.

With the demand for this sector specific resource pack, HSWNI will evaluate the need to revise the general support pack for small businesses during 2014/15.



Provision of Information

During 2013/14, HSWNI commissioned Central Survey Unit of the Northern Ireland Statistics and Research Agency (NISRA) to conduct a survey of customers. The aim of the survey was to find out the views and opinions of customers who had arranged a one-to-one mentoring service visit with HSWNI in the period October 2012 to April 2013. The results of this survey indicated that customers reported high levels of positive feedback with regards to the performance of HSWNI.

In terms of overall performance, the vast majority of respondents (98%) said that the overall standard of service provided by HSWNI in the previous 12 months was good or very good. Of those respondents who could compare the recent standard of service compared with four years ago, all (100%) agreed that the recent service was better. Practically all respondents (99%) said that they would recommend HSWNI's mentoring service to others and 97% would use the mentoring service again. One third of respondents (32%) became aware of HSWNI's mentoring service as a result of attending a workshop or event.

One in four (23%) became aware of the service through the HSWNI website and one in ten (11%) became aware through word of mouth. The most common sectors in which respondents were employed were Construction (23%) and the Service sector (11%).

Just less than half (44%) specified 'other' and these covered a wide range of sectors which included District Council enforced and social economy.

In order to provide further information and guidance to small businesses, a new booklet "Five steps to risk assessment" was produced during the year to simplify the risk assessment process and this was made available to download from the website.

The website was also updated following the Workplace Transport campaign started in April 2013 with information and checklists to assist companies with improving the management of workplace transport safety and included specific information on workplace transport safety in the agriculture sector. All information was available to download from the website.



Working in partnership

Due to the success and popularity of the “Managing Fire Safety” workshops in previous years, HSWNI's has continued to work in partnership with the Northern Ireland Fire and Rescue Service and the Labour Relations Agency (LRA) and delivered a further four workshops from the LRA offices in Belfast and Londonderry. A further two “Implementing Health and Safety – what you need to know” workshops were developed during the year and, in partnership with LRA, were delivered on 16 January 2014 and 26 February 2014 in their offices in Belfast and Londonderry.

The partnership developed with CITBConstructionSkills NI has generated an ongoing link with the construction sector allowing HSWNI to avail of the opportunity to provide valuable health and safety advice to this high risk sector. During the year, HSWNI supported CITBConstructionSkills NI in the delivery of 17 health and safety presentations to their clients and attended their “Drop in” events on 17 October 2013 and 27 February 2014 in Newcastle and Omagh. More specifically, HSWNI delivered a series of five workshops during the months of October and November 2013 in Newry, Enniskillen, Dungannon, Londonderry and Ballymena, for their clients. These workshops focused clients' attention on how to write a method statement and put together the health and safety plan and gave guidance on writing a health and safety policy and completing a risk assessment.

Due to the success of these workshops, HSWNI plans to run another series during 2014/2015 in Belfast, Down and Armagh.



HSWNI Team members, Julie Leathem and Deirdre Whyte, with exhibition stand at the Electrical Trade Show on 5 June 2013.

A further 24 other presentations were delivered in partnership with other organisations. Some of these were to promote the small business advisory service to organisations such as the Craigavon Industrial Development Organisation on 24 June 2013, while others were to address industry specific issues such as health and safety in warehousing to a pharmaceutical company in September 2013 in Belfast and one to the agricultural sector on 19 June 2013 at Loughry College, Cookstown. Others were to entrepreneurs enrolled with the College of Agriculture, Food and Rural Enterprise, who were planning to diversify into new sectors, on 13 March and 18 March 2014 in Enniskillen and Newry.

SafeStart-NI

Young people are vital to our future. However, from a workplace health and safety point of view young people are of particular concern as they face an increased risk of injury and death at work due to their inexperience, lack of maturity and lack of appreciation of risk. HSENI's SafeStart-NI programme focuses on providing these young people, whether on work experience, about to start their first job or apprentices who have already joined the workforce with the information and advice to enable them to work safely and stay healthy in any work environment.

HSENI's "Be safe when you start" book is a much used resource within the education environment where teachers and lecturers use it to provide young students with the basic health and safety information to help keep themselves safe but also to highlight to them the information an employer should be discussing with them as part of their induction training. During the year, 10,150 copies of the book were distributed to schools and colleges across Northern Ireland or downloaded from the "young people's" page on the HSENI website. Formal evaluation of the book is under way and will be completed during 2014. HSENI also delivered health and safety presentations to year 11 and 12 students at 13 schools across Northern Ireland.

This year, HSENI continued to focus on young people in the agriculture and horticulture industries. With the continued growing interest in the agri/food industry, work began on developing a resource, similar to "Be safe when you start", for young farmers engaged in the agriculture industry and students embarking on the new GCSE in agricultural and land use. A focus group was held with Holeystone Young Farmers' Club on 4 September 2013 to seek their opinions on current farming publications, the topics that interested them and how they wanted information tailored to suit their needs and lifestyles. This information will be used to develop a new resource for key stage 3 and 4 students during 2014. In the interim, a new flyer was designed specifically to promote and inform children and their parents that before they can drive a tractor engaged in agricultural activities in Northern Ireland, they have to be 13 years old or over and need to have achieved a nationally recognised certificate of competence in the safe operation of tractors.





New flyer designed to promote and inform children and their parents about safe tractor driving.

HSENI also delivered 16 presentations to young people in agriculture. Four of these presentations were on farm safety delivered to students studying at the College of Agriculture, Food and Rural Enterprise, Greenmount campus, as part of their induction training. Another five talks were delivered to Young Farmers' Clubs in Co. Antrim, Co. Fermanagh and Co. Londonderry.

In September 2013, HSENI attended the annual freshers' fairs at the 20 campuses of the Southern, South Eastern, Northern, South West and North West regional colleges.

HSENI also attended the annual Causeway Business Education Partnership area careers' convention in Coleraine on 7 March 2014, reaching over 1,000 students.

General health and safety information, pocket cards covering five key safety tips, wristbands and "Be safe when you start" books were distributed to the students attending the freshers' fairs and the careers' convention.

HSENI also promoted the SafeStart-NI programme and the advice and resources available to lecturers involved in the higher risk industries of construction and manufacturing. As a consequence, HSENI delivered 57 health and safety presentations to young students going out on placement and those studying retail, catering, hair and beauty, health and social care, motor vehicle repair, engineering and the construction trades at campuses throughout Northern Ireland.

Within the construction industry, HSENI continued to focus on the dangers of exposure to asbestos and as a consequence delivered 17 presentations to refrigeration, plumbing, electrical, joinery and construction apprentices at the regional college campuses of Newtownabbey, Ballymena, Ballymoney, Magherafelt, Lisburn, Newtownards, Dungannon and Omagh during the year as well as speaking with students at Springvale Learning Centre, Belfast.

HSENI also addressed Unite Union Safety Representatives in Ballymena and at their headquarters in Belfast and met with the president of the National Union of Students: Union of Students in Ireland to discuss the health and safety of their members.

Overall, under the SafeStart-NI initiative, 94 health and safety presentations were delivered to over 2,600 young people in Northern Ireland during 2013/14.



Recognising Excellence Programme

During the year, HSENI continued to work closely with the existing companies already in the Recognising Excellence Programme (REP) namely, Invista Textiles (UK) Ltd, DuPont (UK) Industrial Ltd, Michelin Tyre PLC and 3M Bangor.

Following an audit on 25 June 2013, Invista Textiles (UK) Ltd was re-accredited under the Programme.

At a presentation on 12 December 2013, John Wright, Acting Deputy Chief Executive said,

“HSENI was delighted to re affirm Invista’s re-accreditation under the Recognising Excellence Programme.

Invista was one of the first companies to be accredited under this Programme and it came as no surprise that the company has maintained its excellent performance, which is inclusive of everyone on the site and beyond, and continues to place exemplary standards of health and safety at the very top of its agenda”.

Kevin Kelly, INVISTA Maydown site manager, responded by saying:

“We’re delighted that the HSENI has officially recognised INVISTA’s continued commitment to health and safety excellence and we are proud the site earned re-accreditation under the HSENI Recognising Excellence Programme”.



John Wright, Acting Deputy Chief Executive, HSENI, with Kevin Kelly, Invista Maydown Site Manager, and other Invista Textiles (UK) Ltd staff at REP re-accreditation event in December 2013.

This re-accreditation is another significant indicator of INVISTA personnel's ongoing commitment to a strong health and safety culture at the site.

HSENI continues to work with its existing REP members to promote "best practice" in health and safety throughout Northern Ireland. This year a Recognising Excellence Programme Member Symposium 2013 entitled "Making good practice best practice" was held on 18 September 2013 at Michelin Tyre PLC.

Invited companies and organisations heard each of the REP member companies speak on a safety or health-related topic as follows:

- Invista: The Timeline of Health Surveillance at a Manufacturing Site
- 3M: Vehicle and Pedestrian Safety within a Busy Manufacturing Site
- Michelin: Fork Lift Truck Safety Programme
- DuPont: Management of Contractors on a Manufacturing Site: the Permit to Work System

The seminar was followed by a tour of the facility at Michelin Tyre PLC.

As well as building on the close relationship with existing REP member companies, HSENI continues to develop relationships with organisations that may be invited to participate in the Recognising Excellence Programme in the future.



Keith Morrison, HSENI Chief Executive, and Anne Boylan, HSENI Principal Inspector, with representatives from REP member companies at symposium in September 2013 at Michelin Tyre Plc.

Partnership with District Councils

This year saw a continuing development of the partnership between HSENI and the District Councils as the structures, established through the joint strategy, strengthened working relationships and made a significant impact on health and safety regulation in Northern Ireland.

The joint strategy entitled “Health and safety at work: protecting lives, not stopping them”, which was launched by the Enterprise, Trade and Investment Minister, Arlene Foster, in February 2011, defines 10 specific goals, which act as a blueprint for joint working, planning and sharing of resources/expertise over this decade and beyond. The strategy underlines the commitment of both parties to achieve better efficiency and a more effective co-ordinated approach to the regulation of health and safety at work.

The strategy is delivered through a three-tiered approach to partnership working. Overseeing the partnership work is the Health and Safety Executive/Local Authority Enforcement Liaison Committee for Northern Ireland (HELANI), which meets three times per year and has a strategic input into the work of the partnership alongside monitoring progress of joint working. The second tier is the Planning and Development Group which comprises senior officials from HSENI and District Councils and this gives direction on joint working based on the key priorities for both organisations.

This work is then directed through the third tier consisting of operational groups to deliver the work.

Safe maintenance remained a priority in 2013/14, in what was the third and final year in the delivery of a joint campaign. Year 1 of the Safe Maintenance Campaign involved raising awareness in three key risk areas: working at heights, asbestos and isolation. Based on feedback from inspections, the initiative was developed in 2012/13 to include two further topics, namely cleaning and controlling contractors.



Examples of posters produced in support of the Safe Maintenance Campaign.

In 2013/14, the final year of the initiative, the focus was on embedding Safe Maintenance as a standard Inspection topic for consideration where appropriate for HSENI and District Council staff.

As a consequence, over 4,600 HSENI and District Council inspections focusing on one or more of the five Safe Maintenance topics took place. Information leaflets on the five topics were distributed during routine inspections by HSENI and District Council staff. These are also available to download via a dedicated Safe Maintenance website at <http://safemaintenance.hseni.gov.uk/>, which includes supplementary information and resources.

Asbestos Group

An evaluation of the first two years of the Safe Maintenance initiative highlighted asbestos as an ongoing issue for businesses. As a result, a HSENI and District Council group was established to address the issue in 2013/14. This Asbestos Group delivered three Asbestos Information sessions to Council employees in Derry, Dungannon and Carrickfergus. Over 90 people attended the sessions, which enhanced attendees awareness of asbestos issues. The group also developed a booklet which collated learning from previous asbestos initiatives and referenced relevant enforcement information for use by Inspectors and Environmental Health Officers.



Asbestos Information Seminar Flyer

Workplace Transport

Workplace Transport was highlighted as a priority for joint work as between 2007 and 2011 there were 17 workplace transport-related fatal accidents in HSENI/District Council enforced workplaces throughout Northern Ireland.

In 2012/13, a HSENI/District Council Workplace Transport group was established to address the issue. The result was the Workplace Transport initiative, which was delivered in 2013/14 with three key messages:

Safe site:

Well defined traffic routes free from obstruction, firm and even surfaces. Every effort made to separate pedestrians from vehicles. Pedestrian crossing points identified and used. Effective one-way systems in use for LGVs.



Safe vehicle:

Vehicles maintained to a safe standard and a particular emphasis on steering, brakes and lights. Roll-over Protective Structures (RoPS), seat belts and reversing aids fitted when appropriate.

Safe driver:

Forklift truck drivers trained and competent in accordance with Approved Code of Practice (ACoP). In addition, similar training to be in place for drivers of other types of vehicle. Promoting active supervision of driver behaviour.

Through this initiative in 2013/14, a total of 959 Workplace Transport inspections were carried out by HSENI and District Council staff.

Musculoskeletal Disorder Campaign

The Musculoskeletal Disorder (MSD) Campaign will run as a joint project between HSENI and the District Councils in 2014/15. Preparatory work to establish the common goals and objectives was completed in 2013/14. The campaign is seeking active demonstrable improvement from all types of businesses in the management of MSDs.

MSDs include problems such as low back pain, joint injuries and repetitive strain injuries of various sorts. The campaign has a strapline of “**Keep every BODY moving well at work**”.

A jointly developed HSENI/HSA document “Guidance on the Prevention and Management of Musculoskeletal Disorders (MSDs) in the Workplace” will provide businesses with advice and guidance. This document is free for download and over 3,000 printed copies will be distributed during the course of the campaign.

Other Work

Other joint work with District Councils during the year involved streamlining arrangements for dealing with a public health outbreak such as legionella, sharing intelligence on gas regulation, planning for a joint initiative on buried LPG gas pipework, and identifying particular health and safety specialisms within the 26 councils and HSENI to facilitate the sharing of knowledge and experience.

Throughout 2013/14, all of the District Council and HSENI staff involved in the various joint working groups, continued to work hard to consolidate a better approach to health and safety regulation. By using the joint strategy as a framework and by working together, it has facilitated better regulation for all concerned.



Workplace Health

Mental Wellbeing

During 2013/14, HSENI continued to promote HSE's management standards and our associated resources on mental wellbeing in the workplace setting. HSENI has actively supported a number of organisations implementing the management standards, including:

- Insolvency Service (first review);
- Department of Environment;
- Library Service NI;
- INTO Queen's University Belfast;
- North Down Borough Council;
- Antrim Borough Council;
- Simon Community;
- Labour Relations Agency;
- Arts Council NI; and
- Stanley Security Solutions.

HSENI continues to have detailed discussions with the NICS Departments and Workplace Health staff presented to all the Corporate HR managers on 16 January 2014 at a meeting hosted by DFP. A number of Departments approached HSENI after the presentation with a view to finding out more about the management standards process. HSENI staff also contributed to the development of an NICS-wide Wellbeing at Work Survey 2014, which was rolled out across all NICS Departments at the end of March 2014.

HSENI's Workplace Health team facilitated five workshops and seminars in liaison with the Labour Relations Agency and have also conducted presentations to organisations including Perfecseal, University of Ulster at Jordanstown, North Down Council, Simon Community, Almac, Craigavon Business Forum, PSNI A/B District Training Unit, Belfast Health Trust, Mind Body Business and Child Maintenance Enforcement Division (CMED).

The Workplace Health team has had ongoing liaison with HSE(GB) regarding the new benchmarking tool for the management standards. This new benchmarking tool has proven effective in providing more in-depth statistical material for completing a report for any client. There has also been contact with and sharing of data with the Health and Safety Authority in the ROI regarding the first cross-border private industry management standards project. The two teams continue to liaise and exchange data on a regular basis.

In addition, HSENI continues to represent DETI on the Bamford Interdepartmental Senior Officials Group (IDSOG). Under the Bamford Action Plan 2012-2015, HSENI's key role is to deliver specialist work-related stress advice and, where necessary, enforcement in high risk work sectors and to reduce stress-related ill health and associated absenteeism and increase productivity.



Health in the Engineering Sector

Over the course of the year, the Workplace Health Group has continued to focus on the management of health within large engineering companies based in NI.

It is known that management of work-related health issues is less well understood by businesses in general when compared to safety issues. Often, health effects such as cancers and chronic obstructive pulmonary disorders appear long after exposure to a hazardous substance has ended.

HSENI is encouraging engineering companies to focus resources on understanding and managing the health risks associated with their work processes.

HSENI facilitated the first meeting of an Engineering Health Group on 30 January 2014, where common pitfalls in the measurement and control of hazardous substances were considered. It is planned that this Engineering Health Group will meet regularly in 2014/15 to establish its aims and objectives.

The model used for this approach was the very successful BuildHealth Group which continues to take a proactive approach to improving health within the construction Industry.

BuildHealth

In association with HSENI's Construction Group, Workplace Health staff spoke at two training events held on contractors' sites. Site personnel were informed of control measures for a range of health risks, including asbestos, musculoskeletal disorders and silica.

Asbestos Information Seminar

Building on the success of the "Asbestos Pledge" last year, the Workplace Health team in partnership with HSENI's Local Authority Unit and other colleagues, delivered three Asbestos Information Seminars across Northern Ireland in March 2014. These were attended by around 90 delegates from District Councils throughout Northern Ireland.



Scientific Services

The Scientific Services Team successfully retained its third party accreditation following an assessment visit by UKAS in January. The scope of accreditation covers the measurement of hazardous dusts and vapours in occupational settings, the identification and measurement of asbestos and the assessment of local exhaust ventilation systems. Third party accreditation is important as it provides independent validation to international standards of the quality of the work produced by HSENI's Laboratory.

Work continued to be undertaken in support of the Inspectorate in a diverse range of investigations, from failed scaffolding boards to asbestos contaminated demolition and refurbishment sites.

When things go wrong, very often questions arise as to whether procedure or faulty equipment was at the root of an incident. For example, on occasion, fault can be traced to poor welding and some examples of this were encountered.

Micrographic examination of welds can reveal faults which may have acted as sources of stress cracks, or intrusions into the joint or slag material which can act as a conduit for moisture ultimately causing corrosion, providing evidential clues to causes of failure.

A series of examinations of broken scaffold boards revealed that a common cause of failure was due to loss of strength caused by rot. The results of the examinations led to the publication of guidance on maintenance and inspection of scaffold boards on the HSENI website.

This year saw the culmination, with convictions, of a number of cases involving the contamination of building sites due to the non-removal of asbestos containing materials prior to demolition. During such demolition, workers and members of the public can be exposed unnecessarily to asbestos fibres. The role of Scientific Services was to establish the presence of asbestos and to characterise the extent of any contamination. Contractors need to be aware that, where non-hazardous building rubble becomes contaminated with asbestos debris, the clean-up processes are very expensive.



Picture of a defective weld under magnification

Scientific Services were involved in a number of knowledge transfer activities throughout the year, including the sharing of research into 'Duty-to-Manage' asbestos surveys with industry practitioners and client representatives and guidance on the commissioning of Occupational Hygiene consultancy to the HSE(GB) Engineering Industry Group.

Exposure monitoring in the stone working sector showed the benefit of proper control of dust containing crystalline silica. Working this material with high energy tools has the capability to produce high levels of respirable dust (RCS) which can produce respiratory disease. It was demonstrated in the studies that water suppression of the dust and the use of wet-working techniques significantly reduced the levels of airborne dust.

Employment Medical Advisory Service

HSENI's Employment Medical Advisory Service (EMAS) provides timely, specialist medical advice, both externally and internally to HSENI, on all aspects of health and work including health risk management, statutory health surveillance, attendance management and rehabilitation, occupational health support and workplace health promotion. Its outputs are aligned with HSENI's commitment to raise the profile of work-related ill health.

During the year, EMAS conducted a range of workplace visits covering issues such as first aid at work approvals and the adequacy of the controls in place to manage workplace risks to health and the arrangements in place for employees whose work was safety critical in nature. Visits to workplaces also provided opportunities to highlight the importance of leadership and employee engagement in health and safety management. Specific areas of work which EMAS addresses include standards for statutory health surveillance and health records as well as other work-related health matters such as aspects of the Disability Discrimination Act, sickness absence management and mental wellbeing at work.

Under the RIDDOR Regulations, HSENI initially received 19 reports of diseases, two of which were later confirmed as non-reportable. Within the reportable category, there were 12 cases of hand-arm vibration syndrome, two cases of carpal tunnel syndrome, two cases of occupational dermatitis and one case of Q Fever, from 11 different employers.

Following two occupational health professionals' Health Workshops held in early 2013, HSENI's activities on health in this sector continued to focus on health risks from dusts containing respirable crystalline silica and asbestos. Risks from exposure to noise, hand-arm vibration and manual handling activities also commonly arise on construction sites.



First Aid at Work

Sixty-five organisations are currently approved by HSENI to provide first aid at work training. In the period 1 April 2013 to 31 March 2014, six organisations gained HSENI approval for the first time, one withdrew and 11 organisations were reapproved. A total of 1,598 courses (first aid at work, refresher and emergency first aid at work) were notified to HSENI.

Since September 2011, HSENI has recognised Ofqual-approved awarding organisations for the delivery of training in Emergency First Aid at Work subject to certain conditions. To date, 16 awarding organisations have sought approval.

Since January 2013, HSENI also recognised Ofqual-approved awarding organisations for the delivery of training in First Aid at Work subject to specified conditions.

These organisations issued a total of 517 first aid at work certificates and 1,155 emergency first aid at work certificates in the calendar year 2013 under this arrangement.

During 2013/14, HSENI conducted 22 monitoring visits to courses and examinations and issued three newsletters reminding organisations of relevant issues with regard to first aid practice and HSENI's requirements.

Appointed Doctors

HSENI appoints doctors under the Regulations below at the request of employers. It also sets standards for their qualifications and for the conduct of the specific assessments and examinations. All doctors are the subject of periodic review. In 2013/14, HSENI appointed one doctor under the Control of Lead at Work Regulations (NI) 2003. Two Northern Ireland doctors were the subject of review and two GB appointed doctors under asbestos were reappointed.

During 2013-2014, 10 appointed doctors based in Northern Ireland carried out 180 statutory medical examinations for 42 employers. Details of the Regulations and the examinations are contained in Table 1.



Table 1

| Regulations | Number of examinations | Number of employers to which regulations applied 2013/14 |
|--|------------------------|--|
| Control of Lead at Work Regulations (NI) 2003 | 35 | 12 |
| Control of Asbestos Regulations (NI) 2012 (Returns for NI-based ADs only) | 100 | 23 |
| Control of Substances Hazardous to Health Regulations (NI) 2003 | 26 | 1 |
| Ionising Radiation Regulations (NI) 2000 | 19 | 6 |

HSENI Approved Medical Examiners of Divers

As described above for appointed doctors, Approved Medical Examiners of Divers are also appointed by HSENI. HSENI has adopted the Guidance on Fitness to Dive developed by the Health and Safety Executive in Great Britain as its standard. These doctors are required to undertake specific training in diving medicine and to have this updated periodically. Standards are also set for the calibration of the equipment they use and all doctors are the subject of review by HSENI. In 2013/14, three doctors were reviewed and HSENI's five Approved Medical Examiners of Divers conducted 152 "fitness to dive" assessments.

Agriculture

The agriculture sector in Northern Ireland employs approximately 47,800 people who work on 24,500 farms. The average farm size in Northern Ireland is 40.7ha (100 acres). The majority of these farms are run as a family business and a sizeable proportion of those involved also have jobs outside the farm business. Approximately 55% of farmers are classified as being employed full-time on their farm (figures taken from The Agriculture Census in Northern Ireland – June 2013, produced by DARD's Policy and Economics Division).

Tragically, during 2013/14 four people lost their lives in work-related incidents on farms:

- A 71 year old self-employed farmer died when he was attacked by a bull in a cubicle house on his farm;
- A 70 year old self-employed farmer died when he fell 3m from the top end of a concrete silo onto a concrete floor below;
- A 10 year old boy was killed when he was thrown from the cab of a loading shovel on his father's farm; and
- A 73 year old self-employed farmer was killed when a tree rolled over on top of him when he was cutting it up.

Farm Safety Partnership

The organisations which make up the Farm Safety Partnership have made a major contribution towards raising awareness of the major health and safety issues facing the farming industry and ensured that important messages and advice were distributed across the industry.

Multi-media campaign

HSENI (co-sponsored by the Department of Agriculture and Rural Development) delivered a major multi-media farm safety campaign during the year. The campaign included a thought provoking TV advert majoring on the consequences of a fall from height as well as radio and newspaper adverts focusing on the four main dangers on farms: Slurry, Animals, Falls and Equipment (SAFE).

SAFE advisory visits

Staff from HSENI undertook 1,000 farm visits during the year. The purpose of these visits was to advise farmers on the main safety issues on their farms and to raise standards across the industry. HSENI is pleased to note that the overall health and safety standards appear to have improved compared to the previous year.



A PTO (Power Take Off) safety initiative was held during September 2013 – as part of this initiative, farms were visited across Northern Ireland to ensure that PTO shafts being used in farms were correctly guarded. The Ulster Farmers' Union worked closely with machinery dealers across Northern Ireland to deliver a discount on new PTO guards sold during the initiative.

Child Safety of Farms

Throughout 2013/14, HSENI continued to develop and deliver its “Be aware kids – Child Safety on Farms” programme. The programme delivers a structured, clear and consistent message to the children focusing on the main dangers and causes of accidents on farms. The programme is linked to the NI curriculum under “Personal Development and Mutual Understanding -Strand 1 Personal Understanding and Health.”



Keith Morrison, HSENI Chief Executive, and Deirdre Whyte, HSWNI Business Advisor, with Principal, Mr Quinn, and pupils of Anahorish Primary School, Toomebridge, at child safety on farms talk on 11 June 2013.

During April, May and June 2013, HSENI visited 93 rural primary schools across Northern Ireland and delivered its farm safety programme to over 12,200 foundation, key stage 1 and 2 pupils. Farm safety topics covered included the dangers of falling from tractors, being hit by falling objects, drowning, busy farm yards, animals, riding on quads and playing in safety. In addition, each pupil received a farm safety pack including a certificate of personal achievement to add to their portfolios. This was the fourth year of the programme and to date, HSENI has reached 359 rural primary schools and an estimated 36,190 pupils.

As part of the programme, HSENI had two new farm safety DVDs produced; “Dangerous Playgrounds” aimed at pupils aged 4-8 years and “Farm safe” aimed at pupils aged 8-11 years. Filmed on location at farms in Northern Ireland, the 10-minute long DVDs highlight the key dangers to children of living on, playing on or visiting a busy working farm.

The annual farm safety poster competition received a record number of entries with 95 schools registering and over 3,600 entries from pupils being received. As usual the standard of the drawings was excellent and the winning posters were used in the design of the “Avoid harm on the farm” 2014 farm safety calendar.



George Lucas, HSENI's Chairman, and Kiera Trainor, a pupil at Magheralough Primary School, Trillick, and winner of first place in the Foundation category of HSENI's 2013 farm safety poster competition.

The 2014 calendar was launched by HSENI's Chairman, George Lucas, at Magheralough Primary School, Trillick, Co Tyrone, on 10 December 2013. Copies of the calendar were distributed to 38,500 families of children attending 420 rural primary schools in Northern Ireland.

HSENI continued to participate in the rural Bee Safe programme. Aimed at key stage 2 pupils, HSENI attended a Bee Safe event in Strabane for the first time and participated in 10 other such events across Northern Ireland, reaching over 5,500 pupils from 232 schools in total. The aim was to reinforce the important message that children under 13 years old are not allowed to ride in or drive a tractor or other farm machinery; once they are 13 and providing they have completed a recognised training course and have permission, they can drive a tractor under supervision.

HSENI's work in promoting child safety on farms was displayed at a farm safety event hosted by the Assembly Committee for Agriculture and Rural Development at Parliament Buildings, Stormont on 14 January 2014.

All the child farm safety resources are available to download from the HSENI website.

Farm Safety Events

HSENI held displays at the Balmoral Show in May 2013 and the Clogher Valley Show in July 2013. The main focus at both shows was a practical demonstration in relation to Power Take Off (PTO) safety and the effect of an accident involving a partially guarded PTO shaft. At both shows an agricultural engineer provided sound advice to farmers on PTO guarding and maintenance as well as answering other machinery maintenance queries. In addition to PTO safety, other areas covered included child safety and the need for drivers to have all-round visibility through the use of mirrors and CCTV to eliminate blind spots when manoeuvring farm vehicles and associated equipment in close proximity to people.

In conjunction with the Young Farmers' Clubs of Ulster (YFCU), the Health and Safety Executive for Northern Ireland held a safe tractor driving competition at Greenmount College. The top pair of drivers from each county in Northern Ireland demonstrated their tractor driving skills on a demanding course. The competition was won by the team of young farmers from County Down.

Staff from the Compliance Team delivered over 35 presentations to a wide range of audiences in relation to farm safety at events across Northern Ireland including farmers' groups, veterinary groups and rural groups. The presentations were well received and

helped raise awareness of the main issues that cause serious and fatal injuries within the industry.

In the autumn of 2013, HSENI held a Health and Safety Awareness Day at Enniskillen Livestock Market, which attracted over 100 representatives from the local farming community. Interactive demonstrations, by skilled instructors from the farming industry, included safety in relation to: children on the farm, quad driving, work at height, livestock handling, slurry mixing, manual handling, telescopic handler operation, tractor maintenance and PTO safety.

In January 2014, the Assembly Committee for Agriculture and Rural Development hosted a farm safety event at Parliament Buildings to highlight the importance of farm safety. HSENI delivered a practical demonstration to illustrate the power and speed with which a partially guarded PTO shaft could cause horrendous injuries and, potentially, death to anyone caught by the rotating shaft. This demonstration was reinforced by an extremely powerful personal testimony from William Sayers who was seriously injured in an accident with a PTO shaft when he was a teenager. The event was supported by Enterprise Minister, Arlene Foster, and DARD Minister, Michelle O'Neill, as well as a large number of MLAs and representatives from across the farming industry.

Construction

The construction industry's health and safety performance has shown a long term steady improvement which is greatly welcomed. It has continued to maintain its relatively low fatal accident incident rate as seen over the previous five financial years (2008/09 – 2012/13). This encouraging trend is good news for the construction industry and a sign that standards of health and safety management are being maintained. However, zero fatalities, as was achieved in 2009, has to be the industry objective as even one death is one too many.

Sadly, during 2013/14, there were two fatal incidents in the construction industry both involving falls of roofing contractors through the roofs of buildings.

From analysis of the major injury accidents in construction the main cause of major injuries is falls from height and this has not changed from previous years. It is the experience of all construction Inspectors that some contractors and self-employed persons in this industry still continue to take shortcuts which expose their workers and themselves to avoidable and unacceptable risks. Reducing the number of injuries and deaths, including those resulting from falls, in order to help prevent the devastating effect these kinds of accidents have on the lives of workers and their families is a priority for HSENI.

Ill health in the construction industry also has a financial cost for all those involved and the business case for improving performance is absolutely clear. HSENI continues to raise the profile of health during site visits.

HSENI has issued a range of safety alerts through its website, including the potential collapse of unsupported masonry walls and the integrity of scaffold boards.

There have been a number of articles placed in relevant media publications, including:

- face-fit testing of tight fitting RPE;
- construction, design & management regulations;
- asbestos surveys;
- falls from heights;
- safe roof work on farms; and
- silica dust.

BuildHealth

The BuildHealth initiative continues to build on a successful past with twenty-one construction companies now involved. It is very encouraging to see the industry being proactive to improve the health of the workforce and especially encouraging to see the mentoring role carried out by the larger companies with their sub-contractors. A very successful BuildHealth seminar was hosted by CAFRE at the Greenmount campus during 2013.



The keynote speaker was a HSEGB Inspector who gave an enlightening presentation on construction dust.

For details of the BuildHealth initiative and events please visit the BuildHealth website at www.buildhealth.com

HSENI continues to work with the NI Civil Service's Central Procurement Division to incorporate health at all stages of public contracts.

Asbestos

HSENI continues to exercise its function as a licensing authority and has renewed licenses to several contractors to work with asbestos for terms between 1-3 years.

A very successful seminar was held in Templepatrick targeting licensed contractors and providing an update on all aspects of working with asbestos. The seminar was attended by approximately 160 delegates.

Asbestos is routinely discussed at site visits and during seminars.

Other promotional activities

HSENI continues to work in partnership with a number of key stakeholders in order to promote important health and safety messages to the construction industry. Such collaboration included:

- a joint seminar with the Association of Project Safety;
- a joint seminar with the Federation of Smaller Builders;
- a joint seminar with the Construction Employers Federation; and
- a seminar for agricultural contractors erecting farm buildings particularly poultry houses.

Throughout the year, HSENI staff have also continued to give presentations to third level education students raising their awareness about health and safety issues they may face when they start working on construction sites.

Extractive Industries Group

The Extractive Industries Group has continued to work across a range of diverse sectors, from traditional quarrying activities through to the complex issues around mining and hydrocarbon exploration. Working with partners and other regulators, the group has sought to improve standards in existing facilities and ensure that safety is designed into new projects.

Exploration Drilling

A number of boreholes have been drilled during the past year. Some of these were drilled searching for platinum reserves and others were drilled into salt horizons to verify the depth of rock salt and to establish its suitability to create large underground storage chambers to allow the storage of compressed air generated by wind energy. It is expected that some of this work will continue into the next financial year and include drill boreholes for other types of exploration activity. To date this work has been carried out to a high standard with no major concerns. Inspectors continue to attend appropriate training or information events so as to keep their knowledge up to date.

Concrete Industry

A detailed review of health and safety standards was carried out in the pre-stress pre-cast concrete products industry. This initiative was started in February 2013 with a workshop being held in Cookstown to launch a

guidance document produced by HSENI after consultation with interested industry partners. The purpose of this document was to give industry advice on safe systems of work and to challenge the design and layout of the stressing arrangements. An inspection programme was carried out between April and June with follow-up visits carried out in the autumn. The industry and its representative body, the Quarry Products Association Northern Ireland (QPANI), fully supported the initiative. Only one Prohibition Notice had to be served, which is a measure of the co-operation given by industry. The guidance document was shared with the British Precast Flooring Federation (BPFF), which has incorporated the information into its recently published code of practice. It is widely accepted that the Northern Ireland pre-stress pre-cast concrete products industry has set very high health and safety standards and is well above that achieved elsewhere in the UK.

Inspection activities continue to be carried out in the other sectors of the concrete industry.

A very successful seminar was held in Lisburn hosted by FinningCat. The seminar covered topics such as corporate management, machinery guarding, site transport and occupational health. The event was partnered by QPANI and was very well attended.



Mining Industry

The mining industry is expanding in Northern Ireland. Dalradian Gold Limited has been given planning permission to carry out exploration mining activity at the existing mine near Gortin. This project will be developed in the next year. Omagh Minerals Limited is at an advanced stage in obtaining planning permission to develop a gold mine within the site of the current open cast gold mine. The salt mine at Carrickfergus is in the process of completing a second audit into the mine. Inspections have been carried out at these activities with the support of HM Inspectors of Mines.

Abandoned Mines

In Northern Ireland we have approximately 2,000 abandoned mine workings. Responsibility for these abandoned mine workings rests with the Department of Enterprise, Trade and Investment, which has set up the Northern Ireland Mines Oversight Committee. HSENI provides technical support to this working committee. During 2013/14, there was one collapse of an abandoned mine workings in the Broughshane area - no one was injured as a result.

Quarry industry

The hard rock and sand and gravel quarries have been impacted upon by the drop in economic activity particularly in the western counties. The export market has helped quarries in the greater Belfast area. Inspectors have been busy encouraging the quarries to improve machinery guarding standards. HSENI's inspection priorities were shared with the Quarry Products Association who attached guidance and passed it to their members, so as to give their membership the tools to comply.

Geotechnical problems are coming to the fore in a number of quarries. It has been disappointing to note that some quarry companies are not making the most of the geotechnical advice given in the Geotechnical Assessments that they have carried out as part of their statutory requirement. Problems have also come to light in sand and gravel operations where some face heights have gone way beyond acceptable limits. HSENI continues to monitor these and take enforcement action where necessary.

Explosives & Fireworks

HSENI continues to assist the Department of Justice exercise its responsibility as the enforcing authority for explosives. Over the period of this report, three misfire incidents occurred in the quarry industry. One was caused by wiring in detonators in a parallel-in-series circuit, while it is suspected that the other two involved shrapnel damage to the shock tubes.

HSENI Inspectors have also been examining shot-firing rules in quarries and, where appropriate, encouraging management to have these updated.

HSENI also continues to carry out site risk assessments of District Council funded or organised fireworks displays and reports back to the Department of Justice.



General Manufacturing

The manufacturing sector includes companies that manufacture or process a very wide range of products. These range from food manufacturing, wood based products, plastics, rubber, electronics, light and heavy engineering, aerospace, vehicles, through to pharmaceuticals and glass. The sector employs 75,840 people on a full and part-time basis (Northern Ireland Quarterly Employment Survey (QES) Statistical Bulletin – June 2013).

Encouragingly, there were no work-related fatalities in the manufacturing sector during 2013/14. However, there were a number of serious accidents involving employees.

2013/14 was the final year of a three year joint programme between HSENI and the local councils to raise standards in relation to maintenance activities across all industries – in previous years, one in three workplace deaths were as a result of unsafe maintenance activities. The aim of the initiative was to raise awareness of the problems associated with poorly planned, managed and resourced maintenance activities and to ensure that companies plan and carry out maintenance work safely. The campaign focused on three main issues – safe work at height, the isolation of machinery and equipment prior to maintenance/cleaning and the management of asbestos.

Inspections and investigations also focused on the training of operators, the operation and maintenance of forklift trucks, lifting and slinging operations, slips and trips and health issues including noise, fumes and manual handling.

A Workplace Transport inspection and enforcement initiative was undertaken across HSENI during 2013/14. This joint initiative between HSENI and the 26 local councils saw 955 workplace transport inspections, with a focus on Safe Site, Safe Vehicle, Safe Driver, being undertaken.

Product Safety – Supply of Machinery

Together with the Health and Safety at Work Order 1978, EU Regulation (EC) No 765/2008 provides the legal framework for HSENI's responsibilities in product safety which includes market surveillance. EU Market Surveillance helps to protect both those NI manufacturers who competently design equipment and machinery in compliance with EU requirements and the end user from unsafe machinery products.

During the year, working relationships were initiated with Border Force within Northern Ireland and with the Single Point of Contact (SPOC) across the UK. Both of these contacts are essential for the effective investigation of Product Safety cases at the point of entry into Northern Ireland.

During the Balmoral Show in May 2013 and the Fintona Show in January 2014, HSENI promoted its leaflet "Are you Buying Farm Machinery?" This was specifically aimed at raising purchaser's awareness of the requirements associated with CE marking when buying farm machinery.

The responsibilities and duties of importers and manufacturers in relation to the supply of machinery were also addressed through specific cases and also at these shows.

Cases of non-compliant and unsafe machinery involving local and EU manufacturers and importers, arising from complaints, inspections at Trade Shows and notifications from other European Market Surveillance Authorities, continue to be investigated as appropriate, for example, the importation into Northern Ireland from China of 110 non-compliant Air Compressors.

These were held at the Port of Entry into Northern Ireland and subsequently returned, with the agreement of the importer, to the point of origin. This involved close liaison and co-operation between several enforcement agencies.

In June 2013, HSENI presented a paper on slurry tanker stability during wheel/tyre changing to the Market Surveillance Authorities of the Member States, at the European Machinery Administrative Cooperation Group. This was to highlight the requirement for machinery manufacturers to design and provide jacking points on these and similarly large-wheeled machinery following a fatal accident which occurred during an operation to change a wheel on a slurry tanker in 2011.

HSENI organised two training sessions, delivered by colleagues from the Product Safety Team in HSE(GB), for HSENI and District Council colleagues on 26 and 27 February 2014. The first session explained issues around Product Safety and the Supply of Machinery to 23 delegates; the second provided 11 delegates with instruction on the use of "ICSMS" which is the IT system used by the EU Countries for recording and reporting product safety matters.



Health, Social Care and Education

The health and social care and education sectors are two of the biggest public service employers in Northern Ireland. They jointly account for a workforce of almost 176,000 staff employed on a full or part-time basis, and by the nature of their service provision involve interaction with an even higher number of service users and members of the public.

As in previous years, 'slips and trips on the same level' were one of the main causes of injuries and time off work in these sectors. During the year, Inspectors met with health and safety officers from the education and health care sectors to clarify issues in relation to the reporting of incidents, diseases and dangerous occurrences. Inspectors worked with education and library board officials to discuss means of reducing the frequency of these incidents. The use of good housekeeping and cleaning practices were emphasised and the provision of slip resistant footwear where necessary, was identified as an additional control measure.

Similar to previous years, the majority of the work carried out by group Inspectors has been of a reactive nature, responding to requests for advice and the investigation of complaints and incidents within the health and social care and education sectors.

Prevention of falls from window openings in Health and Social Care

The potential for service users to fall from windows in healthcare settings was an area given particular attention during inspection activities. It is recognised that vulnerable members of the public can be at risk of falling from open windows when in healthcare settings. The three main categories of reported incidents of falls from windows are: accidental falls, falls arising out of a confused mental state or deliberate falls. Many of the reported incidents of this nature within this sector have involved people in either a temporary or permanent confused mental state.

In May 2013, HSENI successfully prosecuted a nursing home operator following an incident where a resident fell through an open first floor window and died from the injuries sustained. Screws used to retain the window restrictor in place had been removed or had fallen out, rendering the window restrictor ineffective.

HSENI continues to focus on this issue where vulnerable people may be located, such as schools, hospitals and other healthcare settings. Dutyholders are required to ensure that they have taken all reasonable steps to protect and manage the risk associated with falls from window openings.

The HSE information sheet HSI55 entitled “Falls from windows or balconies in health and social care”, provides further information on this important subject.

Patient Hoist Failure

An investigation was carried out into the failure of a patient hoist being used in a Private Nursing Home. The findings of the investigation were provided to the Northern Ireland Adverse Incident Centre (NIAIC) who carried out their own investigation. They in turn relayed all findings to the Medicines and Healthcare products Regulatory Agency (MHRA) who collate and monitor all such intelligence for Great Britain and, where necessary, issue advisory warnings and device bulletins or take the necessary steps to initiate a product withdrawal.

Legionella

Legionnaires’ disease is a potentially fatal pneumonia caused by legionella bacteria. Infection is caused by breathing in small droplets of water contaminated by the bacteria. Legionella bacteria are common in natural water courses such as rivers and ponds and may contaminate and grow in other water systems such as cooling towers and hot and cold water services. They can survive low temperatures and thrive at temperatures between 20-45°C if a supply of nutrients is present such as rust, sludge, scale, algae and other bacteria. They are killed by high temperatures.

During the year, Inspectors continued the inspection programme aimed at industrial premises operating wet cooling systems such as cooling towers and/or evaporative condensers. During the inspections, it was apparent that dutyholders had used the questionnaire previously issued by HSENI to self audit and review their arrangements with the assistance of their water treatment companies.

The HSENI and District Councils joint initiative on safe maintenance was highlighted during inspections and targeted the importance of safe access to difficult to reach plant and equipment. In cases where additional improvements were required, dutyholders were issued with formal compliance reports and/or letters. Follow-up inspections were carried out to check for compliance.

Group inspectors worked with representatives from the District Councils and the Public Health Agency (PHA) to complete the revision of a joint technical memorandum to be used in the event of a legionnaires’ disease outbreak. A training and implementation event was held on 17 October 2013 at HSENI’s premises. This event involved all the necessary agencies participating in a legionnaires’ disease exercise where the technical memorandum was tested and roles and responsibilities clarified. The final document was published in January 2014.



Control of Asbestos

Any building constructed before the year 2000 may have had asbestos containing materials (ACMs) used in its construction. From 2009, HSENI undertook a three year campaign to highlight the duties placed on dutyholders to manage asbestos and comply with legislation. Over the years, the effective and safe management of asbestos in health and educational premises has been high on the agenda of HSENI's Health, Social Care and Education Group. During 2013, the group continued work to measure compliance with the Control of Asbestos Regulations (Northern Ireland) 2012 in schools, carrying out inspections, issuing guidance and, where necessary, requiring improvements to be made to Asbestos Management Plans in order to comply with the legislation. This work will continue into 2014/15 and an auditing and inspection initiative aimed at measuring compliance will be undertaken within the independent/voluntary educational sector.

Maintenance and modernisation work within the health care sector is a continual process. In older premises built before 2000, managers and contractors must be aware of the risk presented by the presence of asbestos containing materials. It is vitally important that the necessary steps are taken to manage the risk asbestos creates by preparing and implementing a suitable and sufficient Asbestos Management Plan.

Identifying ACMs, monitoring and managing their condition and communicating appropriate and timely information to anyone involved in working with them is vitally important in complying with the legislation.

In October 2013, a Health Trust was successfully prosecuted for failing in its duty to effectively manage the risks from working with ACMs. The case highlighted the importance of making sure that information about the location and condition of asbestos is provided to everyone who is going to carry out construction work at premises which are known to contain asbestos.

Concussion Campaign “Recognise and Remove”

HSENI staff were part of a working group with colleagues in DENI, DCAL and DHSSPS to develop a guidance leaflet to raise awareness of concussion and what to do if it happens. This work followed the tragic death of a young schoolboy, 14 year old Benjamin Robinson, who sustained a double concussion during a school rugby match in Northern Ireland. An official launch was held on 30 April 2014 for the “Recognise and Remove” Concussion Campaign. The leaflet highlights that concussion must always be taken seriously and advises children, coaches, teachers and parents on how to spot the signs of concussion and what action to take.



Biological Agents

There are nine notified centres carrying out a wide range of work using Genetically Modified Organisms (GMO's) in Northern Ireland. These GM centres are represented across private industry, academic institutions and government research bodies. The GM work within these centres is regulated under the Genetically Modified Organisms (Contained Use) Regulations (Northern Ireland) 2001. Within Northern Ireland, work remains at class 2 and below. During the year, two applications were received in HSENI for new projects involving research into bacteria that cause infections in patients with immuno-compromising conditions and the use of recombinant lentivirus vectors to prevent deleterious effects of cardiovascular and vision related diseases in humans.

Advice was given to dutyholders in relation to a range of issues in order to help them achieve compliance in projects from both a GM and Advisory Committee on Dangerous Pathogens (ACDP) perspective. This advice included how to carry out suitable and sufficient risk assessments when working with biological agents and information on the containment levels required, based on the hazard group classification of the viral and/or bacterial species, as well as general guidance on the management design and operation of microbiological containment laboratories. HSENI was also involved in Specific Animal Pathogen Order (SAPO) inspections with Specialist Inspectors from the Biological Agents Unit of HSE(GB) for a licence renewal and a SAPO licence for new work.



Major Hazards and Gas Safety

HSENI's Major Hazards and Gas Safety Group is involved in ensuring public and employee safety across a wide range of industries and activities including gas transmission, gas distribution & use, land use planning, and sites subject to the Control of Major Accident Hazards Regulations (COMAH). A wide range of advice was provided to local councils and government departments in relation to these areas. The Major Hazards and Gas Safety Group delivered two major advertising campaigns during the year. The first campaign was to raise awareness of carbon monoxide and provide advice to the public to have all gas, wood and fossil fuel burning appliances regularly serviced. The uptake of the messaging was extremely high and there has been a large number of branded information materials (in excess of 100,000) distributed across Northern Ireland. The second campaign was aimed at both gas installers and the public to promote the Gas Safe Register scheme.

Gas Safety

The Gas Forum Working Group comprising key stakeholders, including HSENI, local councils, the natural gas and LPG industries as well as the Consumer Council and Gas Safe Register, supported the ongoing campaigns and also promoted public safety through their own initiatives.

In partnership with the District Council's and LPG suppliers, a LPG underground pipe-work initiative was planned and developed for implementation during in the 2014/2015 financial year.

Continued expansion of the natural gas networks led to further planned, as well as reactive, visits and inspections within the natural gas transmission and distribution sectors of the industry to ensure compliance.

In partnership with the Gas Safe Register, proactive and reactive visits and inspections were conducted in the downstream private industrial and commercial sectors with enforcement action being pursued as necessary.

Major Hazards

The NI Competent Authority for the Seveso II Directive comprises the Northern Ireland Environment Agency (NIEA) and HSENI, acting as a joint Competent Authority to deliver a programme of inspection and advice for those sites subject to COMAH, with nine sites being categorised at higher risk (“top-tier”) and 15 sites as lower risk (“lower-tier”). All sites are inspected by HSENI and NIEA (usually together), to determine compliance with the COMAH regulations. Agendas for inspection and advisory visits are prepared based on HSE(GB)’s COMAH enforcement guidelines. Inspection reports are completed outlining any necessary improvement plans or enforcement actions. The risk management basis of each COMAH site is regularly reviewed.

The majority of COMAH sites are subject to the COMAH regulations because they have extensive oil and gas storage facilities. Consequently, HSENI is closely involved with large scale oil and natural gas storage proposals, from design through to build, on an ongoing basis. In addition, the group is working closely with HSE(GB) on the application of the new Seveso III directive, to be implemented through new COMAH regulations to be made in 2015.

HSENI also has responsibility for ensuring that emergency plans covering off-site risks are prepared, tested and reviewed for all “top-tier” COMAH sites. HSENI is also involved in onsite emergency plan preparation and testing for “lower-tier” sites.

Land Use Planning

HSENI is a statutory consultee to DOE’s Planning Service on developments in the vicinity of COMAH sites, gas transmission pipelines and other significant hazards. This is to ensure that members of the public (particularly vulnerable groups such as older people in residential homes), who work or live near such hazardous installations are not subjected to an unacceptable level of risk. In total, the Major Hazards Group advised on 146 such statutory consultations during the year.

Dangerous Substances and Explosive Atmospheres

Since many of the risks from gas installations and COMAH sites arise from potential fire and explosion events, this specialist interest underpins a large part of the work of HSENI’s Major Hazards and Gas Safety Group. An interest in assessing the use of new technology to fuel biomass industrial boilers has led to advice being provided on the fire and explosion risks from large scale solid fuel boilers as well as ongoing advice on the risks from burning, storage and use of all flammable/explosive materials in a range of appliances.



Major Investigation Team

The Major Investigation Team (MIT) has completed its sixth year of operation. It continues to investigate the most serious incidents where there is a possibility of legal proceedings.

During 2013/14, MIT has taken on investigations into 20 incidents (including three fatalities). In addition, the team carried forward 25 cases from the previous years. Of these 25 cases, 18 have resulted in prosecution, two are either being considered by the PPSNI or are going through the Court process, and four did not get recommended for prosecution. One case continues to be investigated.

In total, MIT submitted eight cases to the Public Prosecution Service between 1 April 2013 and 31 March 2014. Also, during the same period, there were a total of 19 prosecutions completed. The smallest fine was a nominal fine of £1 and the largest was £100,000 (plus £10,480 costs). The total amount of fines arising out of these cases was £303,000. The total amount of costs awarded was £31,703.⁵

Details of all 19 prosecutions completed during 2013/14 are set out in Appendix 3 to this report but some of the more notable cases are also outlined below.

In 2013/2014, MIT working jointly with the PSNI brought two successful manslaughter prosecutions.

Firstly, in October 2013, a case of Corporate Manslaughter was brought against Jim Murray & Son following a fatal incident which occurred in February 2012 when an employee became entangled in moving parts of a meal blending machine. The investigation found that the blender had been operated without the appropriate safety guards for three years. The company was fined £100,000 (plus £10,480 costs).

Secondly, in March 2014, George Brown, a gas fitter, pleaded guilty to a charge of Gross Negligence Manslaughter. The case arose following a faulty gas appliance installation which resulted in the death of two young men due to carbon monoxide poisoning in August 2010. Mr Brown was sentenced to a four-year jail term, two of which were a custodial sentence and two on licence. Fines of £19,000 were also handed down for health and safety offences. The case achieved widespread coverage in the media due to the tragic nature of the incident and the custodial sentence which resulted.

John Lewis, trading as John Lewis Plant Hire and Contracts, was sentenced at Laganside Crown Court on 15 May 2013. He received a six-month sentence on each of the five counts he had previously pleaded guilty to. These sentences will run concurrently and are suspended for two years.

⁵ Costs associated with prosecution only – HSENI is unable to claim for investigation costs



The case arose after Mr Lewis demolished an old factory premises on the Broadway Industrial Estate (formally known as the Ulster Weavers site). This was one of the worst cases seen in recent years of failing to control the spread of asbestos in a relatively built-up area. The Judge sitting at Laganside Crown Court described the actions of Mr Lewis as, “a deliberate breach by the defendant of his obligations”. In press interviews after the hearing, MIT highlighted the need to manage asbestos properly before and during any demolition work.

In another case in May 2013, Southern Cross Healthcare Group was given a nominal fine of £1 following a tragic case in which an elderly resident of a nursing home fell to her death from a first floor window. The Judge, sitting in Newry Crown Court, indicated that if the Defendant Company had still been a solvent company, he would have fined it £150,000. Again, MIT used the case to highlight the need for care homes and other similar locations to take account of and manage the needs of vulnerable groups.

In October 2013, MIT brought a prosecution against Coleraine Borough Council in a very high profile case which arose out of the death of a Council worker at a Council owned amenity site. The fine of £75,000 given in this case by the Judge at Antrim Crown Court was the highest ever given in a prosecution of a public body for health and safety offences in Northern Ireland.

Following all prosecutions, HSENI released a press statement and made personnel available for media interviews. This proved to be key in highlighting to the different industries the failings leading to the incidents and, more importantly, signposting them to sources of information and advice on how to work safely and ultimately avoid prosecution.



Louis Burns, Head of MIT, being interviewed by the BBC following the conclusion of the George Brown case in March 2014

The members of MIT have also provided support to other parts of HSENI throughout the year in terms of processing cases to court. Members of MIT have spoken at a number of events to explain the work of the team, and to provide information to dutyholders on the joint working procedures between HSENI and the PSNI in relation to Corporate Manslaughter and other offences. MIT members continue to ensure that bereaved families are kept informed of the progress of investigations and indeed that they are helped through the Court stages.

Public Sector

The remit of HSENI's Public Sector Group covers local councils, central government and government agencies and disciplined services, as well as diverse specialist areas including noise, vibration, fairgrounds and the supply of chemicals.

Disciplined Services

During the year, HSENI has continued to develop strong working partnerships with colleagues in the Police Service of Northern Ireland, the Northern Ireland Fire and Rescue Service, the Northern Ireland Prison Service and the Ministry of Defence. The Public Sector Group has continued to provide these organisations with advice and guidance as well as conducting inspections and completing some complex technical investigations where necessary.

Regular meetings and inspections have been conducted on an ongoing basis with the Department of Justice, Northern Ireland Prison Service and the Prison Officers' Association on health and safety issues.

The Group has provided guidance in specific areas of concern within the prison environment, dealing with both safety and health issues including, for example, workplace transport and the control of legionella.

Local Councils

In 2010/11, all 26 District Councils signed up to a strategy for working with HSENI for the better regulation of health and safety at work in Northern Ireland. Part of that commitment involved setting exemplary standards in health and safety. HSENI's Public Sector Group continues to hold councils to that commitment by conducting inspections, visits and investigations at local authority premises. High priority areas addressed include fire, legionella control, refuse collection, workplace transport, maintenance activities and work at heights, mainly in civic amenity sites, council depots and leisure centres. Where poor compliance was observed, proportionate enforcement was undertaken including the prosecution of two councils. Concerns noted during the year around safety in swimming pools have led to a focussed inspection campaign in this area being developed for 2014/15.

Across Northern Ireland, preparation has continued to reduce the number of councils from 26 to 11, which entails changes to established working patterns within the proposed new councils. To ensure health and safety at work issues remain high on the agenda for senior managers, HSENI continued working with the Exemplar Employers working group. In addition, HSENI staff met with elected members and the senior management teams of a number of councils throughout the year.

This has led to improvements in safety management including a reduction in the number of councils allowing their waste collection staff to ride on steps fitted at the rear of refuse collection vehicles.

The group continued to support the work of the Local Authority Safety Advisers Network (LASAN) providing members with advice, guidance and information which has proved an effective way of disseminating health and safety information among the councils.

Waste Industry

The Waste Industry Safety and Health Forum, known as WISHNI, has been in operation for two years but remains in a fledgling state. This partnership of industry, local government and central government meets every two months with the aim of driving down accident rates in the waste industry. However, this year saw the first WISHNI Ambassadors Awards presentation, which took place at the Hilton Hotel, Templepatrick on 19 March 2014.

The new awards scheme recognises health and safety excellence and best practice together with a willingness to engage with other businesses and share their experiences in order to assist in improving standards within the industry.

Five organisations within Northern Ireland's waste industry were presented with an inaugural WISHNI Ambassador Award for demonstrating best practice.

This year also saw HSENI engage on a new strategy to tackle accidents within the waste industry with the setting up of a single group to cover the entire waste sector. The strategic goals and target areas were established in-year and publicised to the industry. An example of how this was publicised is shown below.



WISHNI postcard produced to publicise key priorities for the Waste Industry

Government Departments/ Agencies

The Public Sector Group conducted further visits to higher risk government activities. Workplace transport, control of legionella, fire, lifts and safe maintenance featured during every visit. Advice was provided to senior managers on health and safety matters and assistance given to premises officers and safety advisers on discharging their responsibilities for maintaining a healthy and safe working environment.

Also, during the year, seminars were conducted for safety representatives in conjunction with NIC ICTU.

Fairgrounds

Travelling funfairs and fairgrounds are part of the culture of Northern Ireland and continue to attract large numbers of people. Most enjoy the excitement and thrills provided, however the margin between fear and enjoyment is narrow and a steady number of complaints from the public were received, including one which led to a major investigation of ride design. In view of the powerful forces involved in some rides, the Public Sector Group has met with all funfair owners who operate rides which contain high structural loading and have emphasised the need for pre-use inspection and non-destructive testing regimes to be in place.

A safety alert was also issued to the industry on the need for detailed examination of a particular ride following information received from Great Britain.

Safety of industrial chemicals

Staff in the Public Sector Group provide specialist advice on industrial chemical safety. This has included site inspection of some major chemical users in Northern Ireland. Advice to a diverse range of industries has been provided on compliance with the REACH regulations which aims to provide a high level of safety for both humans and the environment as well as addressing the classification, labelling and packaging of dangerous substances. HSENI has continued to have an active role in both the REACH UK Steering Committee and the Enforcement Liaison Group. A strong partnership has been established with DOENI in order to provide joined up advice and site visits to local businesses on these topics.

Noise and Vibration

Public Sector Group staff continued to provide specialist advice on noise and vibration issues both to colleagues and employers as required. Cases of hand-arm vibration occur regularly and assistance provided was often in relation to the process of risk assessment and implementation of control measures.



Transport

The Transport Group remit extends to air, sea and road transport as well as a wide range of service industries and peripatetic activities in occupations as diverse as telecommunications, the provision of car parks and delivery of parcels, mail and general goods. There is a broad range of occupations and activities in the sector, and interaction with many of the stakeholders has occurred on a reactive basis only. It is difficult to gauge the total numbers employed in such a diverse sector but it is estimated to be above 25,000.

For all modes of transport, the group continues to make use of the memoranda of understanding that it has drawn up with the other government agencies involved. These define roles and responsibilities in areas where overlaps occur, and provide relevant contact details when liaison is necessary. The Maritime Coastguard Agency, Office of the Rail Regulator and the Civil Aviation Authority are among the other Agencies involved.

In addition, the Transport Group deals with electrical and non-ionising radiation safety issues across all work sectors.

General Transport

The road haulage industry, together with docks, harbours and airports was targeted for inspection on the topic of “workplace transport safety”, a specific initiative for the year.

An article was prepared and published in NI’s freight transport industry’s trade magazine to publicise the initiative and signpost industry to the extensive published guidance on the issue. In particular, inspections and investigations have encouraged the use of the available checklists to help identify gaps in arrangements for ensuring that this risk is effectively managed. This has included the need to manage the occupational road risk to safeguard members of the public as well as the driver of a company vehicle. In addition, investigation work has been carried out across a very wide range of peripatetic activities. Often there are widely differing perspectives on safety issues between management and workers, and our interventions in this area have focussed on the need for management to devote sufficient resources to control the “off-site” activity.

Railways

In spring of 2013, Northern Ireland Railways submitted their application to the Safety Authority (Department of Regional Development NI) for a further Safety Certificate and a Safety Authorisation to carry on operating a railway in NI. This statutory permissioning regime applies uniformly to railway operators and infrastructure managers throughout the European Union.



Following the successful completion of this process, the Office of the Rail Regulator (who carried out the evaluation on behalf of DRDNI), has listed broad issues in the safety management system of NIR for further evaluation and inspection during the period before the next submission in five years' time. The Transport Group is working to frame a suitable inspection programme which it will implement during this period. The Railway Accident Investigation Branch, (the body with the UK-wide remit to investigate serious accidents on railways), completed its investigations into an incident that occurred as a result of a "washout" of the track bed on a section of the branch line between Lisburn and Antrim at Knockmore, due to an extreme flood in June 2012. RAIB has made several recommendations, particularly regarding NIR's preparedness to deal with extreme weather events. NIR is well advanced in implementing these recommendations and HSENI's role will be to verify that this occurs in a timely and appropriate manner.

Carriage of Dangerous Goods by Road

The opportunity was taken this year to attend a meeting (held in Rol) of European delegates to the "Uniform Procedures for Checks on the Transport of Dangerous Goods." Working Group (European Directive 95/50/EC).

This included a "live" road stop event with An Garda Siochana, after which ideas and experiences were exchanged with delegates from the other European states on their approaches to roadside enforcement. A tri-lateral meeting between the three Competent Authorities for these islands, namely, HSENI (NI), Department for Transport (GB) and the Health and Safety Authority (Rol) was held in London, working towards the establishment of a MoU to deal with some of the common issues that affect international transport of dangerous goods, in particular the road transport of petroleum type products between NI and Rol. On-road inspections of dangerous goods traffic (with PSNI) as well as premises visits have continued this year, concentrating on bulk fuel deliveries by road tanker. The group is currently dealing with issues around the use of defective fuel tankers (found to be operating in NI, GB and Rol). Authorisations have been issued to deal with the progressive withdrawal of these tankers and this will continue throughout the next reporting period. The Department for Transport has embarked on an extensive programme of research into the structural integrity of road tankers which should have benefits beyond informing the Competent Authorities on the current problem. There are financial implications for the NI operators of these tankers and this has led to interest from political representatives.



Public Electrical Safety

Under the Electricity Safety, Quality and Continuity Regulations (ESQCR) 2012, electricity companies (mainly but not exclusively NIE) are obliged to submit reports to HSENI for third party interference with their equipment or any other event which potentially endangers the public. There are some 700 such reports annually. The Transport Group has established a regular forum with safety management within NIE where these reports can be examined both in general terms and specifically where circumstances warrant more extensive investigation. As a result of these regular meetings, HSENI has given safety presentations to NIE, both to management and trade unions. The working relationship with the electricity utility will continue and develop into 2014/15.

Electrical Isolation Safety

To highlight the issue of safe isolation practice in the electrical contracting industry, the Group designed and produced a “safe isolation leaflet” and working with the Electrical Training Trust has publicised this to virtually all of the electrical contractors working in NI. A particular target of the leaflet is electrical apprentices who are, by definition, younger and less experienced than their colleagues and therefore particularly vulnerable to accidents. The group took part in a technical seminar for contractors organised by the National Inspection Council for Electrical Installation Contracting (NICEIC), to influence safe working. Further opportunities will be sought in the next year to work with industry bodies, focussing on the theme of competence, training and supervision.



Health and Safety at Work Legislation

One of the key objectives for HSENI is:-

“To ensure that an effective and up-to-date health and safety at work regulatory framework is maintained.”

During 2013/14, HSENI continued to develop proposals for new legislation to control risks to the health and safety of people at work and submitted these proposals to the Department of Enterprise, Trade and Investment (DETI). This process also involved liaising with the DETI Minister and the Enterprise, Trade and Investment Assembly Committee.

HSENI aims to identify EU Directives or GB proposals and secure Northern Ireland legislation within six months of the equivalent GB Regulations.

In addition, HSENI uses intelligence-led policy making to develop Northern Ireland Regulations which address local hazards.

HSENI uses electronic media to distribute all the consultation documents that have been prepared. The HSENI website contains all consultations undertaken. However, hard copies or versions in more accessible formats are available on request. Following evaluation of the responses from consultees, draft Regulations are submitted to DETI to be formally made.

HSENI also prepares and approves Guidance or Approved Codes of Practice to support the Regulations.

Activity during the year

During the year, HSENI prepared five sets of Regulations, initiated twelve consultations and issued the two guidance documents as set out below: -

Regulations prepared

The Health and Safety (Sharp Instruments in Healthcare) Regulations (Northern Ireland) 2013 (S.R. 2013 No. 108)

The Employer's Liability (Compulsory Insurance) (Amendment) Regulations (Northern Ireland) 2013 (S.R. 2013 No. 199)

The Biocidal Products and Chemicals (Appointment of Authorities and Enforcement) Regulations (Northern Ireland) 2013 (S.R. 2013 No. 206)

The Biocidal Products (Fees and Charges) Regulations (Northern Ireland) 2013 (S.R. 2013 No. 207)

The Control of Major Accident Hazards (Amendment) Regulations (Northern Ireland) 2014 (S.R. 2014 No. 74)

Consultations initiated

Proposals for the Biocidal Products (Fees and Charges) Regulations (Northern Ireland) 2013

Proposals for the Control of Major Accident Hazards (Amendment) Regulations (Northern Ireland) 2014

Proposals to revise and amend the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (Northern Ireland) 1997 (RIDDOR)

Proposal for a revised Approved Code of Practice "Legionnaires Disease – The Control of Legionella Bacteria in Water Systems – Approved Code of Practice and Guidance"

Proposal for a revised Approved Code of Practice "Safety in the Installation and Use of Gas Systems and Appliances – Approved Code of Practice and Guidance"

Proposal for a revised Approved Code of Practice "Dangerous Substances and Explosive Atmospheres Regulations 2002 - Approved Code of Practice and Guidance"

Proposal for a revised Approved Code of Practice "Control of Substances Hazardous to Health – Approved Code of Practice and Guidance"

Proposals on an amendment to extend the exemption concerning turban wearing Sikhs in relation to the requirement to wear head protection

Proposals on revised Approved Code of Practice "Health and Safety at Quarries"

Proposals on revised Approved Code of Practice "Workplace (Health, Safety and Welfare) Regulations 1992"

Consultation on revised Approved Code of Practice – Managing and Working with Asbestos

Proposals on revised Approved Codes of Practice – 1) Provision and Use of Work Equipment Regulations 1998, 2) Safe Use of Power Presses and 3) Safe Use of Woodworking Machinery

Guidance published

Ionising Radiation Regulations (Northern Ireland) 2000: Guidance to accompany Certificate of Exemption No 1 of 2013

Guidance Note: Competent Authority position on the COMAH regulation of Heavy Fuel Oil



Administration

Policy Development

HSENI is aware that strategies must continuously evolve and develop with changing circumstances and, therefore, HSENI will ensure that its strategies continue to be effective and consistent with the broader Government policy framework and meet the needs of the local economy.

Equality

HSENI's revised Equality Scheme, submitted to the Equality Commission in May 2012, was approved by the Commission on 24 April 2013 and signed by HSENI's Chair and Chief Executive on 9 July 2013. A copy of the revised Equality Scheme was subsequently issued to all Section 75 consultees on 31 October 2013.

During 2013/14, HSENI:

- carried out equality screening exercises in respect of proposals for twelve sets of health and safety regulations. None of these exercises identified any adverse or differential impacts for section 75 groups and, in-year, none of the responses to any subsequent consultation exercises disagreed with these findings;
- as part of the Farm Safety Partnership, continued with its multi-media farm safety campaign. The campaign, launched in 2012/13, runs under the banner of "Stop and Think SAFE", with SAFE representing the four main dangers on farms – Slurry,

Animals, Falls and Equipment. It aims to get farmers, including older farmers, to look at their behaviours and to adopt a safer approach to working on their farms. It also encourages the involvement of those who can influence them – wives, daughters, sons, grandchildren and other relatives and friends;

- continued its work on its child safety on farms campaign, reaching over 12,000 primary school children with its presentations delivering key messages for staying safe on the farm;
- continued with the child safety on farms poster competition with entries from over 3,600 pupils from 95 primary schools. A 2014 calendar was produced from the winning entries and this was distributed to over 38,500 homes in Northern Ireland, providing key monthly messages on how to avoid the dangers of working or playing on the farm;
- participated in 11 rural Bee Safe events speaking to over 5,500 key stage 2 pupils on the three key farm safety messages, namely riding on tractors, busy farm yards and dangerous animals;
- developed two farm safety DVDs: 'Dangerous Playgrounds' for foundation/ key stage 1 pupils and 'Farm Safe' for key stage 2 pupils;

- provided several publications aimed specifically at providing information on HSENI's information services for migrant workers who do not have English as their first language. HSENI has provided these publications in hard copy and on the web, in a number of ethnic minority languages; and
- continued to provide the pictorial Universal Safety Booklet, for high-risk work sectors, aimed at those who do not have English as their first language or have difficulty in reading.

Human Resource

HSENI continues to manage its business and improve performance through effective staff deployment and performance management. This has been achieved through efficient people planning, active career management, and facilitation of staff transfer for the benefit of both the business and the individual concerned. HSENI maintains a skilled and motivated workforce created through a culture of career development and well managed personal development plans.

HSENI staff complement is 131. As HSENI has Crown status, its employees are Civil Servants and enjoy Northern Ireland Civil Service terms and conditions of service. A significant number of our staff made use of the flexible working hours and work life balance policies available throughout the NICS.

At 31 March 2014, there were 23 staff working on part time or partial retirement arrangements.

A breakdown at 31 March 2014 showing the number of persons of each sex who were Board Members, senior managers and employees of HSENI is shown below. Figures for the previous year are shown in brackets.

| | Male | Female |
|------------------------|---------|---------|
| Board Members | 8 (9) | 2 (1) |
| Senior Managers | 3 (4) | 1 (0) |
| Employees | 58 (56) | 63 (60) |

The overall HSENI managing attendance figure for 2013/14 was a total of 893 (2012/13: 874.5) staff days lost. This equates to an average of just over 7.9 (2012/13: 7.8) days sickness absence per staff member during the year.⁶

During 2013/14, HSENI Human Resources:

- carried out a staff survey;
- addressed key action from staff survey;
- appointed a 'Well' Champion;
- delivered 10 Group briefing sessions;
- carried out a Trainee Inspector recruitment competition;
- carried out a Deputy Chief Executive competition; and
- filled 14 posts.

⁶ Figures for staff days lost and days sickness absence per staff member are sourced from NISRA who have advised that the figures are provisional and should not be quoted as official absence rates. Final figures not expected until September 2014.



HSENI continues to:

- create an inclusive, safe and healthy working environment for all staff;
- actively pursue fairness and equality;
- remain committed to Investors In People;
- seek staff input through its staff suggestion scheme and Continuous Improvement Team;
- encourage team working within an open and participative management culture; and
- maintain good industrial relations and liaise regularly with Trade Union representatives.

Human Rights

The Human Rights Act 1998 came fully into force on 2 October 2000 and provides additional focus and emphasis on the rights and freedoms of individuals guaranteed under the European Convention on Human Rights.

HSENI has provided Human Rights awareness training for all staff as well as more specialist training for certain groups of staff and will continue to do so based on need.

Disabled Employees

HSENI follows the NI Civil Service Code of Practice on the Employment of Disabled People and aims to ensure that disablement is not a bar to recruitment or advancement.

Health and Safety within HSENI

HSENI's Corporate Plan for 2011/2015 sets out its commitment to create an inclusive, safe and healthy working environment for all staff. To underscore this commitment, health, safety and welfare at work is a standing item on the agenda at the formal All Senior Management Team and at Board meetings.

Quality of Service

In order to support its key objectives and targets, HSENI:

- operates in a consistent and co-ordinated manner in the appliance of Service First principles;
- treats all its customers in an open, fair and impartial way;
- puts things right if they go wrong and explains how to complain if dissatisfied;
- ensures that suppliers are paid promptly in line with Better Payment Practice;
- maintains good industrial relations and liaises regularly with Trade Union representatives;
- has an independent customer satisfaction survey carried out within the lifetime of its Corporate Plan; and
- exploits the benefits of information technology in the delivery of its service.

During the year, HSENI commissioned the Central Survey Unit (CSU) of the Northern Ireland Statistics and Research Agency (NISRA) to conduct two independent Customer Satisfaction Surveys on its behalf, one dealing with HSENI and the second dealing with HSENI's small business advisory service, HSWNI. These surveys sought customer views on the range of services provided including advice, information, communication, inspection and investigation, mentoring, etc. Feedback was received from a total of 310 customers (HSENI: 211 and HSWNI: 99), who were chosen at random from organisations who had contact with HSENI/HSWNI during 2012/13.

The results of the surveys, reported on in September 2013, indicated that customers reported high levels of positive feedback with regards to the performance of HSENI/HSWNI across a wide range of business areas. In terms of overall performance, the vast majority of respondents (HSENI: 95% and HSWNI: 98%) said that the overall standard of service provided by HSENI in the previous 12 months was good or very good. Of those respondents who could compare the recent standard of service compared with four years ago, the majority of customers (HSENI: 69% and HSWNI: 100%) agreed that the recent service was better.

Practically all respondents (99%) said that they would recommend HSWNI's Mentoring Service to others and 97% would use the Mentoring Service again.

Service First - Key Customer Standards

HSENI endeavours to operate at all times to its Service First standards as set out in HSENI's Customer Care Charter and which are reproduced below:

- identify ourselves by name on the telephone and in letters;
- staff will carry identification;
- meet personal callers, with or without an appointment, within five minutes of arrival;
- provide a response to an enquiry within 10 working days;
- treat in confidence information that HSENI receives unless it is required to disclose that information for legal reasons;
- respond to requests for leaflets within five working days; and
- ensure that complaints are dealt with quickly and effectively.



Service Complaints

The Head of HSENI's Services Division is responsible for ensuring that complaints are dealt with quickly and effectively. During the year, there were three formal complaints received about the service provided by HSENI. Each of these complaints was dealt with in accordance with HSENI's published complaints procedure.

Data Security

In July 2010, HSENI produced an Information Security Policy which sets out the arrangements for managing personal and corporate data appropriately and securely. Other IT security related documents and specific policy documents, such as HSENI's data protection policy are now incorporated electronically within the new Information Security Policy, the benefit of this being that the revision of this "umbrella" document ensures that all other related policies are reviewed in line with it.

HSENI's Internal Auditors carried out a review of the controls in place to manage information security in June 2013 and a substantial assurance was received with regard to this.

The security of information is specifically addressed in HSENI's Risk Register and HSENI is represented at quarterly Information Security meetings held between DETI and its NDPBs.

During the year, one potential personal data loss incident was reported. This related to a form which was claimed to have been hand delivered to HSENI but no record existed of the form having been received. Adopting a precautionary approach, HSENI informed the individual concerned and a review of the mail receipt arrangements was undertaken and procedures amended.

Efficiency and Value for Money

In order to ensure that the public resources allocated to it are used to best effect, HSENI is committed to:

- regularly monitoring performance;
- conducting Internal Audits of its operating systems;
- adopting a strategic approach to risk management;
- keeping its performance measurement mechanisms under review;
- following DFP's Central Procurement Directorate's guidelines for procurement and using their services wherever possible;
- keeping administrative costs to a minimum; and
- recovering costs where appropriate.

Employee Involvement

HSENI is committed to the development and involvement of employees in decision making processes, and recent results in a Staff Attitude Survey were very encouraging when the organisation achieved the highest employee engagement score across the NICS. Staff opinions and views are sought as part of the planning processes, for example, as part of the annual operational plan and the Senior Management Team encourages consultation and exchange of information within HSENI. In addition, a system of team briefing provides the framework for managers to update staff on a monthly basis on Board decisions, organisational topics and issues. Other channels to maximise staff involvement include appraisal, SHINE newsletter, SharePoint Intranet, briefing sessions, working groups such as the Continuous Improvement Team and the informal breakfast events introduced by the Chief Executive during this year. HSENI recognises the importance of good industrial relations and is committed to effective employee relations and communications. Regular meetings are held with representatives of Trade Unions under the Whitley framework. HSENI has held its Investors in People award since 1998, but has now decided to go for the next stage of accreditation, the Bronze award. This is a much more challenging award which required us to meet an additional 26 evidence requirements. Work will continue with assessment scheduled for May 2014.

Enforcement Guidelines

HSENI's Enforcement Guidelines enshrine the principles contained in the Regulators' Code produced by the Better Regulation Delivery Office of the Department for Business Innovation and Skills in July 2013.

HSENI believes in firm but fair enforcement of health and safety law. This should be informed by the principles of proportionality in applying the law and securing compliance; targeting of enforcement action; consistency of approach; transparency about how the regulator operates and what those regulated may expect; and accountability for the regulator's actions. These principles should apply both to enforcement in particular cases and to the health and safety enforcing authorities' management of enforcement activities as a whole.

Organisational Development

HSENI remains committed to the learning and development of its people. HSENI places a high priority on staff training and development in order to enhance staff skills for the achievement of our business objectives and to improve job satisfaction. We are committed to achieving business excellence through continuous improvement and to upgrading our Investors In People accreditation to Bronze award.



HSENI undertook a comprehensive range of learning and development activities for staff in accordance with its Learning and Development Plan 2013/14. This amounted to £93,109 and 1,125 training days spent on organisational, team and individual training needs. This represents 3.75% of staff days available and 1.7% of HSENI's administration budget. Included in the total training figure is £37,605 spent on specialist training which is organised through HSEGB.

£28,000 has gone towards the structured training programme being undertaken by the nine Trainee Inspectors who joined HSENI in November 2013. However, our existing Inspectors also avail of a range of training courses to ensure they receive the same professional development opportunities as their GB counterparts in a wide range of disciplines, for example:

- Dangerous Substances & Explosives Atmospheres;
- Emergency Planning for COMAH sites;
- Working at Heights;
- Railway Safety; and
- Mine and Opencast Inspection.

Also included in the total training figure is £16,238, which was spent with the NICS training provider, the Centre for Applied Learning. Staff took part in a range of courses which, for example, included training on:

- Institute of Leadership and Management (ILM);
- Management of Sick Absence;
- Policy Skills Learning & Development Programme;
- Equality Impact Assessment;
- Personal Safety;
- Fire Safety; and
- Diversity.

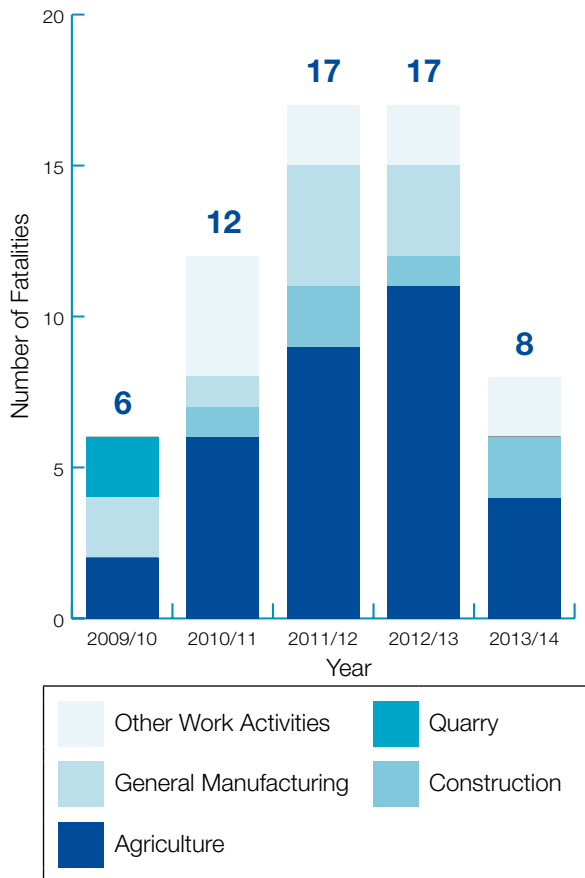
A number of staff also completed NEBOSH Wellbeing Certificates and others are currently undertaking the NEBOSH Construction Certificate.

Statistics

The following information has been compiled for the work sectors that HSENI is responsible for under the Health and Safety (Enforcing Authority) Regulations (Northern Ireland) 1999. It must be borne in mind that all figures for 2013/14 are provisional.

Figure 1 shows that there were eight fatal injuries during the reporting period, which represents a 53% reduction from the previous two years figure of 17. Of the eight fatal injuries during 2013/14, four occurred in agriculture, two in construction and two in other work sectors.

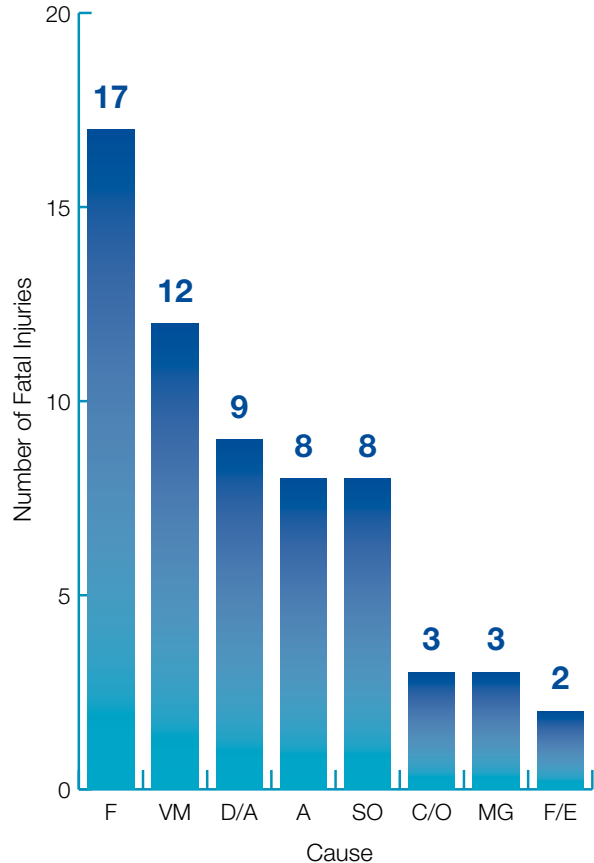
Figure 1: Reported Fatal Injuries – Analysis by work sector: 2009/10 – 2013/14



The decrease in fatal injuries was most marked in the agricultural sector, which saw a fall from 11 in 2012/13 to four in 2013/14, representing a 67% reduction.

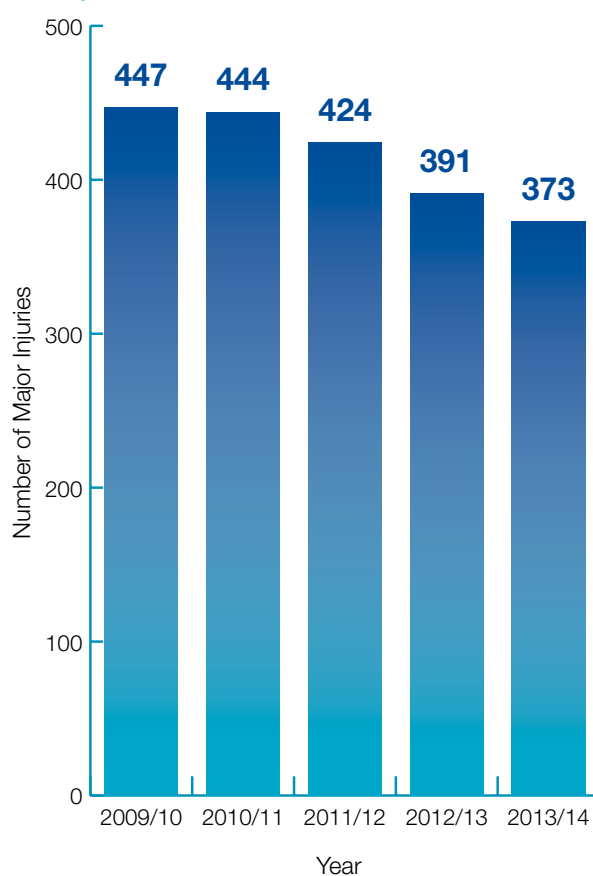
Because of the small statistical base, HSENI publishes analyses of fatal injury causations on the basis of five-year records. The most recent analysis is shown in Figure 2. The most frequent causations over the last five years were falls, vehicle movements, drowning/ asphyxiation, animals and being struck by an object.

Figure 2: Reported Fatal Injuries - Analysis by cause 2009/10 – 2013/14



While HSENI has confidence in the number of fatal injuries recorded, it is generally recognised that there is a significant degree of under-reporting of incidents in other categories. Nevertheless, trends relating to these categories can provide a useful indicator as to general health and safety performance in Northern Ireland. During the year, there was a 4.6% decrease in the number of non-fatal major injuries reported to HSENI when compared to the number in the previous year as illustrated in Figure 3.

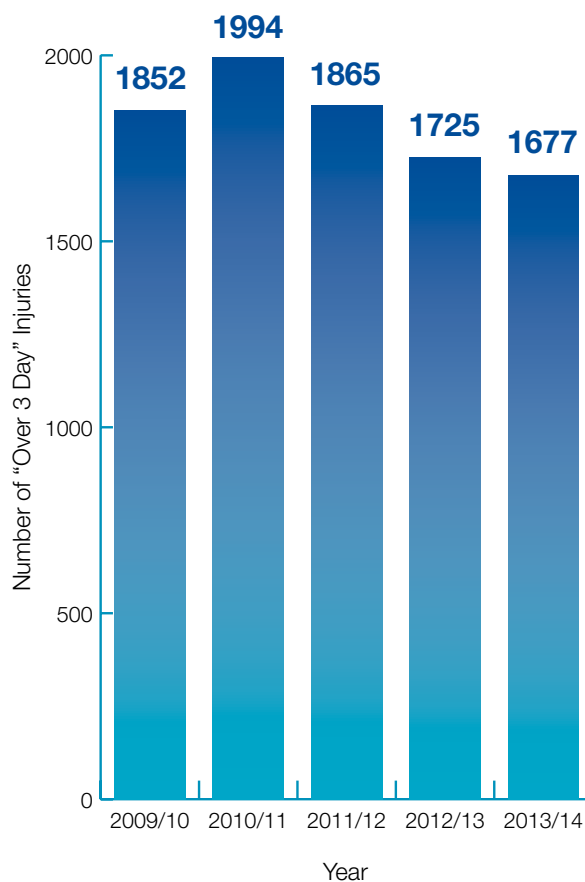
Figure 3: Reported Major Injuries 2009/10 – 2013/14



This underlines the overall downward trend in reported non-fatal major injuries seen over recent years and represents a 16.6% decrease since 2009/10.

There were 1,677 reported “over 3 day” injuries during the year, which was a 2.8% decrease when compared to the number in the previous year as illustrated in Figure 4. This represents a 15.9% decrease on the five-year peak experienced in 2010/11.

Figure 4: Reported “Over 3 Day” Injuries 2009/10 – 2013/14



Statistics

Figure 5: All Reported Injuries 2013/14 - Analysis by Work Sector

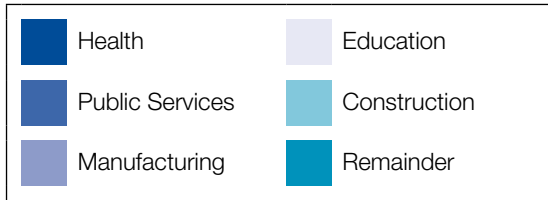
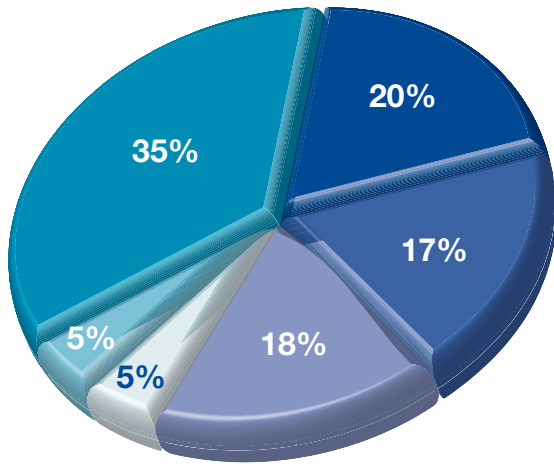
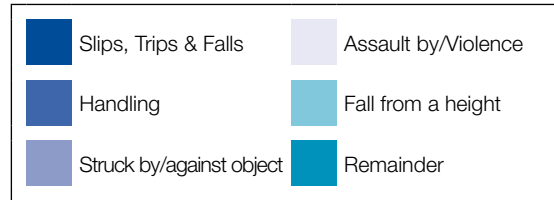
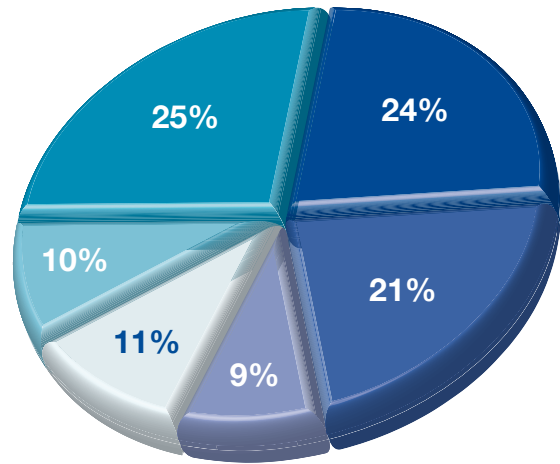


Figure 6: All Reported Injuries 2013/14 - Analysis by Cause

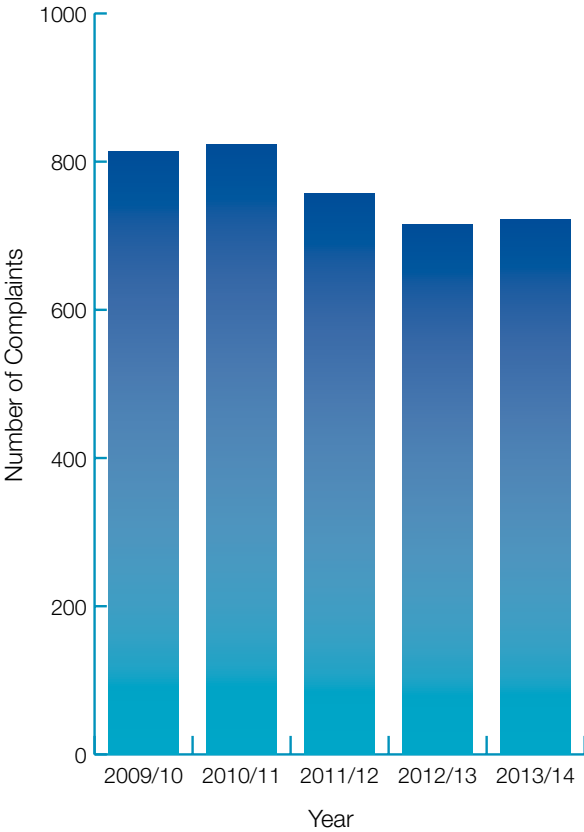


Figures 5 and 6 represent the analyses of all injuries by work sector and by causation respectively. However, due to variances in levels of under-reporting between sectors, caution should be applied when attempting to draw any firm inferences from these figures.



Figure 7 illustrates the number of complaints received by HSENI relating to alleged unsatisfactory working conditions and work-related activities. This year saw a 1% increase in the number of complaints being made when compared to the previous year, but numbers are still down on the levels experienced four or five years ago.

Figure 7: Complaints Received 2009/10 – 2013/14



HSENI and District Council Statistics

The information below reflects the Northern Ireland position relating to all regulatory bodies (HSENI and District Councils). Previous year's final figures are shown in brackets. (P) Indicates that the figure is provisional.

1. Health and Safety at Work Statistics 2013/14

| | | |
|---------------------|----------|--------|
| Fatal Injuries | 10 | (19) |
| Major Injuries | 433 (P) | (428) |
| Over 3 Day Injuries | 2029 (P) | (2132) |
| TOTALS | 2472 (P) | (2579) |

2. Statistics by Enforcing Authority

| | Fatal Injuries | | Major Injuries | | Over 3 Day Injuries | |
|-------------------|----------------|------|----------------|-------|---------------------|--------|
| HSENI | 8 | (17) | 373 (P) | (391) | 1677 (P) | (1725) |
| District Councils | 2 | (2) | 60 | (37) | 352 | (407) |
| TOTALS | 10 | (19) | 433 (P) | (428) | 2029 (P) | (2132) |

3. Five-year Trends

| | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 |
|---------------------|---------|---------|---------|---------|----------|
| Fatal Injuries | 6 | 14 | 18 | 19 | 10 |
| Major Injuries | 506 | 522 | 495 | 428 | 433 (P) |
| Over 3 day Injuries | 2369 | 2439 | 2350 | 2132 | 2029 (P) |
| TOTALS | 2881 | 2975 | 2863 | 2579 | 2472 (P) |

4. All Reportable Fatal Injuries

| Five-year trend by Enforcing Authority | | | | | |
|--|---------|---------|---------|---------|---------|
| | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 |
| HSENI | 6 | 12 | 17 | 17 | 8 |
| District Councils | 0 | 2 | 1 | 2 | 2 |
| TOTALS | 6 | 14 | 18 | 19 | 10 |

5. Employee Fatal Injury Incident Rate – Comparison with Great Britain

| | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 |
|---|---------|---------|---------|---------|---------|
| NI Employees at June rounded to nearest thousand ⁷ | 710 | 701 | 697 | 693 | 699 |
| NI Fatal Injuries (Employees only) | 3 | 4 | 7 | 3 | 3 |
| NI Fatal Injuries incidence rate per 100,000 employees | 0.42 | 0.57 | 1.00 | 0.43 | 0.43 |
| GB Fatal Injuries incidence rate per 100,000 employees | 0.40 | 0.50 | 0.50 | 0.40(p) | N/A |

6. Deaths caused, or contributed to, by Asbestos-related Diseases

Table 1: Asbestos-related deaths in Northern Ireland 2009-2013

| Registration Year | Primary/secondary cause | | | |
|-------------------|---------------------------------|----------------------------------|------------------------------|--------------------------------|
| | Mesothelioma without asbestosis | Asbestosis* without mesothelioma | Mesothelioma and asbestosis* | All primary or secondary cause |
| 2009 | 42 | 21 | - | 63 |
| 2010 | 34 | 15 | 1 | 50 |
| 2011 | 51 | 20 | 1 | 72 |
| 2012 | 48 | 13 | 1 | 62 |
| 2013** | 41 | 19 | 1 | 61 |

* For certain years these figures also include a small number of other asbestos-related chest diseases and pulmonary fibrosis where there was coexisting asbestos exposure

** Figures supplied by GRO and are provisional

⁷ Employment figures for 2009/10 to 2011/12 have been adjusted from those quoted in previous Annual Reports following a review carried out in June 2013. This has had consequential affect on some of the NI rates quoted for those years also.

Table 2: Asbestos-related deaths in Northern Ireland 2009-2013: where asbestosis or mesothelioma are coded as the primary cause of death

| Registration Year | Primary cause | | |
|-------------------|---------------|-------------|-------------------|
| | Mesothelioma | Asbestosis* | All primary cause |
| 2009 | 42 | 5 | 47 |
| 2010 | 35 | 4 | 39 |
| 2011 | 49 | 7 | 56 |
| 2012 | 48 | 4 | 52 |
| 2013** | 39 | 8 | 47 |

* For certain years these figures also include a small number of other asbestos-related chest diseases and pulmonary fibrosis where there was coexisting asbestos exposure

** Figures supplied by GRO and are provisional

7. Reported Diseases 2013/14

Under the RIDDOR Regulations, HSENI initially received 19 reports of diseases, two of which were later confirmed as non-reportable. Within the reportable category, there were 12 cases of hand-arm vibration syndrome, two cases of carpal tunnel syndrome, two cases of occupational dermatitis and one case of Q Fever, from 11 different employers.



Directors' Report

Directors

The Directors of HSENI during 2013/14 included the Chairman, Board Members and the Senior Management Team. The names of the Chairman and Board Members are set out in the Governance Statement that forms part of the Statement of Accounts. The Senior Management Team during 2013/14 was comprised of the Chief Executive, Keith Morrison, and three Deputy Chief Executives, Bryan Monson, Nicola Monson and Dermot Breen.

Principal Activities

The principal activities of HSENI in the course of the year are set out in detail in the Strategic Report, with the Performance section providing a good overview.

Dividends

The Directors of HSENI did not recommend any payments by way of dividends.

Donations

HSENI made no charitable or political donations during the year.

Pension Liabilities

Information on how pension liabilities are treated in the accounts and a reference to the statements of the

relevant pension scheme is contained in the Remuneration Report and in note 1.11 of the Notes to the Executive's Accounts.

Register of Interests

The HSENI Board is supported by a secretariat, located within Corporate Support Group, which is responsible for the maintenance of a register of interests that contains details of company directorships and other significant interests held by Board members which may conflict with their management responsibilities. Access to the information in that Register can be obtained by writing to the Board Secretary, Health and Safety Executive for Northern Ireland, 83 Ladas Drive, Belfast, BT6 9FR or by emailing mail@hse.gov.uk and marking your email "FAO Board Secretary".

Research and Development

HSENI does not engage in research and development activities.

Sickness Absence Data

The overall HSENI managing attendance figure for 2013/14 was a total of 895 (2012/13: 874.5) staff days lost. This equates to an average of just over 7.9 (2012/13: 7.8) days sickness absence per staff member during the year.⁸

Personal Data Related Incidents

During the year, one potential personal data loss incident was reported. This related to a form which was claimed to have been hand delivered to HSENI but no record existed of the form having been received. Adopting a precautionary approach, HSENI informed the individual concerned and the Information Commissioner's Office and a review of the mail receipt arrangements was undertaken and procedures amended. Further information on HSENI's data security arrangements are reported in the Administration section of the Strategic Report.

Future Developments in Health and Safety

During 2014/15, the fourth year of its Corporate Plan 2011-15, HSENI aims to:

- work with all the Farm Safety Partnership partners to ensure that the first year of the Farm Safety Action Plan⁹ is delivered;
- deliver farm safety presentations to children in 80 rural primary schools and run a safety on farms poster competition aimed at rural primary school pupils;
- continue with a campaign aimed at raising public awareness, particularly among children, of the risk of carbon monoxide poisoning from all fuels;

- hold a series of targeted events in conjunction with partner organisations aimed at priority issues, such as asbestos, work-related stress and other work-related health issues, and aimed at high risk work sectors, such as agriculture, construction, waste and extractive industries;
- continue to work with a range of public sector bodies in reducing sickness absence associated with work-related stress;
- distribute 7,000 copies of the "Be safe when you start" booklet to young people and students entering the world of work for the first time;
- deliver 20 presentations to students and apprentices to raise awareness of health and safety issues in construction and agriculture;
- provide mentoring to 250 small businesses to assist them with their management of health and safety;
- undertake at least 5,500 inspections of workplaces, including inspection initiatives focussing on farm safety, major hazard sites, health issues in the manufacturing sector, legionella prevention and asbestos removal operations;
- work in partnership with the District Councils in delivering joint work activity on musculoskeletal disorders; and
- seek re-accreditation as an Investor In People organisation.

Other Developments

There were no important events affecting HSENI which have occurred since the end of the financial year.

⁸ Figures for staff days lost and days sickness absence per staff member are sourced from NISRA who have advised that the figures are provisional and should not be quoted as an official absence rates. Final figures not expected until September 2014.

⁹ The Farm Safety Action Plan: April 2014 – March 2017 can be accessed via HSENI's website at: http://www.hseni.gov.uk/taking_the_next_step_to_safer_farms.pdf



Audit

The financial statements are audited by the Comptroller and Auditor General for Northern Ireland (C&AG) in accordance with the Health and Safety at Work (Northern Ireland) Order 1978 as amended by the Health and Safety at Work (Amendment) (Northern Ireland) Order 1998. The C&AG is Head of the Northern Ireland Audit Office and he and his staff are wholly independent of the Health and Safety Executive for Northern Ireland. He reports his findings to the Northern Ireland Assembly. The audit of the financial statements for 2013/14 resulted in an audit fee of £9,933 and is included in the other operating charges in the Net Expenditure Account. The C&AG did not provide any non-audit services during the year. As the Accounting Officer, HSENI's Chief Executive is responsible for maintaining a sound system of internal control that supports the achievement of HSENI's policies, aims and objectives whilst safeguarding the public funds and HSENI assets in accordance with the responsibilities set out in Managing Public Money (NI).

So far as the Accounting Officer is aware, there is no relevant audit information of which the auditor is unaware, and the Accounting Officer has taken all the steps that he ought to have taken to make himself aware of any relevant audit information and to establish that the auditor is aware of that information.



K Morrison
Chief Executive

Date: 26/6/2014

Remuneration Report

The remuneration of senior civil servants is set by the Minister for Finance and Personnel. The Minister approved a restructured SCS pay settlement broadly in line with the Senior Salaries Review Board report which he commissioned in 2010. The commitment to a Pay and Grading Review for SCS was the second phase of the equal pay settlement approved by the Executive.

Remuneration Committee

The Remuneration Committee meets once a year to review the performance of the Chief Executive and to recommend to the Department the Chief Executive's pay award.

The committee comprises the Chairman and Deputy Chairman together with two other Board members. The composition of the committee which met during 2013/14 was George Lucas, Gerard Campbell, Hilary Singleton and Pat Lyons.

Board salaries are set by the Public Appointments Unit in the Department of Enterprise, Trade and Investment.

Service Contracts

Civil Service appointments are made in accordance with the Civil Service Commissioners' Recruitment Code, which requires appointment to be on merit on the basis of fair and open competition but also includes the circumstances when appointments may otherwise be made.

Unless otherwise stated below, the officials covered by this report hold appointments which are open-ended. Early termination, other than for misconduct, would result in the individual receiving compensation as set out in the Civil Service Compensation Scheme.

Further information about the work of the Civil Service Commissioners can be found at www.nicscommissioners.org



Salary and Pension Entitlements (audited information)

The following sections provide details of the remuneration and pension interests of the senior members of HSENI.

Remuneration (including salary) and pension entitlements

| Senior Management | 2013-14 | | | 2012-13 restated* | | |
|---|--|--|------------------|-------------------|--|------------------|
| | Salary £'000 | Pension Benefits (to nearest £1000)** | Total (£'000) | Salary £'000 | Pension Benefits (to nearest £1000)** | Total (£'000) |
| Keith Morrison Chief Executive | 65-70 | 14,000 | 75-80 | 60-65 | 8,000 | 70-75 |
| Dermot Breen Deputy Chief Executive | 60-65 | 3,000 | 65-70 | 60-65 | 27,000 | 85-90 |
| Kevin Toner Deputy Chief Executive (retired 7 June 2013) | 10-15 (full year equivalent: 55-60) | 51,000 | 65-70 | 55-60 | 2,000 | 60-65 |
| Bryan Monson Deputy Chief Executive | 55-60 | 10,000 | 65-70 | 55-60 | 24,000 | 80-85 |
| Nicola Monson Deputy Chief Executive (from 1st January 2014) | 10-15 (full year equivalent: 50-55) | 7,000 | 20-25 | - | - | - |
| Band of Highest Paid Manager | 65-70 | | | 60-65 | | |
| Median Total Remuneration | 30,872 | | | 30,826 | | |
| Ratio | 2.2 | | | 2.0 | | |

*The band of the highest paid manager was reported as £75-80k in the previous year's financial statement as this related to the previous Chief Executive, who retired on 31st August 2012. The ratio was therefore 2.5 times the median.

** The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in any lump sum) less (the contributions made by the individual). The real increases exclude increases due to inflation or any increase or decreases due to a transfer of pension rights.

Reporting bodies are required to disclose the relationship between the remuneration of the highest-paid manager in their organisation and the median remuneration of the organisation's workforce.

The banded remuneration of the highest-paid manager in HSENI in the financial year 2013-14 was £65 - 70k (2012-13, £75 - 80k). This was 2.2 times (2012-13, 2.5) the median remuneration of the workforce, which was £30,872 (2012-13, £30,826).

In 2013-14, 0 (2012-13, 0) employees received remuneration in excess of the highest-paid manager.

Total remuneration includes salary, non-consolidated performance-related pay, and benefits-in-kind. It does not include severance payments, employer pension contributions and the cash equivalent transfer value of pensions.

None of the senior members of HSENI received bonuses or benefits-in-kind during the year 2013-14.

| | 2013-14 | 2012-13 |
|--|--------------|--------------|
| Board Members | Salary £'000 | Salary £'000 |
| George Lucas Chairperson | 15-20 | 15-20 |
| Gerard Campbell, Crosby Cleland, Pat Lyons, Lindsay Fawcett, Billy Graham, John Kane, Hilary Singleton, Maynard Mawhinney, Mark Wilkinson*, Lindsey Smith# | 0-5 | 0-5 |
| * resigned on 30 September 2013 # appointed on 1 November 2013 | | |

Salary

'Salary' includes gross salary; overtime; reserved rights to London weighting or London allowances; recruitment and retention allowances; private office allowances and any other allowance to the extent that it is subject to UK taxation and any gratia payments.

Benefits-in-kind

The monetary value of benefits-in-kind covers any benefits provided by the employer and treated by HM Revenue and Customs as a taxable emolument. No such benefits were received by HSENI staff.



Bonuses

Bonuses are based on performance levels attained and are made as part of the appraisal process. Bonuses relate to the performance in the year in which they become payable to the individual. No bonuses became payable to senior staff in the current or previous year.

Pension Entitlements (audited information)

| | Accrued pension at pension age as at 31/3/14 and related lump sum | Real increase in pension and related lump sum at pension age | CETV at 31/3/14 | CETV at 31/3/13 | Real increase in CETV |
|---|---|--|-----------------|-----------------|-----------------------|
| Senior Management | £'000 | £'000 | £'000 | £'000 | £'000 |
| Keith Morrison Chief Executive | 25-30 | 0-2.5 | 341 | 312 | 6 |
| Dermot Breen Deputy Chief Executive | 20-25 plus lump sum of 70-75 | 0-2.5 plus lump sum of 0-2.5 | 459 | 419 | (1) |
| Kevin Toner Deputy Chief Executive (retired 7 June 2013) | 15-20 plus lump sum of 125-130 | (0-2.5) plus lump sum of 70-72.5 | 383 | 336 | 48 |
| Bryan Monson Deputy Chief Executive | 15-20 plus lump sum of 45-50 | 0-2.5 plus lump sum of 0-2.5 | 246 | 224 | 6 |
| Nicola Monson Deputy Chief Executive (from 1st January 2014) | 10-15 plus lump sum of 35-40 | 0-2.5 plus lump sum of 0-2.5 | 181 | 175 | 5 |

Board members are not included in the NICS Pension Scheme.

Northern Ireland Civil Service (NICS) Pension arrangements

Pension benefits are provided through the Northern Ireland Civil Service pension arrangements which are administered by Civil Service Pensions (CSP). Staff in post prior to 30 July 2007 may be in one of three statutory based 'final salary' defined benefit arrangements (classic, premium, and classic plus). These arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year. From April 2011, pensions payable under classic, premium, and classic plus are increased annually in line with changes in the Consumer Prices Index (CPI). Prior to 2011, pensions were increased in line with changes in the Retail Prices Index (RPI). New entrants joining on or after 1 October 2002 and before 30 July 2007 could choose between membership of premium or joining a good quality 'money purchase' stakeholder arrangement with a significant employer contribution (partnership pension account). New entrants joining on or after 30 July 2007 are eligible for membership of the nuvos arrangement or they can opt for a partnership pension account. Nuvos is a 'Career Averaged Revalued Earnings' (CARE) arrangement in which members accrue pension benefits at a percentage rate of annual pensionable earnings throughout the period of scheme membership. The current rate is 2.3%.

CARE pension benefits are increased annually in line with increases in the CPI. For 2014, public service pensions will be increased by 2.7% for pensions which began before 8 April 2013. Pensions which began after 8 April 2013 will be increased proportionately.

Employee contributions are determined by the level of pensionable earnings. The employee contribution rates for the 2014/15 year are as follows:

Members of classic:

| Annual pensionable earnings (full-time equivalent basis) | 2014 contribution rate before tax relief |
|--|--|
| Up to £15,000 | 1.50% |
| £15,001 - £21,000 | 3.00% |
| £21,001 - £30,000 | 4.48% |
| £30,001 - £50,000 | 5.27% |
| £50,001 - £60,000 | 6.06% |
| Over £60,000 | 6.85% |

Members of premium, nuvos and classic plus:

| Annual pensionable earnings (full-time equivalent basis) | 2014 contribution rate before tax relief |
|--|--|
| Up to £15,000 | 3.50% |
| £15,001 - £21,000 | 5.00% |
| £21,001 - £30,000 | 6.48% |
| £30,001 - £50,000 | 7.27% |
| £50,001 - £60,000 | 8.06% |
| Over £60,000 | 8.85% |



Benefits in classic accrue at the rate of 1/80th of pensionable salary for each year of service. In addition, a lump sum equivalent to three years' pension is payable on retirement. For premium, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike classic, there is no automatic lump sum (but members may give up (commute) some of their pension to provide a lump sum). Classic plus is essentially a variation of premium, but with benefits in respect of service before 1 October 2002 calculated broadly as per classic.

The partnership pension account is a stakeholder pension arrangement. The employer makes a basic contribution of between 3% and 12.5% (depending on the age of the member) into a stakeholder pension product chosen by the employee. The employee does not have to contribute but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.8% of pensionable salary to cover the cost of centrally-provided risk benefit cover (death in service and ill health retirement).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are at or over pension age.

Pension age is 60 for members of classic, premium and classic plus and 65 for members of nuvos. Further details about the CPS arrangements can be found at the website www.dfpni.gov.uk/civilservicepensions-ni.

Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies. The CETV figures, and from 2003-04 the other pension details, include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the CSP arrangements.

They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations and do not take account of any actual or potential benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

Real increase in CETV

This reflects the increase in CETV effectively funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.



K Morrison
Accounting Officer

Date: 26/6/2014



Health and Safety Executive for Northern Ireland

Financial Statements for the
year ended 31 March 2014



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Statement of Accounting Officer's Responsibilities

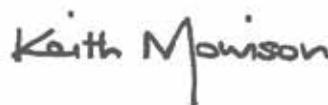
Under the Health and Safety at Work (Northern Ireland) Order 1978, as amended by the Health and Safety at Work (Amendment) (Northern Ireland) Order 1998, the Department of Enterprise, Trade and Investment has directed the Health and Safety Executive for Northern Ireland to prepare for each financial year a statement of accounts in the form and on the basis set out in the Accounts Direction. The accounts are prepared on an accruals basis and must give a true and fair view of the state of affairs of the Health and Safety Executive for Northern Ireland and of its income and expenditure, changes in taxpayers' equity and cash flows for the financial year.

In preparing the accounts, the Accounting Officer is required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- observe the Accounts Direction issued by the Department of Enterprise, Trade and Investment including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;

- state whether applicable accounting standards as set out in the Government Financial Reporting Manual have been followed, and disclose and explain any material departures in the financial statements; and
- prepare the financial statements on a going concern basis.

The Accounting Officer of the Department of Enterprise, Trade and Investment has designated the Chief Executive as Accounting Officer of the Health and Safety Executive for Northern Ireland. The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding the Health and Safety Executive for Northern Ireland's assets, are set out in Managing Public Money Northern Ireland (MPMNI), issued by the Department of Finance and Personnel.



K Morrison
Chief Executive

Date: 26/6/2014

Governance Statement

Introduction

This is the second Governance Statement for the Health and Safety Executive for Northern Ireland (HSENI). It reflects HSENI's governance, risk management and internal control arrangements as they have operated during the 2013-14 financial year. It also provides details of future actions planned by the HSENI to mitigate risks and to address any internal control weaknesses that have been identified.

Organisation and Structures

The four key organisational structures which support the delivery of corporate governance in HSENI are the:

- HSENI Board;
- Audit and Risk Management Committee;
- Monthly Senior Management Team meetings; and
- Quarterly Oversight and Liaison meetings with HSENI's sponsoring body, the Department of Enterprise, Trade and Investment (DETI).

HSENI's Governance Framework

Corporate Governance refers to the way in which organisations are directed and controlled. HSENI's governance framework, which ensures the effectiveness of the direction and control of the organisation, is set out in the following paragraphs.

HSENI's Board

HSENI's Board oversees the aims and objectives of the organisation within the wider strategic aims of DETI, HSENI's sponsor Department. It supports the Chief Executive by providing collective leadership and taking ownership of HSENI's performance.

HSENI's Board comprises of 10 members including the Chairman, George Lucas, who was appointed on 1 April 2011. During the year 2013/14, one member of the board resigned and one new member was appointed. The Board Members are appointed for three years (renewable for a further period of up to three years) by the Departmental Minister, in line with the Code of Practice issued by the Commissioner for Public Appointments for Northern Ireland.

The Board is comprised entirely of independents and its members during 2013/14 were:



George Lucas
Chairman



Gerard Campbell
Deputy Chairman



Crosby Cleland



Pat Lyons



Lindsay Fawcett



Billy Graham



John Kane



Hilary Singleton



Maynard
Mawhinney



Mark Wilkinson*



Lindsey Smith#

* resigned from Board on 30 September 2013.

appointed to Board on 1 November 2013.

While HSENI is a Crown body and its staff are civil servants, the Board is the employer of HSENI staff and is responsible for appointing its Chief Executive and recommending appropriate remuneration for this post. The Board contributes to the good governance of HSENI by offering constructive challenge across all of HSENI's business. This is with a view to ensuring that all aspects of strategy and delivery of policy are scrutinised for effectiveness and efficiency. Day-to-day operational matters are the responsibility of the Chief Executive and Deputy Chief Executives that make up HSENI's Senior Management Team.

The Board has corporate responsibility for ensuring that HSENI fulfils the aims and objectives set by DETI and approved by the Minister, and for promoting the efficient, economic and effective use of staff and other resources by HSENI.

To this end, and in pursuit of its wider corporate responsibilities, the Board:

- establishes the overall strategic direction of HSENI within the policy and resources framework determined by the sponsor Minister and Department, particularly under the Department's Management Statement and Financial Memorandum for HSENI;
- constructively challenges the HSENI's executive team in their planning, target setting and delivery of performance;
- ensures that the Department is kept informed of any changes which are likely to impact on the strategic direction of HSENI or on the attainability of its targets, and determines the steps needed to deal with such changes;
- ensures that any statutory or administrative requirements for the use of public funds are complied with; that the Board operates within the limits of its statutory authority and any delegated authority agreed with the Department, and in accordance with any other conditions relating to the use of public funds; and that, in reaching decisions, the Board takes into account all relevant guidance issued by DFP and the Department;
- ensures that the Board receives and reviews regular financial information concerning the management of HSENI; is informed in a timely manner about any concerns about the activities of HSENI; and provides positive assurance to the Department that appropriate action has been taken on such concerns;

- demonstrates high standards of corporate governance at all times, including using the independent audit committee, to help the Board to address the key financial and other risks facing HSENI; and
- appoints with the Department's approval, a Chief Executive to HSENI and, in consultation with the Department, set performance objectives and remuneration terms linked to these objectives for the Chief Executive, which give due weight to the proper management and use of public monies.

Corporate and Business Planning

Within the policy and resources framework set by the Department's Minister and the Executive, HSENI's Board sets the strategic and annual direction of the organisation through the corporate and business planning process. A Corporate Plan, which aligns with the Executive's Programme for Government and Budget, is normally prepared every three years. More detailed Operating Plans are prepared on an annual basis. The detailed stages of the corporate and business planning processes are built into the HSENI's Board work programme.

Secretariat

The Board is supported by a secretariat, located within Corporate Support Group, which is responsible for the maintenance of a register of interests. An agenda and papers are circulated one week in advance of each meeting and a record of meetings is circulated to Board members and posted on HSENI's website after formal agreement at the following Board meeting. New members are provided with an induction pack and a programme of induction training. "Declaration of Conflict of Interest(s)" is a standing item on the agenda of Board meetings and the register of interests is updated following each meeting. During 2013/14, there were no interests declared that were considered to present a conflict or potential conflict of interest.

HSENI's Audit and Risk Management Committee

The Board is supported in its role by HSENI's Audit and Risk Management Committee (ARMC), which is a sub-committee of the Board and meets on a quarterly basis. The ARMC is chaired by a Board member, Gerard Campbell. The ARMC also includes three other Board members in its structure, along with officials and representatives of Northern Ireland Audit Office and HSENI's externally appointed Internal Auditors.

Board members John Kane and Hilary Singleton were joined on the ARMC by new Board member Lindsey Smith during 2013/14. Mark Wilkinson stood down from the ARMC when he resigned as a Board member.

The role of the ARMC is to provide reassurance to the Board by overseeing:

- (i) The strategic processes for risk, control and governance, and the annual Governance Statement;
- (ii) The accounting policies, the accounts, and the annual report of the organisation, including the processes for review of the accounts prior to submission for audit, levels of error identified, and management's letter of representation to the external auditors;
- (iii) The planned activity and results of both internal and external audit;
- (iv) Proposals for tendering for internal audit services or for purchase of non-audit services from contractors who provide audit services;
- (v) Adequacy of management response to issues identified by audit activity, including external audit's management letter;
- (vi) Assurances relating to the corporate governance requirements for the organisation; and
- (vii) Anti fraud policies and whistle blowing processes.

The ARMC also periodically reviews its own effectiveness and reports the results of that review to the Board.

Board members who sit on HSENI's Audit & Risk Management Committee attended a training course in May 2013 on 'Maximising the Value of the Audit & Risk Management Committee'. The course included areas such as the evolution of Corporate Governance, Best Practice in Audit Committees and The Assurance Framework.

In January 2014, the ARMC and the Senior Management Team (SMT) attended a workshop facilitated by PwC, which looked at the key risks facing the organisation in preparation for the next Audit Strategy.

Health and Safety Executive/Local Authority Liaison (HELANI) Committee

The HELANI Committee, which meets three times a year, is a liaison committee. Its aim is to develop and maintain a productive and effective working partnership with HSENI's co-enforcers, the NI District Councils. The Committee is chaired by a Board member, Pat Lyons. Lindsay Fawcett also represents the Board on the Committee.

Remuneration Committee

The Remuneration Committee normally meets once a year to review the performance of the Chief Executive and to recommend to the Department the Chief Executive's pay award. During 2013/14, the Committee, comprised of the Board Chairman and Deputy Chairman and two other Board members, Hilary Singleton and Pat Lyons, met in September 2013 to discuss the Committee's Terms of Reference as well as the Chief Executive's progression against objectives. The Committee also met in January 2014 to coincide with the completion of the current Chief Executive's first year in post in order to review his performance.

Monthly Senior Management Team Meeting

HSENI's monthly Senior Management Team Meeting is the regular formal meeting of senior management to discuss ongoing operational issues together with corporate governance and performance issues. It is chaired by the Chief Executive and attended by the three Deputy Chief Executives. Minutes of these meetings are published on HSENI's website.

Quarterly Oversight and Liaison Meetings

Oversight and Liaison meetings with DETI are held on a quarterly basis. The agendas for these meetings contain standing items which include performance monitoring, budgetary and finance matters, risk management and corporate governance. Attendance at these meetings is by the Chair, Chief Executive and three Deputy Chief Executives, and any matters of note are reported to HSENI's Board by the Chief Executive.



Board Performance and assessment of Effectiveness

During the 2013/14 year, HSENI's Board met at total of five times. Details of the attendance of individuals who were Board members during the year was as follows:

| Board Member (including members who retired* and who were appointed# during 2013/14) | Number of Meetings Attended | Out of a Possible |
|--|-----------------------------|-------------------|
| George Lucas | 5 | 5 |
| Gerard Campbell | 4 | 5 |
| Pat Lyons | 5 | 5 |
| Lindsay Fawcett | 4 | 5 |
| Crosby Cleland | 2 | 5 |
| Mark Wilkinson* | 2 | 3 |
| John Kane | 5 | 5 |
| Hilary Singleton | 5 | 5 |
| Billy Graham | 3 | 5 |
| Maynard Mawhinney | 5 | 5 |
| Lindsey Smith# | 1 | 1 |

During the 2013/14 year, issues considered by HSENI's Board included:

- (i) HSENI's annual Budget allocation and issues arising therefrom;
- (ii) management accounting information relating to the actual use of financial resources;
- (iii) human resource issues, including managing attendance and vacancy management;
- (iv) legislative progress and proposals;

- (v) progress in relation to outputs and outcomes (performance targets); and
- (vi) the identification and management of risk.

All Board member appraisals, including the Chairman's appraisal, for the 2012/13 year were completed during 2013/14. Performance appraisal and Board effectiveness is on the agenda for the June 2014 Board meeting.

During 2013/14, the Chairman reviewed the skills and performance of the Board with DETI officials in preparation of the papers for the recruitment of up to four new Board members. This recruitment exercise is currently under way; closing date for applications was end May 2014. The Chairman has also reviewed the membership of committees and has identified new chairpersons to take up these positions in October 2014.

Audit and Risk Management Committee (ARMC) Reports

Following each meeting of the ARMC, HSENI's Board is provided with the draft minutes of the meeting supplemented by a verbal report from the ARMC Chairman.

The Chairman of the ARMC also provides an annual report to HSENI's Board which summarises the Committee's work for the year.

The report includes:

- (i) Details of meetings and membership;
- (ii) A summary of the findings from the ARMC's review of its effectiveness;
- (iii) A summary of work undertaken during the year; and
- (iv) The ARMC's views on risk management.

During 2013/14, the ARMC was content with the quality of assurances it received, the management of risk and the quality of internal and external audit.

Risk Management

HSENI's approach is to assign risks to those best placed to manage them, whilst maintaining clear accountability. HSENI manages risk at a corporate level and this is supported by internal processes.

Corporate risks are managed collectively by the Senior Management Team, with ownership of the risks assigned to HSENI's Accounting Officer, i.e. Chief Executive. HSENI's Senior Management Team considers risk management at its monthly meetings, including the identification of emerging risks, and formally reviews the Corporate Risk Register on a quarterly basis, with a further review at each meeting of the ARMC. HSENI's Board also receives a full copy of the Corporate Risk Register at each meeting as appropriate.



Corporate risks being managed at 31 March 2014 and key actions being taken in mitigation related to:

Retention and availability of specialist/skilled staff

The inability to retain or recruit specialist/skilled staff means that HSENI would have difficulty in delivering the commitments contained in its Corporate Plan and Operating Plan, which in turn presents a risk to the reputation and credibility of the organisation. Actions taken to mitigate against the occurrence of this risk included regular discussions with appropriate units in DETI to discuss how best to deal with recruitment and associated funding issues at a time of budgetary constraints alongside a number of Human Resource measures to help enhance the standing of the organisation in non-monetary terms for employees.

Failure to maintain an up-to-date regulatory framework

The non transposition of EU Directives may lead to penalties being imposed by the EU. Non implementation of GB legislation in Northern Ireland may also result in adverse criticism. These risks are mitigated through a variety of mechanisms including employment of experienced legislation staff and the use of support networks to provide early intelligence via well developed links with HSE GB counterparts, alongside legal advice from the Departmental Solicitor's Office as required.

Failure to secure sufficient funding to maintain services

There is a risk that constraints on budget allocation, in light of wider political priorities may lead to a reduction in service delivery. To mitigate this possibility, HSENI has ensured that there are a number of controls in place that allow for effective strategic planning of allocated resource, that funding is allocated in line with operational priorities and that departmental monitoring rounds are used effectively to bid for additional resources if required.

Damage to HSENI's Reputation

Damage to HSENI's reputation could lead to poor organisational credibility. The organisation therefore treats this as a significant risk and has a number of controls in place to mitigate this risk. This includes the maintenance of a strong corporate governance ethic, control procedures by both HSENI's Board and staff members and the maintenance of an up-to-date Register of Interests. Performance of the organisation is regularly monitored by HSENI's Senior Management Team and the Board to ensure adherence to robust control procedures.

Third party financial loss or legal procedures being instigated

The realisation of this risk could be due to a number of factors including failure of staff to follow HSENI policies and procedures. The organisation has a number of controls in place to mitigate this risk. These include robust selection, recruitment and training procedures, particularly for enforcement staff.

Failure to prevent and detect fraud and a failure to report suspected fraud

HSENI has clear roles and responsibilities in place with regard to identifying, investigating and managing any suspected cases of fraud. There are a number of key operational and corporate governance controls that help ensure that the likelihood of this risk being realised is minimised. These include regular internal and external audits reviews, having effective Fraud and Whistleblowing Policies, which were revised and brought to the attention of all staff during 2013/14, and participation in the National Fraud Initiative.

Major disruption to business

A major disruption to business delivery may result from a number of causes. HSENI has mitigated this risk by having Emergency Planning Controls, Information Technology Controls, Information Security Controls and Operational Controls in place.

Business Continuity and ICT Disaster Recovery Plans are in place and these are tested and updated on a regular basis.

Six Monthly Assurance Statements

Every six months, HSENI's Chief Executive provides an Assurance Statement to DETI's Permanent Secretary, who is the Departmental Accounting Officer for DETI. This six monthly statement confirms the efficacy of the systems of internal control within HSENI and, where appropriate, draws the attention of the Permanent Secretary to any significant internal control issues.

Data Security

In June 2013, HSENI's Internal Auditors carried out a review of the controls in place to manage information security in the organisation and a substantial assurance was received with regard to this. HSENI's key objectives and risks are regularly assessed to ensure consistency of treatment. The risk to information security is considered as an integral part of this process, particularly in relation to risk of damage to HSENI's reputation. HSENI is also represented at the quarterly Information Security meetings held between DETI and its NDPBs.



During the year, one potential personal data loss incident was reported. This related to a form which was claimed to have been hand delivered to HSENI but no record existed of the form having been received. Adopting a precautionary approach, HSENI informed the individual concerned and the Information Commissioner's Office and a review of the mail receipt arrangements was undertaken and procedures amended.

Internal Audit

HSENI has externally appointed Internal Auditors, who operate to HM Treasury's Public Sector Internal Audit Standards. The Internal Auditors construct their annual audit programme on the basis of an Internal Audit Strategy covering the period 2011/12 to 2014/15 and also take into account the objectives and risks faced by HSENI, including any emerging risks. The Internal Audit programme for 2013/14 was agreed by the ARMC.

HSENI's Internal Auditors submit regular reports to the ARMC, which include the Head of Internal Audit's independent opinion on the adequacy, reliability and effectiveness of HSENI's system of internal control. A substantial assurance was given in relation to the adequacy of the systems of control in place within HSENI, in line with the Internal Audit Strategic Plan, and their operation for the period ended 31 March 2014.

Compliance with the Corporate Governance Code

HSENI is content that it is compliant with both the spirit and the principles of the publication "Corporate Governance in Central Government Departments: Code of Good Practice NI 2013" issued by the Department of Finance and Personnel in April 2013, in so much as they can be read across to NDPBs.

Quality of Data Used by HSENI's Board

HSENI's Board is issued with the most up-to-date data sources ahead of each Board meeting. The data is collated into a number of key reports, drawn from a wide range of sources, covering the core functions of the organisation, including budgets and finance, performance monitoring, legislation, human resources, investigations and prosecutions, all of which are subject to internal audit scrutiny. The Board also draws assurance from the fact that data relating to financial information and absenteeism is derived from NICS-wide systems such as Account NI and HR Connect. These systems are subject to scrutiny by DFP's Internal Audit Service and information on absenteeism is supplied to Departments by the Northern Ireland Statistics and Research Agency (NISRA).

The data is subject to challenge or to requests for further information/clarification by the Board and during the year modifications were made to the finance and performance monitoring reports as a result of feedback from Board members. The Board was content with the quality of information it received during 2013/14.

Ministerial Directions

No Ministerial Directions were issued during the 2013/14 financial year.

Public Accounts Committee Issues

HSENI was not required to provide evidence to the Assembly's Public Accounts Committee during 2013/14.

Other Issues

In January 2014, Nikki Monson was appointed as Deputy Chief Executive over Support Division to replace Kevin Toner who retired during 2013/14.



K Morrison
Chief Executive

Date: 26/6/2014

Auditor's Report

The Certificate and Report of the Comptroller and Auditor General to the Northern Ireland Assembly

I certify that I have audited the financial statements of the Health and Safety Executive for Northern Ireland for the year ended 31 March 2014 under the Health and Safety at Work (Northern Ireland) Order 1978. These comprise the Statements of Comprehensive Net Expenditure, Financial Position, Cash Flows, Changes in Taxpayers' Equity and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

Respective responsibilities of the Accounting Officer and auditor

As explained more fully in the Statement of Accounting Officer's Responsibilities, the Accounting Officer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit, certify and report on the financial statements in accordance with the Health and Safety at Work (Northern Ireland) Order 1978. I conducted my audit in accordance with International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Health and Safety Executive for Northern Ireland's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Health and Safety Executive for Northern Ireland; and the overall presentation of the financial statements. In addition I read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If become aware of any apparent material misstatements or inconsistencies I consider the implications for my certificate.

I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Opinion on Regularity

In my opinion, in all material respects the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial

transactions recorded in the financial statements conform to the authorities which govern them.

Opinion on financial statements

In my opinion:

- the financial statements give a true and fair view of the state of the Health and Safety Executive for Northern Ireland's affairs as at 31 March 2014 and of the net expenditure, cash flows and changes in taxpayers' equity for the year then ended; and
- the financial statements have been properly prepared in accordance with the Health and Safety at Work (Northern Ireland) Order 1978 and Department of Enterprise, Trade and Investment directions issued thereunder.

Opinion on other matters

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with Department of Enterprise, Trade and Investment directions made under the Health and Safety at Work (Northern Ireland) Order 1978; and

- the information given in the Strategic Report and Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which I report by exception

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the part of the Remuneration Report to be audited are not in agreement with the accounting records; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with Department of Finance and Personnel's guidance.

Report

I have no observations to make on these financial statements.



KJ Donnelly
Comptroller and Auditor General
Northern Ireland Audit Office
106 University Street
Belfast
BT7 1EU

30 June 2014

Statement of Comprehensive Net Expenditure for the year ended 31st March 2014

| | | 2013-14 | 2012-13 |
|-------------------------------|-------|--------------|--------------|
| | Notes | £'000 | £'000 |
| Expenditure | | | |
| Staff Costs | 2 | 4,876 | 4,789 |
| Depreciation and amortisation | 3 | 24 | 26 |
| Other Expenditures | 3 | 2,026 | 2,168 |
| | | 6,926 | 6,983 |
| Income | | | |
| Income from Activities | 4 | 57 | 55 |
| | | 57 | 55 |
| | | | |
| Net expenditure | | 6,869 | 6,928 |

There were no other recognised gains or losses in the period.

All amounts above relate to continuing operations.


The notes on pages 118 to 132 form part of these accounts.

Statement of Financial Position as at 31st March 2014

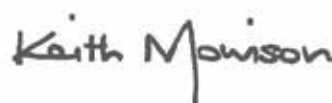
| | Notes | 31st March 2014 £'000 | 31st March 2013 Restated £'000 |
|--------------------------------------|-------|-----------------------------|---|
| Non-current assets: | | | |
| Property, plant and equipment | 5 | 54 | 64 |
| Intangible assets | 6 | - | 3 |
| Total non-current assets | | 54 | 67 |
| Current assets | | | |
| Trade and other receivables* | 8 | 201 | 220 |
| Cash and cash equivalents | 9 | 398 | 361 |
| Total current assets | | 599 | 581 |
| Total assets | | 653 | 648 |
| Current liabilities | | | |
| Trade and other payables* | 10 | 422 | 479 |
| Total current liabilities | | 422 | 479 |
| Total assets less liabilities | | 231 | 169 |
| Taxpayers' equity | | | |
| Revaluation reserve | | - | - |
| General reserve | | 231 | 169 |
| Total | | 231 | 169 |

* The 31st March 2013 comparative figure for Trade and other receivables and Trade and other payables have both been reduced by £17,270 to reflect the change to the representation of the honouring of payment in relation to Staff and Operating Expenditure accruals and prepayments by DETI on behalf of HSENI. These were previously recorded as Accrued Income and Deferred Income respectively but are now shown as an Intergovernmental debtor.

The financial statements on pages 113 to 132 were approved by the Board on 26 June 2014 and were signed on its behalf by;



(G Lucas, Chairman)



(K Morrison, Chief Executive)

Date: 26/6/2014

The notes on pages 118 to 132 form part of these accounts.

Statement of Cash Flows for the year ended 31st March 2014

| | | 2013-14 | 2012-13 |
|---|-------|----------------|--------------------|
| | Notes | £'000 | £'000 Restated* |
| Cash flows from operating activities | | | |
| Net deficit after interest | | (6,869) | (6,928) |
| Adjustment for depreciation charge on non-current assets | 3 | 21 | 22 |
| Adjustment for amortisation of intangible assets | 3 | 3 | 4 |
| Adjustment for notional costs | 3 | 508 | 551 |
| Decrease/(Increase) in trade and other receivables | 8 | 19 | (11) |
| (Decrease)/Increase in trade and other payables | 10 | (57) | 90 |
| Net cash outflow from operating activities | | (6,375) | (6,272) |
| Cash flows from investing activities | | | |
| Purchase of property, plant and equipment | 5 | (11) | (41) |
| Net cash outflow from investing activities | | (11) | (41) |
| Cash flows from financing activities | | | |
| Grants from sponsoring department | | | |
| Capital Grant-in-Aid Financing | | 11 | 30 |
| Funding of Staff and Operating Expenditure** | | 5,446 | 5,380 |
| Funding of Programme Expenditure | | 966 | 1,055 |
| Net financing | | 6,423 | 6,465 |
| Net increase in cash and cash equivalents in the period | 9 | 37 | 152 |
| Cash and cash equivalents at the beginning of the period | 9 | 361 | 209 |
| Cash and cash equivalents at the end of the period | 9 | 398 | 361 |

* The 31st March 2013 comparative figures in relation to movements in trade and other receivables and trade and other payables have both been adjusted to reflect the change to the representation of the honouring of payment in relation to Staff and Operating Expenditure accruals and prepayments by DETI on behalf of HSENI, from accrued and deferred income to an Intergovernmental Debtor.

** Staff and Operating Expenditure is paid by DETI on HSENI's behalf

The notes on pages 118 to 132 form part of these accounts.

Statement of Changes in Taxpayers' Equity for the year ended 31st March 2014

| | | Revaluation Reserve | General Reserve | Total Reserves |
|--|-------|---------------------|-----------------|----------------|
| | Notes | £'000 | £'000 | £'000 |
| Balance at 31st March 2012 | | - | 81 | 81 |
| Changes in taxpayers' equity for 2012-13 | | | | |
| Capital Grant-in-Aid Financing – DETI | | - | 30 | 30 |
| Funding of Staff and Operating Expenditure – Request for Resource B – DETI | | - | 5,380 | 5,380 |
| Funding of Programme Expenditure – Request for Resource B – DETI | | - | 1,055 | 1,055 |
| Grants from Sponsoring department for 2012-13 | | - | 6,465 | 6,465 |
| Non-cash charges | | - | 551 | 551 |
| Comprehensive Expenditure for the year | | - | (6,928) | (6,928) |
| Movement in reserves | | - | - | - |
| Total recognised Income and expense for 2012-13 | | - | (6,377) | (6,377) |
| Balance at 31st March 2013 | | - | 169 | 169 |
| Changes in taxpayers' equity for 2013-14 | | | | |
| Capital Grant-in-Aid Financing – DETI | | - | 11 | 11 |
| Funding of Staff and Operating Expenditure – Request for Resource B – DETI | | - | 5,446 | 5,446 |
| Funding of Programme Expenditure – Request for Resource B - DETI | | - | 966 | 966 |
| Grants from Sponsoring department for 2013-14 | | - | 6,423 | 6,423 |
| Non-cash charges | | - | 508 | 508 |
| Comprehensive Expenditure for the year | | - | (6,869) | (6,869) |
| Movement in reserves | | - | - | - |
| Total recognised Income and expense for 2013-14 | | - | (6,361) | (6,361) |
| Balance at 31st March 2014 | | - | 231 | 231 |

The General Reserve serves as the chief operating fund. The General Reserve is used to account for all financial resources except those required to be accounted for in another fund.

The Revaluation Reserve records the unrealised gain or loss on the revaluation of intangible assets. All such assets have been fully amortised.

The notes on pages 118 to 132 form part of these accounts.

Notes to the Executive's Accounts

1. Statement of Accounting Policies

These financial statements have been prepared in accordance with the 2013-14 Government Financial Reporting Manual (FReM) issued by the Department of Finance and Personnel (DFP). The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the Health and Safety Executive for Northern Ireland (HSENI) for the purpose of giving a true and fair view has been selected. The particular policies adopted by HSENI are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

Management has reviewed new accounting standards that have been issued but are not yet effective, nor adopted early, for these accounts. Management consider that these are unlikely to have any significant impact on the accounts in the period of initial application.

1.1 Accounting Convention

These accounts have been prepared under the historical cost convention modified to account for the revaluation of intangible assets.

1.2 Property, Plant and Equipment

The assets of the Health and Safety Executive for Northern Ireland are carried at fair value. Depreciated historical cost is used as a proxy for fair value for all of the organisation's tangible assets given their low values and short useful lives. The minimum level of capitalisation of property, plant and equipment is £1,000.

1.3 Depreciation

Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life, as follows:

Transport equipment - 25% straight line

Furniture & fittings - 25% straight line.

1.4 Intangible Assets

Computer Software

The Department of Enterprise, Trade and Investment acquired a Case Management System (CMS) in 2005-06 for use by HSENI. This CMS system was retrospectively capitalised in the 08-09 year under IAS 38 Intangible Assets. The useful economic life of the asset was estimated at 6 years to March 2012. This system is still in use within HSENI but work has begun to procure a replacement system.

HSENI acquired the accounting software, Microsoft Dynamics NAV in 2009-10. The useful economic life of the asset was estimated at 4 years to March 2014. The system is still in use within HSENI.

These assets are recorded at fair value, as calculated using the Depreciated Replacement Cost method (DRC). Amortisation is calculated on a straight-line basis. Intangible assets are reviewed annually for impairment and are carried at fair value.

1.5 Operating Income

Operating income represents fees charged to businesses for licences and attendance at conferences and is recognised in the period in which performance is satisfied.

1.6 Fees and Charges

HSENI obtains income from the following services in parity with Great Britain (GB):

Medical Examinations by EMAS, Asbestos Licensing and GMO Permits.

COMAH income is obtained on a full cost recovery basis.

All these relate to services costing less than £1,000,000.

This information is provided for Fees and Charges purposes, not for IFRS 8 purposes.

1.7 Leases

Leases are classified as operating lease contracts whenever the terms of the lease do not transfer substantially all the risks and benefits to the lessee.

Rentals payable under operating leases are expensed to the net expenditure account on a straight-line basis over the lease term.

1.8 Financial Instruments

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and in hand.

Trade and other receivables

Trade receivables do not carry any interest and are recognised and carried at the lower of their original invoiced value and recoverable amount. A bad debt provision is made when there is objective evidence that the recoverable amount is less than the original invoiced value. Balances are written off when the probability of recovery is assessed as being remote.

Trade and other payables

Trade payables are not interest bearing and are stated at their nominal value.

1.9 Grant-in-Aid

Grant-in-Aid financing is credited to the general reserve in the year that it is received.

HSENI is funded in two distinct ways, both of which are considered to be Programme expenditure within the NI Block grant and are treated as Grant-in-Aid as defined above.

Budget for Staff and Operating Expenditure within HSENI is retained by DETI on behalf of HSENI and used to administer this type of expenditure through HSENI's existence as a separate cost centre within DETI's finance system. Payments are approved by HSENI budgetholders but the payment is made from DETI's bank account. HSENI is accountable for the level and propriety of spend but does not physically receive the cash funding. Due to the nature of this arrangement, the Grant-in-Aid associated with this budget matches the level of expenditure.



Budget for Programme Expenditure, being HSENI spend on health & safety programmes, campaigns and events, is obtained from DETI as a cash drawdown and is administered from within HSENI on the organisation's own finance system.

1.10 Value Added Tax

HSENI does not charge output VAT on income and is ineligible to reclaim input VAT on programme expenditure. Therefore all programme expenditure is inclusive of VAT.

Staff and Operating expenditure is exclusive of VAT as it is administered by DETI on HSENI's behalf.

1.11 Pensions

Past and present employees are covered by the provisions of the Principal Civil Service Pension Scheme (NI) [PCSPS(NI)]. The rate for the employer's contribution is set by the Government Actuary and for 2013-14 was dependent on salary range. All contributions are charged to the Statement of Comprehensive Net Expenditure as incurred.

1.12 Operating Segments

The Chief Operating Decision Maker considers HSENI as one operating unit in making decisions. Management information is generated on a holistic basis for the organisation.

1.13 Staff Costs

Under IAS19 Employee Benefits, all staff costs must be recorded as an expense as soon as the organisation is obligated to pay them. This includes the cost of any untaken leave as at the year end. The cost of untaken leave has been determined with reference to cost and leave balance information held by HRConnect at the year end.

2. Staff numbers and related costs

2 (a) Staff costs comprise:

| | | | 2013-14 | 2012-13 |
|-----------------------|----------------------------|-----------|--------------|--------------|
| | Permanently employed staff | Others | Total | Total |
| | £'000 | £'000 | £'000 | £'000 |
| Wages and salaries | 3,803 | 19 | 3,822 | 3,752 |
| Social security costs | 309 | - | 309 | 310 |
| Other pension costs | 745 | - | 745 | 727 |
| | 4,857 | 19 | 4,876 | 4,789 |

2 (b) Pension arrangements:

The Principal Civil Service Pension Scheme (Northern Ireland) [PCSPS(NI)] is an unfunded multi-employer defined benefit scheme but HSENI is unable to identify its share of the underlying assets and liabilities. The most up-to-date actuarial valuation was carried out as at 31 March 2010. The pension scheme liability reported in the DFP Superannuation and Other Allowance Resource Accounts last year was as at 31 March 2010, however, work is ongoing to provide a report on an updated valuation as at 31 March 2012 for the basis of the actuarial valuation rolled forward to the reporting date of the DFP Superannuation and Other Resource Accounts for 2014.

For 2013-14, employers' contributions of £744,896 were payable to the PCSPS(NI) (2012-13 £726,787) at one of four rates in the range 18% to 25% of pensionable pay, based on salary bands. The scheme's Actuary reviews employer contributions every four years following a full scheme valuation. A new valuation scheme based on data as at 31 March 2012 is currently being undertaken by the Actuary to review employer contribution rates for the introduction of a new career average earning scheme from April 2015. From 2014-15, the rates will remain in the range 18% to 25%. The contribution rates are set to meet the cost of the benefits accruing during 2013-14 to be paid when the member retires, and not the benefits paid during this period to existing pensioners.

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. No employees have exercised this option.

No exit packages were paid during the year (2012-13 Nil).

Two persons (2012-13: none) retired early on ill health grounds; the total additional accrued pension liabilities in the year amounted to £7,328.17 (2012-13: £nil).

2 (c) Average number of persons employed:

The average number of whole-time equivalent persons, including senior management, employed during the year was as follows:

| | | | 2013-14 | 2012-13 |
|-------------------|-----------------|----------|------------|------------|
| | Permanent staff | Others | Total | Total |
| Directly employed | 113 | - | 113 | 115 |
| Other | 1 | 1 | 2 | 2 |
| Total | 114 | 1 | 115 | 117 |



3. Other Expenditure

| | | 2013-14 | 2012-13 |
|--|-------|--------------|--------------|
| | Notes | £'000 | £'000 |
| Advertising and publicity | | 661 | 636 |
| Motor and travel expenses | | 201 | 201 |
| Inspection and enforcement | | 146 | 196 |
| Staff training | | 100 | 57 |
| Other Staff Related Costs | | 65 | 68 |
| Printing, postage and stationery | | 46 | 50 |
| Contract cleaning | | 26 | 23 |
| Heat and light | | 21 | 27 |
| Scientific services | | 16 | 21 |
| Office maintenance | | 11 | 14 |
| Telephone | | 45 | 42 |
| Recruitment costs | | 9 | 19 |
| Rentals under operating leases | | 11 | 11 |
| Internal audit and accountancy | | 13 | 14 |
| Research | | 11 | 29 |
| Car parking | | 11 | 18 |
| Premises costs | | 34 | 35 |
| Catering and hospitality | | 6 | 5 |
| IT costs | | 6 | 13 |
| Staff equipment | | 22 | 32 |
| Auditor's remuneration | | 9 | 10 |
| Legal fees | | 40 | 90 |
| Staff development | | 7 | 5 |
| Bad debt write-off | | - | - |
| Other expenditure | | 1 | 1 |
| Non-cash items | | | |
| Depreciation | 5 | 21 | 22 |
| Amortisation | 6 | 3 | 4 |
| (Profit) / Loss on disposal of assets | | - | - |
| Notional accommodation charge | | 488 | 522 |
| Notional Departmental Solicitors Office charge | | 20 | 29 |
| | | 2,050 | 2,194 |



4. Income

| | 2013-14 | 2012-13 |
|---|-----------|-----------|
| | £'000 | £'000 |
| Licence, subscription and conference fees | 36 | 37 |
| Other income | 21 | 18 |
| | 57 | 55 |

Other income relates to fees and charges, recovery of legal costs and income from events and workshops.

5. Property, plant and equipment

| 2013/14 | Transport equipment | Furniture & fittings | Total |
|---|---------------------|----------------------|------------|
| | £'000 | £'000 | £'000 |
| Cost or valuation | | | |
| At 1 April 2013 | 23 | 332 | 355 |
| Additions | - | 11 | 11 |
| Disposals | - | - | - |
| At 31 March 2014 | 23 | 343 | 366 |
| Depreciation | | | |
| At 1 April 2013 | 23 | 268 | 291 |
| Charged in year | - | 21 | 21 |
| Disposals | - | - | - |
| At 31 March 2014 | 23 | 289 | 312 |
| Carrying amount at 31 March 2014 | - | 54 | 54 |
| Carrying amount at 31 March 2013 | - | 64 | 64 |
| Asset financing: | | | |
| Owned | - | 54 | 54 |
| Carrying amount at 31 March 2014 | - | 54 | 54 |

Given that the assets of the Health and Safety Executive for Northern Ireland have short useful lives and are of low values, depreciated historical cost has been used as a proxy for fair value. HSENI owns all its assets. HSENI plans to replace the Transport equipment asset in the 2014/15 financial year, subject to budget approval.

| 2012/13 | Transport equipment | Furniture & fittings | Total |
|---|----------------------------|---------------------------------|--------------|
| | £'000 | £'000 | £'000 |
| Cost or valuation | | | |
| At 1 April 2012 | 23 | 287 | 310 |
| Additions | - | 47 | 47 |
| Disposals | - | (2) | (2) |
| At 31 March 2013 | 23 | 332 | 355 |
| Depreciation | | | |
| At 1 April 2012 | 23 | 248 | 271 |
| Charged in year | - | 22 | 22 |
| Disposals | - | (2) | (2) |
| At 31 March 2013 | 23 | 268 | 291 |
| Carrying amount at 31 March 2013 | - | 64 | 64 |
| Carrying amount at 31 March 2012 | - | 39 | 39 |
| Asset financing: | | | |
| Owned | - | 64 | 64 |
| Carrying amount at 31 March 2013 | - | 64 | 64 |

6. Intangible assets

Intangible assets comprise a Case Management System (CMS) to store relevant data on Health & Safety investigations and the accounting software, Microsoft Dynamics NAV, which is used to administer HSENI's programme expenditure.

| Information Technology | |
|---|--------------|
| 2013/14 | Total |
| | £'000 |
| Valuation | |
| At 1 April 2013 | 210 |
| Additions | - |
| Revaluations | - |
| At 31 March 2014 | 210 |
| Amortisation | |
| At 1 April 2013 | 207 |
| Charged in year | 3 |
| Revaluations | - |
| At 31 March 2014 | 210 |
| Carrying amount at 31 March 2014 | - |
| Carrying amount at 31 March 2013 | 3 |
| Asset financing: | |
| Owned | - |
| Carrying amount at 31 March 2014 | - |

HSENI values its intangible assets at 31 March using the Depreciated Replacement Cost method. It is estimated by restating the value annually by reference to indices compiled by the Office of National Statistics (ONS).

| | Total |
|---|--------------|
| | £'000 |
| Valuation | |
| At 1 April 2012 | 210 |
| Additions | - |
| Revaluations | - |
| At 31 March 2013 | 210 |
| Amortisation | |
| At 1 April 2012 | 203 |
| Charged in year | 4 |
| Revaluations | - |
| At 31 March 2013 | 207 |
| Carrying amount at 31 March 2013 | 3 |
| Carrying amount at 31 March 2012 | 7 |
| Asset financing: | |
| Owned | 3 |
| Carrying amount at 31st March 2013 | 3 |

7. Financial Instruments

As the cash requirements of the Health and Safety Executive for Northern Ireland (HSENI) are met through Grant-in-Aid provided by the Department of Enterprise, Trade and Investment, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of financial instruments relate to contracts to buy non-financial items in line with HSENI's expected purchase and usage requirements and HSENI is therefore exposed to little credit, liquidity or market risk.

8. Trade receivables and other current assets

| | 2013-14 | 2012-13 |
|--------------------------------------|------------|------------|
| | £'000 | £'000 |
| Amounts falling due within one year: | | |
| Trade receivables | 10 | 9 |
| Other receivables* | 173 | 169 |
| Prepayments and accrued income | 18 | 42 |
| Total | 201 | 220 |

*Other receivables relates to an Intergovernmental debtor with DETI in relation to the Department's agreement to honour HSENI Staff & Operating Expenditure accruals and prepayments. The 2012-13 comparative has been adjusted to reflect the new way of reporting this as it was previously reported as accrued income and deferred income respectively.

8.1 Intra-Government Balances

| | 2013-14 | 2012-13 |
|---|------------|------------|
| | £'000 | £'000 |
| Amounts falling due within one year | | |
| Balances with other central government bodies | 173 | 169 |
| Balances with bodies external to government | 28 | 51 |
| Total receivables at 31 March | 201 | 220 |

9. Cash and cash equivalents

| | 2013-14 | 2012-13 |
|---|------------|------------|
| | £'000 | £'000 |
| Balance at 1 April | 361 | 209 |
| Net change in cash and cash equivalent balances | 37 | 152 |
| Balance at 31 March | 398 | 361 |
| The following balances at 31 March were held at: | | |
| Commercial banks and cash in hand | 398 | 361 |
| Balance at 31 March | 398 | 361 |

10. Trade payables and other current liabilities

| | 2013-14 | 2012-13 |
|--|------------|------------|
| | £'000 | £'000 |
| Amounts falling due within one year | | |
| Trade payables | - | - |
| Accruals and deferred income* | 422 | 479 |
| Total | 422 | 479 |

*The 2012-13 comparative for Accruals and deferred income has been reduced by £18k to move the previous year 'deferred income' in relation to DETI's agreement to honour Staff and Operating Expenditure accruals and prepayments, to an Intergovernmental Debtor, as outlined in Note 8.

10.1 Intra-Government Balances

| | 2013-14 | 2012-13 |
|--|------------|------------|
| | £'000 | £'000 |
| Amounts falling due within one year | | |
| Other central government bodies | 25 | 28 |
| Local authorities | 6 | 6 |
| Public Corporations & Trading Funds | 1 | 1 |
| Bodies external to government | 390 | 444 |
| Total | 422 | 479 |

11. Provisions for liabilities and charges

HSENI is not aware of any circumstances that would give rise to provisions or contingent liabilities in the current year.

12. Commitments under leases

12.1. Operating leases

Total future minimum lease payments under operating leases are given in the table below for each of the following periods.

| | 2013-14 | 2012-13 |
|---|-----------|-----------|
| | £'000 | £'000 |
| Obligations under operating leases comprise: | | |
| Buildings: | | |
| Not later than one year | 11 | 11 |
| Later than one year and not later than five years | - | 11 |
| Later than five years | - | - |
| | 11 | 22 |

HSENI entered into a lease agreement with Lancer Buildings Ltd on 10th November 2010, for the rental of offices in Omagh. This is a five-year lease effective from 19th February 2010, with the possibility of extension for a further three years.

12.2. Finance leases

HSENI does not hold any finance leases.

13. Related Party Transactions

The Health and Safety Executive for Northern Ireland is a Non-Departmental Public Body (NDPB) sponsored by the Department of Enterprise, Trade and Investment. The Department of Enterprise, Trade and Investment is regarded as a related party. During the year, the Health and Safety Executive for Northern Ireland has had various material transactions with the Department and with other entities for which the Department is regarded as the parent Department, viz:

Invest Northern Ireland;

The Northern Ireland Tourist Board; and

The General Consumer Council for Northern Ireland.

In addition, the Health and Safety Executive for Northern Ireland has had a small number of transactions with other government departments and other central government bodies. Most of these transactions have been with the Department of Finance and Personnel and the Public Prosecution Service for Northern Ireland.

No Board member, key manager or other related parties has undertaken any material transactions with the Health and Safety Executive for Northern Ireland during the year. During the year the Health and Safety Executive for Northern Ireland entered into the following minor transaction with Crosby Cleland, a Board member, who was employed to run a Health & Safety course for farmers at Enniskillen Market on 5th November 2013 for a fee of £387.60.

14. Events after the reporting period

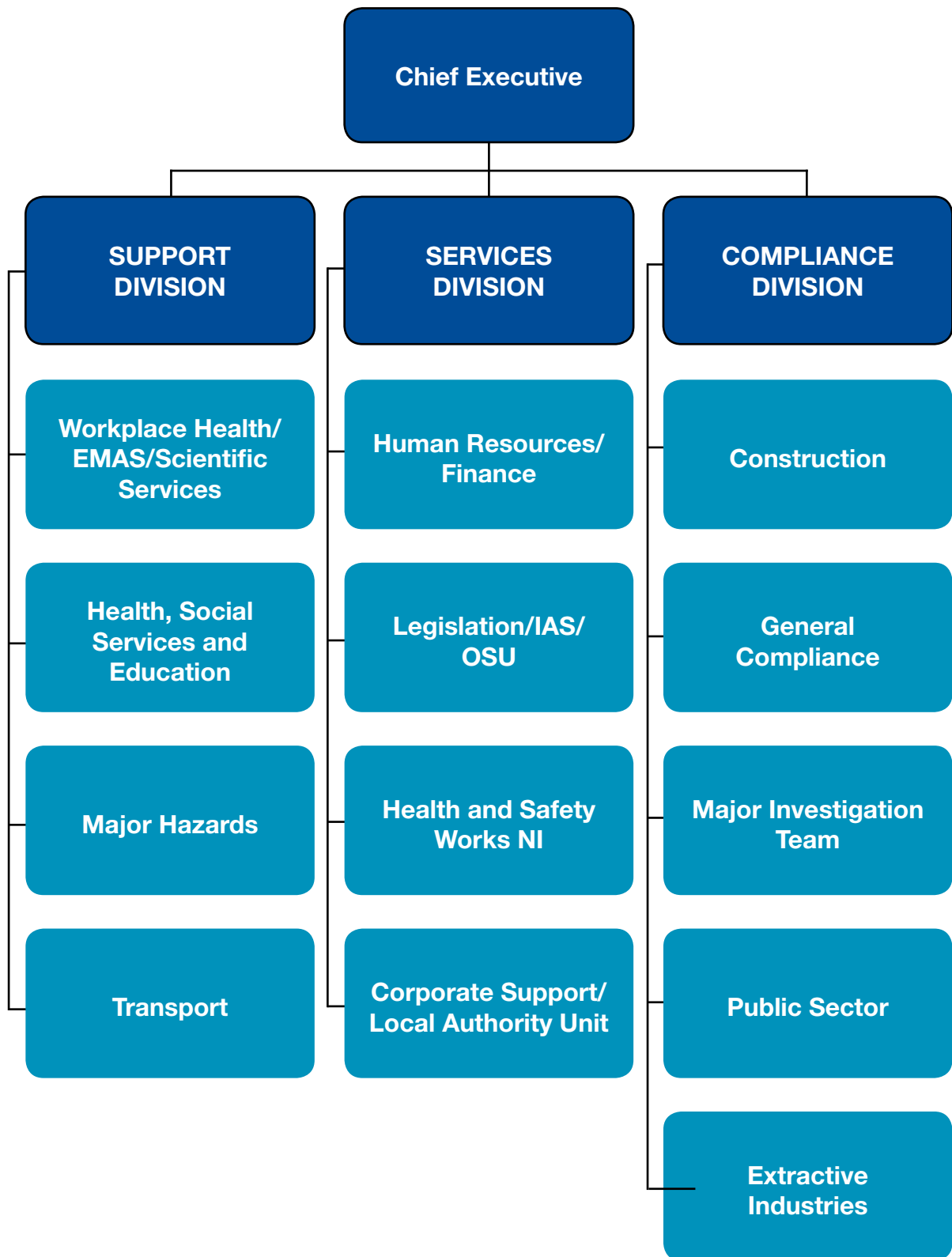
The Accounting Officer authorised the issue of these financial statements on 30 June 2014.

Appendices



Appendix 1:

HSENI Organisation Structure 2013/14



Appendix 2

Fatal Accidents 2013/14

(Total = 8; HSENI enforcement responsibility only)

Agriculture

| Occupation (Age) | Employment Category | Description/General Location | Date of Accident |
|--------------------|---------------------|---|------------------|
| Farmer (71) | Self-Employed | Died when attacked by his Fleckfeith bull in a cubicle house on his farm. Londonderry. | 28/04/2013 |
| Farmer (70) | Self-Employed | Died when he slipped over the edge of the silo wall, fell 3.05m into the silo and landed on the concrete floor below. Moneymore. | 25/07/2013 |
| Family Member (10) | N/A | Tractor was being driven on sloping ground by his brother. The tractor stalled and ran backwards for a distance of approximately 300 metres ejecting him from the tractor resulting in serious injuries. Airlifted to hospital where he subsequently died. Dromara. | 30/07/2013 |
| Farmer (73) | Self-Employed | Died in an incident on land at Lettercarn Road. It appears that a tree had been felled and he was in the process of cutting off branches when the trunk rolled over on top of him. Castlederg. | 07/02/2014 |

Construction

| Occupation (Age) | Employment Category | Description/General Location | Date of Accident |
|-------------------------------|---------------------|---|--------------------------------------|
| Construction Worker (39) | Employee | Died in hospital following an accident on 29 June when he was working on a roof of a building at Dunamoy Holiday Homes with two other men when he fell a distance of approx 5 metres onto the concrete floor below. Ballyclare. | 29/06/2013 Died 06/07/2013 |
| Self Employed Contractor (64) | Self-Employed | Died when he fell through the roof of a shed. He and his son were replacing sheeting. Portrush. | 21/11/2013 |

Other

| Occupation (Age) | Employment Category | Description/General Location | Date of Accident |
|----------------------------|---------------------|---|------------------|
| Nursing Home Resident (51) | N/A | Resident had been transferred into her chair. When staff checked on her later she had passed away. She had slipped down her chair and the chair's lap belt was then caught against part of her neck. Randalstown. | 01/04/2013 |
| Supervisor (40) | Employee | Died when he fell through a roof at a concrete products premises at Eglis Road, Dungannon. | 18/02/2014 |



Appendix 3:

Prosecutions 2013/14

James Mulholland

James Mulholland, a farmer, was fined £2,500 at Antrim Magistrates Court on 10 April 2013 after pleading guilty to breaches of health and safety legislation. A fine of £1,250 was imposed for a breach of Article 4 of the Health and Safety at Work (NI) Order 1978 and also for a breach of Regulation 6 of the Work at Height Regulations (NI) 2005. The case arose following an incident on 17 August 2012 when a 55 year old employee fell four metres while carrying out roof repairs and sustained numerous fractures as a result. The investigation revealed that there were no safety measures in place to prevent workers falling through openings created by the removal of the corrugated iron sheets.

Beverage Plastics Limited

Beverage Plastics Limited was fined £12,000, plus costs of £1,111, at Craigavon Crown Court on 19 April 2013 after pleading guilty to breaches of health and safety legislation at an earlier hearing. A fine of £3,000 was imposed for each of the following breaches: Articles 4 and 5 of the Health and Safety at Work (NI) Order 1978 and Regulations 3(1)(a) and (b) of the Management of Health and Safety Regulations (NI) 2000. The case arose when a 50 year old mechanic was seriously injured on 4 November 2010 while disposing of scrap from a skip at a scrap metal yard in Portadown.

The scrap, which had been disposed of by Beverage Plastics Limited, included three piston accumulators that had not been identified as pressure vessels and were still pressurised. The mechanic was processing one of the vessels using acetylene burning gear when the vessel failed, causing an explosive release of energy. The vessel separated into two parts, one of which struck the mechanic on his leg which he subsequently lost just below the hip. The investigation by HSENI found that Beverage Plastics Limited did not inform the scrap metal yard of the nature of three piston accumulators included in the scrap, or that they were still pressurised. In addition, Beverage Plastics Limited did not assess the risks to their own employees handling the vessels at their workplace, or the risks to persons outside their employment.

Emerald Isle Reprocessing Ltd and Amek Ltd

Two companies, Emerald Isle Reprocessing Ltd and Amek Ltd, were fined a total of £6,500 plus costs of £10,280 at Antrim Crown Court on 9 May 2013 after previously pleading guilty to breaches of health and safety legislation. Amek Ltd pleaded guilty to breaching Article 7(1) (a) of the Health and Safety at Work Order (NI) 1978, and were fined £5,000 and ordered to pay two thirds of the costs, whilst Emerald Isle Reprocessing Ltd pleaded guilty to breaching Regulation 3(1)(a) of The Management of Health and Safety At Work Regulations (NI) 2000,

and were fined £1,500 and ordered to pay one third of the costs. The case arose following an investigation by the HSENI into a fatal incident on the premises of Emerald Isle Reprocessing Ltd, Randalstown, on 2 July 2010. A 37 year old employee of Emerald Isle Reprocessing Ltd was attempting to move a wheeled portable conveyor to gain access to a large waste bin in order to empty it. During this attempted move, the conveyor fell over onto the employee, fatally injuring him. The conveyor had been designed, manufactured and purchased from Amek Ltd in 2008 and there were deficiencies in its design and construction which meant that it was potentially dangerous when being moved.

John Lewis

John Lewis, trading as John Lewis Plant Hire and Contracts, was sentenced at Laganside Crown Court on 15 May 2013, receiving a six month sentence for each of the five counts he had previously pleaded guilty to, namely Article 4(1) and 5(1) of the Health and Safety at Work (Northern Ireland) Order 1978 and Regulations 7, 8(1) and 16 of the Control of Asbestos Regulations (Northern Ireland) 2007. These sentences will run concurrently and were suspended for two years. The case arose after HSENI visited a demolition site on the Broadway Industrial Estate (formally known as the Ulster Weavers site) in February 2011 following a complaint from a member of the public.

Inspectors immediately stopped demolition due to concerns about possible asbestos contamination. A subsequent survey found large quantities of asbestos insulating board (AIB) and asbestos cement (AC) debris amongst rubble where demolition was taking place, and employees were found on-site, hand picking pieces of asbestos out of this rubble without appropriate protection, such as respiratory equipment and showering facilities. The HSENI investigation found that Mr Lewis, having previously been stopped from demolishing similar buildings on site without having had an asbestos survey carried out, had a survey in his possession which showed that the building he was demolishing contained asbestos (the removal of which would require a licensed asbestos contractor). Mr Lewis was not so licensed.

Southern Cross Healthcare Group PLC

Southern Cross Healthcare Group PLC (SCHG) was fined at Newry Crown Court on 23 May 2013 after pleading guilty to a breach of Article 5(1) of the Health and Safety at Work (NI) Order 1978 and a nominal fine of £1 was imposed. However, the judge indicated that had SCHG still been trading as a solvent company, a fine of £150,000 would have been imposed. The case arose following an investigation into an incident in the Ard Mhacha House care home, Armagh, in June 2011 when a resident fell from a first floor window and died later in hospital from their injuries.



The investigation found that screws required to hold the window opening restrictor in place were missing, and although SCHG had recognised the risks associated with windows and falls from height, it had failed to fully implement all of the control measures required to ensure a safe environment.

Bridgeline Environmental Services Ltd

Bridgeline Environmental Services Ltd was fined £500 at Laganside Crown Court on 30 September 2013 after earlier pleading guilty to breaches of Articles 4 and 5 of the Health and Safety at Work Order 1978 (NI). Charges relating to breaches of Regulations 7 and 16 of the Control of Asbestos Regulations (Northern Ireland) 2007 were left on the books. The company was insolvent and the Judge indicated that if it had been trading, the fine would have been £5,000. On 23 July 2009, HSENI Inspectors visited a demolition site at 75 Belfast Road in Carrickfergus (the old Courtaulds plant) where the defendant company was carrying out demolition and removal of asbestos materials (requiring a licensed asbestos contractor). Subsequent investigations revealed contamination of 1,700 square metres of the site with asbestos materials as a result of the demolition work.

Waste Systems Ltd

Plumbridge engineering firm Waste Systems Ltd was fined a total of £18,000 at Dungannon Crown Court on 3 October 2013; £10,000 for a breach of Article 4 of the Health and Safety at Work (NI) Order 1978 and £8,000 for a breach of Regulation 8 of the Lifting Operations and Lifting Equipment Regulations (Northern Ireland) 1999. They were also ordered to pay costs of £1,760. This case arose when an employee suffered severe injuries (including amputation of the left leg) on 16 February 2012 after he was struck by a falling steel fabrication weighing 5 tonnes. The lift was not planned or supervised and the sling arrangement failed.

Balloo Hire Centre Limited

Balloo Hire Centre Limited was fined £13,500 at Laganside Crown Court on 9 October 2013 after pleading guilty to breaches of Article 5 and Article 7 of the Health and Safety at Work (Northern Ireland) Order 1978. The case relates to an incident that occurred on 11 October 2010 during the laying of a new play park surface at St Bernadette's Primary School, Belfast. The injured party, who was working alongside his father, was using an unguarded paddle mixer when his left arm caught in the paddles. His arm was torn off by the machine and surgeons were unable to reattach it.

The machine was cross-hired by Balloo Hire Centre Limited from JB Plant Hire and provided to Scott Ferguson Building Company who employed the injured party. JB Plant Hire and Scott Ferguson Building Company were sentenced at a previous hearing at Laganside Crown Court on 5 December 2012 for health and safety offences arising out of this same incident.

Coleraine Borough Council

Coleraine Borough Council was fined £75,000 plus costs of £1,500 at Antrim Crown Court on 10 October 2013 after pleading guilty to breaches of Articles 4(1) and Article 5(1) of the Health and Safety at Work (Northern Ireland) Order 1978 and Regulation 17(1) of the Workplace (Health, Safety and Welfare) Regulations (Northern Ireland) 1993. The case relates to an incident on 22 July 2011 in which a site attendant with the council sustained fatal injuries when struck by a large waste skip which fell from a lorry as it was being lifted. The investigation found that the accident at Loughanhill amenity site occurred due to failures to ensure a safe system of work in relation to the segregation of vehicles and pedestrians and, in particular, the lifting of large compacted waste containers by hook-lorries.

J Murray & Son Ltd

J Murray & Son Ltd was fined £100,000 plus £10,450 costs at Laganside Crown Court on 15 October 2013 for health and safety failings that led to the death of a 47 year-old employee. The conviction, for Corporate Manslaughter, followed a joint Police Service of Northern Ireland (PSNI) and HSENI investigation into the fatal incident which took place on an animal feed mixing plant owned by J Murray & Son Ltd at Ballygowan, Co. Down, on 28 February 2012. The deceased, who had only been working at the company for eight weeks, died after he became entangled in moving parts of a meal blending machine. The investigation revealed that the company had removed safety panels from the top of the mixer to allow raw ingredients to be added more easily. This had the undesired effect of exposing the dangerous moving parts of the machine which the company failed to identify and correct. The investigation also revealed that the blender was operated without the safety guards for approximately three years. The company is the second in Northern Ireland to be convicted of Corporate Manslaughter.



Belfast Health and Social Care Trust (BHSCT)

Belfast Health and Social Care Trust (BHSCT) was fined £6,500 plus costs of £1,500 at Laganside Crown Court on 18 October 2013 after previously pleading guilty to breaches of Article 4 (1) of the Health and Safety at Work Order (NI) 1978, in particular, 4(2)(a) and 4(2)(c), and Article 5(1) of the Order. The case arose following an incident which occurred at the Royal Victoria Hospital in February 2011. Several construction workers and a BHSCT employee were potentially exposed to asbestos during the replacement of switchboards and cabling in the basement area of the Royal Victoria Hospital for Sick Children and Out Patients Department. The BHSCT had previously carried out asbestos surveys of the basement area which was known to contain asbestos in the form of thermal insulation debris on the floor and pipes but this information was not passed on to those involved in the construction project.

Leslie Wright

Leslie Wright was fined £12,000 plus costs of £1,200 at Downpatrick Crown Court on 23 October 2013 after previously pleading guilty to breaches of health and safety legislation. The case arose when asbestos-containing materials were disturbed and spread during the demolition of outbuildings at a site at 38-44 Shore Road, Ballyhalbert, between 21 and 25 July 2011.

An investigation by the HSENI found that Leslie Wright had not carried out a pre-demolition survey. An asbestos management survey carried out by the site owner had identified asbestos cement to be present or presumed to be present on the roofs and other parts of the outbuildings. It also identified asbestos cement debris on the floors and in the areas outside the outbuildings. There was neither a risk assessment nor a written plan of work for the removal of asbestos on the site. The method used in the demolition of these outbuildings was such that dust containing asbestos fibres was released into the air. In addition, the rubble which was created by the demolition was found to be contaminated with asbestos.

Martin Sludden, trading as Badoney Engineering

Martin Sludden, trading as Badoney Engineering, was fined a total of £2,000 plus prosecution costs of £67 and a court levy of £15 at Dungannon Magistrates Court on 11 November 2013 for breaching Article 4 (1) of the Health and Safety at Work (Northern Ireland) Order 1978 which led to the serious injury of two of his employees. The incident happened on 16 January 2012, when two operators were bending a hardened steel plate on a hydraulic press in a fabrication shed at 'Sandvic Construction Company', Dungannon. The plate snapped in two, hitting both employees in the face, causing serious facial injuries to both.



An investigation discovered that the lower die block, which was 'V' shaped, was too narrow and that the 'former' pressing down on the steel plate had too sharp an edge for the material being bent. This set-up caused the steel plate to fracture instead of bending.

Piperhill Construction Limited

Piperhill Construction Limited was fined £8,000 at Laganside Crown Court on 29 January 2014 after pleading guilty to breaches of Articles 4 and 5 of the Health and Safety at Work (Northern Ireland) Order 1978. Three other charges were left on the books. On 25 August 2011, while carrying out refurbishment work, Piperhill Construction removed Asbestos Insulating Board (AIB) from the stairwells of Kilbroney House, a 14-storey apartment block in east Belfast managed by the Northern Ireland Housing Executive. During an investigation, HSENI found that Piperhill Construction had been provided with a survey indicating the presence of AIB in the premises. Piperhill Construction then proceeded to remove the AIB despite not having the appropriate licence to carry out such work. AIB is a material which was commonly used in construction of many buildings before its use was prohibited in 1999.

Walter Watson Limited

Walter Watson Limited was fined £17,500 plus costs of £7219.20 at Downpatrick Crown Court on 31 January 2014 after pleading guilty to a breach of Article 4(2)(a) of the Health and Safety at Work Order (NI) Order 1978. The case relates to an incident at the company's premises in Castlewellan in which a lorry driver with the company was seriously injured. On 28 January 2012, the lorry driver was moving a large cylindrical pipe with a forklift truck. After dismounting the truck to check the area where the pipe was to be placed, the driver was returning to the forklift truck when the large cylindrical pipe rolled off the forks and caught the driver's right leg. As a result of the incident the driver's right leg was amputated just below the knee. The investigation carried out by HSENI revealed that the driver was not a forklift truck operator and as such had not received any training or instruction in the operation of the forklift truck.

Aidan Lavery

Aidan Lavery was fined £10,000 plus costs of £1,500 at Newry Crown Court (sitting at Dungannon Courthouse) on 4 February 2014 after previously pleading guilty to a breach of Article 5 of the Health and Safety at Work (Northern Ireland) Order 1978.



The case related to the installation of a lift into a two-storey house in Tandragee in which Mr Lavery was engaged in preparatory joinery work. Mr Lavery was engaged to make an opening between the first and ground floors into which a domestic lift was to be installed. On Friday 5 October 2012, Mr Lavery created the opening for the lift at the property. The lift mechanism itself was to be installed the following Monday 8 October 2012. On Sunday 7 October 2012, the householder fell through the opening, some 2.6 metres, suffering severe back and limb injuries. A fixed temporary cover should have been fitted to prevent people falling through the opening.

George Brown

George Brown was sentenced to two years in prison, two years on licence and fined £19,000 in Belfast Magistrates Court on 20 March 2014. This followed his guilty plea to manslaughter by gross negligence in connection with the deaths from carbon monoxide poisoning of Aaron Davidson and Neil McFerran in Castlerock in August 2010. He also admitted 19 other charges including health and safety breaches relating to work undertaken at the apartment in Castlerock, as well as defective workmanship carried out by both him and his employees in and around the greater Coleraine area.

These other charges related to: Article 5(1) of the Health and Safety at Work (Northern Ireland) Order 1978 and Regulations 3(1), 3(2), 27(1) and 33(1) of the Gas Safety (Installation and Use) Regulations (Northern Ireland) 2004. There were also health and safety breaches under Article 5(1) of the Health and Safety at Work (Northern Ireland) Order 1978 relating to 14 other premises (11 residential and 3 commercial). For each of the 19 charges, George Brown was fined £1,000 and was given a year to pay the entire £19,000 penalty.



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