

Annual Report

and Statement of Accounts

1 APRIL 2014 – 31 MARCH 2015



hseⁿⁱ
CONTROLLING RISK TOGETHER

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 2015

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

3 July 2015

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.

© Crown copyright 2015

You may re-use this information (excluding logos) free of charge in any format or medium, under the terms of the Open Government Licence v.2. To view this licence visit www.nationalarchives.gov.uk/doc/open-government-licence/version/2/ or email: psi@nationalarchives.gsi.gov.uk

Where we have identified any third party copyright information, you will need to obtain permission from the copyright holders concerned.

This publication is also available at <http://www.hseni.gov.uk>

Any enquiries regarding this document should be sent to us at Health and Safety Executive for Northern Ireland, 83 Ladas Drive, Belfast, BT6 9FR, Northern Ireland; Email: mail@hseni.gov.uk



Key Facts and Figures for 2014/15

Key trends in work-related injuries are as follows:

- fatalities up to 23, compared to eight in the previous year;
- fatalities in the agriculture sector up to nine, compared to four in the previous year;
- major injuries down 6.3% on last year and down 13% since a five-year peak in 2010/11; and
- all reportable injuries up by 1% on last year to 2,263.

During the year, HSENI:

- continued the Farm Safety Partnership and the implementation of its second Farm Safety Action Plan;
- launched a new farm safety TV advertisement, which was co-sponsored by the Department of Agriculture and Rural Development (DARD);
- undertook over 1,000 advisory farm visits and delivered over 50 farm safety presentations;
- reached over 12,400 children in 83 rural primary schools with its 'Be Aware Kids' farm safety messages;
- launched two new farm safety DVDs aimed at children ('Dangerous Playgrounds' for 4-8 year olds and 'Farm safe' for 8-11 year olds);
- involved over 3,300 pupils from 67 primary schools in its Child Safety on Farms Poster competition and distributed over 38,300 copies of the calendar produced from the winning entries;
- delivered, in conjunction with local councils, 800 inspections focused on the issue of musculoskeletal disorders (MSDs);
- delivered, in conjunction with local councils, approximately 600 inspections of 'at risk' premises regarding appropriate piping arrangements from LPG tanks;
- delivered 100 health and safety presentations to 2,700 young people under its SafeStart initiative;
- distributed over 7,000 copies of its new 'Be Safe When You Start' booklet aimed at young people entering the world of work for the first time;
- completed seven successful prosecutions, which saw fines totalling just over £129,500;
- achieved UKAS Accreditation for its Scientific Services unit;
- delivered over 5,993 inspections and served over 177 formal enforcement notices;
- delivered 315 mentoring visits to start-up and existing small businesses (including 54 new construction companies);

Key Facts and Figures for 2014/15

- dealt with over 2,472 reportable work-related injuries and over 836 complaints about alleged unsatisfactory working conditions and activities;
- prepared five sets of Regulations and initiated consultations on 11 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 313,300 free publications giving health and safety advice;
- dealt with 5,680 calls for information via its freephone Helpline, including 2,000 requests dealt with a Duty Inspector; and
- enabled website visitors to download over 246,750 publication files.

Contents

HSENI – Our Values	1
Key Facts and Figures for 2014/15	3
FOREWORD	6
STRATEGIC REPORT	9
Performance	13
Communications	22
Information and Advisory Service	25
Health and Safety Works NI	27
SafeStart-NI	30
Partnership with District Councils	32
Mental Wellbeing at Work Advisory Service	35
BuildHealth	37
Scientific Services	38
Employment Medical Advisory Service	39
Agriculture	42
Construction	48
Extractive Industries	50
General Manufacturing	53
Health, Social Care and Education	55
Major Hazards and Gas Safety	59
Major Investigation Team	61
Public Sector	62
Transport and Public Utilities	66
Health and Safety at Work Legislation	70
Administration	73
Statistics	80
Directors' Report	87
Remuneration Report	90
Statement of Accounts	97
Appendix 1: HSENI Organisation Structure	136
Appendix 2: Fatal Injuries	137
Appendix 3: Prosecutions	139



Foreword

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

This year again underscored the importance of HSENI's focus on farm safety. Following a fall in the number of farm fatalities last year, sadly this year saw the number rise to nine. Through its second Farm Safety Action Plan, the Farm Safety Partnership (FSP)¹ continues to make a major contribution towards raising awareness of the main health and safety issues facing the farming industry and ensured that important messages and advice were distributed across the industry. The challenge remains to help farmers make the transition from awareness to behavioural change.

In March 2015 a new television advert was produced highlighting the danger of failing to check when reversing farm machinery. We were tragically reminded of the dangers of mixing slurry this year and an information leaflet was produced highlighting the danger from hydrogen sulphide and reminding farmers of the need to follow safe procedures when mixing slurry. Two practical video guides were produced using two farmers to tell of the consequences of serious accidents involving an unguarded power take off shaft and an incident with a bull in which they were involved.

HSENI undertook 1,000 farms visits during the year providing the industry with advice on farm safety. We are pleased to note that the overall health and safety standards appear to have improved compared to the previous year. We were also pleased to see that during return visits to farms this year, standards on power take off (PTO) guarding were acceptable.

We are always mindful of the vulnerability of children on farms. In the last year HSENI visited 83 rural primary schools across Northern Ireland and delivered its farm safety programme to over 12,400 foundation and key stages 1 & 2 pupils. This was the fifth year of the programme and to date HSENI has reached 442 rural primary schools and an estimated 48,660 pupils. HSENI launched two new farm safety DVDs aimed at pupils aged between four and 11. These DVDs were produced to highlight the commonplace dangers children may face living on, playing on or visiting a busy working farm. The annual farm safety poster competition continues to be embedded within rural primary schools. Sixty-seven schools registered and over 3,300 entries from pupils were received. Fifty presentations were delivered to a wide range of audiences in relation to farm safety at events across Northern Ireland including farmers' groups, college students and pupils studying agriculture at GCSE level.

Another disappointment this year was the increase in fatalities and injuries in the construction sector, with five fatalities in this sector in the last year. It is a clear signal to the industry that as the market conditions hopefully improve, and the amount of construction work increases, health and safety must remain a priority. This is essential if this sector, which has shown a significant improvement in health and safety performance over the past decade, is not to find itself slipping backwards.

Overall, the total number of all work-related fatalities, including those within areas that are the responsibility of local councils, was 26 in 2014/15 compared to 10 in the previous year. This is very disappointing and the most notable increases compared to 2013/14 occurred in the agriculture and construction sectors.

Despite a slight increase in reportable work-related injuries between 2013/14 and 2014/15, it is encouraging that the 2014/15 figure reflects an 8% reduction in the 2010/11 figure of 2,975, just short of the 10% reduction target set in HSENI's four year Corporate Plan for 2011-2015.

HSENI, in partnership with the 26 District Councils, focused on a number of issues including a targeted campaign to raise awareness of musculoskeletal disorders (MSDs). The campaign had the strap-line 'Keeping every BODY moving well at work' and had a detailed guidance document on the Prevention and Management of MSDs in the Workplace.

Under HSENI's SafeStart-NI initiative, which recognises the vulnerability of young people entering the world of work for the first time, 7,541 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, more than 100 health and safety presentations were delivered to over 2,700 young people in Northern Ireland during 2014/15.

During 2014/15, HSENI's front line 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 seven successful prosecutions which led to fines totalling £129,500.

¹ 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.



Strategic Report

During the year, HSENI carried out 5,993 inspections of workplaces and served over 177 formal enforcement notices. In total, HSENI either held or attended 406 promotional events during 2014/15, many of which were in high risk work sectors such as construction and agriculture.

HSENI's small business advisory service, Health and Safety Works NI (HSWNI), continued to work with start-up and existing small businesses, delivering 315 one-to-one mentoring visits to such businesses to assist them with their management of health and safety. Fifty-four new construction companies received one-to-one advisory visits this year and a comprehensive "construction resource pack" specifically designed to ensure that these companies have ongoing access to appropriate health and safety management information was launched.

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 2014 that showed HSENI to once again have the highest employee engagement index score across the NICS.

In conclusion, it is very disappointing that 2014/15 saw an increase in work-related fatalities, highlighting in particular the need to continue to focus our efforts on high risk work sectors such as agriculture and construction. As our economy emerges from the downturn, we all need to be vigilant to unsafe working practices and work hard every day to ensure we reduce the number of injuries and deaths at work.

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

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. As HSENI faces into the fifth year of its Corporate Plan, it is constantly adapting to minimise the impact of challenging budgetary constraints. The Corporate Plan has been rolled over for a further year to include 2015/16.

Principal risks managed by HSENI during 2014/15 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;
- Major disruption to business; and
- Emerging Risks.

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 £6,972,000.



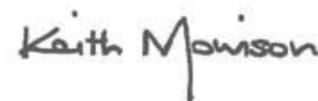
HSENI is committed to the prompt payment of bills for goods and services. In November 2008, in order to help local business in the worsening economic climate, Minister Dodds announced that Northern Ireland Departments and NDPBs were being set a target of ensuring that invoices for all businesses are paid within 10 days of receipt, regardless of payment terms. Quarterly analysis has indicated that, during the year, HSENI paid 99.4% of its invoices within 10 working days (2013/14: 100%). HSENI paid 100% of its invoices within 30 days (2013/14: 100%). This policy on prompt payment is expected to continue in the 2015/16 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 2014/15 and includes the following sections on Performance through to Statistics.

As regards financial performance, HSENI operated during 2014/15 within the budget allocated to it by its sponsor department, the 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.

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: 25.06.2015

Performance

This section summarises HSENI's performance against operating plan targets during 2014/15.

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 2015. 	<p>Target Achieved In 2014 Scientific Services celebrated and successfully retained 30 years of 3rd party accreditation by UKAS.</p>
	<ul style="list-style-type: none"> Monitor service delivery targets to ensure that the standards set out in HSENI's Customer Care Charter are being met by 31 December 2014. 	<p>Target Achieved Monitoring completed in December 2014 - all standards were met.</p>
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 musculoskeletal disorders, buried LPG pipework and carbon monoxide by 31 March 2015. 	<p>Target Achieved Joint working activity all delivered as planned.</p>
	<ul style="list-style-type: none"> During 2014/15, all case files will be presented to the Public Prosecution Service for Northern Ireland (PPSNI) in accordance with the agreed quality standards. 	<p>Target Achieved All case files have been dealt with in this way.</p>
	<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, extractive industries and major hazards during 2014/15. 	<p>Target Achieved Cross Border meetings held in areas of Agriculture, Construction and Extractive Industries.</p>
	<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 applications. 	<p>Target Achieved Forms part of the inspection programme.</p>



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 2014/15 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 2013/14 by 30 September 2014. 	Target Achieved Annual Report published on 9 September 2014.
	<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 2014/15. 	Target Achieved Website updated regularly to show latest available information.

Promotion

To promote key workplace 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"> Run or participate in 150 local promotional events, including workshops, seminar and exhibitions, providing attendees with key health and safety messages so that they will, through their actions, have a positive impact on the standard of health and safety in their businesses, workplaces and communities. 	Target Achieved 406 events held during 2014/15.
	<ul style="list-style-type: none"> Hold a series of targeted events in conjunction with partner organisations by 31 March 2015, including: <ul style="list-style-type: none"> A Health and Safety Awareness day for the agricultural industry; Two seminars for construction companies in partnership with the construction industry; Three workshops for the quarry industry; 	Target Achieved Complete – February 2015.
		Target Achieved Seminar held on 26.06.14 Seminar held on 06.11.14.
		Target Achieved 01.05.14 – Knockloughrim 08.05.14 – Sixmilecross 15.05.14 – Newtownhamilton 22.10.14 – Derrylin x 2 05.11.14 – Fivemiletown, Lisnaskea, Derrylin 14.11.14 – Loughgiel and Castlenavan.

Key areas	Targets	Progress
Priority issues and high risk work sectors	<ul style="list-style-type: none"> A seminar for contractors involved in the asbestos removal industry; 	Target Achieved Seminar held on 12.03.15.
	<ul style="list-style-type: none"> A health awareness day for the construction industry focusing on silica, hand-arm vibration and musculoskeletal disorders; 	Target Achieved Completed 25.09.14.
	<ul style="list-style-type: none"> A workshop on the priority issues in partnership with the agri-food industry; 	Target Achieved Seminar held on 18.02.15 at Loughry College.
	<ul style="list-style-type: none"> A Cross-Border seminar aimed at the extractive industries. 	Target Achieved Seminar held on 19.11.14.
	<ul style="list-style-type: none"> Work with all the Farm Safety Partnership partners to ensure that the actions set out in the Farm Safety Action Plan are delivered by 31 March 2015. 	Target Achieved Work completed as planned.
	<ul style="list-style-type: none"> Three seminars on work-related stress in conjunction with the Labour Relations Agency. 	Target Achieved Four seminars have been held: 29.04.14 – Belfast 21.05.14 – Londonderry 23.10.14 – Belfast 25.03.15 – Londonderry.
	<ul style="list-style-type: none"> Three meetings of the Waste Industry Safety and Health (WISHNI) Forum. 	Target Achieved 1 meeting held on 03.06.14 1 meeting held on 02.09.14 1 meeting held on 04.11.14.
Vulnerable 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 2014. 	Target Achieved Winners announced in September and prizes distributed during October and November 2014.
	<ul style="list-style-type: none"> Launch two Child Safety on Farms DVDs by 30 June 2014. 	Target Achieved DVDs launched on 28.05.14.
	<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 to maintain public awareness, particularly among children, of the risk of carbon monoxide poisoning from all fuels by 31 March 2015. 	Target Achieved Participation in Gas Safety Week and promotion of Carbon Monoxide Awareness Month.



Key areas	Targets	Progress
Recognising Excellence	<ul style="list-style-type: none"> Undertake an audit of at least one further organisation invited to participate in HSENI's Recognising Excellence Programme by 31 March 2015. 	Target Not Achieved Postponed due to high volume of work in other areas.
	<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 2015. 	Target Not Achieved Postponed due to high volume of work in other areas.
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 2015. 	Target Achieved Seminar held on 23.10.14.
Small businesses	<ul style="list-style-type: none"> Through its small business advisory service, Health and Safety Works NI (HSWNI), deliver 15 health and safety seminars/workshops for small businesses in partnership with other organisations by 31 March 2015. 	Target Achieved 20 seminar/workshops delivered.

Information

To communicate appropriate, timely and practical workplace 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 560,050 publications Issued to end of March (313,300 hard copy and 246,750 downloads).

Key areas	Targets	Progress
Priority issues and high risk work sectors	<ul style="list-style-type: none"> Continue to work with a range of public sector bodies in reducing ill health attributed to work-related stress during 2014/15. 	Target Achieved Stress risk assessments completed for 16 organisations.
Vulnerable groups	<ul style="list-style-type: none"> Distribute 7,000 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 2015. 	Target Achieved 7,541 copies distributed (7,104 hard copy and 437 downloads).
	<ul style="list-style-type: none"> Deliver 20 presentations to students and apprentices to raise awareness of health and safety issues in construction and agriculture by 31 March 2015. 	Target Achieved 33 talks given (20 construction + 13 agriculture).
	<ul style="list-style-type: none"> Deliver farm safety presentations to children in 80 rural primary schools on health and safety issues around helping, working or playing on farms by 31 March 2015. 	Target Achieved 82 presentations delivered to 12,469 pupils.
	<ul style="list-style-type: none"> Design and print a child safety on farms wall planner for 2015 and distribute to rural schools by 31 December 2014. 	Target Achieved Calendar completed – 38,300 calendars distributed to 424 rural primary schools.
Small businesses	<ul style="list-style-type: none"> Through its small business advisory service, Health and Safety Works NI (HSWNI), provide mentoring to 250 small businesses, including farms, to assist them with their management of health and safety by 31 March 2015. 	Target Achieved 285 new visits to small businesses.
	<ul style="list-style-type: none"> Review and reprint "The absolutely essential health and safety toolkit for the smaller construction contractor" by 31 March 2015. 	Target Achieved Re-printed 25.11.14.



Information

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"> Slurry, animals, falls and equipment in the agricultural sector. 	Target Achieved Formed part of the inspection programme.
	<ul style="list-style-type: none"> Onsite and offsite emergency plans at major hazard (COMAH) sites. 	Target Achieved Formed part of the inspection programme.
	<ul style="list-style-type: none"> Maintenance and use of electrical switchgear by high voltage consumers. 	Target Achieved Formed part of the inspection programme.
	<ul style="list-style-type: none"> Work-related health issues in the manufacturing sector. 	Target Not Achieved Postponed due to high volume of work in other areas.
	<ul style="list-style-type: none"> The management of legionella prevention in premises with high-risk water and water cooling systems. 	Target Achieved Formed part of the inspection programme.
	<ul style="list-style-type: none"> Commercial and council waste handling facilities. 	Target Achieved Formed part of the inspection programme.
	<ul style="list-style-type: none"> Asbestos removal operations. 	Target Achieved Formed part of the inspection programme.
	<ul style="list-style-type: none"> Musculoskeletal disorders in higher risk areas, contributing to a joint HSENI/District Council Project. 	Target Achieved Campaign launched May 2014.
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, are addressed during all inspection and investigation activities where appropriate. 	Target Achieved Formed part of the inspection programme.

Key areas	Targets	Progress
Inspection (including Investigation)	<ul style="list-style-type: none"> Undertake at least 5,500 inspections across all work sectors for which HSENI is responsible, aimed at improving levels of compliance with health and safety standards. 	Target Achieved 5,993 inspections completed during the period.
	<ul style="list-style-type: none"> RIDDOR incidents will be selected for investigation using HSENI's Incident Selection Procedure. 	Target Achieved The selection procedure was applied and 185 incident reports were investigated in-depth.
	<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 836 complaints were investigated.
Compliance/Enforcement	<ul style="list-style-type: none"> All fatal incidents will be investigated. 	Target Achieved Investigations take place in relation to all reportable fatalities.
	<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 55 Improvement Notices and 122 Prohibition Notices were served as a result of unsatisfactory standards.



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"> ➤ Construction (design and management) <p>Control of major accident hazards</p>	<p>Target Achieved Consultation launched on 15.12.14.</p> <p>Target Achieved Consultation launched on 02.02.15.</p>
Health and Safety Regulations	<ul style="list-style-type: none"> Ensure that 100% of its proposals for the making of Health and Safety Regulations required to satisfy EU Directives will be submitted to the Department within six months of the corresponding Regulations being made in Great Britain. 	Target Achieved
	<ul style="list-style-type: none"> Develop Health and Safety Regulations to cover a variety of topics, including: 	
	<ul style="list-style-type: none"> ➤ Revisions to reporting of injuries, diseases and dangerous occurrences 	Target Not Achieved Not proceeded with on grounds of lack of stakeholder consensus and cost.
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. 	Target Achieved Seven revised HSE ACOPs approved and one Northern Ireland ACOP withdrawn. Approval of a further two revised HSE ACOP's in progress and action in relation to another one ACOP is under consideration following consultation.

Other Corporate Targets

Key areas	Targets	Progress
Health, safety and welfare	<ul style="list-style-type: none"> During 2014/15, 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 Regular building inspections undertaken – led by member of SMT.
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 2014. 	Target Achieved Annual Report submitted 14.08.14.
Human resources	<ul style="list-style-type: none"> Seek re-accreditation of HSENI as an Investor in People organisation by 30 June 2014. 	Target Achieved Bronze level recognition achieved June 2014.
	<ul style="list-style-type: none"> Develop HSENI's Learning and Development Plan for 2014/15 by 31 October 2014. 	Target Achieved Plan developed September 2014.
Corporate Governance and Risk Management	<ul style="list-style-type: none"> Support the quarterly meetings of HSENI's Audit and Risk Management Committee during 2014/15, in its task of seeking assurances on the corporate governance and risk management processes and procedures within HSENI. 	Target Achieved ARMC continues to meet every quarter.
	<ul style="list-style-type: none"> Undertake a desk-top test of HSENI's Business Continuity Plan and identify necessary changes by 31 March 2015. 	Target Achieved BCP Exercise held on 25.02.15.
Financial	<ul style="list-style-type: none"> Prepare, finalise and lay before the Assembly, HSENI's Statement of Accounts for 2014/15 before the summer recess for 2014. 	Target Achieved Completed Accounts laid on 1 July 2014.



Management Commentary

Communications

Communication is a vital part of health and safety and an essential aspect of HSENI's day-to-day work programme. Promotion of occupational health and safety information to targeted groups, through communication channels that include campaigns, publications, seminars, workshops, web activity and exhibitions, help to raise awareness of key issues in order to prevent and reduce future occurrences of work-related injuries and ill health.



Pictured at the launch of the new Farm Safety Action Plan - 'Taking the next steps to safer farms' are left to right, Enterprise, Trade and Investment Minister Arlene Foster, Chairman of the Health and Safety Executive for Northern Ireland George Lucas, Ulster Farmers' Union Chairman Harry Sinclair and Agriculture Minister Michelle O'Neill.

Partnership working is particularly important to HSENI and partnership events such as: Construction Seminars, Health Awareness Seminars, Safer Precast Seminars, Cross Border Construction Safety Conference, BuildHealth Conferences, the ongoing work of the WISHNI Forum and 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.

During 2014/15, HSENI's Information and Advisory Services team organised the following key events, in partnership with Inspectorate staff, attracting 740 participants:

- Farm Safety Action Plan Launch in April 2014 in Belfast;
- Fermanagh County Show in August 2014 in Enniskillen;
- Leading Occupational Health in Construction Seminar in September 2014 in Dundrod;
- Critical Design Issues for Safer Construction and Future Maintenance Seminar in September 2014 in Belfast;
- BuildHealth Health Awareness Seminar in September 2014 in Dundrod;
- Cross Border Conference for Construction Safety in October 2014 in Monaghan;
- BuildHealth Annual Conference in October 2014 in Dundrod;

- Safer Precast Seminar in February 2015 in Antrim;
- Waste Industry Safety, Health and Awareness Day in February 2015 in Lisburn;
- Industry Asbestos Seminar in March 2015 in Dundrod;
- Awards for 2015 Waste Management Ambassadors in March 2015 in Templepatrick;
- Farm Safety Advertising Campaign Launch in March 2015 in Dundonald; and
- Asbestos Updates Seminar in March 2015 in Antrim.

During 2014/15, HSENI either held or attended 406 promotional events including seminars, lectures, workshops and presentations.



Pictured at the launch of the 2015 Avoid Harm on the Farm, child safety on farms calendar, are Chairman of the Health and Safety Executive for Northern Ireland (HSENI), George Lucas and second place winner of the foundation poster category (tractors), Alexander Madeley from Broughshane Primary School.

Child Safety Week was held in June 2014. Information and Advisory Services staff visited shopping centres in Magherafelt and Newry, engaging with parents and children and distributing information leaflets relating to the safety of children on farms.

Carbon Monoxide Awareness Month was launched, for the second year, in November 2014. Information and Advisory Services staff assisted the Major Hazards and Gas Safety Group with dissemination of literature, publicity in local and national press and social media engagement with key stakeholders.



HSENI's favourite pet, Spanner the Dog, meeting people at Kennedy Shopping Centre as part of Gas Safety Week.

During October 2014, HSENI promoted the European Week for Safety and Health campaign on 'Working together for risk prevention'. This was the second year of this campaign which ran until December 2014. The campaign was designed to help employers, workers, workers' representatives and the whole supply chain evaluate and reduce workplace risks.

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 and 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.

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 2,000 requests. This service is accessed through HSENI's freephone Helpline on 0800 0320 121.

The Information and Advisory Service is also responsible for HSENI's PR and marketing function, ensuring that key workplace health and safety messages are promoted in an appropriate and timely manner to targeted groups, through a variety of communication channels. Activities include:

- developing and promoting campaigns, including advising on the creative, messaging and media strategy of the recent high profile farm safety TV adverts that feature as part of the ongoing Stop and Think SAFE campaign;
- drafting and issuing news releases to media outlets;
- promoting a range of events and seminars for HSENI, including assisting in the development and organisation of HSENI's annual Balmoral Show stand;
- managing content on HSENI's websites;
- managing and developing HSENI's social media channels;
- developing and advising on HSENI's suite of corporate and sector specific publications; and
- liaising with communication partners to enhance our key messages.

Throughout the year, HSENI:

- Distributed over 313,300 free publications giving health and safety advice;
- Dealt with 5,680 calls for information via its freephone Helpline; and
- Enabled website visitors to download some 246,750 publication files.

HSENI's Training and Resource Centre (TRC) at Ladas Drive was also well utilised 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 Partnership members such as the WISHNI Forum (Waste Industry Safety and Health Forum Northern Ireland), as well as District Council staff.



HSENI's Chief Executive Keith Morrison is pictured with James Badger (Granville Ecopark Limited, Dungannon), Chris Beddoes (SITA Northern Ireland), Jennifer Stephens (Belfast City Council), Danielle Shields (Bryson Recycling, Mallusk) and Gary Flaherty (Alpha Resource Management Limited, Lisburn) together with WISHNI Chairman Professor Alan Woodside OBE at the WISHNI Ambassadors Awards Programme 2015.

Health and Safety Works NI

Health and Safety Works NI (HSWNI), HSENI's dedicated small business advisory service, continues to provide practical and impartial advice on managing health and safety in the workplace to all small businesses (less than 50 employees) across Northern Ireland. The team of advisers provide three levels of service: information, advice and guidance, and support to a wide range of businesses in sectors as diverse as construction, manufacturing, agriculture and quarrying. The service is also available to enterprises in the social economy and service sector. HSWNI's service is free and confidential with no enforcement implications for the business.

During 2014/15, HSWNI continued to promote its service to the small business sector by attending 67 events including the Belfast City Airport Safety Day on 29 April 2014, the Balmoral Show from 14 to 16 May 2014 at Balmoral Park in Lisburn, the Electrical Trade Show held on 5 June 2014 in Belfast, two Plumbing and Heating Shows held on 25 September 2014 in Belfast and 19 March 2015 in Londonderry, the Design and Construct Trade Show held on 19 and 20 November in Belfast and the Waste Industry Awareness Day on 26 February 2015 in Lisburn.

HSWNI offered support to 285 new small businesses, mentored 37 entrepreneurs participating in the Invest NI 'Regional Start' programme and advised 58 clients enrolled in Enterprise

NI's 'Exploring Enterprise' programme and a further 12 clients taking part in the 'Start a Business' programme.

HSWNI facilitated 13 workshops and delivered 27 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 329,500 visitors to the site, an 80% increase on the previous year, and over 178,500 pieces of information downloaded during the operating year which was a 55% increase in the download figures for 2013/14. 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.

One-to-One Advisory Visits

A key objective of the health and safety promotional work undertaken is to generate a demand for the free and confidential mentoring service offered by HSWNI. Two hundred and eighty-five new small businesses received this service from HSWNI in the period and because this is on a one-to-one basis, the advisor can devote time to deal with the specific health and safety issues of the particular business involved. A further 30 repeat visits were made to companies that had previously used the service.

Construction safety is one of HSWNI's priorities due to its 'high risk' profile and 54 new construction companies received one-to-one advisory visits this year. HSWNI has produced a comprehensive 'construction resource pack' specifically to ensure that these companies have ongoing access to appropriate health and safety management information.

Provision of Information

In order to provide further information and guidance to small businesses, two new information sheets 'Protect your Profit – Safety in tyre and exhaust centres' and 'Protect your Profit – Safety in general retail premises' were produced during the year. These were printed and also made available to download from the website. In line with the priority topics within the HSENI Corporate Plan, the website was also updated to include information and advice on Manual Handling and Silica Dust providing information and checklists. Two new industry pages were developed on the website providing advice and guidance for the food and drink manufacturing industry and the tattooing and body piercing industry. All information was made available to download from the website.

Working in partnership

Due to the continued success and popularity of the 'Managing Fire Safety' workshops, HSWNI has continued to work in partnership with the Northern Ireland Fire and Rescue Service and the

Enterprise Agencies, and delivered two workshops. The first was held on 5 June 2014 at the Omagh Enterprise Centre and the second on 26 November 2014 at Cookstown Fire Station.

A further three workshops on a variety of health and safety topics were delivered in partnership with the Labour Relations Agency (LRA) on 3 April 2014 and 9 October 2014 at their office in Belfast and on 12 June 2014 at their office in Londonderry.

A new partnership with the Insurance Industry was developed during the year and two health and safety workshops were delivered, on 11 February 2015 in Londonderry and on 10 March 2015 in Belfast.

The partnership with the Construction Industry Training Board (CITB NI) has generated ongoing links with the construction industry enabling HSWNI to provide valuable health and safety advice to this high risk sector. During the year, HSWNI supported CITB NI in the delivery of seven health and safety presentations to their clients held in Portadown, Carrickfergus, Coleraine, Belfast, Lisburn, Fermanagh and Craigavon. HSWNI also delivered a series of five workshops from October 2014 to March 2015 held in Armagh, Newtownards, Coleraine, Belfast and Antrim for CITB clients focused on writing method statements and health and safety plans, and also gave guidance on writing a health and safety policy and completing a risk assessment.

A further 20 presentations were delivered in partnership with other organisations. Some of these were to address industry specific issues such as: health and safety in the residential care sector held in April 2014, promoting the small business advisory service to organisations at an event run by the NI Safety Group in Antrim in June 2014, fire safety at an event held in Omagh in July 2014, a health and safety awareness presentation to an entrepreneur bootcamp in September 2014 and another specifically for sub-contractors in October 2014, and a health and safety awareness presentation to voluntary groups at Limavady Volunteer Centre in October 2014.

Other presentations were made to entrepreneurs enrolled with the College of Agriculture, Food and Rural Enterprise, who were planning to diversify into new sectors. These were held on 9 March and 18 March 2015 in Omagh and Antrim respectively. During the year, new links were formed with Invest Northern Ireland which also allowed networking and promotion of HSWNI's services at 20 of their 'Delivering Faster Growth' and 'Effective Financial Management' events across Northern Ireland.



SafeStart-NI

Young people, when they move from education to the workplace, can have an increased 'at risk' profile due to their lack of maturity, experience and their limited appreciation of workplace risks. HSENI's SafeStart-NI programme focuses on providing these young people, whether on work experience, about to start their first job, or those 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 and teachers and lecturers use it to equip young students with basic health and safety information as well as informing them about the information they should expect an employer to provide as part of their induction training. During the year, more than 7,000 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. HSENI also delivered health and safety presentations to year 11 and 12 students at nine schools across Northern Ireland.

This year, a priority was maintained on providing information to young people in agriculture and horticulture, with 27 presentations being given. Relevant safety and health information were given to the students studying at the College of Agriculture, Food and Rural Enterprise (CAFRE), at Greenmount,

Loughry and Enniskillen campuses. In addition a series of talks were given to Young Farmers' Clubs in Counties Antrim, Down and Londonderry.

HSENI once again supported the Skillbuild Northern Ireland Finals competition held at the Greenbank campus of the Southern Regional College on 17 and 18 May 2014. With apprentices from different trades competing for places in the UK finals, HSENI used this opportunity to promote the SafeStart programme to industry and education bodies and to highlight the need to raise standards and create a safer working environment for young people.

HSENI was invited to speak to lecturers from the Regional Colleges at their college wide forum in Dungannon on the health and safety responsibilities of the colleges when placing students on student placement/work experience/apprenticeships. Following this HSENI also engaged with the work placement officers at the Ballymena campus of the Northern Regional College and at the Dungannon and Enniskillen campuses of the South West Regional College.

In September 2014, HSENI attended the annual freshers' fairs at 21 campuses of the Belfast Metropolitan, 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 6 March 2015, reaching

over 1,000 students. As well as a range of relevant promotional material, HSENI highlighted the principles within the 'Be Safe When You Start' booklet to both staff and students attending the event. As a result of this work, HSENI arranged to deliver 61 further health and safety presentations to young students engaged on courses in engineering, construction, motor vehicle repair, health and social care, hair and beauty and business studies. Many of these students were about to embark on their first work placements.

For people entering the construction industry, one of the potentially fatal risks to health still present in many of our buildings is asbestos. HSENI continues to prioritise this risk and consequently 16 presentations were given to refrigeration, plumbing, electrical, joinery and construction apprentices at the regional college campuses throughout the Province, as well as to students at Springvale Learning Centre, Belfast.

Overall, under the SafeStart-NI initiative, more than 100 health and safety presentations were delivered to over 2,700 young people in Northern Ireland during 2014/15.



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.

Eleven shadow Councils were established in preparation for the 2015/16 Local Authority restructuring during which HSENI and the new Councils remained firmly committed to delivering on the joint strategy.

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 the next decade and beyond. The strategy underlines the commitment of HSENI and the Councils 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 HSENI and the District Councils. This work is then directed through the third tier consisting of operational groups to deliver the work.

Musculoskeletal Disorders

Musculoskeletal Disorders (MSDs) was made a joint working priority in 2014/15 with the rationale that almost one third of all absences from work in NI Councils are due to back and neck problems and the average duration of these absences is around two weeks.

The campaign successfully raised awareness of the issue through a range of targeted activities. Press releases were developed and distributed by both HSENI and the Councils with the strap-line 'Keeping every BODY moving well at work'. A detailed guidance document on the Prevention and Management of MSDs in the Workplace was distributed directly to businesses during inspections. Ten seminars were delivered focusing on a range of sectors with approximately 600 attendees.



MSD prevention guidance document

Around 800 HSENI and Council inspections focused on the issue of MSDs. Businesses were directed to a website www.hseni.gov.uk/msd where further information could be obtained.

Underground Metallic LPG Pipework initiative

Prompted by the Lord Gill enquiry (2009) safety of underground metallic LPG pipework was made a joint working priority in 2014/15. The initiative involved inspection of approximately 600 'at risk' premises with advice to dutyholders regarding appropriate piping arrangements from LPG tanks. Dutyholders were encouraged to seek further information on the initiative website - www.hseni.gov.uk/buriedlpgpipework. Inspections have involved both HSENI and Council enforced premises and due to the scale of the project it is likely that inspection activity will continue into 2015/16.

Gas Safety Regulators Group

The Joint HSENI and Local Authority (LA) Gas Safety Regulators Group continued to meet regularly during 2014/15. The group shared knowledge on a range of gas topics, including ventilation and safe installation of gas equipment, and in doing so helped to promote consistency and good practice in gas safety regulation. The group also managed delivery of the Underground Metallic LPG Pipework initiative.

Other work

Carbon Monoxide Pilot

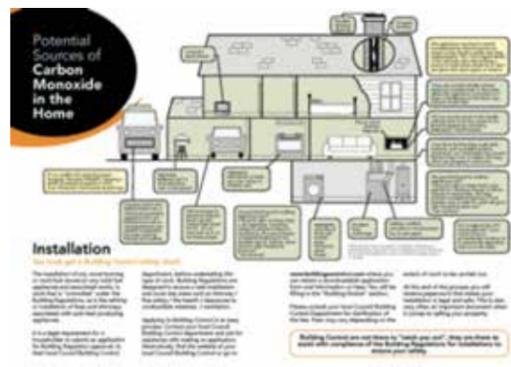
In order to gather information on Carbon Monoxide (CO) awareness within the rented accommodation sector and to determine the level of compliance with requirements for Gas Certificates, a pilot study was devised by a joint working group and delivered by a number of volunteering Councils. The survey was administered by Council Home Safety Officers throughout 2014/15 and yielded important intelligence which will help determine how best to move forward with strategies for improving carbon monoxide awareness in District Councils and HSENI.



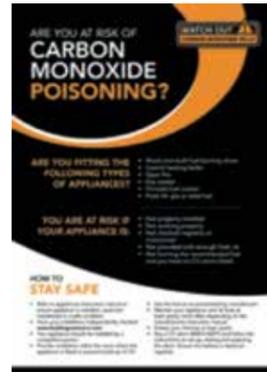
The results indicated that there is much work to do to raise awareness of CO hazards to tenants, particularly in relation to secondary heating appliances. A continued effort is also required to raise awareness of landlords, particularly in relation to gas safe certificates.

Carbon Monoxide joint information booklet

Other work with District Councils included the design, print and distribution of a joint Carbon Monoxide booklet and poster. Ninety-thousand copies were printed and distributed via Councils to sales stockists and homes with solid fuel burning appliances.



Extract from Carbon Monoxide Booklet



Carbon Monoxide poster

Throughout 2014/15, 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.

Mental Wellbeing at Work Advisory Service (MWWAS)

During 2014/2015, the European Agency for Safety and Health at Work (EU-OSHA) launched a new campaign for the effective management of health and safety in the workplace. The campaign was based on the premise that 'Healthy Workplaces Manage Stress' which is good for workers, good for business and good for society as a whole.

As a result of the campaign HSENI updated their 'stress' website (<http://www.hseni.gov.uk/..guidance/topics/stress.htm>), populating it with guidance that will assist both large and small

organisations when assessing risks of the mental wellbeing in their organisations. Guidance was updated to take into account the fact that organisations resist the word stress and prefer to talk about health and wellbeing which is a more positive concept.

MWWAS also developed an Awareness Seminar to assist all Northern Ireland employers to use the Management Standards to assess mental wellbeing risk in their workplace. To date there have been three seminars and referrals by HSENI's Principal Inspectors. The website has an online registration service for attending the seminar.



Janet Heath and Joanne Ireland from HSENI's Mental Wellbeing at Work Advisory Service pictured promoting National Stress Awareness Day which centred on the theme 'Healthy Workplaces Manage Stress'.



During 2014/15, 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:

- Little Orchids Children's Centre (Charity);
- Magee Dental Care (Private Industry);
- Interface Europe (Private Industry);
- Centre for Health and Wellbeing (Charity);
- Northern Ireland Civil Service Sports Association (Central Govt.);
- Departmental Solicitors Office (Central Govt.);
- Probation Board Northern Ireland (Central Govt.);
- Department of Enterprise, Trade and Investment (Central Govt.);
- Youth Justice Agency (Central Govt.); and
- Department of Agriculture and Rural Development (Central Govt.).

HSENI has a representative on the cross Departmental Human Resources (DHR) working group. Each Government Department received its NISRA Stress Report in December 2014, all of which had been analysed by HSENI. HSENI have since been approached by a number of the Departments to carry out the second stage of the mental wellbeing risk

assessment – the focus groups. The list above details those Departments HSENI is currently assisting; there is further work with the Department of Justice (DoJ) and the Department of Employment and Learning (DEL) planned for later in 2015.

HSENI also has agreements with the South Western Regional College and the Northern Regional College to assist them with mental wellbeing risk assessments, which is a breakthrough into the education sector.

HSENI's Workplace Health team facilitated five workshops and seminars in liaison with the Labour Relations Agency and has also conducted presentations to organisations including the NI Voluntary Grammar Schools Bursar Association, the Northern Regional College, Mind Your Business, NIPSA Annual Conference, BuildHealth Annual Conference and the University of Ulster at Jordanstown.

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 Republic of Ireland. The two teams continue to liaise and exchange data on a regular basis.

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.

BuildHealth

The BuildHealth initiative continues to build on a successful past with three new companies joining in 2014/15. 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.



New members McAleer & Teague Ltd and Heron Bros. Ltd sign up to support the BuildHealth Initiative at the BuildHealth Annual Conference .

A very successful BuildHealth seminar was hosted by CAFRE at the Greenmount campus in October 2014. The industry keynote speaker gave an excellent presentation on behavioural safety. For details of the BuildHealth initiative and events please visit the BuildHealth website at www.buildhealthni.com . HSENI continues to work with the NI Civil Service's Central Procurement Directorate to incorporate health at all stages of public contracts.



Gerald Corcoran of Advanced Concrete and Formwork Ltd receiving the 2014 BuildHealth Sub Contractors Award from HSENI's Chief Executive Keith Morrison.

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 Antrim targeting licensed contractors and providing an up-date 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.

Scientific Services

In 2014, Scientific Services celebrated 30 years of third party accreditation, by UKAS to ISO17025 – the international standard for laboratories. Accreditation covers asbestos and occupational hygiene work.

Visits to demolition or refurbishment sites turned up several serious examples of poor work by contractors which resulted in potentially very significant exposures to asbestos fibres for the workers involved and also in extensive contamination of premises and plant. Exposure to respirable asbestos fibres can result in fatal disease many years later. Once plant or machinery has been contaminated with fine asbestos fibres, the decontamination process becomes a major problem – an expensive one with high associated costs and downtime on the plant.

Several investigations into silica exposure during the use of power tools in refurbishment projects were carried out. These demonstrated the need for a high level of control to maintain exposures below the stringent workplace exposure limit (WEL) for respirable crystalline silica, not only for the operator, but also for anyone else working in the vicinity.

Respirable crystalline silica can cause debilitating respiratory disease and has been identified by the World Health Organisation (WHO) as a carcinogen.

Engineering also accounted for a significant proportion of the effort. Investigations ranged from the examination of failed scaffold boards to input into a publication on non-integrated working platforms. For the most part, the scaffold boards examined met the criteria of acceptability in the appropriate standard. Failure in each case was attributed to wet rot having degraded the physical integrity of the boards leading to failure under load. This pointed to poor practice in the storage and inspection of boards.

Scientific Services have identified a number of areas where poor reports by consultants have left clients with inadequate information to carry out their responsibilities. These include asbestos surveys, the thorough examination and testing of local exhaust ventilation and the assessment of employee exposure to hazardous substances. In addition to questioning the competence of some providers, reviews have highlighted the need for clients to understand their own requirements and to specify clearly what they want from a report.

Employment Medical Advisory Service

HSENI's Employment Medical Advisory Service (EMAS) through its Occupational Health Nurse (OHN) provides timely medical advice, both externally to many work organisations and internally to HSENI Inspectors, 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.

Specific areas of work which EMAS addresses include standards for statutory health surveillance, health records and other work-related health matters such as aspects of the Disability Discrimination Act, sickness absence management and mental wellbeing at work.

During the year, the OHN conducted five 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. Visits to workplaces provided opportunities to highlight the importance of leadership and employee engagement in health and safety management.

The OHN undertook four speaking engagements – two for HSENI organised events (BuildHealth and the Waste Industry), one for Belfast City Council for the hairdressing industry and one for a private company on health surveillance. The OHN has also assisted both employers and third party organisations with advice and guidance on health risk assessments, a vital part of ensuring good health at work.

In November 2014, the OHN represented HSENI at a biannual meeting of the First Aid Awarding Organisation Forum held in Huntington. Also in November 2014, the OHN along with an Inspector from the Construction Team attended a Workshop on Occupational Health Surveillance held at the Health and Safety Laboratory in Buxton.

Under the RIDDOR Regulations, HSENI initially received 20 reports of diseases, seven of which were later confirmed as non-reportable. Within the reportable category there were: nine cases of hand-arm vibration syndrome (one of which is still to be confirmed), one case of carpal tunnel syndrome, two cases of occupational dermatitis and one case of traumatic inflammation of the tendons. These 13 cases came from nine different employers.



First Aid at Work

Sixty-two organisations are currently approved by HSENI to provide first aid at work training. In the period 1 April 2014 to 31 March 2015, two organisations gained HSENI approval for the first time, five companies withdrew and seven organisations were reapproved. A total of 1,508 courses (first aid at work, refresher and emergency first aid at work) were notified to HSENI. During 2014/15, HSENI conducted 15 monitoring visits to courses and examinations.

Since January 2013, HSENI also recognised Ofqual-approved awarding organisations for the delivery of training in first aid at work subject to specified conditions. Fifteen organisations are currently approved with a total number of 81 affiliated training centres. During 2014, these Ofqual organisations issued a total of 1,156 first aid at work certificates, 2,101 emergency first aid at work certificates and 12 first aid at work refresher certificates under this arrangement.

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 2014/15, eight Northern Ireland doctors had their appointments extended and one doctor tendered his resignation. One GB appointed doctor under the Asbestos regulations was reappointed.

During 2014/15, 10 appointed doctors based in Northern Ireland carried out 90 statutory medical examinations for 155 employers. Details of the Regulations and the examinations are contained in Table 1.

Table 1

Regulations	Number of examinations 2014/15	Number of workplaces to which regulations applied from April 2014 to March 2015
Control of Lead at Work Regulations (NI) 2003	16	12
Control of Asbestos Regulations (NI) 2012 (Returns for NI-based ADs only)	25	135
Control of Substances Hazardous to Health Regulations (NI) 2003	22	1
Ionising Radiation Regulations (NI) 2000	27	7

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 2014/15, HSENI's five Approved Medical Examiners of Divers conducted 156 'fitness to dive' assessments.



Agriculture

The agriculture sector in Northern Ireland employs approximately 48,000 people who work on 24,200 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 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 2014, produced by DARD's Policy and Economics Division).

Tragically, during 2014/15 nine people lost their lives in work-related incidents on farms:

- A 75 year old farmer died when he fell from a work platform when carrying out building work at his farm;
- A 23 year old man was found under the cover of a grass silo where he had been asphyxiated;
- An 8 year old boy died as a result of hydrogen sulphide poisoning during a slurry mixing operation on a neighbour's farm;
- A 72 year old farmer stumbled and fell backwards striking his head on a static piece of farm machinery as he was trying to remove a bale of hay from a stack in a farm building. The farmer died two days later in hospital due to injuries sustained in the accident;
- An 81 year old farmer was killed

when he was struck by a tractor and bale lifter during a reversing manoeuvre;

- A 74 year old retired construction worker was crushed by a tree trunk on a nearby farm as he was cutting it up. The deceased was cutting off side branches, which were supporting the trunk when the trunk rolled over on top of him;
- The body of a 71 year old farmer was found in an outside yard at his farm. There were a number of suckler cows, calves and a bull in the yard. The injuries sustained by the farmer were consistent with him being attacked by the cattle;
- A 76 year old farmer was crushed between two tractors when one of the tractors rolled backwards as he was filling a fertiliser sower; and
- A 57 year old man died when he fell from a ladder inside a farm building while a skylight was being replaced.

Farm Safety Partnership

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



Pictured at Streamvale Open Farm, Dundonald at the Farm Safety Partnership's new farm safety TV advert launch are UFU President Ian Marshall, DARD's David Small, HSENI Chairman George Lucas, YFCU Chief Executive Michael Reid and HSENI's Chief Executive Keith Morrison.

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. A new television advert was produced highlighting the danger of failing to check when reversing farm machinery and the new advert was launched at Streamvale Open Farm during March 2015. A new slurry mixing leaflet was also produced highlighting the danger from hydrogen sulphide and reminding farmers of the need to follow the code when mixing slurry. Over 45,000 copies of the new leaflet were distributed to the farming population as an insert in one of the main farming newspapers.



The new slurry mixing safety leaflet 'Slurry Gas – Mixing Slurry Safely' was distributed during the slurry safety awareness drive.

Two practical video guides were produced using two farmers to tell of the consequences of serious accidents involving an unguarded power take off shaft and an incident with a bull in which they were involved. The videos explained the cause of each accident, the consequences of the accident, what went wrong and the way to avoid a similar accident.



This visibility press advertisement was published as part of the second phase of the Farm Safety Awareness Multi-Media campaign which included new, TV, radio and press advertisements.



SAFE (Slurry Animals Falls Equipment) 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 safety initiative was held during September 2014 – as part of this initiative farms were visited across Northern Ireland to ensure that PTO shafts being used on farms were correctly guarded. A number of farms which had been visited during the previous year were revisited and HSENI was encouraged to find that the standards on PTO guarding were acceptable when these re-visits took place. The Ulster Farmers' Union worked closely with machinery dealers across Northern Ireland to deliver a discount on new PTO guards sold during the initiative. A slurry mixing initiative was held in January and February 2015 to ensure that farmers followed a safe system of work when mixing slurry.



Students at Greenmount watch a PTO guarding demonstration as part of the college's Safety Health and Awareness Day (SHAD).

Child Safety of Farms

Teams from HSENI's Health and Safety Works NI along with staff from the agri-food team undertook a great deal of important work during the year in relation to the safety of children on farms.

Throughout 2014/15, HSENI continued to develop and deliver its 'Be aware kids – Child Safety on Farms' programme, an integral part of the current Farm Safety Action Plan. 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'.

During April, May and June 2014, HSENI visited 83 rural primary schools across Northern Ireland and delivered its farm safety programme to over 12,400 foundation and key stages 1 & 2 pupils. The safety topics covered continue to be those that children can readily identify with and include: the dangers of falling from tractors, being hit by falling objects, drowning, busy farmyards, animals, riding on quads and playing in safety. Each pupil received a farm safety pack including a certificate of personal achievement to add to their portfolios. This was the fifth year of the programme and to date HSENI has reached 442 rural primary schools and an estimated 48,660 pupils.

On 28 May 2014, George Lucas, HSENI Board Chairman, together with Crosby Cleland, HSENI Board Member, launched two new farm safety DVDs at Eglinton Primary School, Londonderry. The 'Dangerous Playgrounds' DVD is aimed at pupils aged 4-8 years and the 'Farm Safe' DVD is aimed at pupils aged 8-11. These DVDs were produced to highlight the commonplace dangers children may face living on, playing on or visiting a busy working farm.



Pictured at the launch of two new child farm safety DVDs is HSENI Chairman George Lucas together with pupils from Eglinton Primary School, Londonderry.

The annual farm safety poster competition continues to be embedded within rural primary schools; 67 schools registered and over 3,300 entries from pupils were 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' 2015 farm safety calendar.



Farm Safety Events

The Agri-food team held displays at the Balmoral Show in May and the Fermanagh Show in August. The main focus at the Balmoral Show were practical demonstrations in relation to the safe operation of quads and the correct operation of chainsaws. The chainsaw demonstration was also delivered at the Fermanagh Show. All the demonstrations were delivered by very experienced instructors from the farming and tree surgery industries respectively.



HSENI's Quad bike demonstrations by HSENI Board Member and farmer Crosby Cleland drew large crowds at the 2014 Balmoral Show.

In conjunction with the Young Farmers' Clubs of Ulster (YFCU), the Health and Safety Executive for Northern Ireland held the final of the safe tractor driving competition at the Balmoral Show. The top pair of highly skilled and competent 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 Antrim.

Staff from the Agri-food team delivered over 50 presentations to a wide range of audiences in relation to farm safety at events across Northern Ireland including farmers' groups, college students, pupils studying agriculture at GCSE level, 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 February 2015, HSENI held a Health and Safety Awareness Day for over 200 students at Greenmount College. Practical demonstrations by skilled instructors from the farming industry included safety in relation to: quad driving, work at height, livestock handling, slurry mixing, manual handling, telescopic handler operation, tractor maintenance and PTO safety.



Students at Greenmount watch a demonstration as part of the college's Safety Health and Awareness Day (SHAD).

Food manufacturing/ processing industry

A Health and Safety Workshop for the Food and Drink Industry was delivered at Loughry College during February 2015 - detailed information in relation to this workshop is contained within the report prepared by Health and Safety Works NI.

During the year, staff from the Agri-food team undertook over 225 inspections of food manufacturing and processing companies. These inspections focused on the main health and safety issues including: safe maintenance, safe work at height, the management of asbestos, machinery guarding, vehicle movement, the training of operators and potential health issues relevant to the work being carried on at each company.

Construction

HSENI'S construction Inspectors observed an increase in building activity in 2014/15 with previously closed house building sites starting construction again. Sadly, in 2014/15, there were five fatalities on construction sites. This is a large increase on the previous year (2013/14 – two fatalities) and it is of concern that 60% of the fatalities occurred during roof work. Zero fatalities, as was achieved in 2009, has to be the industry objective as even one death is one too many.

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. In 2014/15, 47% of major injuries came from either low (under two metres) or high (over two metres) falls. It is the common 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. In 2014/15, 30% of the total number of Prohibition Notices served by HSENI related to work at height activities.

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. The requirement for face fit testing for all tight fitting RPE has resulted in a vastly increased awareness throughout the industry.

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

- Manual handling
- Safe lifting operations
- Asbestos and
- Safe roof work.

BuildHealth

The BuildHealth initiative continues to build on a successful past with three new companies joining in 2014/15. 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 in October 2014. The industry keynote speaker gave an excellent presentation on behavioural safety. For details of the BuildHealth initiative and events please visit the BuildHealth website at www.buildhealthni.com. HSENI continues to work with the NI Civil Service's Central Procurement Directorate to incorporate health into 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 Antrim targeting licensed contractors and providing an up-date 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:

- cross border liaison with the Health and Safety Authority construction team
- a joint seminar with the Association of Project Safety
- a joint seminar with the Federation of Smaller Builders
- a joint seminar with the Royal Society of Ulster Architects
- seminars to small building contractors targeted at the solar panel industry
- membership of industry panels & forums such as ICE and ILP (at University of Ulster).

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. Exploration boreholes were drilled looking for gold reserves in County Armagh. To date, all the drilling operations have been carried out to a high standard with no major concerns. HSENI has received a notification for an exploration borehole into salt horizons similar to the above except, instead of compressed air, the plan is to store compressed gas. A second notification was received for an exploration borehole for hydrocarbons to be drilled in Co. Antrim. A stratigraphic borehole was to be drilled in County Fermanagh but due to issues around planning permission and licensing, this operation did not proceed.

Inspectors continue to attend appropriate training and information events in order to keep their knowledge up to date. HSENI is a member of the Shale Gas Regulators' Forum.

Concrete Industry

The Information Sheets that were produced as part of the detailed review of health and safety standards within the pre-stress precast concrete products industry in February 2013, were revised in April 2014. The revised documents were circulated to the concrete industry and other interested parties. Some follow-up inspections were carried out to ensure standards were being maintained. The industry and its representative body, the Quarry Products Association, fully supported this work. HSENI was very appreciative of the co-operation given by industry. The revised Information Sheets were 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 precast 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.

Mining Industry

The mining industry is expanding in Northern Ireland. 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. Dalradian Gold Limited has started work on an exploration gold mining activity at the existing gold mine workings near Gortin. The salt mine at Carrickfergus has almost completed a second adit into the mine. Inspections have been carried out at these activities with the support of HM Inspectors of Mines (HSE GB).

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 2014/15, there was one collapse of an abandoned mine workings in the Portrush area - no one was injured as a result.

Quarry industry

Last year it was reported that the hard rock and sand and gravel quarries were impacted upon by the drop in economic activity particularly in the western counties, and this is still the situation.

The drop in expenditure on road maintenance for the coming year will result in job losses in the quarry industry. 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 Northern Ireland (QPANI) who attached guidance and passed it to their members, so as to give their membership the tools to comply.

HSENI with the support of QPANI organised a series of workshops held at quarry premises targeting issues such as geotechnical inspections of quarry faces, identification of misfires and how to deal with them safely, and machinery guarding for sand and gravel quarries. These workshops were attended by quarry foremen and machine operators. The industry reacted very positively and requested additional workshops. It was initially planned to have four workshops but demand resulted in 10 workshops being delivered to approximately 150 delegates.

A Cross Border Extractive Industries seminar was held on 19 November 2014 and was very well attended. This event was organised by the Health and Safety Authority (HSA) and HSENI, supported by a number of industry partners: Irish Concrete Federation, Irish Mines and Quarrying Society, Institute of Quarrying, Services Industrial Professional and Technical Union and QPANI.



HSA and HSENI held two Cross Border meetings to discuss standards within the Extractive Industries and share statistics etc.

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 four misfire incidents occurred in the quarry industry. These incidents were investigated but no particular trend emerged.

HSENI carries out assessments of shot firers and advises the Department of Justice on the competency of shot firers who have applied for a Shot Firer's License.

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

HSENI carried out 48 site risk assessments of District Council funded or organised fireworks displays and provided reports on each site to the Department of Justice.

HSENI provided assistance to Worksafe New Zealand in developing a safe resolution to a very dangerous misfire in a quarry outside Wellington.

During the period, inspections have been carried out on welding operations using explosives and boiler cleaning operations involving the use of explosives.

Planning Consultations

HSENI provided a consultation service to the DOE Planning Service and over the period approximately 25 consultations were processed. The change in Local Government responsibilities will result in HSENI liaising with the 11 Local Authorities in the future in relation to planning.

Work in other Industry Sectors

Inspectors in the Extractive Industries Group carried out approximately 80 farm inspections as part of the initiative to improve guarding standards on PTO shafts used on agricultural machinery.

General Manufacturing

On 1 April 2014, the Compliance Group which covered Manufacturing and Agriculture was split into two groups, Manufacturing and Agriculture & Food (Agri/Food). The manufacturing sector includes companies that manufacture or process a wide range of products. These range from manufacturing wood based products, plastics, rubber, electronics, light and heavy engineering, aerospace, vehicles, through to pharmaceuticals and glass as well as repair and maintenance. This sector employs around 72,500 people on a full and part-time basis [Source: Northern Ireland Quarterly Employment Survey (QES) Statistical Bulletin – published March 2015].

Due to the large number of businesses within the remit of the group, priority was given to our core business activity of inspection and the investigation of complaints and incidents. Inspections and investigations again focused on workplace transport, operator training, the operation and maintenance of forklift trucks, lifting and slinging operations, slips and trips, machinery guarding, the control of contractors and health issues including noise, fumes and manual handling.

Inspectors continued to highlight the key issues associated with safe work at height, the isolation of machinery and equipment prior to maintenance or cleaning and the management of asbestos.

Unfortunately, there was one work-related fatality in the manufacturing sector during 2014/15. In March 2015, an employee died as a result of becoming trapped in a conveyor system at a coal processing plant in Belfast Docks.

The high volume of work impacted on two areas of planned work and resulted in these being postponed, i.e. work-related health issues in the manufacturing sector, and the Recognising Excellence Programme (REP). Although health issues were considered and discussed during inspections and directly with key partner companies, it was not possible to progress activities in partnership with the working group as planned. As part of the REP, it had been planned to undertake a re-audit of one of the participating companies but again this was postponed due in part to resources within the group and also due to management changes within the proposed company itself. It is intended to revisit these two important areas in 2015/16.

Product Safety – Supply of Machinery

The Health and Safety at Work Order 1978 and EU Regulation (EC) No 765/2008 provides the legal framework for HSENI's responsibilities in relation to 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 continued to be developed with the Product Safety Unit in HSE GB, the Health and Safety Authority (HSA) in the Republic of Ireland, the Department of Business, Innovation and Skills (BIS), with Border Force within Northern Ireland and with the Single Point of Contact (SPOC) for product safety across the UK. These relationships are essential for the effective investigation of Product Safety cases at the point of entry into Northern Ireland.

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.

There continues to be strong evidence of non-compliant machinery and goods being imported into Northern Ireland from the Far East and in particular from China. This issue will require further work during 2015/16 to ensure Importers are aware of their responsibilities in this area.

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 include charitable organisations that provide care and educational support within the community and a large private sector consisting of nursing homes and independent carers. Staff can be employed on a full or part-time basis and by the nature of the work can involve interaction with a high number of service users and members of the public.

The majority of the work carried out by group Inspectors has been of a reactive nature, responding to requests for advice and investigating complaints and incidents. During 2014/15, there were also a number of proactive initiatives designed to target high risk areas across a number of sectors, most notably the management of asbestos in non-controlled schools and the control of legionella in cooling towers and evaporative condensers.

Prevention of falls in Healthcare

Throughout the year, enquiries and investigations into patient falls within the healthcare sector identified a number of common areas where failures can occur in relation to patient safety. These have included fall and bedrail risk assessments not being completed within a reasonable time after a patient has been admitted or reviewed and updated as a result of a

significant change in the patient's condition. There have also been cases of fall prevention control measures not being implemented after being identified in the assessment and the results of these assessments not being provided to staff in other wards/premises during patient transfers.

In the past there had been some misunderstanding as to the range of accidents that should be reported under RIDDOR when they involve members of the public who are patients, residents, service users or visitors. HSENI has continued to raise awareness of this fact and provide guidance to the Health Trusts on the selection criteria for reporting patient incidents.

Vertical Sanding Machines operated in Educational and Similar Establishments

In February 2015, awareness was raised using HSENI's website on the need to review existing risk assessments and control measures for sanding machines operated in educational and similar establishments. British Standard BS 4143:2014 'Health and safety for design and technology in educational and similar establishments – code of practice' advises that adjustable guarding should be provided for the abrasive belt on sanding machines so that only the minimum required for the sanding operation is exposed.



BS 4163:2014 is not a legal requirement but it does provide one means of demonstrating that reasonably practicable steps have been taken to minimise risks from the machinery, equipment processes and materials used. Dutyholders within these establishments are now being asked to either fit an adjustable guard to the abrasive belt or record in the risk assessment how they are minimising the risk by other equally effective means.

Hoists and Lifting Accessories used in Educational Premises

All lifting equipment and associated accessories used for lifting and moving people must undergo a thorough examination and inspection at least every six months to comply with Regulation 9 of The Lifting Operations and Lifting Equipment Regulations (Northern Ireland) 1999. A range of such equipment is used in schools throughout Northern Ireland. During the last year it was established that some equipment used in some special schools was not being included in the thorough examination scheme and as such was not compliant with the Regulations. Appropriate steps were taken to make dutyholders aware of their duties in relation to this matter and Inspectors will focus on checking for compliance during future school visits and inspections.

Workplace Transport in Schools Premises

In March 2015, the importance of pedestrian segregation and the risks involved during workplace transport in and around school premises was raised through the Education and Library Boards and the Department of Education NI. Scheduling deliveries and waste collections for a quieter time and where possible removing the need for vehicles to reverse were highlighted as effective ways to help ensure pedestrians and vehicles can circulate in a safe manner. A workplace transport risk assessment should be completed for each school site and any necessary control measures identified and implemented.

MSDs in the Independent Care Sector

Organisations within the independent care sector undertake people handling tasks within the community setting (service users home). As part of a wider MSD campaign, visits were conducted to review the management systems in place to control the risk of MSDs occurring whilst employees undertook these handling activities. Control measures that were identified as being common across the sector included employees having access to a wide range of lifting equipment and accessories, manual handling training on induction and refresher courses, as well as access to occupational health services.

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, specialist Inspectors continued the inspection programme aimed at industrial premises operating wet cooling systems such as cooling towers and/or evaporative condensers. These inspections followed a pattern of reviewing risk assessments, written schemes of control and statutory record keeping before a physical check of the plant was completed. The inspections were attended by the company representatives, senior management and responsible persons, as well as a representative from the water treatment company contracted to service and maintain the plant. Emphasis was placed on the recent review of the Approved Code of Practice L8 and introduction of the revised guidance for control of legionella HSG 274 Parts 1-3.

This work will be continued in the coming year with additional HSENI Inspectors gaining valuable experience by accompanying the specialist Inspectors to premises that are to be inspected.

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 2014/15, the group continued work to measure compliance with the Control of Asbestos Regulations (Northern Ireland) 2012 in non-controlled schools by carrying out inspections, issuing guidance and taking formal enforcement action to ensure improvements were made in relation to the school's duty to manage asbestos. Issues that were identified during these inspections included but were not limited to, asbestos debris present, no asbestos management plans, no asbestos surveys or registers available for inspection, asbestos surveys or registers that were out of date and no clear roles or responsibilities in the management of asbestos at the school.



Formal enforcement action was taken by Inspectors on a number of occasions and this important work in the non-controlled and independent school sectors will continue into 2015/16.

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 reducing ill health in the workplace and complying with the legislation.

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 immunocompromising 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 Group is involved in ensuring public and employee safety across a wide range of industries and activities including gas transmission, gas distribution and 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 Group continued to contribute to Carbon Monoxide awareness including the use of social media and participation in CO Awareness month in November 2014.

Gas Safety

In partnership with the District Councils and liquefied petroleum gas (LPG) suppliers, a LPG underground pipe-work initiative was delivered throughout the year and has been very successful at raising awareness. 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 10 sites being categorised at higher risk ('top tier') and 14 sites as lower risk ('lower tier'). The majority of COMAH sites in Northern Ireland are subject to these regulations because they have extensive oil and gas storage facilities. Consequently, HSENI is closely involved with large-scale oil and gas storage proposals from design through to build. 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'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. 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. HSENI is working closely with HSE on the application of the new Seveso III Directive, to be implemented through new COMAH Regulations to be made in 2015.



Land Use Planning

HSENI is a statutory consultee to 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 (in particular vulnerable groups), 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 100 such statutory consultations during the year. With the introduction of the 11 new Councils on 1 April 2015, arrangements will be put in place to establish partnerships in the implementation of planning referrals during the 2015/16 financial year.

Dangerous Substances and Explosive Atmospheres

Since many of the risks from gas installations and COMAH sites arise from fire and explosion events, this specialist interest underpins a large part of the work of the 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 such large-scale solid fuel boilers as well as ongoing advice on the risks from burning, storage and use of all flammable/explosive materials in all sorts of appliances.

Major Investigation Team

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

During 2014/15, MIT has taken on investigations into 19 incidents (including eight fatalities). Of these, four are either being considered by the Public Prosecution Service for Northern Ireland (PPSNI) or are going through the Court process, 12 continue to be investigated and three were not recommended for prosecution. In addition, the team carried forward 14 cases from the previous years. Of these 14 cases, seven have resulted in prosecution, six are either being considered by the PPSNI or are going through the Court process and one case continues to be investigated.

In total, MIT submitted eight cases to the Public Prosecution Service between 1 April 2014 and 31 March 2015. Also, during the same period, there were a total of seven prosecutions completed. The total amount of fines arising out of these cases was £129,500. The total amount of costs awarded was £20,471². In addition to prosecutions for safety-related matters, HSENI also brought three successful prosecutions for health-related matters, specifically two cases of exposure to asbestos and one case of exposure to lead which resulted in an employee suffering from lead poisoning. Details of all prosecutions completed during 2014/15 are set out in Appendix 3 to this report.

MIT has continued to work closely with other enforcement agencies and during 2014/15 has undertaken five joint investigations with the PSNI. In 2014/15, MIT working jointly with the PSNI brought a successful manslaughter prosecution. In January 2015, a case of Corporate Manslaughter was brought against A Diamond & Son Timber Limited following a fatal incident which occurred in December 2012, when an employee carrying out a repair was crushed by moving parts of an automated sawing machine. Power to the machine had not been disconnected and during the work the machine moved, crushing and fatally injuring the employee. The investigation found that the repair could have been carried out safely and easily whilst the machine was isolated from all sources of power. The company was fined £75,000 (plus £13,194 costs).

Of the 19 new cases investigated by MIT, 17 fall into the categories of falls from height, exposure to asbestos, work with equipment and workplace transport. These are areas which HSENI continues to focus on through advertising campaigns, seminars to the relevant industries and general inspections.

In addition, following all prosecutions, HSENI released a press statement and made personnel available for media interviews in order to highlight to the different industries the failings leading to the incidents and as a means of signposting them to sources of information and advice on how to work safely and ultimately avoid prosecution.

² Costs associated with prosecution only – HSENI is unable to claim for investigation costs



Public Sector

The remit of HSENI's Public Sector Group covers local Councils, Central Government and Government Agencies, disciplined services, as well as diverse specialist areas including noise, vibration, fairgrounds and the supply of chemicals. The majority of these areas have faced challenging financial constraints which may in time impact on their ability to support the health and safety of their employees.

Local Councils

HSENI's Public Sector Group continued to conduct a planned series of inspections, visits and investigations at local authority premises. High priority areas were identified and communicated to the Councils. These topics were 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 taken. Concerns noted during the year led to further work being taken forward by Councils on manual handling during funerals.

Work continued in order to prepare for the change to 11 Councils which took place on 1 April 2015. To ensure health and safety priorities remained high on the agenda for senior managers, HSENI staff met with the Chief Executives of the new Councils and continued to meet elected members and the senior management teams of a number of Councils throughout the year.

This has helped ensure improvements in health and safety management.

The work of the Local Authority Safety Advisers Network (LASAN) continued in 2014/15 and the group was able to provide members with advice, guidance and information. This informal group has proved an effective way of disseminating health and safety information.

Disciplined Services

These services comprise the Police Service of Northern Ireland, the Northern Ireland Fire and Rescue Service, the Northern Ireland Prison Service and the Ministry of Defence. The group has continued to provide these organisations with advice and guidance as well as conducting inspections of premises and systems of work. This year saw HSENI complete some particularly complex technical investigations. Lessons learned will benefit employees in these organisations in the future.

The maintenance of officer safety within the prison regime has been a particular challenge this year. While investigations are continuing on specific areas, guidance on dealing with both safety and health issues, including for example workplace transport and the control of legionella, was provided through regular meetings with the Department of Justice, the Northern Ireland Prison Service and the Prison Officers' Association.

Waste Industry

The Northern Ireland waste sector continues to grow. Unfortunately, the sector also has been the source of fatal accidents and numerous major injuries. To tackle these issues, HSENI set up a single point of contact within the Public Sector Group to cover the entire waste sector, from collection to disposal. A strategic approach, summarised as 'sell, tell and compel' was set out at the start of the year. Target areas for inspection were established in year and publicised to the industry. Despite this, and an extensive awareness campaign, proportionate enforcement action was required frequently to ensure employee safety.

Waste Industry Safety and Health Forum (WISHNI)

The Waste Industry Safety and Health Forum, known as WISHNI has been in operation for three years and is now starting to grow and the benefits of knowledge sharing are starting to materialise. This partnership of industry, Local Government and Central Government meets every two/three months with the aims of driving down accident rates in the waste industry and sharing best practice. This year saw the second WISHNI Ambassadors Awards presentation take place at the Templeton Hotel, Templepatrick on 19 March 2015.

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

Three new organisations and two returning Ambassadors within Northern Ireland's waste industry were recognised with the WISHNI Ambassador Award for demonstrating best practice.

Joint working with WISHNI

HSENI and members of WISHNI, supported by local businesses, held a very successful Safety and Health Awareness Day at the premises of McCreath Taylor, Lisburn on 26 February 2014. Topics covered included: vehicle all round visibility, conveyor safety, fork lift truck daily inspection, working safely with bin lifting gear, delivering in-house training/ train the trainer, and working at height. The event was endorsed by the Minister for Enterprise, Trade and Investment, Arlene Foster, who said, "As Northern Ireland's waste and recycling industry continues to grow, it is vital that workers' safety is at the fore."





Pictured are HSENI's Jim King, Peter Johnston (Director, McCreath Taylor Ltd), DETI Minister Arlene Foster and Professor Alan Woodside, Chair of WISHNI.

Joint working with CIWM

September 2014 saw another first for the industry as the Chartered Institute for Waste Management (CIWM) joined forces with HSENI to present an award recognising good practice in safety management systems at the Sustainable Ireland awards presentation. Together with the Ambassadors Awards, this formed the third strand of our campaign to tackle the high rate of injury within the waste sector.

Government Departments/ Agencies

The group conducted further visits to higher risk government activities. Particular emphasis was placed on workplace transport, control of legionella, fire, lifts and safe maintenance during visits.

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, in order to increase safety awareness, three seminars were conducted for safety representatives in conjunction with NIC ICTU.

Fairgrounds

Travelling funfairs and fairgrounds are a common part of the leisure scene in Northern Ireland. Many of these rides involve powerful rotational forces, so the group has continued to emphasise to all funfair operators the importance of pre-use inspection and non destructive testing regimes when operating rides with high structural loading. Electrical safety has also been highlighted to the operators during visits.

Safety of industrial chemicals

Staff in the public sector group provide specialist advice on industrial chemical safety and have continued to take part in both the Registration, Evaluation, Authorisation & restriction of Chemicals (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 REACH compliance.

Site inspection of selected chemical users and complaint investigation has formed the bulk of activity. 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. The group also prepared advice for industry and the public on changes to the classification, labelling and packaging of dangerous substances.

Noise and Vibration

Members of the group continue to provide specialist advice on noise and vibration issues both to colleagues and employers as required. A small number of hand-arm vibration cases have been reported to HSENI during the year and some of these were selected for investigation. Assistance in the form of specialist advice has followed in relation to the process of risk assessment and implementation of control measures.



Transport and Public Utilities

The Transport and Public Utilities Group remit extends across all transport modes as well as a wide range of service industries and peripatetic activities in occupations as diverse as telecommunications, renewable energies, the provision of car parks and the delivery of parcels, mail and general goods. Due to the nature and broad scope of occupations and activities within the sector, interaction with many of the stakeholders has occurred on a reactive basis only. It is difficult to judge the total numbers employed within this diverse arena but it is estimated to be above 25,000.

For the sea, rail and air modes of transport, the group continues to make use of the memoranda of understanding that define roles and responsibilities in areas where overlaps occur, and provide relevant contact details for the other Government Agencies involved. These arrangements prevent duplication of effort and ensure that appropriate information is exchanged and contacts made promptly when occasion demands. In addition, this group deals with electrical and non-ionising radiation safety issues across all work sectors.

General Transport

The group contributed to the joint MSD (Musculoskeletal Disorders) inspection and enforcement initiative delivered in partnership by HSENI and the 26 District Councils. MSDs include back injuries, neck and upper limb disorders

(ULDs) and lower limb disorders (LLDs). They account for significant numbers of injuries/absenteeism in workplaces in Northern Ireland. The group targeted the road haulage industry for inspection as manual handling is one of the top occupational health risks within this industry. An article was also prepared and published in NI's freight transport industry's trade magazine (September/October 2014 edition) to publicise the initiative and signpost industry to the extensive published guidance on the issue. Inspections and investigations encouraged the use of the available checklists to help identify gaps in arrangements for ensuring that the risk is effectively managed. Measures to prevent or reduce MSDs do not necessarily cost a lot of money and can bring benefits to the business including:

- Increased efficiency
- Fewer days lost to sickness absence
- Reduced risk of litigation
- Lower insurance/compensation costs
- Increased worker morale and lower staff

HSENI gave a safety presentation at the Freight Transport Association's Transport Manager Northern Ireland Conference held on 3 March 2015 at Titanic Belfast. This provided an ideal opportunity to engage with a number of key stakeholders and raise awareness of the importance of managing both workplace transport and occupational road risk.



HSENI's Chief Executive Keith Morrison is pictured addressing delegates at the Freight Transport Association Northern Ireland Transport Manager Conference.

During the period of this report, tragically there have been three fatalities involving the transport industry which occurred at HSENI/Council enforced premises. Two involved vehicle movement and one was the result of a fall from a work vehicle. Such tragedies highlight the importance of managing the risks associated with vehicle movements and prevention of falls from vehicles. In addition, investigation work has been carried out across a very wide range of peripatetic activities which unfortunately included initial enquiries into deaths involving falls that occurred at workplaces. All but one of these were determined to be non-reportable.

'Driving at work Northern Ireland - An Employer's Guide'

A new guide has been developed jointly by HSENI and the DOE for employers and employees to help them understand their duties under health and safety at work law for driving at work. The new e-booklet provides practical guidance for those who drive for work and their managers, and will be relevant to many businesses, regardless of their size. As part of the DOE's 'Share the Road to Zero Campaign', the e-booklet highlights the importance of the implementation of three simple but potentially life-saving health and safety practices –

Safe driver

Safe vehicle

Safe journey

It provides a practical approach to managing the risks that employees, who drive as a part of their working lives, may face and consideration of the potential consequences for companies who do not comply with their duties. 'Driving at work Northern Ireland - An Employer's Guide' was officially launched on 20 January 2015 by HSENI Chief Executive Keith Morrison, with DOE Minister Mark H. Durkan and PSNI Chief Inspector Diane Pennington.





Launching the new e-booklet, 'Driving at work Northern Ireland - An Employer's Guide' are PSNI Chief Inspector Diane Pennington, HSENI Chief Executive Keith Morrison and Environment Minister Mark H. Durkan.

Carriage of Dangerous Goods by Road

The legislation dealing with the carriage of dangerous goods (CDG) is the Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations (NI) 2010 (as amended) which, with some exceptions, requires dutyholders to comply with the European Agreement concerning the International Carriage of Dangerous Goods by Road, commonly known as the ADR.

PSNI continue to conduct 'road stop' operations with HSENI support including, where necessary, follow-up inspections at dutyholders' premises. There has been a marked improvement in awareness and compliance among CDG operators, particularly in the

provision of the requisite emergency equipment and adherence to tank testing and driver training requirements. A continuing programme of inspections is planned for 2015/16 to ensure that standards do not decline.

The group continues to deal with issues around the use of defective fuel tankers (found to be operating in NI, GB and ROI). The Department for Transport has conducted an extensive programme of research into the structural integrity of road tankers which has informed the Competent Authorities and owners/operators on the problem. Authorisations have been issued in Great Britain and Northern Ireland to deal with the progressive withdrawal of these tankers and regrettably there have been financial implications for the NI operators of the affected tankers.

Railways

Northern Ireland Railways (NIR) holds a Safety Certificate and a Safety Authorisation to enable them to operate a railway in NI. This statutory permissioning regime applies uniformly to railway operators and infrastructure managers throughout the European Union. As part of this process, the Office of Rail and Road (ORR) carries out an evaluation and lists issues in the safety management system of NIR for further evaluation and inspection during the five-year lifespan of the Safety Certificate and a Safety Authorisation.

The Transport Group has devised an inspection programme for this period and has conducted a number of site visits to ensure that issues highlighted are being addressed. HSENI continued to conduct level crossing inspections in conjunction with NIR, Transport NI and PSNI. The physical arrangements in terms of provision of appropriate barriers, signage and vegetation control were examined.

The Department for Regional Development Northern Ireland (DRDNI) operates a licensing regime for heritage railways. HSENI undertakes to provide advice to the DRDNI with regard to this and carry out inspections. In the reporting period there were three heritage railways that applied for a renewal of their licence.

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 2014/15, 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 publish 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 two sets of Regulations, initiated 11 consultations, approved seven Codes of Practice for use in Northern Ireland and withdrew thirteen. Only one of the withdrawn Codes of Practice was not replaced by a revised, consolidated version. Details are below: -

Regulations prepared

The Health and Safety (Fees) (Amendment) Regulations (Northern Ireland) 2014 (S.R. 2014 No. 280)

The Employer's Liability (Compulsory Insurance) (Amendment) Regulations (Northern Ireland) 2015 (S.R. 2015 No. 80)

Consultations initiated

Proposals for the Health and Safety (Miscellaneous Repeals, Revocations and Amendments) Regulations (Northern Ireland) 2014

Proposals on revised Safety in Docks – Approved Code of Practice and Guidance

Proposals to Introduce Charges for the Assessment of Onshore Borehole Notifications

Proposals for the Genetically Modified Organisms (Contained Use) Regulations (Northern Ireland) 2015

Proposals in relation to three health and safety Approved Codes of Practice: The Management of Health and Safety at Work Regulations 1999: Design Construction and Installation of Gas Service Pipes: Rider Operated Lift Trucks: Operator Training

Proposals on the implementation of Directive 2013/30/EU on the Safety of Offshore Oil and Gas Operations and amending Directive 2004/35/EC

Proposals for the replacement of the Construction (Design and Management) Regulations (Northern Ireland) 2007

Proposals for New COMAH Regulations (Northern Ireland) 2015 to Implement the Seveso III Directive 2012/18/EU on the Control of Major-Accident Hazards Involving Dangerous Substances

Proposals on five revised health and safety Approved Codes of Practice in relation to Diving at Work

Proposals in relation to two health and safety Approved Codes of Practice: 1) Unloading petrol from road tankers and 2) The Compilation of safety data sheets

Proposals on the Alignment of Health and Safety Regulations with the EU direct acting Classification, Labelling and Packaging Regulation



Administration

Approved Codes of Practice and Guidance published

Control of Substances Hazardous to Health (sixth edition)
Health and Safety at Quarries (second edition)
Dangerous Substances and Explosives Atmospheres (second edition)
Workplace Health, Safety and Welfare (second edition)
Managing and Working with Asbestos (second edition)
Legionnaire Disease: The Control of Legionella Bacteria in Water Systems (fourth edition)
Rider- operated Lift Trucks: Operator Training and Safe Use (third edition)

Approved Codes of Practice and Guidance withdrawn

Control of Substances Hazardous to Health (fifth edition)
Health and Safety at Quarries (first edition)
Dangerous Substances and Explosives Atmospheres (first edition)
Design of Plant, Equipment and Workplaces: Dangerous Substances and Explosive Atmospheres
Storage of Dangerous Substances: Dangerous Substances and Explosive Atmospheres
Control of Mitigation Measures: Dangerous Substances and Explosive Atmospheres
Safe Maintenance, Repair and Cleaning Procedures: Dangerous Substances and Explosive Atmospheres
Workplace Health, Safety and Welfare (first edition)
Work with Materials Containing Asbestos (first edition)
Management of Asbestos in Non-domestic premises (second edition)
Legionnaire Disease: The Control of Legionella Bacteria in Water Systems (third edition)
Rider-operated Lift Trucks: Operator Training in Northern Ireland
Design, Construction and Installation of Gas Service Pipes (first edition)

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 2014/15, HSENI:

- carried out equality screening exercises in respect of proposals for 11 sets of Health and Safety Regulations/Approved Codes of Practice. 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 some 12,400 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 3,300 pupils from 67 primary school. A 2015 calendar was produced from the winning entries and this was distributed to over 38,300 families of children attending 424 rural primary schools 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 some 5,100 pupils from 231 schools on the three key farm safety messages, namely tractors and other machinery, safety with animals and safe play on the farm;
- launched two new farm safety DVDs: 'Dangerous Playgrounds' aimed at pupils aged 4-8 years and 'Farm Safe' which is aimed at pupils aged 8-11. These DVDs were produced to highlight the commonplace dangers children may face living on, playing on or visiting a busy working farm;
- 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 2015, there were 28 staff working on part-time or partial retirement arrangements.

A breakdown at 31 March 2015 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	7 (8)	2 (2)
Senior Managers	3 (3)	1 (1)
Employees	58 (58)	68 (63)

The overall HSENI managing attendance figure for 2014/15 was a total of 1,042 (2013/14: 893) staff days lost. This equates to 8.3 (2013/14: 7.9) days per staff member during the year³.

During 2014/15 HSENI Human Resources:

- attained IIP Bronze Award;
- continued to work towards IIP Good Practice in Health & Wellbeing Award;
- addressed key actions from Wellbeing at Work staff survey;
- delivered four Group briefing sessions;
- filled two posts; and
- facilitated staff away day at Crumlin Road Gaol in 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.

³ 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 2015.



Health and Safety within HSENI

HSENI's Corporate Plan for 2011 to 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 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.

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;
- field 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 five 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 July 2014 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.

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 this is evident from results in a Staff Attitude Survey 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 as well as at events such as the staff away day at Crumlin Road Gaol in September 2014. The Senior Management Team also 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. 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, and in 2014 was successful in achieving the next stage of accreditation, the Bronze Award. This was a much more challenging award which required us to meet an additional 26 evidence requirements. Work to achieve the IIP Health and Wellbeing Award continues.

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 this is demonstrated through the successful upgrading of our Investors in People accreditation to Bronze Award in May 2014.

HSENI undertook a comprehensive range of learning and development activities for staff in accordance with its Learning and Development Plan 2014/15. 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.

In addition, £105,705 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:

- Managing work-related stress at an organisational and individual level;
- Enhancing operational efficiency through worker wellbeing; and
- Upper limb disorder risk assessment of repetitive tasks.

Also included in the total training figure is £13,909, 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;
- Personal Safety at work;
- Diversity;
- Recruitment and Selection – Interview panel skills / Interview standards and legislation;
- Contract and Tender Evaluations;
- Dealing with difficult conversations; and
- Performance Management.



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 2014/15 are provisional.

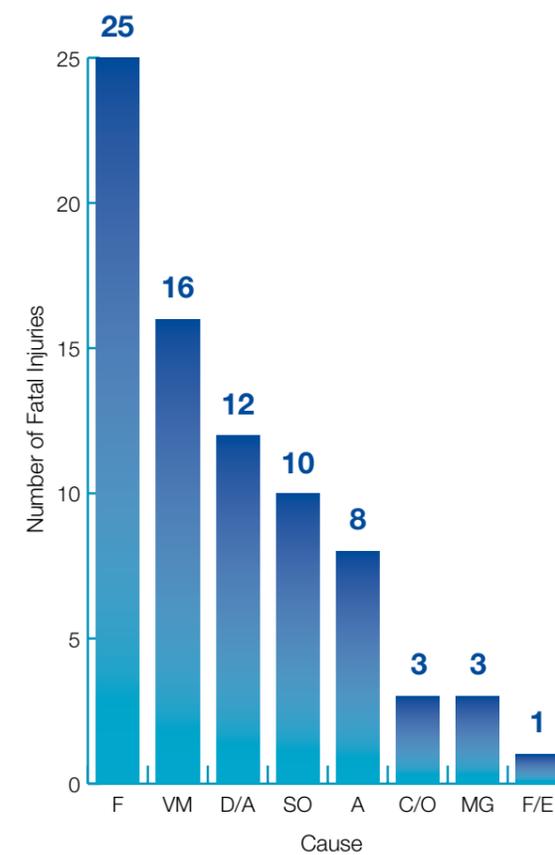
Figure 1 shows that there were 23 fatal injuries during the reporting period, which represents an increase from the previous year's figure of eight. Of the 23 fatal injuries during 2014/15, nine occurred in Agriculture, five in Construction, three in Extractive Industries, one in General Manufacturing and five in other work sectors. The increase in fatal injuries was most marked in the agricultural sector which saw a rise from four in 2013/14 to nine in 2014/15.

Figure 1: Reported Fatal Injuries – Analysis by work sector: 2010/11 – 2014/15



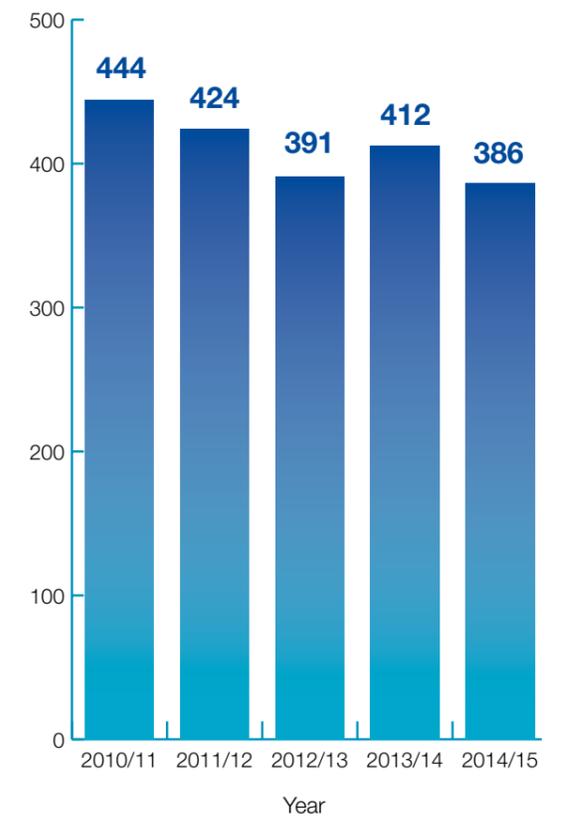
Because of the small statistical base, HSENI publishes analyses of fatal injury causations on the basis of five-year records. The most recent analysis is shown in Figure 2. The most frequent causations over the last five years were: falls (F); vehicle movements (VM); drowning/asphyxiation (D/A); being struck by an object (SO); animals (A); collapse/overturn (C/O); machinery guarding (MG); and fire/explosion (F/E).

Figure 2: Reported Fatal Injuries - Analysis by cause 2010/11 – 2014/15



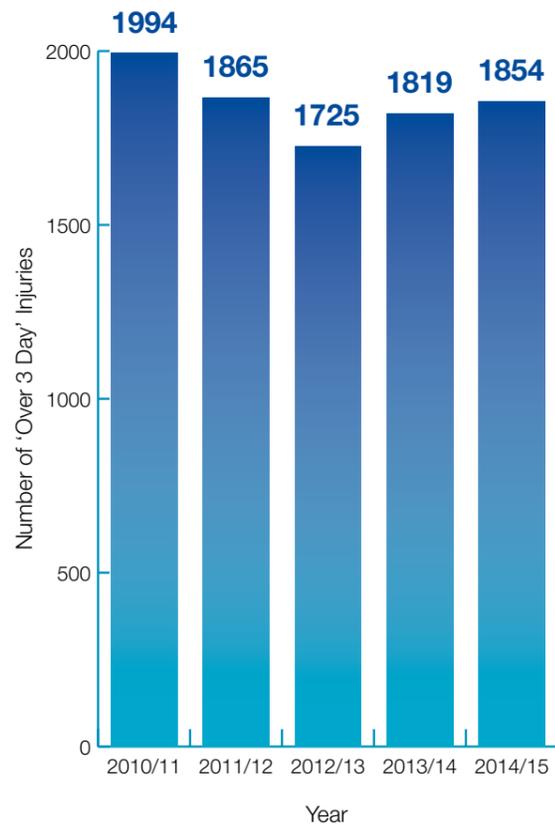
While HSENI has confidence in the number of fatal injuries recorded, it is generally recognised that there is a significant degree of under-reporting of incidents in other categories. Nevertheless, trends relating to these categories can provide a useful indicator as to general health and safety performance in Northern Ireland. During the year, there were 26 fewer non-fatal major injuries reported to HSENI than the number in the previous year as illustrated in Figure 3.

Figure 3: Reported Major Injuries 2010/11 – 2014/15



There were 1,854 reported 'over 3 day' injuries during the year, which was a 2% increase when compared to the number in the previous year as illustrated in Figure 4. This represents a 7% decrease on the five-year peak experienced in 2010/11.

Figure 4: Reported 'Over 3 Day' Injuries 2010/11 – 2014/15



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

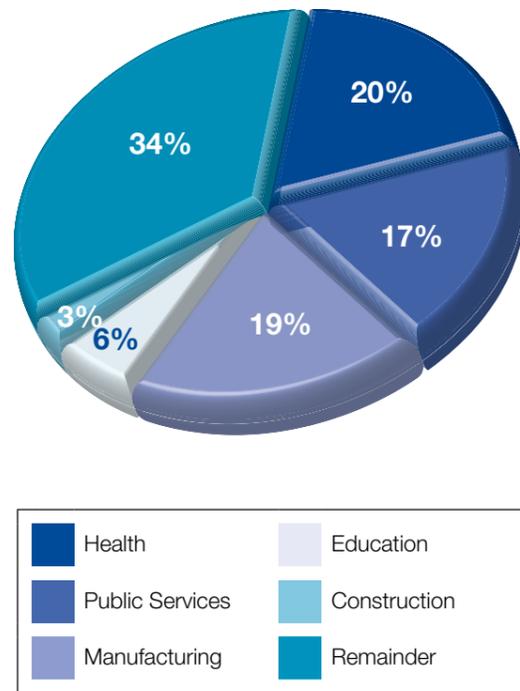


Figure 6: All Reported Injuries 2013/14 - Analysis by Cause

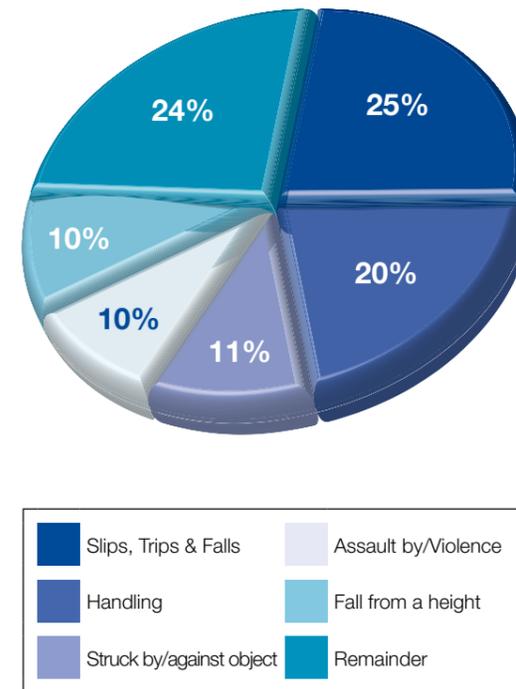
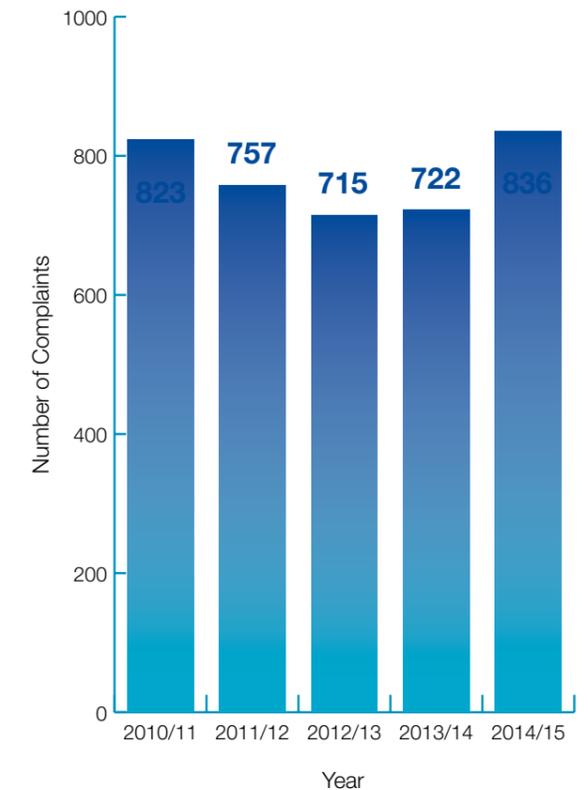


Figure 7 illustrates the number of complaints received by HSENI relating to alleged unsatisfactory working conditions and work-related activities. This year saw a 15.8% increase in the number of complaints being made when compared to the previous year. This number of complaints represents a five-year high, the previous highest number having been recorded in 2010/11.

Figure 7: Complaints Received 2010/11 – 2014/15



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	26	(10)
Major Injuries	438 (P)	(472)
Over 3 Day Injuries	2276 (P)	(2171)
TOTALS	2740 (P)	(2653)

2. Statistics by Enforcing Authority

	Fatal Injuries		Major Injuries		Over 3 Day Injuries	
HSENI	23	(8)	386 (P)	(412)	1854 (P)	(1819)
District Councils	3	(2)	52	(60)	422	(352)
TOTALS	26	(10)	438 (P)	(472)	2276 (P)	(2171)

3. Five-year Trends

	2010/11	2011/12	2012/13	2013/14	2014/15
Fatal Injuries	14	18	19	10	26
Major Injuries	522	495	428	472	438
Over 3 day Injuries	2439	2350	2132	2171	2276
TOTALS	2975	2863	2579	2653	2740

4. All Reportable Fatal Injuries

Five-year trend by Enforcing Authority					
	2010/11	2011/12	2012/13	2013/14	2014/15
HSENI	12	17	17	8	23
District Councils	2	1	2	2	3
TOTALS	14	18	19	10	26

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

	2010/11	2011/12	2012/13	2013/14	2014/15
NI Employees at June rounded to nearest thousand	701	697	693	699	720 (Dec14)
NI Fatal Injuries (Employees only)	4	7	3	3	7
NI Fatal Injuries incidence rate per 100,000 employees	0.57	1.00	0.43	0.43	0.97
GB Fatal Injuries incidence rate per 100,000 employees	0.50	0.50	0.40(p)	0.44	N/A

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

Table 1: Asbestos-related deaths in Northern Ireland 2010-2014

Registration Year	Primary/secondary cause			All primary or secondary cause
	Mesothelioma without asbestosis	Asbestosis* without mesothelioma	Mesothelioma and asbestosis*	
2010	34	15	1	50
2011	51	20	1	72
2012	48	13	1	62
2013	41	19	1	61
2014**				

* 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 (2014 figures not available until July/August 2015)



Director's Report

Table 2: Asbestos-related deaths in Northern Ireland 2010-2014: where asbestosis or mesothelioma are coded as the primary cause of death

Registration Year	Primary/secondary cause		
	Mesothelioma	Asbestosis*	All primary cause
2010	35	4	39
2011	49	7	56
2012	48	4	52
2013	39	8	47
2014**			

* 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 (2014 figures not available until July/August 2015)

Reported Diseases 2014/15

Under the RIDDOR Regulations, HSENI initially received 20 reports of diseases, seven of which were later confirmed as non-reportable. Within the reportable category there were: nine cases of hand-arm vibration syndrome (one of which still to be confirmed), one case of carpal tunnel syndrome, two cases of occupational dermatitis and one case of traumatic inflammation of the tendons. These 13 cases came from nine different employers.

Directors

The Directors of HSENI during 2014/15 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 2014/15 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 2014/15 was a total of 1,042 staff days lost. This equates to an average of 8.3 days sickness absence per staff member during the year.

Personal Data-related Incidents

During the year, no personal data loss incidents were reported.

Future Developments in Health and Safety

The Corporate Plan has been rolled over for a further year to include 2015/16 which will be the fifth year of the plan. During 2015/16, HSENI aims to:

- deliver a multi-media Farm Safety campaign in line with the Farm Safety Partnership's Action Plan 2014-2017;
- deliver the objectives set out in the Farm Safety Partnership Action Plan (identified for HSENI) by March 2016;
- 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;
- 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 6,000 copies of the 'Be safe when you start' booklet to young people and students entering the world of work for the first time;
- deliver 10 presentations to students and apprentices to raise awareness of asbestos in their industry;
- provide mentoring to 200 premises on health and safety issues specific to the business needs and priority areas, including 'new to the job' risks where appropriate;
- undertake at least 5,000 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; and
- work in partnership with the District Councils in delivering joint work activity on 'New to the Job'.

Other Developments

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

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 2014/15 resulted in an audit fee of £9,303 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: 25.06.2015



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 2014/15 was George Lucas, Hilary Singleton and Billy Graham.

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	2014-15			2013-14		
	Salary £'000	Pension Benefits (to nearest £1000)*	Total (£'000)	Salary £'000	Pension Benefits (to nearest £1000)*	Total (£'000)
Keith Morrison Chief Executive	65-70	24,000	90-95	65-70	14,000	75-80
Dermot Breen Deputy Chief Executive	60-65	4,000	65-70	60-65	15,000**	75-80**
Bryan Monson Deputy Chief Executive	60-65	17,000	75-80	55-60	10,000	65-70
Nicola Monson Deputy Chief Executive (from 1st January 2014)	55-60	29,000	80-85	10-15 (full year equivalent: 50-55)	7,000	20-25
Band of Highest Paid Manager	65-70			65-70		
Median Total Remuneration	31,135			30,872		
Ratio	2.2			2.2		

* 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 include increases due to inflation and any increase or decreases due to a transfer of pension rights.

** 2013-14 comparatives have been revised on the basis of new information from Pensions Branch



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 2014-15 was £65 - 70k (2013-14, £65 - 70k). This was 2.2 times (2013-14, 2.2) the median remuneration of the workforce, which was £31,135 (2013-14, £30,872).

In 2014-15, 0 (2013-14, 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 2014-15 or 2013-14.

	2014-15	2015-16
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, Lindsey Smith, Mark Wilkinson#, Harry Sinclair#, Tom Wright#	0-5	0-5
* resigned on 30 September 2014 # appointed on 1 October 2014		

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 31/3/15 and related lump sum	Real increase in pension and related lump sum at pension age	CETV at 31/3/15	CETV at 31/3/14	Real increase in CETV
Senior Management	£'000	£'000	£'000	£'000	£'000
Keith Morrison Chief Executive	25-30	0-2.5	374	341*	13
Dermot Breen Deputy Chief Executive	25-30 plus lump sum of 75-80	0-2.5 plus lump sum of 2.5-5	509	470*	2
Bryan Monson Deputy Chief Executive	15-20 plus lump sum of 45-50	0-2.5 plus lump sum of 2.5-5	271	246	11
Nicola Monson Deputy Chief Executive (from 1st January 2014)	10-15 plus lump sum of 35-40	0-2.5 plus lump sum of 2.5-5	211	181	19

* CETV at 31/3/14 has been revised on the basis of new information provided by Pensions Branch
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 the Assembly 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 Average 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.

A new pension scheme, alpha, will be introduced for new entrants from 1 April 2015. The majority of existing members of the NICS pension arrangements will move to alpha from that date. Members who on 1 April 2012 were within 10 years of their normal pension age will not move to alpha and those who were within 13.5 years and 10 years of their normal pension age were given a choice between moving to alpha on 1 April 2015 or at a later date determined by their age. alpha is also a 'Career Average 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 rate will be 2.32%. CARE pension benefits are increased annually in line with increases in the CPI.

For 2015, public service pensions will be increased by 1.2% for pensions which began before 6 April 2014. Pensions which began after 6 April 2014 will be increased proportionately.

Employee contribution rates for all members for the period covering 1st April 2015 – 31st March 2016 are as follows:

Scheme Year 1st April 2015 to 31st March 2016

Pay band – assessed each pay period		Contribution rates – Classic members	Contribution rates – classic plus, premium, nuvos and alpha
From	To	From 01 April 2015 to 31 March 2016	From 01 April 2015 to 31 March 2016
£0	£15,000.99	3%	4.6%
£15,001.00	£21,000.99	4.6%	4.6%
£21,001.00	£47,000.99	5.45%	5.45%
£47,001.00	£150,000.99	7.35%	7.35%
£150,001.00 and above		8.05%	8.05%

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. The normal pension age in alpha will be linked to the member's State Pension Age but cannot be before age 65. Further details about the NICS pension arrangements can be found at the website www.dfpni.gov.uk/civilservicepensions-ni.

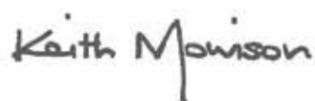


Cash Equivalent Transfer Values

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 NICS pension 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: 25.06.2015

Health and Safety Executive for Northern Ireland

Financial Statements for the year ended 31 March 2015



Contents

Statement of Accounting Officer's Responsibilities	100
Governance Statement	101
Auditor's Report	113
Statement of Comprehensive Net Expenditure	115
Statement of Financial Position	116
Statement of Cash Flows	117
Statement of Changes in Taxpayers' Equity	118
Notes to the Accounts	120



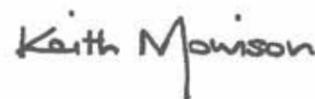
Statement of Accounting Officer's Responsibilities

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: 25.06.2015

Governance Statement

Introduction

This is the third 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 2014-15 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 Department, 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 currently comprises of nine members including the Chairman, George Lucas, who was appointed on 1 April 2011. During the year 2014/15, four members of the Board retired, two new members were appointed and one member was reappointed. 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 2014/15 were:



George Lucas
Chairman

*Gerard Campbell
Deputy Chairman
(up to Sept 14)

*Crosby Cleland

*Pat Lyons

*Lindsay Fawcett



Billy Graham

John Kane

Hilary Singleton
Deputy Chair
(current)

Maynard Mawhinney

**Dr Mark Wilkinson



Lindsey Smith

***Harry Sinclair

***Tom Wright

*Retired in September 2014 due to completion of second term as Board member

**Re-appointed as Board member in October 2014

***Appointed as Board member in October 2014

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 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, sets 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 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 the following board meeting. New members are provided with an induction pack and programme.

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. The ARMC is chaired by a Board member, Hilary Singleton who assumed this role following the end of Gerard Campbell's term as a Board member. The ARMC also includes three other Board members, John Kane, Lindsey Smith and Dr Mark Wilkinson in its structure, along with officials and representatives of Northern Ireland Audit Office and HSENI's externally appointed Internal Auditors.

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 responses 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.

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

The HELANI Committee 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, Billy Graham, following the completion of Pat Lyons' term as a Board member. Maynard Mawhinney also represents the Board on the Committee. The Committee normally meets three times a year but due to the changes taking place in Local Government, the Committee was only able to meet once during the period.

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 2014/15, the Committee, comprised of the Chairman, the Deputy Chairman and Board member, Hilary Singleton, met on 13 November 2014 to discuss the Chief Executive's progression against objectives.



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. 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 and any matters of note are reported to HSENI's Board by the Chief Executive.

Board Performance and Effectiveness

During the 2014/15 year, HSENI's Board met a total of five times. Details of the attendance of individuals who were Board members during the year was as follows:

Board Member (including new members and those who retired during 2014/15)	Number of Meetings Attended	Out of a Possible
George Lucas	5	5
Gerard Campbell	2	3
Pat Lyons	3	3
Lindsay Fawcett	1	3
Crosby Cleland	1	3
Mark Wilkinson	1	1
John Kane	5	5
Hilary Singleton	5	5
Billy Graham	5	5
Maynard Mawhinney	4	5
Lindsey Smith	5	5
Harry Sinclair	0	1
Tom Wright	1	1

During the 2014/15 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;
- (iv) legislative progress and proposals;
- (v) progress in relation to outputs and outcomes (performance targets); and
- (vi) the identification and management of risk.



Audit and Risk Management Committee 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 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.

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, supported by internal processes.

Corporate Risks are managed collectively by the Senior Management Team, with ownership of the risks assigned to the Accounting Officer. HSENI's Senior Management Team 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.

Corporate risks being managed at 31 March 2015 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 the 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 include regular discussions with appropriate units in DETI to discuss how best to deal with recruitment 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 secure sufficient funding to maintain services

There was an in-year reduction in HSENI's Programme Budget of £356,000 which increased the risk of a reduction in service delivery. To mitigate this possibility, HSENI utilised a number of controls to ensure the delivery of operational priorities.

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 and control procedures by both HSENI's Board and staff members. Performance of the organisation is regularly monitored by HSENI's Senior Management Team and the Board.

Financial loss through Legal Proceedings being brought against HSENI

The fruition of this risk could be due to a number of factors including failure of staff to adhere to HSENI policies and procedures. The organisation has a number of controls in place to mitigate this risk. These include robust selection, recruitment and training processes for inspectorate staff in particular.

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 is minimised. These include Fraud and Whistleblowing Policies.

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.

Following an internal audit recommendation, HSENI introduced a new category to its risk register which identifies 'emerging risks' within the organisation and details the potential cause of these risks, controls in place and actions planned to try to prevent risks from occurring.



At present, possible emerging risks and their potential root causes within HSENI are:

- Loss of funding due to 15% budget cuts for 2015/16;
- Disruption of business due to relocation of staff from Longbridge House to Ladas Drive;
- Loss of staff with specialist knowledge due to the NICS Voluntary Exit Scheme; and
- Loss of contacts and momentum in working with Local Government given RPA changes.

These Emerging Risks are being, and will continue to be, managed through detailed planning and best use of resources.

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 July 2014, HSENI's Internal Auditors carried out a review of the controls in place to manage information security in the organisation and a substantial assurance rating 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 Board members were provided with a copy of HM Treasury's document 'Cyber Security: balancing risk and reward with confidence' (issued in December 2014) at the Board meeting of 5 February 2015. The document, specifically aimed at Non-Executive Directors of Public Sector organisations, provided Board members with guidance on cyber security. A cover note explaining assurances in place within HSENI to mitigate cyber risks was issued to members with the document. There were no data losses during 2014/15.

HSENI was also represented at the annual NDPB Data Security Forum, which is chaired by DETI's Departmental Information Officer.

Freedom of Information (FOI) and Environmental Information Regulations (EIR) Requests

During 2014/15, HSENI dealt with 50 Freedom of Information requests and six Environmental Information Regulations requests. These requests varied in nature and originated from a number of sources, including the general public, private companies and MLAs.

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 2014/15 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 2015.

Compliance with the Corporate Governance Code

HSENI is content that it is compliant with both the spirit and the principles of the '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. The Board was content with the quality of information it received during 2014/15.

Ministerial Directions

No Ministerial Directions were issued during the 2014/15 financial year.

Public Accounts Committee Issues

HSENI was not required to provide evidence to the Assembly's Public Accounts Committee during 2014/15.

Other Issues

Voluntary Exit Scheme

An NICS-wide Voluntary Exit Scheme launched on 2 March 2015 in a bid to address significant budget pressures facing Departments in the context of the 2015/16 Budget. The Scheme will operate in the 2015/16 financial year only. Staff selected to leave will do so by 31 March 2016 at the latest, provided sufficient funds are available. HSENI's Senior Management Team is monitoring the situation closely in order to meet the 10% staff reduction required, whilst ensuring that essential services are not affected.



K Morrison
Chief Executive

Date: 25.06.2015

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 2015 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 examine, 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 I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

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 2015 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 Annual 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.

Kieran J Donnelly

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

29 June 2015

Statement of Comprehensive Net Expenditure for the year ended 31st March 2015

		2014-15	2013-14
	Notes	£'000	£'000
Expenditure			
Staff Costs	2	5,112	4,876
Depreciation and amortisation	3	20	24
Other Expenditures	3	1,876	2,026
		7,008	6,926
Income			
Income from Activities	4	36	57
		36	57
Net expenditure		6,972	6,869

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

All amounts above relate to continuing operations.

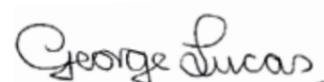
The notes on pages 120 to 134 form part of these accounts.



Statement of Financial Position as at 31st March 2015

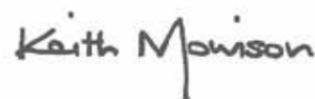
	Notes	31st March 2015 £'000	31st March 2014 £'000
Non-current assets:			
Property, plant and equipment	5	71	54
Intangible assets	6	-	-
Total non-current assets		71	54
Current assets			
Trade and other receivables*	8	263	201
Cash and cash equivalents	9	521	398
Total current assets		784	599
Total assets		855	653
Current liabilities			
Trade and other payables*	10	545	422
Total current liabilities		545	422
Total assets less liabilities		310	231
Taxpayers' equity			
Revaluation reserve		-	-
General reserve		310	231
Total		310	231

The financial statements on pages 115 to 134 were approved by the Board on 25 June 2015 and were signed on its behalf by;



(G Lucas, Chairman)

Date: 25.06.2015



(K Morrison, Chief Executive)

The notes on pages 120 to 134 form part of these accounts.

Statement of Cash Flows for the year ended 31st March 2015

	Notes	2014-15 £'000	2013-14 £'000
Cash flows from operating activities			
Net deficit after interest		(6,972)	(6,869)
Adjustment for depreciation charge on non-current assets	3	20	21
Adjustment for amortisation of intangible assets	3	-	3
Adjustment for notional costs	3	535	508
Decrease/(Increase) in trade and other receivables	8	(62)	19
(Decrease)/Increase in trade and other payables	10	103	(57)
Net cash outflow from operating activities		(6,376)	(6,375)
Cash flows from investing activities			
Purchase of property, plant and equipment	5	(18)	(11)
Net cash outflow from investing activities		(18)	(11)
Cash flows from financing activities			
Grants from sponsoring department			
Capital Grant-in-Aid Financing		40	11
Funding of Staff and Operating Expenditure*		5,619	5,446
Funding of Programme Expenditure		858	966
Net financing		6,517	6,423
Net increase in cash and cash equivalents in the period	9	123	37
Cash and cash equivalents at the beginning of the period	9	398	361
Cash and cash equivalents at the end of the period	9	521	398

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

The notes on pages 120 to 134 form part of these accounts.

Statement of Changes in Taxpayers' Equity for the year ended 31st March 2015

	Notes	Revaluation Reserve £'000	General Reserve £'000	Total Reserves £'000
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
Changes in taxpayers' equity for 2014-15				
Capital Grant-in-Aid Financing – DETI		-	40	40
Funding of Staff and Operating Expenditure – Request for Resource B – DETI		-	5,619	5,619
Funding of Programme Expenditure – Request for Resource B - DETI		-	858	858
Grants from Sponsoring department for 2014-15		-	6,517	6,517
Non-cash charges		-	534	534
Comprehensive Expenditure for the year		-	(6,972)	(6,972)
Movement in reserves		-	-	-
Total recognised Income and expense for 2014-15		-	(6,438)	(6,438)
Balance at 31st March 2015		-	310	310

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 120 to 134 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 2014-15 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 NICS pension arrangements. The rate for the employer's contribution is set by the Government Actuary and for 2014-15 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:

	Permanently employed staff	Others	2014-15	2013-14
			Total	Total
	£'000	£'000	£'000	£'000
Wages and salaries	3,967	48	4,015	3,822
Social security costs	314	-	314	309
Other pension costs	783	-	783	745
	5,064	48	5,112	4,876

2 (b) Pension arrangements:

The Northern Ireland Civil Service pension arrangements are unfunded multi-employer defined benefit schemes 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 2012. This valuation is then reviewed by the Scheme Actuary and updated to reflect current conditions and rolled forward to the reporting date of the DFP Superannuation and Other Allowances Resource Accounts as at 31 March 2015.

For 2014-15, employers' contributions of £782,679 were payable to the NICS pension arrangements (2013-14 £744,896) 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 scheme funding valuation based on data as at 31 March 2012 was completed by the Actuary during 2014-15. This valuation was used to determine employer contribution rates for the introduction of a new career average earning scheme from April 2015. From 2015-16, the new rates will range from 20.8% to 26.3%. The contribution rates are set to meet the cost of the benefits accruing during 2014-15 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 (2013-14 Nil).

No persons (2013-14: two) retired early on ill-health grounds; the total additional accrued pension liabilities in the year amounted to £nil (2013-14: £7,328.17).

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:

	Permanent staff	Others	2013-14	2012-13
			Total	Total
Directly employed	116	-	116	113
Other	1	1	2	2
Total	117	1	118	115



3. Other Expenditure

		2013-14	2012-13
	Notes	£'000	£'000
Advertising and publicity		559	661
Motor and travel expenses		167	201
Inspection and enforcement		122	146
Staff training		89	100
Other Staff Related Costs		74	65
Printing, postage and stationery		44	46
Contract cleaning		21	26
Heat and light		19	21
Scientific services		25	16
Office maintenance		11	11
Telephone		54	45
Recruitment costs		4	9
Rentals under operating leases		11	11
Internal audit and accountancy		12	13
Research		10	11
Car parking		9	11
Premises costs		26	34
Catering and hospitality		2	6
IT costs		8	6
Staff equipment		10	22
Auditor's remuneration		11	9
Legal fees		40	40
Staff development		11	7
Other expenditure*		2	1
Non-cash items			
Depreciation	5	20	21
Amortisation	6	-	3
Notional accommodation charge		505	488
Notional Departmental Solicitors Office charge		30	20
		1,896	2,050

* Other expenditure includes an ex-gratia payment of £250 made to a staff member in relation to damage to property

4. Income

	2014-15	2013-14
	£'000	£'000
Licence, subscription and conference fees	23	36
Other income	13	21
	36	57

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

5. Property, plant and equipment

2014/15	Transport equipment	Furniture & fittings	Total
	£'000	£'000	£'000
Cost or valuation			
At 1 April 2014	23	343	366
Additions	24	13	37
Disposals	-	(16)	(16)
At 31 March 2015	47	340	387
Depreciation			
At 1 April 2014	23	289	312
Charged in year	-	20	20
Disposals	-	(16)	(16)
At 31 March 2015	23	293	316
Carrying amount at 31 March 2015	24	47	71
Carrying amount at 31 March 2014	-	54	54
Asset financing:			
Owned	24	47	71
Carrying amount at 31 March 2014	24	47	71



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.

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

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	
2014/15	Total
	£'000
Valuation	
At 1 April 2014	210
Additions	-
Revaluations	-
At 31 March 2015	210
Amortisation	
At 1 April 2013	210
Charged in year	-
Revaluations	-
At 31 March 2015	210
Carrying amount at 31 March 2015	-
Carrying amount at 31 March 2014	-
Asset financing:	
Owned	-
Carrying amount at 31 March 2015	-

HSENI values its intangible assets at 31st 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 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 31st March 2014	-

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

	2014-15	2013-14
	£'000	£'000
Amounts falling due within one year:		
Trade receivables	18	10
Other receivables*	192	173
Prepayments and accrued income	53	18
Total	263	201

*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.

8.1 Intra-Government Balances

	2014-15	2013-14
	£'000	£'000
Amounts falling due within one year		
Balances with other central government bodies	222	173
Balances with bodies external to government	41	28
Total receivables at 31 March	263	201



9. Cash and cash equivalents

	2014-15	2013-14
	£'000	£'000 Restated*
Balance at 1 April	398	361
Net change in cash and cash equivalent balances	123	37
Balance at 31 March	521	398
The following balances at 31 March were held at:		
Commercial banks and cash in hand	521	398
Balance at 31 March	521	398

10. Trade payables and other current liabilities

	2014-15	2013-14
	£'000	£'000 Restated*
Amounts falling due within one year		
Trade payables	-	-
Accruals and deferred income*	545	422
Total	545	422

10.1 Intra-Government Balances

	2014-15	2013-14
	£'000	£'000 Restated*
Amounts falling due within one year		
Other central government bodies	117	61
Local authorities	6	6
Public Corporations & Trading Funds	-	1
Intra-government balances	123	68
Bodies external to government	422	354
Total	545	422

*The 2013-14 comparative has been adjusted to include PPSNI charges in Other central government bodies. These were previously included as Bodies external to government in error.

11. Provisions for liabilities and charges

HSENI has entered into the following unquantifiable contingent liabilities.

Voluntary Exit Scheme (VES)

The Northern Ireland Civil Service launched a Voluntary Exit Scheme (VES) across all departments on 2 March 2015. The closing date for applications was 27 March 2015. At the balance sheet date, there is a possible obligation on HSENI which may give rise to a liability should any of HSENI's employees apply and be successful. It is not possible, at the balance sheet date, to quantify what this potential liability may be.

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.

	2014-15	2013-14
	£'000	£'000
Obligations under operating leases comprise:		
Buildings:		
Not later than one year	-	11
Later than one year and not later than five years	-	-
Later than five years	-	-
	-	11

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

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.

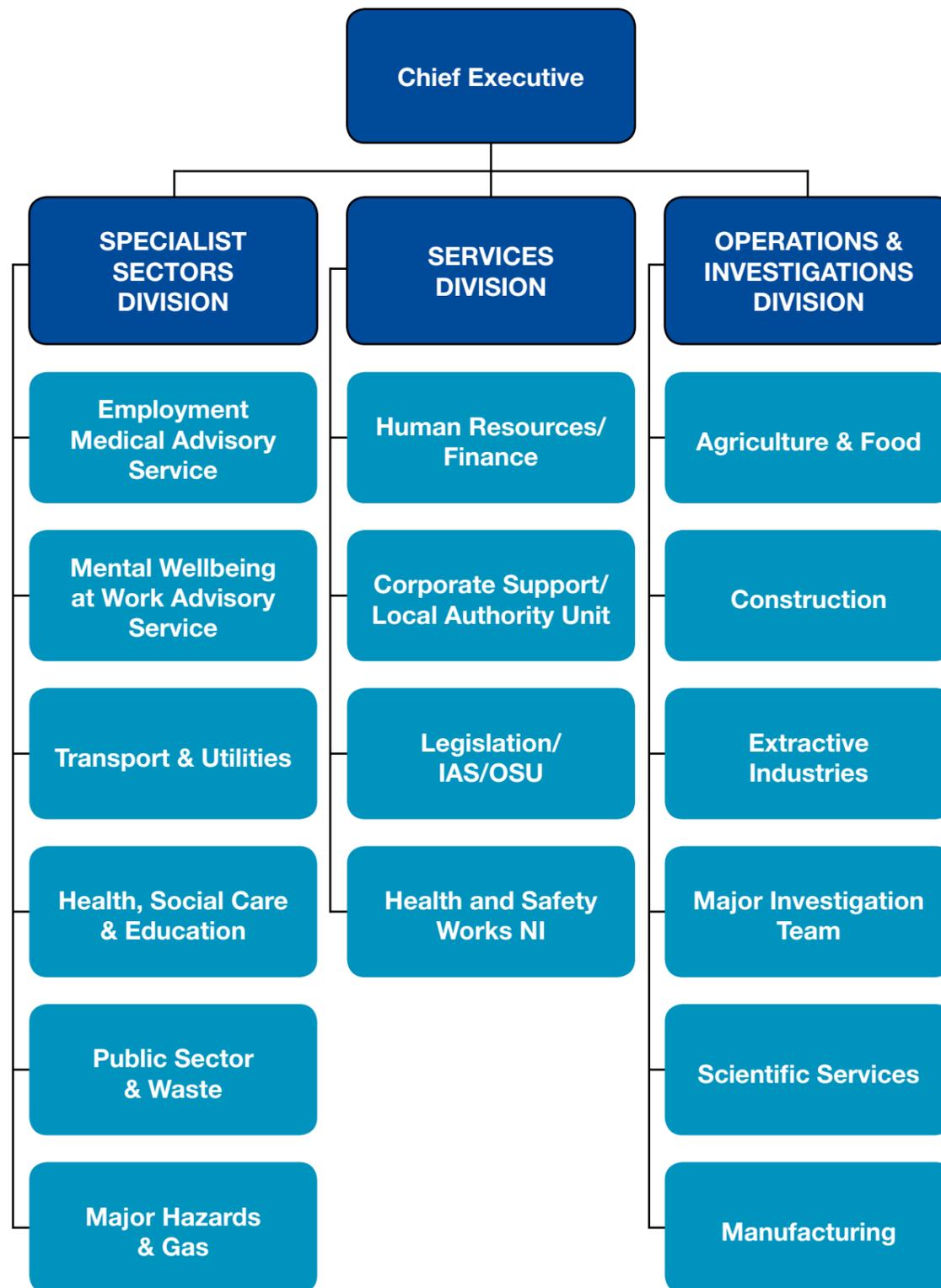
14. Events after the reporting period

Since 31 March 2015, applications for the Voluntary Exit Scheme have been processed and communications have issued to staff. Exits through the Scheme will be dependent on confirmation of funding and the value of any potential liability is still to be determined. This is a non-adjusting event and consequently, the 2014/15 accounts have not been adjusted. It is expected that payments to settle this liability will be made during the 2015/16 financial year.

The Accounting Officer authorised the issue of these financial statements on 29 June 2015.

Appendix 1:

HSENI Organisation Structure 2014/15



Appendix 2

Fatal Accidents 2014-2015

(Total =23; HSENI enforcement responsibility only)

Agriculture

Occupation (Age)	Employment Category	Description/General Location	Date of Accident
Farmer (64)	Self-employed	Died after falling from scaffolding in Clady.	29/04/14
Welder (23)	Member of Public	Died after being trapped in a confined space resulting in asphyxia. Found beside silage pit in Newry.	16/05/14
N/A (8)	Member of Public	Died after being overcome by slurry gas in Dunloy.	07/06/14
Farmer (72)	Member of Public	Died after a fall which resulted in a head injury from striking a piece of machinery in Garrison.	12/06/14
Farmer (81)	Self-employed	Died after being struck by a reversing tractor in Pomeroy.	24/06/14
Farmer (70)	Self-employed	Died after a tree being cut up rolled on top of him in Crossgar.	27/10/14 (died 29/10/14)
Farmer (71)	Self-employed	Died after being attacked by cattle in Ballinamallard.	29/11/14
Farmer (76)	Self-employed	Died after being crushed by a tractor in Downpatrick.	20/03/15
Farmer (56)	Member of Public	Died after falling off a ladder in Limavady.	26/03/15

Construction

Occupation (Age)	Employment Category	Description/General Location	Date of Accident
Roofer (44)	Employed	Died after falling from a roof in Newtownards.	28/05/14 (died 29/05/14)
Roofer (58)	Self-employed	Died after falling from a roof in Belfast.	02/06/14
Construction Worker (35)	Employed	Died after being struck on the head in Londonderry.	06/11/14 (died 07/11/14)
Construction Worker (21)	Employed	Died after being trapped under an excavator in Strabane.	06/01/15
Construction Worker (57)	Employed	Died after falling through a roof in Portadown.	20/01/15



Appendix 3: Prosecutions 2014/15

Transport & Utilities

Occupation (Age)	Employment Category	Description/General Location	Date of Accident
Window Cleaner (53)	Self-employed	Died after falling off a ladder in Dromore.	20/08/14
Transport Owner (69)	Owner	Died after falling off the top of a lorry in Dromara.	19/12/14
N/A (48)	Member of Public	Died after being trapped under a bus in Lisburn.	29/12/14

Extractive Industries

Occupation (Age)	Employment Category	Description/General Location	Date of Accident
N/A (59)	Member of Public	Died after being crushed by the bucket of an excavator in Coleraine.	23/08/14
Quarry Owner (57)	Owner	Died after drowning at a quarry in Omagh.	05/03/15
Quarry Worker (62)	Employed	Died after being run over by a vehicle in Knockloughrim.	13/03/15

Other

Occupation (Age)	Employment Category	Description/General Location	Date of Accident
Forklift Operator (49)	Employed	Died after being crushed by a forklift that overturned in Nutts Corner, Crumlin.	02/08/14
Operative (63)	Employed	Died after being trapped in a conveyor belt in Belfast.	05/03/15 (died 19/03/15)
N/A (84)	Member of Public	Died after a fall in hospital in Londonderry.	10/03/15

The Board of Governors of Bloomfield Collegiate School

The Board of Governors of Bloomfield Collegiate School was fined £7,500 plus costs of £1,750 at Belfast Crown Court on 14 May 2014 when they pleaded guilty to three breaches of health and safety legislation: Regulation 4(1) of the Control of Asbestos Regulations (Northern Ireland) 2007 and Articles 4(1) and 5(1) of the Health and Safety at Work (Northern Ireland) Order 1978. The case relates to the management of asbestos in the former preparatory school building at Bloomfield Collegiate. HSENI was alerted to issues in relation to the condition of asbestos in the building and an investigation in May 2012 confirmed the presence of damaged asbestos in the building.

Eglinton (Timber Products) Limited

Eglinton (Timber Products) Limited was fined £8,000 plus costs of £1,500 at Derry Crown Court on 3 June 2014 after previously pleading guilty to a breach of Article 4 of the Health and Safety at Work Order (NI) 1978 (Duties to Employees). The case arose following an incident on 25 July 2013 at the company's premises in Eglinton, Co Derry. A 22 year old man became trapped after coming into contact with a rotating cog mechanism of a timber processing machine as he was attempting to adjust the position of the cog. As a result, his hand was instantly amputated by the machine parts.

He had been with the company for seven weeks and had not received proper training in maintenance and servicing of machines.

Robert Ian Hamilton

Pomeroy farmer, Robert Ian Hamilton, was fined £5,000 plus costs of £963 at Dungannon Crown Court on 30 September 2014 after he pleaded guilty at an earlier hearing to two breaches of health and safety legislation: Article 4(1) of the Health and Safety at Work (Northern Ireland) Order 1978 and Regulation 6 of the Work at Height Regulations (Northern Ireland) 2005. The case relates to an incident on 13 January 2014 when an employee of Mr Hamilton suffered severe injuries after falling 3.2 metres (10.5 ft) from the top of a mobile feed mixer. The incident occurred as a result of an unsafe system of work. The farm worker was in the process of loading molasses into the feed mixer through an opening at the top. To do this he had to climb up the side and onto the top of the feed mixer in order to open and close valves which regulated the flow of molasses. On this occasion the employee fell from the top of the mixer, suffering multiple head and body injuries.



Abbey Roofing Specialists Limited

Newtownabbey based company, Abbey Roofing Specialists Limited, was fined £9,000 plus costs of £1,500 at Laganside Crown Court on 12 November 2014 after pleading guilty to four breaches of health and safety legislation: Article 4(1) of the Health and Safety at Work (Northern Ireland) Order 1978, Regulation 6 of the Control of Asbestos Regulations (Northern Ireland) 2012, Regulation 10 of the Control of Asbestos Regulations (Northern Ireland) 2012 and Regulation 11 of the Control of Asbestos Regulations (Northern Ireland) 2012. The case relates to an incident on 24 June 2013 when a 54 year old employee of the roofing contractor suffered multiple injuries after falling over three metres through asbestos cement roof sheeting. Abbey Roofing Specialists had been contracted to strip the roof sheets from a large garage, situated on Beechill Park Avenue, Belfast. The incident occurred as a result of an unsafe system of work combined with a lack of onsite supervision. Abbey Roofing Specialists Limited had not carried out a suitable and sufficient risk assessment before starting the work, which if completed would have set out how to remove the asbestos roof sheets safely. Neither had the company taken the necessary precautions to limit the exposure to asbestos or provided adequate training for its employees who could have been exposed to asbestos fibres.

A Diamond and Son (Timber) Ltd

A Diamond and Son (Timber) Ltd was sentenced at Antrim Crown Court on 28 January 2015 for criminal safety failings that led to the death of a 54 year old employee. The company pleaded guilty to a breach of corporate manslaughter and was fined £75,000 plus £15,832 costs at Antrim Crown Court. The judgement followed a joint PSNI and Health and Safety Executive for Northern Ireland (HSENI) investigation into the fatal incident, which took place on 27 September 2012. The employee was carrying out a repair to a large automated machine when the accident occurred. Power to the machine had not been disconnected and during the work the machine moved, crushing and fatally injuring the employee.

B A Shaw Contractors Ltd

B A Shaw Contractors Ltd received a fine of £2,500 plus £49 costs and a £15 offender levy at Downpatrick Magistrates Court on 2 February 2015 for failure to protect employees' health while working with lead paint. The company pleaded guilty to the following breaches: Articles 4 and 5 of the Health and Safety at Work (Northern Ireland) Order 1978 and Regulations 5 and 6 of the Control of Lead at Work Regulations (Northern Ireland) 2003. The work resulted in workers inhaling and ingesting lead dust over several months during 2012. One employee required hospitalisation due to exposure to lead.

A number of workers had elevated lead in blood concentrations, with one having a blood lead level above that which would require him to be suspended from working with lead.

G & J Crothers

G & J Crothers received a fine of £22,500 plus costs of £1,500 on 12 February 2015 at Laganside Courts after pleading guilty to a breach of Article 4(1) of the Health and Safety at Work (Northern Ireland) Order 1978). The case relates to an incident on 29 June 2013 which led to the death of a 39 year old employee. G & J Crothers had undertaken to remove and replace tin roofing sheets from an agricultural type outbuilding. During the work, the employee stepped on a sheet that was not fixed in place, resulting in him falling approximately four metres.



Notes

Notes





Health and Safety Executive for Northern Ireland
83 Ladas Drive, Belfast, BT6 9FR, Northern Ireland

Telephone: (028) 9024 3249
Helpline: 0800 0320 121
Textphone: (028) 9054 6896
Facsimile: (028) 9023 5383
Email: mail@hse.ni.gov.uk
Web: www.hse.ni.gov.uk

hse.ni
CONTROLLING RISK TOGETHER

A large type version of this text is available on request from HSENI.
The text of this document is also available on the HSENI website: www.hse.ni.gov.uk
ISBN 978-1-906452-24-7