



Issue 13 • Autumn 2024

The health and safety newsletter
from The Hills Group

SAFER FOR ALL

Reversing assistants



In this issue...

△ Leading the fight on dust
△ 20 Critical minutes

△ Standing firm on safety
△ The rule of three

Welcome to issue 13 of Safer For All from The Hills Group.

The thirteenth issue of Safer For All might trigger superstition in some but health and safety matters shouldn't be about luck.

Most incidents are avoidable, and we are reminding employees to remain situationally aware as explained on page four.

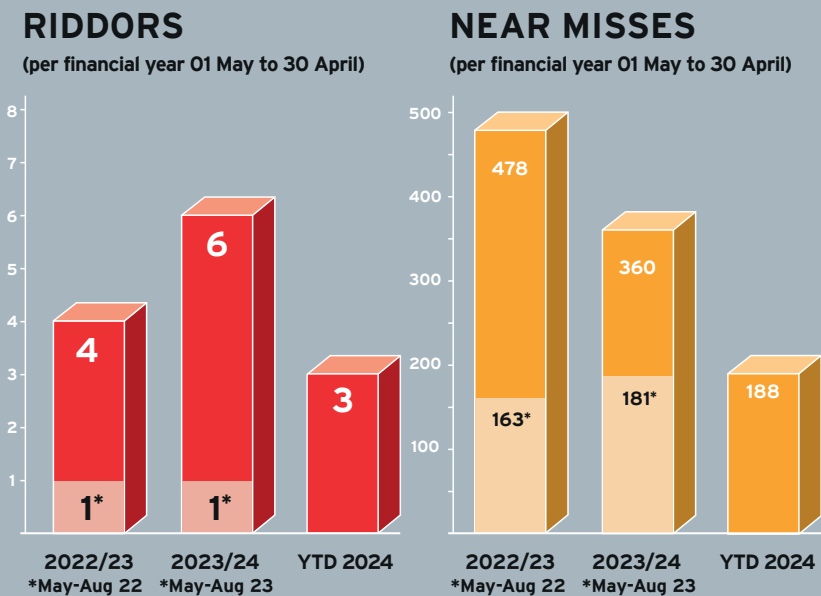
Vehicle safety checks and vigilance around vehicles, their movement and their safe stopping continue to be a priority for our business. Read more in this issue on how to keep yourself, your colleagues and members of the public safe.

Mike Hill, Chief Executive



RIDDORS and Near Misses

There have been a total of three RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) incidents across the group during the financial year to date. Waste Solutions reported two incidents and Municipal Collections reported one.



We need **YOU...**
to report **every**
Near Miss



Why report a Near Miss?

Near Miss reporting is vital in helping to maintain high standards of health and safety across all Hills' sites. If you've seen something that isn't safe, tell us about it. It's so important to report all Near Misses, however big or small. If in doubt don't leave it to someone else - you must report it immediately.



How to report a Near Miss...

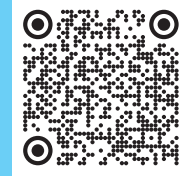
- Look out for QR code stickers around your site and scan them with your smart phone
- Access the Near Miss form via the icon on your company mobile or laptop.



Situational awareness - sense-able advice

Situational awareness is using your senses to be aware of what is happening around you, in terms of where you are and whether anyone or anything around you is a threat to your health and safety.

A temporary loss or lack of situational awareness can cause accidents - and even the most experienced people can lack situational awareness, especially when doing tasks which become routine.



Scan for a YouTube playlist of situational awareness videos

A practical example...

- 👍 Pedestrians should give a thumbs up sign to LGV/plant drivers before they attempt to walk past the vehicle or enter the working area of the vehicle.
- 👍 Drivers should visually acknowledge the pedestrian and return a thumbs up only when it is safe for them to pass the vehicle or enter the working area of the vehicle.

Wait for driver's thumbs up before you pass...

SAFER FOR ALL



REMEMBER! - Always wear the correct hi-vis PPE and follow designated pedestrian routes.



Spray system helps bust the dust

When the weather is warm and dry, the movement of trucks and heavy plant inevitably generates dust at quarry sites. Dust levels are monitored on all our sites, and dust suppression systems are helping to bust the dust - to make for a healthier working environment.

The system employed at quarry sites uses five spray guns, covering the main access road. It is fed via a high pressure pump from a 10,000-litre tank and is remote controlled so the operator can activate the system when needed. A similar system is utilised on landfill site haul roads.

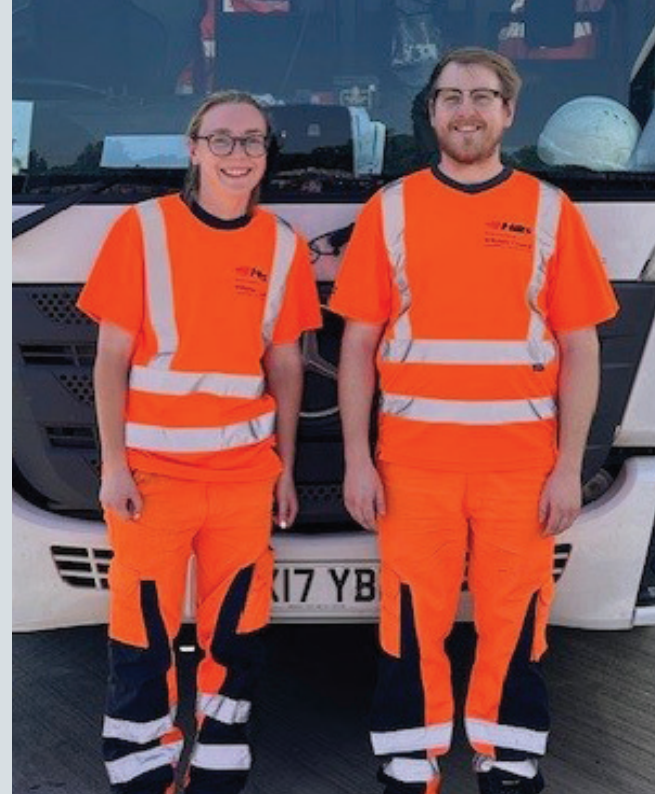
Remember: If you work in a dusty environment, be sure to work safe and wear the correct PPE and if applicable, RPE (Respiratory Protective Equipment).



Sleeve it out

Municipal Collections has been trialling the wearing of T-shirts by employees in warmer weather, during agreed times of the year.

Hi-vis T-shirts have been provided on the condition that when working on roads with 40mph limits or above, employees return to wearing long sleeved PPE for maximum visibility when operating in proximity to faster traffic.



Belt up

It is essential that we all wear our seat belts when travelling in motor vehicles. While there is an exception for drivers and crews to travel without seatbelts for very short distances in vehicles that frequently stop, it is still illegal to travel more than 50 metres between stops without wearing a seatbelt - approximately the length of three RCVs.



Reversing assistants

Waste Solutions and Municipal Collections have trained relevant employees to act as reversing assistants.

As part of a vehicle's crew, reversing assistants have to aid drivers in the safe manoeuvre of their vehicles.

As Quarry Products' trucks are usually driven without additional crew, they are fitted with reversing alarms and audible left-turn warning devices.

These devices have been mandatory since around 2011 when the issue of vulnerable road users gained more attention in the media following several fatalities involving LGVs and cyclists.

Twenty a day

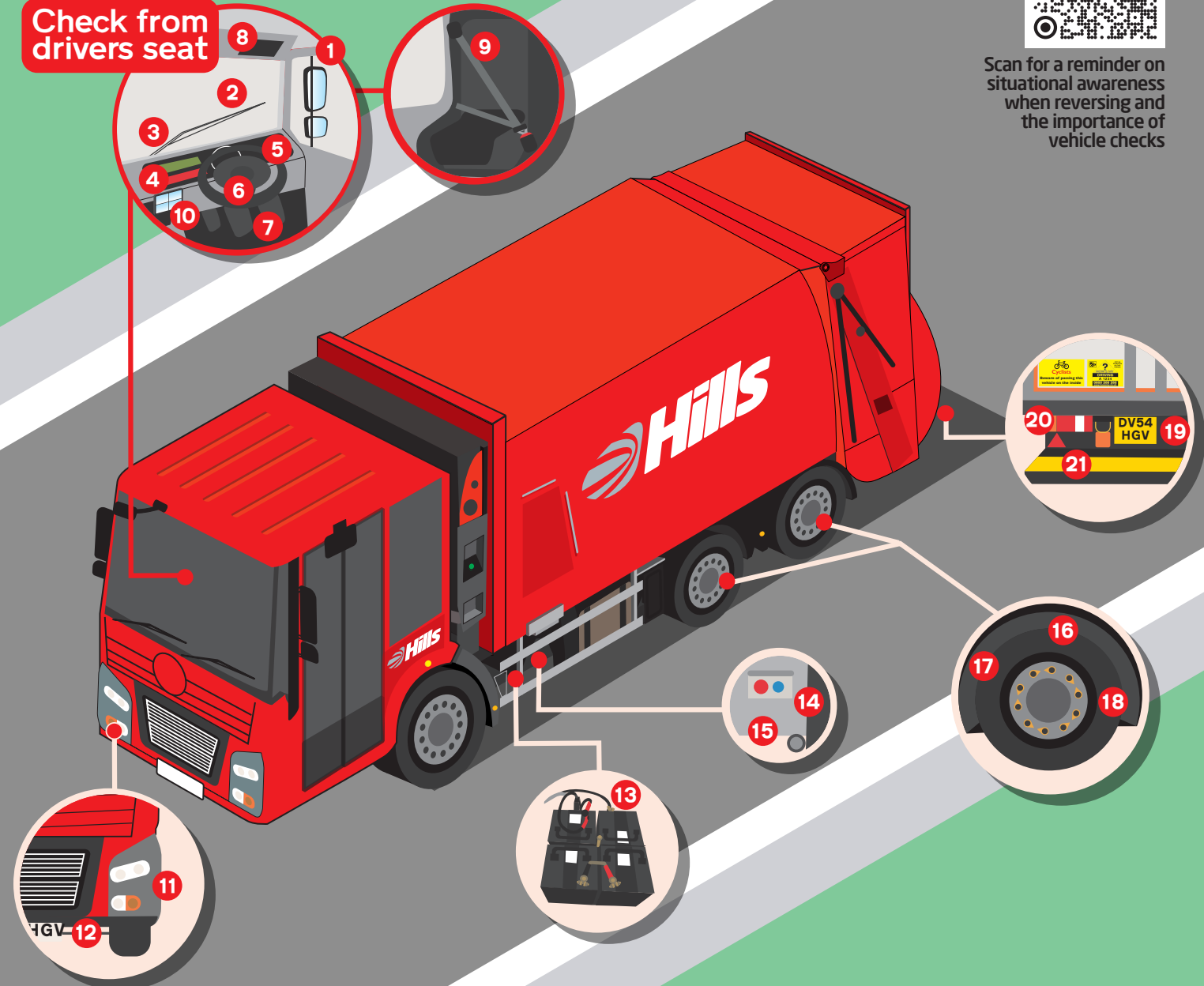
It takes just 20 minutes to complete and sign off your mandatory vehicle walkaround checks.

The driver is responsible for the vehicle going onto the public highway and any enforcement stoppages that highlight failures in this process are deemed serious.

Walkaround checks at the start and end of each shift prevent serious accidents:

- | | |
|---------------------------------|-----------------------------------|
| 1 Mirrors and glass | 11 Lights and indicators |
| 2 Windscreen wipers and washers | 12 Fuel/oil leaks |
| 3 Front view | 13 Battery security and condition |
| 4 Warning lamps | 14 Diesel exhaust fluid (AdBlue) |
| 5 Steering | 15 Excessive engine/exhaust smoke |
| 6 Horn | 16 Security of body/wings |
| 7 Brakes and air build-up | 17 Spray suppression |
| 8 Height marker | 18 Tyres and wheel fixing |
| 9 Seatbelt | 19 Number plate |
| 10 Vehicle camera check | 20 Reflectors and lights |
| | 21 Markers |






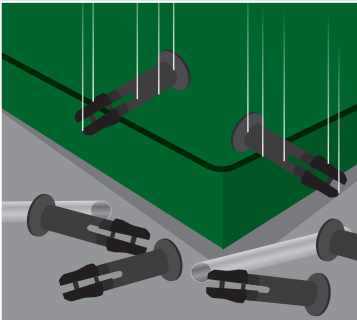
Check from drivers seat



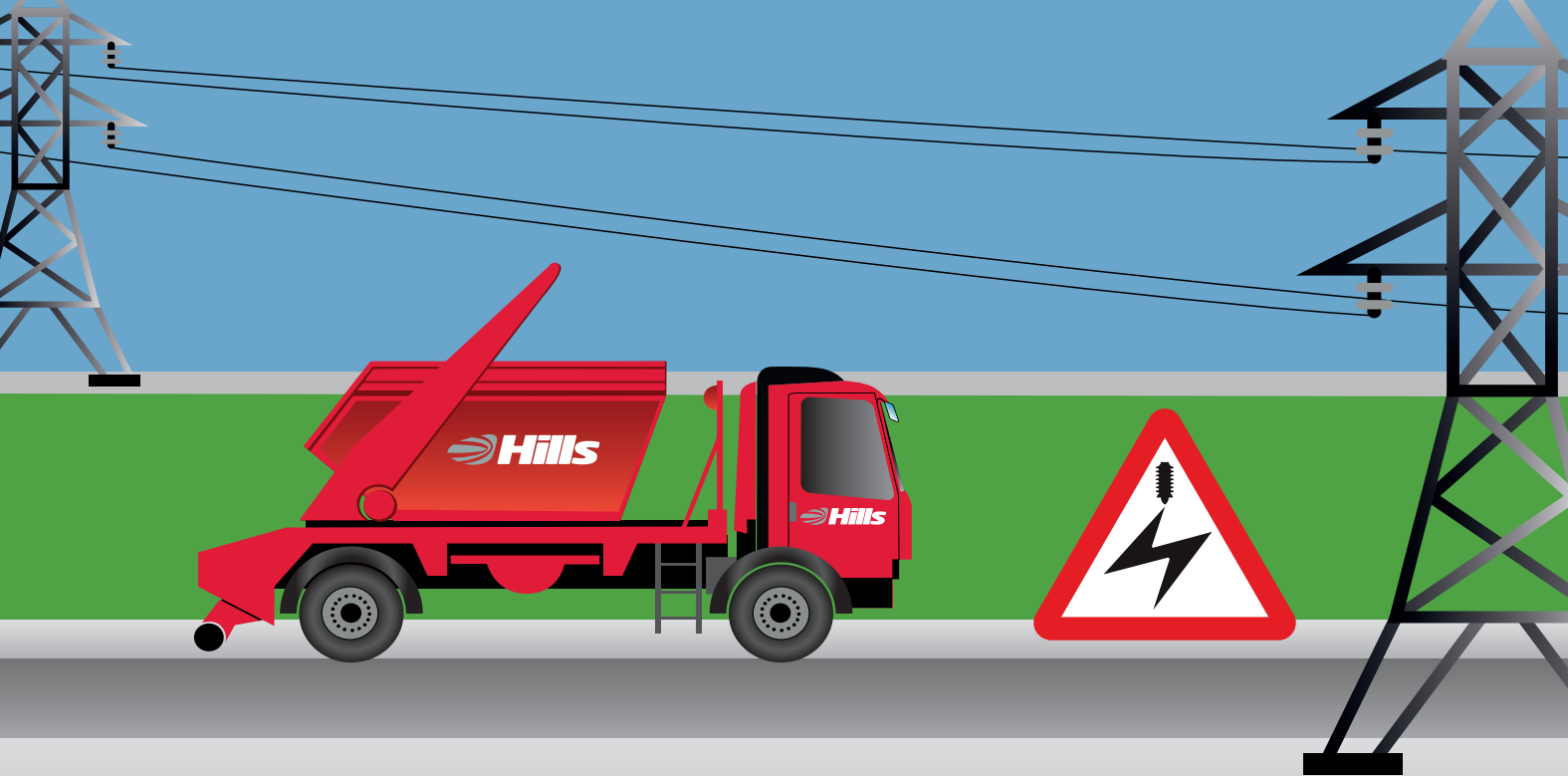
Near Miss reporting

You said, we did...

Reporting Near Misses, whether they be unsafe acts or unsafe conditions, means action can be taken - which in turn helps to reduce the risk of serious accidents or even fatalities. **Do your bit to keep Hills' sites Safer For All... report any Near Misses.** Here is a selection of recently reported near misses and the actions taken. **All Near Miss incidents can be viewed on eTouch.**

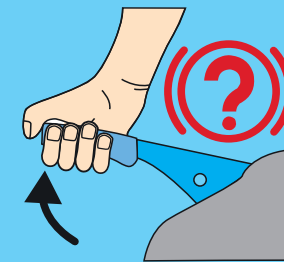
	Incident Two vehicles parked in visitor parking not reverse park as per signage displayed. Reported by Neil Luce Purton Transport		Action taken Reported to Assistant Depot Manager.
	Incident No battery in smoke alarm in welfare cabin. Reported by James Cook Gloucester Concrete		Action taken Purchased and replaced the two defective smoke alarms at Gloucester.
	Incident Compactor bin pins and tubes falling from bin. Reported by David Byatt Parkgate		Action taken Pins and tubes recovered.

	Incident Municipal crew member walked across the yard without hi-vis jacket. Reported by Jacqui Pocock Amesbury RMF		Action taken I asked him why he wasn't wearing his PPE and he removed his hoodie which was covering it.
	Incident Driver was outside his vehicle near the weighbridge with no hard hat. He could have been struck by passing vehicles. Reported by Linda Ritchings Shorncliffe Quarry		Action taken Reported to shovel driver who did go and speak to him.
	Incident Batteries that had been collected on the round and had not been disposed of at the RMF in Amesbury before returning to the yard in Salisbury. Reported by Brett Joyce Municipal Salisbury		Action taken Issued memo on the training for battery and small WEEE collections to all recycling crews and explained the importance of disposing of these items on a daily basis.
	Incident Fire escape doors blocked. Reported by Dean Frew Lower Compton MRF		Action taken Fire doors cleared.



Safe Stop

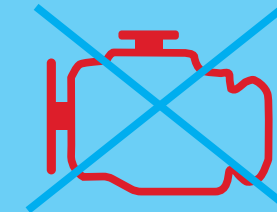
Remember to follow the four-stage 'Safe Stop' guidance when leaving any mobile plant.



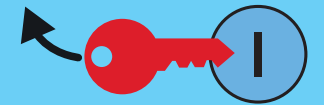
Have you used your
HANDBRAKE?



Controls in
NEUTRAL?



Have you switched your
ENGINE OFF?

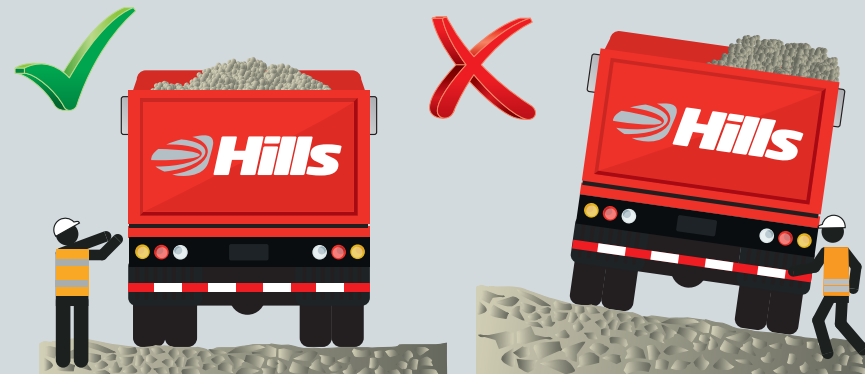


Have you taken your
KEY OUT?

Standing firm on safety

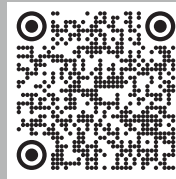
Safe systems of work cover all aspects of delivering aggregates, ready-mixed concrete and waste containers such as skips and Ro-Ro's. These include:

- Making sure the ground is level and hard standing
- Checking there are no overhead cables when raising tipper body
- Assessing the site for any possible hazards such as plant equipment and site operatives in the vicinity.

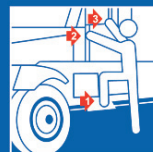


The rule of three

The three points of contact rule is simple. When climbing or descending ladders, trucks and equipment, always maintain contact with one hand and two feet, or two hands and one foot. If you maintain three points of contact while you climb, you can limit your exposure to slips and falls.



Scan for video on three points of contact



BE SAFE
THREE POINT CONTACT
EVERY TIME

Wellbeing Hub



Mental health



Physical health



Financial



Lifestyle

hills-group.co.uk/wellbeing-hub

Our online hub is updated regularly with useful information and reminders of schemes that can benefit your mental health, physical health and financial wellbeing.



Hills' Employee Assistance Programme (EAP) now provided by Bupa



FREE for all employees 24/7

- **For a confidential chat**
0800 269 616
- **Start an online CBT assessment:**
bupa.com/cbt PIN: BuPaHM
- **Useful self-help tools:**
bupa.co.uk/eaponline

There's no shame in asking for help with your mental health.

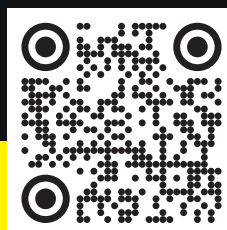


Blowing the whistle

The company wishes to maintain a work environment in which all employees can raise genuine concerns about poor or unacceptable practices or misconduct without fear of reprisal.

In the first instance raise the concern with your line manager, or if you don't feel comfortable doing this, speak to a Divisional Director - or contact the anonymous SafeCall Whistleblowing service with concerns relating to:

- Breaking the law
- Failure to comply with a legal obligation
- A miscarriage of justice
- A danger to health and safety
- Damage to the environment
- Unethical or improper conduct.



Remember! You can report anonymously using the whistleblower phone line on **(0800 915 1571)** or online using the QR code.

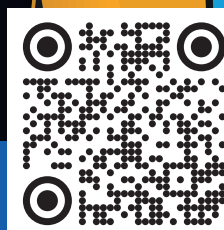
Dealing with bullying and harassment

It can be quite uncomfortable and hard dealing with abusive behaviour from the public.

If this situation occurs, we encourage employees to walk away politely - if required get in the vehicle and drive away. At the earliest safe stopping place, stop and call your supervisor and report the incident, and any work that has not been completed. Do not aggravate the situation!

Reporting the incident:

- Record details of the incident, including location, approximate time, physical description of the member of the public and type of language or threatening behaviour experienced
- Report to a supervisor as soon as possible either by phone or on your return to the depot
- In the most serious circumstances, you may wish to phone the police if you are in immediate fear of violence or harm.



Scan for video on dealing with violence and aggression



Prevent rollaways

In the event of a rollaway: Alert anyone in the path of the vehicle by shouting and waving your arms.

Unless the vehicle is at a very slow creeping pace, and you can be absolutely sure that it's safe to do so **NEVER ATTEMPT TO RE-ENTER THE CAB** - you could be struck by the vehicle or dragged under the wheels.

For more on rollaways scan this QR code:



- ### How to help prevent a rollaway
- ✓ Ensure you know how to operate the parking/handbrake, including any locks and release mechanisms
 - ✓ Always perform a parking/handbrake operation test during thorough daily or first-use pre-checks
 - ✓ Always apply the handbrake when the vehicle is stationary - even a slight incline can start a vehicle moving if the handbrake has not been applied
 - ✓ Do not rely on audio alarms and dashboard warning lights to remind you that the handbrake has not been applied
 - ✓ Stay alert and don't get distracted: even momentary lapses in concentration can have serious consequences.

Congratulations

Congratulations to our latest Safer For All winners who successfully completed the wordsearch and the spot the hazards quiz in the last issue.

The winners each won a £50 Tesco's gift card.



TURN OVER FOR THIS MONTH'S COMPETITION →



Kris Butcher
Transport Supervisor (Purton)



Suzi Hinton
Receptionist (County Park)



Tony Jackson
Weighbridge Operator (Parkgate Farm)

Chance to win one of three £50 Tesco vouchers!

Circle 16 unsafe acts (four in each square), then scan or photograph this page and email to comms@hills-group.co.uk. Alternatively, cut off this page and send to the Communications and Marketing department via internal mail at County Park, Swindon. Competition deadline: 15 November, 2024.

Name:

Location:

