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# HSE Inspection

**Graeme McMinn**

**HM Principal Inspector of Health  
and Safety**

# HSE Inspection

Good Morning I am Graeme McMinn HM Principal Inspector of Health and Safety.



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**GO TO THE RIGHT PLACES**

**DO THE RIGHT THINGS**

**FINISH WHAT WE START**

# HSE Inspection



## Targeting and Intelligence

Inspections should be in line with HSE work plan

Additional intelligence comes from Building Control,  
Public Concerns, Shared Knowledge and Drive Pasts.

Accident investigation and previous RIDDORS.

Use F10 lists to plan day out in geographic area.

Stop at any sites not on list.

# HSE Inspections



## Pre visits checks

**HSE record of recent interventions to provide relevant history.**

**Companies House etc. to establish correct name.**

**Colleagues to get current or historic issues.**

**Any relevant standards and guidance.**

# HSE Inspection



## Inspection Plan

**Stop on-going high risk activities where there is an immediate risk to safety or health.**

**Assess each activity seen against legal compliance**

**Assess underlying management failings against legal requirements.**

# HSE Inspection



**Inspection starts while parking the car!**



# HSE Inspection



**Outside site I am already assessing standards**

**Scaffolding**

**Site security**

**Ease of access**

**Traffic Management**

**Site Tidiness**



# HSE Inspection



# HSE Inspection



**On site, I report to a senior person – they should have authority to stop work and take action.**

**Someone must be in charge!**

**Introduce HSE, reason for inspection, potential action, how inspection will be done**

**Basic site details – numbers, activities, contractors etc.**

**My safety – PPE, high risk activities**

**To Induct or Not – that is the question.**

**Let's get out on site.**

# HSE Inspection



**Usually attitude and reaction of site manager directly reflects standards I find on site.**

**Don't**

**Instruct workers to sit in vans or canteen**

**Send foreman out to stop everyone working**

**Artificially delay me in site office – suspicious**

**Do**

**Admit if there is something wrong that you are dealing with.**

**Involve supervisors of sub contractors.**

**Show interest and enthusiasm**

# HSE Inspection



**Out on site.**

**I must be escorted.**

**We must use segregated routes**

**Site manager to deal with minor issues – PPE etc.**

**I want to see active work areas**

**I want to speak to workers**

**I will ask lots of questions, if SM doesn't know, say so.**

**Beware the next question!**

**Look after my safety and health!!!!!!!!!!!!!!**

# HSE Inspection

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**All topics are up for inspection**

**For each activity I assess what I see, hear, feel and smell.**

**I review H & S paperwork for that activity.**

**I compare that with what the law requires and guidance/standards are.**

**Assess the compliance gap to establish level of enforcement.**

**My role is to achieve sustained compliance**

**I should meet and speak with safety reps!!!**

# HSE Inspection



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# A good site manager will know

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- where their workers are
- what work they should be doing
- how they should be doing it
- what equipment they should be using
- what their sub contractors are doing
- how they should be working
- how the Principal Contractor's and sub contractor's activities are affecting each other

# What I expect of a site manager

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- Know his Company procedures and implement them on site
- Be able to show me the relevant work activity H & S paperwork
- Understand the safety & health implications of a work activity
- Be able to take action to stop an activity and ensure ongoing risk is controlled
- Explain the induction process
- Set a good example
- Have good communication with workers and senior management

# HSE Inspection



**I will sum up the whole visit. SM should take notes**

**I must advise you of all breaches of law and explain  
cost recovery**

**I must be clear as to the action I am taking and why.**

**If in doubt ask. Happy to discuss and debate!!!!**

**I might write out notices on site – quicker?**

**I should also acknowledge good practice.**

**I should be respectful, professional and polite.**

# Enforcement Management Model

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- Tool used by HSE to reach enforcement decision
- Risk Gap Analysis – probability and consequence
- Compare actual against benchmark
- Administrative non-risk matters
- Duty holder factors
- Initial Enforcement Expectation
- Strategic Factors
- Enforcement Conclusion
- Management Review



# HSE Inspection possible action

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**Proactive Prosecution**

**Prohibition Notice – stops activity until safe**

**Improvement Notice – breach of law compliance must be achieved within 21 days**

**Notification of Contravention letter – written reply needed.**

**Verbal Warning – used to be called advice**

**Should be consistent across UK based on published enforcement expectations.**

**Replies must be received – reminders, further visits etc.**

# **Involve other agencies**

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**Police Scotland**

**Scottish Fire & Rescue Service**

**HMRC**

**LA Building Control**

**LA Planning**

**LA Trading Standards**

**Modern Slavery**

**Utility Companies**

# Trading Standards



# Scottish Fire Rescue Service



# Building Control – Unsafe Building



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