

# Excellence in Health and Safety Awards 2012 - 2013



Zero accidents  
Zero harm  
Zero compromise



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## Introduction

Another year has flown by and we are now launching the third Excellence in Health and Safety Awards. Entries over the past two years have been brilliant with the standard rising each year. As a result I am looking forward to seeing the range of initiatives that have been pursued this year to help us achieve our collective vision 'zero accidents, zero harm, zero compromise'.

Health and Safety must remain our number one value – nothing can be more important than keeping everyone safe and healthy. It is therefore really important to recognise those who go above and beyond what is expected of them, those who challenge accepted practices and are always searching to achieve the best in health and safety for the benefit of everyone.



This year I am pleased to see that as well as our usual categories, there are two new awards – design contribution and health and well-being initiative of the year. The design contribution award recognises the importance of planning for health and safety, right from the beginning of a project all the way through to completion, commissioning and operation. In 2012, we are putting the spotlight on health and well-being, as keeping people physically and mentally fit and well at work is just as important as keeping them safe. Further details of these new awards along with all other categories are included in this booklet.

The awards are open to all contractors, suppliers, consultants and Thames Water staff working for us or on our behalf.

As always, I will work with external judges as part of the final judging panel to decide on the winning entries. Once again, I look forward to some healthy debates about which of the outstanding entries should win.

Please make sure you submit your entries before the closing date of November 30, 2012. This is your opportunity to highlight and reward all the hard work being undertaken in your area to help achieve our health and safety vision.

Martin Baggs  
Chief Executive Officer, Thames Water  
September 2012

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The Thames Water Excellence in Health and Safety Awards are designed to recognise achievements and excellence in work-related health and safety performance. They are awarded annually to those who make a significant contribution to the improvement of health and safety. The awards are open to all Thames Water employees, contractors, consultants and suppliers working for us and on our behalf.

**The awards aim to:**

- Motivate individuals and teams to improve their overall health and safety performance
- Recognise and celebrate occupational health and safety achievement, to reinforce great behaviour
- Encourage positive role models so that people learn from each other
- Reinforce that we are all in this together, as one team with one vision

Awards will be judged by the quality and substance of your submission, with additional supporting evidence. We will consider the effectiveness of your health and safety management system along with your health and safety performance.

## The award categories

The eight awards will cover work conducted during the calendar year 2012. The categories for entry are:

- Excellence in health and safety performance
- Health and safety initiative of the year
- Excellence in health and safety innovation
- Best practice in health and safety collaboration
- Best health and safety improvement
- Design contribution
- Health and well-being initiative of the year
- Young person of the year

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## Judging

Entries will be judged by a panel including highly experienced, independent health and safety experts, chaired by Thames Water's Chief Executive Officer, Martin Baggs.

One winner will be selected in each award category (team or individual). Shortlisted entries will be recognised as highly commended.

For each award, in addition to the materials submitted, the awards panel may conduct a site visit to the entrants shortlisted to verify their submissions.

The awards will be presented at the March 2013 Health and Safety Conference.

## Recognising excellence

These awards are all about recognising the best work-related health and safety practice and performance by anyone working for, or on behalf of, Thames Water. We are the UK's largest water company, running one of the country's biggest investment programmes, and we are proud to recognise the contributions made by both our contractors and Thames Water staff in delivering our capital programme and operating our wide range of works in both a healthy and safe way.

## Excellence in health and safety performance

This award is open to joint ventures, individual companies and teams. In deciding this award, we will take account of a range of performance indicators. These include measures of effective health and safety management such as:

- Substantial accident-free runs – for example, six months, one year, half a million man hours
- Total days lost due to work-related sickness absence
- Quantitative evidence of improvement – for instance, from active monitoring of compliance with key control measures, near-miss reporting, monitoring of environmental conditions, health surveillance, training achievement
- Measures taken to manage key areas of risk, such as occupational road safety, site transport, occupational health, excavations, working at height, service strikes, manual handling, stress, slips, trips and falls

We will wish to see evidence of implementation of processes and procedures. These may include examples of:

- Completed risk assessment forms
- Training course (topics and attendance) records
- Safety committee minutes
- Accident and incident investigation reports (with 'identifiers' deleted)
- Remedial actions 'signed off'
- Health surveillance records and absence management data collection

### Award for the winning entry

The winner of this category will receive a specially-commissioned award and a donation of £500 to a charity of their choice. Those shortlisted will be invited to attend the awards ceremony, following the March 2013 Health and Safety Conference, where the winners will be announced and prizes given.

## Health and safety initiative of the year

This award will recognise an initiative which has made a significant contribution to improving standards of health and safety, such as a targeted campaign or the introduction of a new process. It is open to joint ventures, companies, teams and individuals.

We will celebrate an outstanding contribution and recognise team work, leadership and quality. In deciding the winners, the panel will consider how the initiative has helped to improve health and safety. We are looking for an initiative that:

- Delivers tangible benefits to health and safety including hazard elimination and risk reduction
- Shows originality
- Demonstrates employee engagement
- Shows leadership commitment

In assessing the entries, the panel will wish to see examples of working documents that demonstrate effective implementation of the initiative.

### Award for the winning entry

The winner of this category will receive a specially-commissioned award and a donation of £500 to a charity of their choice. Those shortlisted will be invited to attend the awards ceremony, following the March 2013 Health and Safety Conference, where the winners will be announced and prizes given.

## Excellence in health and safety innovation

In deciding this award, we are looking for an innovative solution which delivers benefits in health and safety practice.

It will be awarded to a joint venture, individual company, team or individual who can demonstrate significant improvement as a result of using a new health and safety device or new equipment.

We will take account of how the innovation has helped to promote health and safety, and will look for evidence that it:

- Delivers tangible benefits to health and safety including cost and risk reduction
- Shows originality
- Demonstrates employee engagement
- Shows leadership commitment
- Is practical

In assessing the entries, the panel will require examples of working documents that demonstrate effective implementation of the innovation.

### Award for the winning entry

The winner of this category will receive a specially-commissioned award and a donation of £500 to a charity of their choice. Those shortlisted will be invited to attend the awards ceremony, following the March 2013 Health and Safety Conference, where the winners will be announced and prizes given.

## Best practice in health and safety collaboration

This award is for any team or group of individuals who have demonstrated improved health and safety performance by working collaboratively and co-operatively together.

This category is about how well people work together. We will be looking for examples of engagement with other parties and entries that can demonstrate the benefits of collaborative working, whether it be with other companies, teams, sites or projects.

In deciding the winners, we will consider to what extent your example of collaboration and co-operation has helped in the promotion of health and safety. We will look for:

- Commitment and involvement from the various teams
- Examples of health and safety benefits, such as hazard and risk reduction

In assessing the entries, we will require evidence and measurement that demonstrates effective collaboration between the relevant parties.

### Award for the winning entry

The winner of this category will receive a specially-commissioned award and a donation of £500 to a charity of their choice. Those shortlisted will be invited to attend the awards ceremony, following the March 2013 Health and Safety Conference, where the winners will be announced and prizes given.

## Best health and safety improvement

The winners of this award will be the joint venture, company, team or site that has demonstrated significant improvement in their overall management of health and safety, leading to high standards of health and safety performance.

We will look across the year and take into account:

- Quantitative evidence of improvement with reference to indicators such as results from active monitoring of compliance with key control measures, near-miss reporting, monitoring of environmental conditions, health surveillance and training achievements
- Proactive measures taken to manage key areas of risk, such as occupational road safety, site transport, excavations, working at height, service strikes, manual handling, stress, slips, trips and falls

Entries should include evidence of effective implementation of processes and procedures, for example:

- Completed risk assessment forms
- Training course (topics and attendance) records
- Safety committee minutes
- Accident and incident investigation reports (with 'identifiers' deleted)
- Remedial actions 'signed off'
- Health surveillance records and absence management data collection

### Award for the winning entry

The winner of this category will receive a specially-commissioned award and a donation of £500 to a charity of their choice. Those shortlisted will be invited to attend the awards ceremony, following the March 2013 Health and Safety Conference, where the winners will be announced and prizes given.

## Design contribution

Good design has always embraced health and safety issues, and designers remain key players in ensuring effective health and safety management.

This award will recognise those who have made a significant design contribution to risk management, through providing design solutions that are safer to build and operate. It is open to joint ventures, individual companies, teams and individuals.

In deciding the winners, the judging panel will be looking for:

- Delivered designs which challenge and improve existing standard design solutions
- Implemented measures that promote the importance of considering health and safety within design teams
- Original design ideas that clearly demonstrate health and safety is at the forefront of design considerations
- Evidence of design outputs that have significantly reduced the hazards associated with the structure/process during its lifecycle

In assessing the entries, the panel will require examples of documents that demonstrate effective implementation of the measures/design solution, together with evidence of the improvements made.

### Award for the winning entry

The winner of this category will receive a specially-commissioned award and a donation of £500 to a charity of their choice. Those shortlisted will be invited to attend the awards ceremony, following the March 2013 Health and Safety Conference, where the winners will be announced and prizes given.

## Health and well-being initiative of the year

This award will recognise an initiative which has made significant contribution to improving standards of health and well-being, such as a health awareness campaign or targeted health improvement activity. It is open to joint ventures, companies, teams and individuals.

In deciding the winners, the panel will consider how the initiative has helped to improve health and well-being. We are looking for initiatives that:

- Deliver tangible health and well-being benefits
- Adopt a pro-active approach to improving employee health and well-being
- Are innovative, using a new further developed message of achieving better health and well-being
- Demonstrate employee engagement
- Show leadership commitment

In assessing the entries the panel will wish to see examples of working documents that demonstrate effective implementation including:

- Outline of the initiative and key objectives
- Communication/implementation plan
- Evidence of any new policy/process/practice related to the initiative
- Outcomes from evaluation and employee feedback activities
- Appropriate metrics, including absence management data, accident/incident figures

### Award for the winning entry

The winner of this category will receive a specially-commissioned award and a donation of £500 to a charity of their choice. Those shortlisted will be invited to attend the awards ceremony, following the March 2013 Health and Safety Conference, where the winners will be announced and prizes given.

## Young person of the year

The winner of this award will be an individual aged under 26 who has shown an exemplary approach to health and safety and is a genuine 'safety leader' and role model. Entries are invited from anyone who wishes to nominate a young person for this category.

Entries should provide evidence of how the young person is:

- Influencing the behaviour of others to deliver tangible results
- Demonstrating passion for improving health and safety
- Showing willingness to go the extra mile

This award recognises how a particular individual can positively influence an organisation's health and safety culture.

### Award for the winning entry

The winner of the young person of the year award will receive £250 in vouchers to spend as they wish. Those shortlisted will be invited to attend the awards ceremony, following the March 2013 Health and Safety Conference, where the winners will be announced and prizes given.

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## How to enter

- Entry forms are on the health and safety hub at [www.healthandsafetyhub.co.uk](http://www.healthandsafetyhub.co.uk).
- We require 10 hard copies of your full submissions, complete with supporting evidence. We also require a copy of your full entry to be sent to us electronically.
- Electronic copies should be sent to:  
[healthsafetyandenvironment@thameswater.co.uk](mailto:healthsafetyandenvironment@thameswater.co.uk).
- The 10 hard copies must be double hole punched down the left hand margin.
- Please keep each individual hard copy together with a paper clip or bulldog clip. Do not staple your entries to keep them together.
- Please send the hard copies to Georgie Wilkinson, Kemble Court, 550 South Oak Way, Green Park, Reading, RG2 6AD.
- All hard copy entries must have your company name and category title clearly marked on the back of the envelope.
- If you are entering for more than one award please keep each batch of 10 hard copies in separate envelopes, ie. if you are entering for health and well-being initiative of the year please send 10 copies of your entry in one envelope, separated by paper clips/bulldog clips. If you then wish to enter for another category please put these 10 copies in a different envelope, clearly marked.
- The closing date for receiving both electronic and hard copy entries is **November 30, 2012 at 5pm.**
- The winners will be announced at the March 2013 Health and Safety Conference.

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## Rules of entry

- Projects/campaigns/initiatives must be related to work undertaken on behalf of Thames Water during 2012.
- Each submission must be accompanied by an entry form available at [www.healthandsafetyhub.co.uk](http://www.healthandsafetyhub.co.uk).
- Each submission is eligible for one award only. Please ensure you choose the most appropriate award for your submission.
- Organisations/individuals may enter for as many awards as they wish, but the content must be relevant to the category concerned and can only be entered for one category.
- Supporting evidence must (including appendices, photos, etc) be a maximum of 20 single sides of A4, minimum size 12 font.
- Your main submission must not exceed 1,000 words.
- Your overall submission must not exceed 5MB.
- If necessary - for example, to demonstrate the use of equipment - up to two minutes of DVD footage may also be submitted. This will also need to be posted to us.
- Entries must be made by both email and by sending 10 hard copies to us.
- We will not accept submissions made on a memory stick.
- Supporting documentation must be easily identifiable.
- Questions should be directed to [healthsafetyandenvironment@thameswater.co.uk](mailto:healthsafetyandenvironment@thameswater.co.uk).

**Remember: the judges are looking for quality, not quantity!**

# Health and Safety Hub

Browse the latest safety alerts and news, and share your company's own best practice.



[www.healthandsafetyhub.co.uk](http://www.healthandsafetyhub.co.uk)



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Zero accidents  
Zero harm  
Zero compromise

