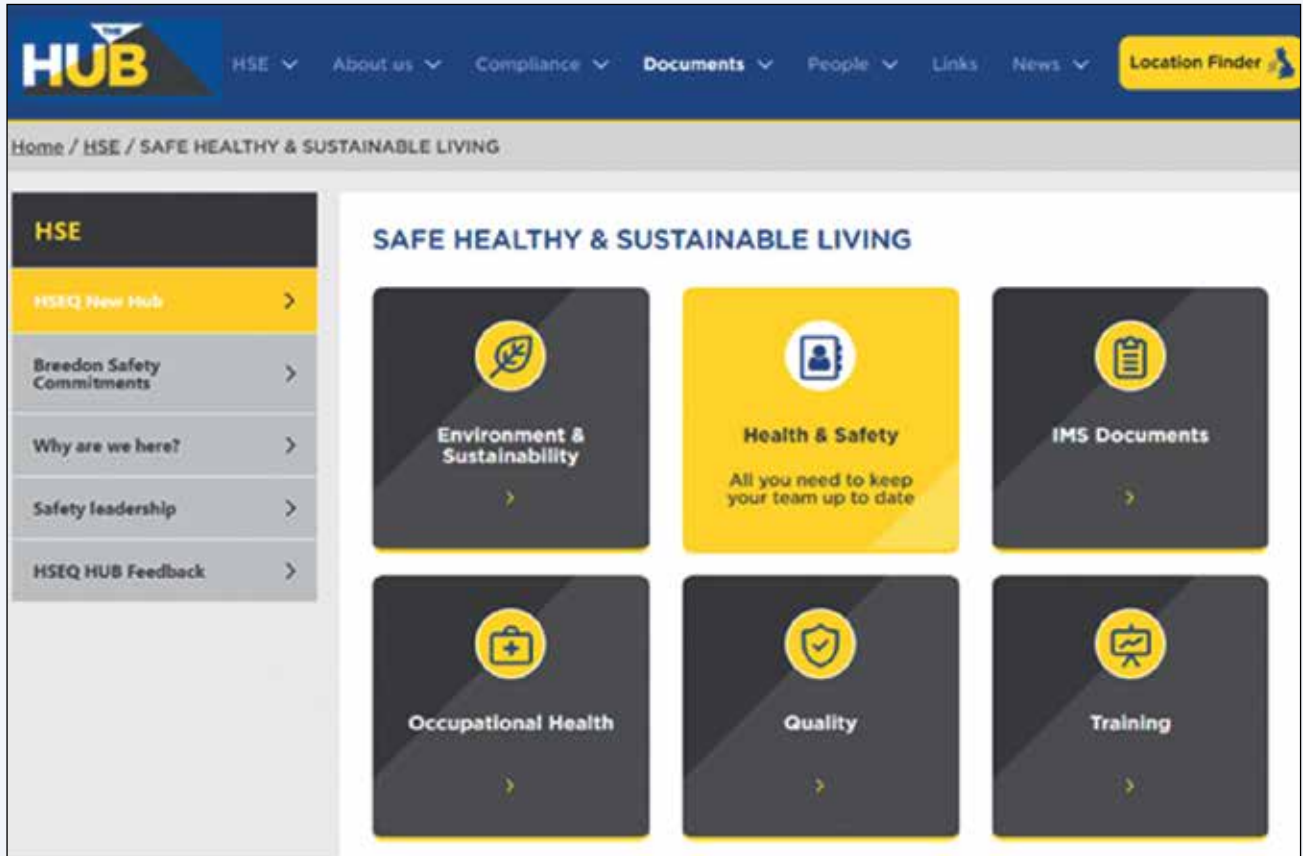




21004

HSEQ new HUB

Breedon GB Materials**1 2 3 4 5 6**

DESCRIPTION

In large organisations it can be a challenge to find the information or resource you need; the organisation may have the information but it is not always easy for the end user to access it.

The SHE team at Breedon recognised from the feedback provided by their internal customers located at company sites, that it needed to make it easier for managers to perform some of their tasks.

The team spoke to managers to understand exactly

- What they needed to be able to access
- What frustrations they experienced in finding things
- How their working lives could be made easier.

This feedback was combined with the SHE team's knowledge of what they were consistently failing to find out on-site, clarifying which communications were failing to get through to the sites.

Based on this analysis they developed a system that was easy to use and where the following could be easily accessed or achieved via one central page.

- All internal health and safety information
- Relevant information about and access to service providers via direct links to ordering portals and catalogues
- The ability to share best practice from multiple sources including an extensive library of images searchable by subject e.g., guarding
- To facilitate the reporting of unsafe acts and conditions, managers and employees were given direct access to the SHE ASSURE system
- Selected external providers were asked to become proactive in helping with the management of some processes. These providers were given access to Breedon's SHE ASSURE reporting database. This enabled them to raise actions against the site without the manager having to do it. An example of this was allowing the provider of structural surveys to put any serious issues identified and those affecting safety directly onto the manager's site action list.
- Other service providers incorporated into the system included Bureau Veritas for electrical and mechanical inspection, occupational noise and dust with SOCOTEC, PPE, online forms ordering, stack inspection, waste services,



Nigel Clamp

occupational health resources (via IDC) for routine health, HAV's, RCS guides and protocols. They put up standardised catalogues from PPE providers Guardsman, Arc Flash materials and LOTOTO equipment with assistance of Reece.

- Information to help identify what training was required, a training needs analysis by job role, information about the training available from partners like MPQC and Mentor, and the ability to facilitate/organise the training
- Relevant external third-party information such as HSE websites and Safequarry.com
- Relevant guidance documents both internal and those provided by organisations like MPA, HSE, IEMA, IOSH and NEBOSH
- A remote auditing resource that was based on a standard index of files for each site. The site would be able to start filling out all the necessary local documents required to support the audit. This would enable the individual undertaking the audit, to considerably reduce their travel time as they would be able to complete the audit of the site paperwork without leaving the office. Then time spent on-site would be used for the physical checks on the ground.

Breedon created 'A one stop shop' for everything, they named it 'The Breedon HSEQ new HUB'.

The system was built during the 2020 lockdown, a new internal platform based on its 'SharePoint' intranet system which users could access via multiple platforms. The system could be easily amended, updated and modified by the SHE team, without reliance on any outside providers.

The format was like a 'bookcase' of app-based tiles that linked to the key information required by the managers and systems that automated some processes to make the manager's life easier.

The manager was able to easily see from a section at the head of each tile, the most recent updates and what had changed.

After initial trials, some additional tiles were added at the request of the logistics department.

BENEFITS

- Managers know 'exactly' where to go for virtually anything in one place
- The system is user friendly
- Essential resources can be accessed in a timely matter
- The system is saving managers time
- Site folders will contain all critical information
- A planning system will allow managers to view their planning permissions, permits or water discharge licences outlined on their site plan on a map
- The ability to merge documents and links across the functions of the business
- Is stimulating continuous improvements on all sites
- More efficient management of sites
- Contributes to eliminating 'The Fatal 6'
- Contributing to a stronger health and safety culture.

TRANSFERABILITY AND DEVELOPMENT

- The next stage is to store everything electronically, working towards a goal where everything specific to a site has been included. The library content is constantly being developed so that it will become a complete and indispensable tool for the business. The data cannot get lost and is always available

Additional sections will be added for other functions such as HR and accounts. Next stages being considered also include contractors and logistic hauliers.

- Breedon is more than willing to share how the system was developed, the IT framework and supplier that supported the first initial design, to train others and share with other companies or SME's how easily this could be achieved in their business.

