



20106 - East of England Ambulance Branch

## INSPECTION FORM

### Assessor's Observation Sheet

Work place / work activity inspected

1. Unit 12, Bilton Court, Bilton Way, Dallow Road, Luton, Bedfordshire. LU 1 1UU
2. Unit 4, Campfield Road, Saint Albans, Hertfordshire. AL7 1JD
3. Unit C, Penfold Trading Estate, Imperial Way, Watford, Hertfordshire. WD24 4YY

Date 07/06/2007

Assessment undertaken by (name) Neil Higgs (Unison)  
Phil Costello (Medical Services)

Signed

All of the above premises are operated by Lewis Day plc trading as Medical Services to service the Bedfordshire and Hertfordshire Patient Transport contract.

All of these premises have only recently been occupied as the contract started in early June 2007. as these premises are still so newly occupied I feel that Lewis Day should be allowed a short time to bring the premises up to serviceable levels, and I would like to carry out a more formal and structured inspection before Autumn 2007.

<b>Observations</b> List hazards, unsafe practices and good practice	<b>Action to be taken (if any)</b> List any immediate, short, medium or long action required	<b>Priority</b> Low, Medium, High
None of the three sites had bay floors with any markings showing correct parking and more importantly, safe walk ways.	Mark floors to show safe parking and walkways	High
None of the three sites had any form of protection to stop vehicles inadvertently	Install mechanism to ward driver of end of safe parking.	High

reversing into safe walkways or buildings.		
None of the three sites had any mechanism to extract exhaust fumes.	Install fans or institute control measures	High
None of the three sites had any protection around the Fire Exits, and one site (Watford) the door had to be slid to reveal another door, to be pulled, followed by a third door to be slid into the next unit!	Install rails near Fire Exits to prevent accidental blockage.	High
None of the three sites had any Fire Exit signs except above the fire door..	Install signs to show exit routes	High
None of the three sites had a Control of Substances Hazardous to Health Files (CoSHH).	Develop and make available.	High
None of the three sites had a formal site Risk Assessments.	Develop and make available.	High
None of the three sites had any formal register of training.	Develop and make available.	High
None of the three sites had vehicles with the same equipment that BHAPS used; all was equipment that we abandoned because of the HSE Inspection. Staffs need to be <b>refresher or newly trained in the use of this equipment</b> or there will be high risk of back injury, and possibly HSE involvement.	Develop and make available.	High
The control suite at Luton appeared to be standard	Develop and make available.	High

tables/desks with a computer workstation, there were no foot rests and no risk assessment was offered to me.		
There was no power at Saint Albans, waiting for Supply Company to turn up.	Arrange power to be connected	High
At Luton there was a marked car in the bays with a jack under the nearside and both nearside wheels missing, no chocking, no one present, no barriers and the only tool was a socket ratchet, no torque wrench. I hope that this is not indicative of the level of maintenance to be used on patient carrying vehicles.	Put in place safe systems of work bearing in mind manufacturers recommendations, all work to be carried out by indentured mechanics	High

On a positive note;-

1. Lewis Day assured me that all the vehicles would be supplied via two dedicated and specially equipped stores vans from a central store at Luton, therefore there will be no need for specialist storage at other depots They had had delivery of an Oxygen Cage, and were waiting upon landlords approval to install it outside.
2. Lewis Day assured me that they will be producing personal files that will incorporate CoSHH files and individual training records. I was also told that Lewis Day operate similar operations in other parts of the UK so, presumably these files should be easily produced.
3. Each site appeared to have the potential to be a safe and secure workplace with little work



Oxygen cage to be installed at Luton

Neil Higgs