

# Line Manager Workshop

Developing a culture of road safety driven by your employees

- Price: Available on request
- Delegate numbers: 12 or 20 managers
- Duration: 3.5 hours or 1 hour virtual class
- Formats available:



Classroom workshop



Virtual classroom live



Part of TTC Group

# Overview

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This engaging course provides line managers with an overview of their responsibilities to effectively manage risk related to employees who drive for work.

In this programme your company's high-risk areas are analysed by our road safety expert; they will impart best practice information on duty of care, the law and your responsibilities, driving policy and key factors on why work-related collisions occur.

By developing a culture of safety, your organisation can significantly reduce fleet running costs, collision rates and protect against reputational risk in the event of an on-road incident.



# At the end of the programme, line managers will be able to:

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Explain their duty of care responsibilities and legislation that underpins the requirement to manage work-related road safety



Explain consequences for failing in duty of care for the company, line manager and employee



Recognise the level of risk associated with driving for work and develop an increased awareness of key factors for incidents and collisions



Explain your safe driving policy, practices and procedures, and the line manager's responsibilities for overseeing driving risk among teams

# Delivery method

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The workshop is facilitated by a professional driver trainer who will fully engage with participants to maximise the learning experience and draw out their views and opinions.

## Delivery formats available:



### Classroom workshop

- Duration: 3.5 hours
- Delegates: up to 12 line managers



### Virtual classroom live

- Duration: 2.5 hours
- Delegates: up to 15 line managers



# Benefits

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## **Reduce work-related driving risk**

Training will reduce driver risk, collisions, potential prosecutions and reputational damage



## **Meet your duty of care**

Our courses are designed to help you meet your duty of care obligations



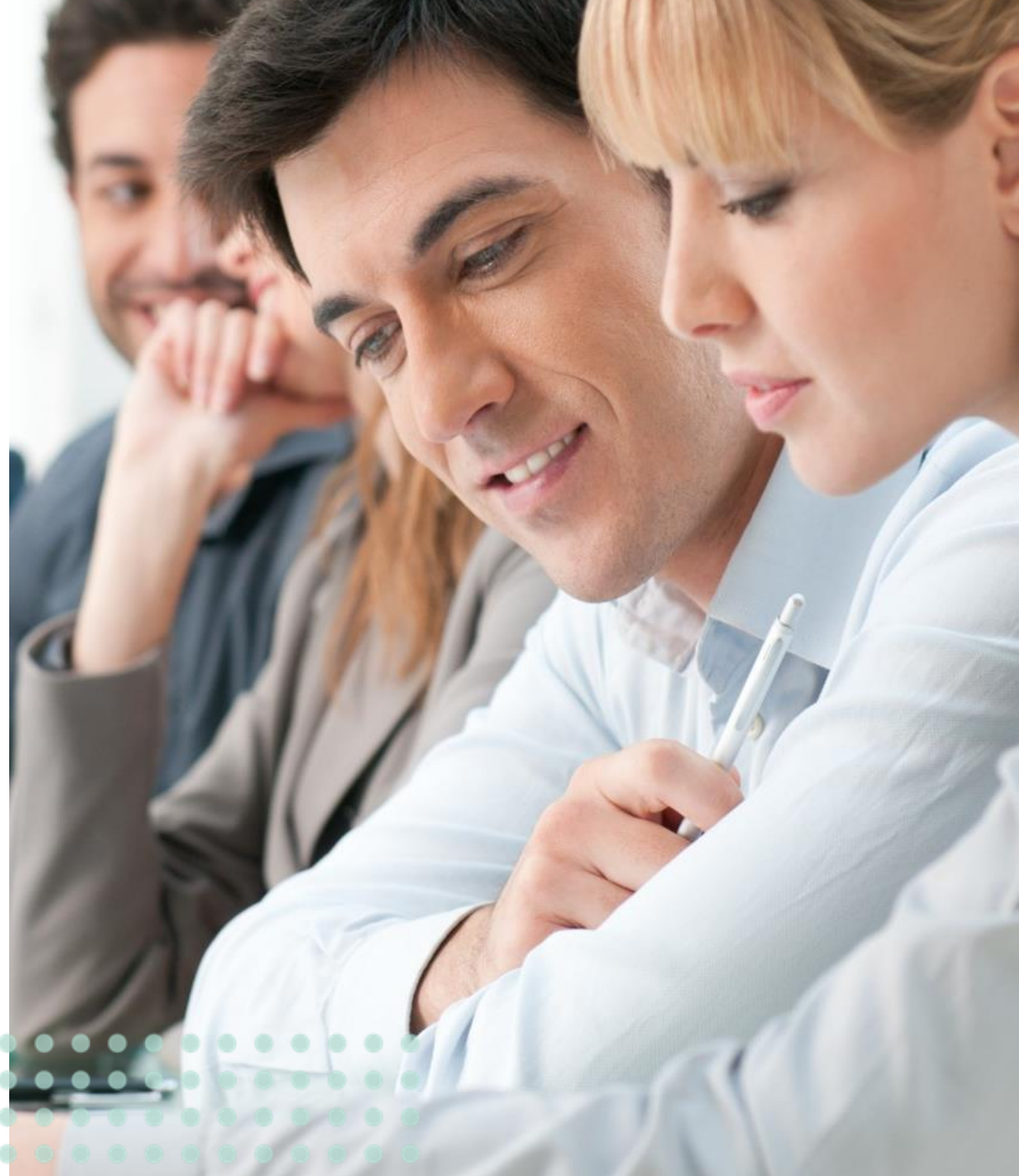
## **Improve your line managers' knowledge and confidence**

- Duty of care and line manager responsibilities
- Key factors for work-related collisions
- Costs of not managing driver risk on your people, property and business
- Why driving is a risky activity

# Who should attend?

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Anyone responsible for the management of drivers/riders and managing occupational road risk such as fleet managers, HR, and health & safety professionals.



# Workshop outline

## Introduction

### Key legislation

- Health & Safety at Work Act 1974
- Health & Safety at Work Regulations 1999

### Duty of care

Organisations and line managers are responsible for managing work-related road safety and driver risk.

- Understand the term 'duty of care'
- Employer and line manager involvement
- Understanding and managing risk

### Driving – a risky activity?

- Exercise to understand why driving is risky
- What's the difference?
- Stats and facts
- Scale of the problem

## Work-related collision – key risk factors

Examine why drivers crash and how this relates to driving for work.

- Key areas for consideration: company, driver, vehicle, journey
- Group exercise on contributory factors
- Common factors for work-related collisions

## Breach of duty of care

- What is a breach of duty of care?
- The investigation process and by whom
- Possibility of fines, prosecution, jail sentence
- Reputational damage – examine case studies

## Line manager responsibilities

- Understanding 'your responsibilities'
- Responsibilities explained

## Driving policy

- Authority to drive
- Use of vehicles (company and private)
- Fitness to drive
- Vehicle maintenance
- Driver working hours
- Mobile phones
- Reporting incidents

## Workshop review

- What line managers are taking away
- Q & A



# Logistics

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Our Line Manager Workshop is designed to be taken either in a real or virtual classroom environment. In order to facilitate this for all attending a real classroom environment you will need:

- A room big enough to comfortably seat all attending
- A screen and projector or suitable TV
- Flipchart and pens
- Suitable toilet facilities
- Refreshments





# Logistics

## Covid-19 precautions for real time classroom workshop

- During Covid-19 restrictions, workshop sizes are limited to a maximum of 11 delegates (12 including the trainer)
- Room size should ideally allow for 2 metres social distance, or a minimum of 1 metre
- Face coverings are recommended if less than 2 metre social distance
- The customer will provide hand sanitiser for delegates and sanitised wipes for desktops and chairs before and after the session
- Customers will be asked if appropriate Covid-19 precautions are in place and if a risk assessment is available to view
- LB Covid-19 policy and risk assessment available on request and subject to frequent updates
- Any symptoms of illness or Covid-19 symptoms to be reported immediately to either party



# Logistics

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Our Line Manager Workshop is designed to be taken either in a real or virtual classroom environment. In order to facilitate your workshop via our virtual classroom format all attending will need:

## Computer, laptop or Tablet

(Mobile phones are not suitable due to the size of the screen)

All devices must have:

- Internet access
- Web camera
- Microphone
- Speakers or headphones
- Stable internet connection
- Enough battery charge for at least 2 hours



Line Manager Workshop



# To book

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