

COUNCIL'S HEALTH AND SAFETY COMMITTEE

Minutes of the meeting held at the Town Hall, Worksop, on Tuesday, 16th April 2013

Present:

Councillor D Challinor (Chairman)

Employer's Representatives:

Councillors C Entwistle, J B Rickells and M Storey.

Employee Safety Representatives:

A Dainty and J Rose

Officers in attendance: C Crossland and J Moran

ACTION BY

(Meeting commenced at 2.30pm.)

(The Chair welcomed all to the meeting and read out the Fire/Evacuation Procedure.)

24. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor B A Bowles and employee safety representative K Circuit.

25. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

There were no declarations of interest by Members.

(b) Officers

There were no declarations of interest by officers.

26. MINUTES OF THE MEETING HELD ON 15TH JANUARY 2013

The Chairman thanked A Dainty for chairing the previous meeting in his absence.

RESOLVED that the Minutes of the meeting held on 15th January 2013 be approved.

27. MINUTES FOR ACTION

RESOLVED that the Minutes for Action be received.

28. OUTSTANDING MINUTES LIST

With regard to Minute No. 22(c) (6) – Idenicom Lone Worker Device, Members were advised that the outcome of the trial is contained within Agenda Item No. 6(b), Progress Report on Health, Safety and Emergency Planning Priorities.

RESOLVED that the Outstanding Minutes List be received.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

29. REPORT(S) OF THE DIRECTOR OF COMMUNITY SERVICES

(a) Accident Report for the period 1st October to 31st December 2012

The Committee was presented with details of all reported injuries for the period October to December 2012 and a comparison with the same period in 2011 was given. There had been a total of eleven injuries compared to eleven in the same period in 2011.

There were four 'over 7 day' reportable injuries during this reporting period, compared with four 'reportable injuries' during the same period in 2011. 163 working days were lost as a result of the accidents in this report period compared to 308 working days during the same period in 2011. Details were appended to the report.

Members were advised that the main cause of injuries during the period were in relation to slips and falls. This is partly due to snow and ice conditions during the winter months.

Appended to the report were: a summary of all accidents by injury type and accident cause; a summary of all accidents occurring within each Service; a comparison of accident incidence rates with other District and Borough Councils within the East Midlands Region; and a quarterly accident statistics comparison between January 2010 and December 2012.

Members asked questions in relation to:

- Risk assessments
- Training
- Personal protective equipment

In response to questions raised the Principal Safety Officer advised that refresher courses in relation to manual handling are currently carried out every three years. Managers can request further training for employees if needed.

RESOLVED that:

1. The information regarding the number of accidents for the period October to December 2012 be received.
2. Unit Managers ensure that they continually provide their employees with the necessary information, training, instruction and supervision to enable them to carry out their job safely, in order to eliminate further accidents.
Unit Managers/Principal Safety Officer
3. Unit Managers continue to investigate the cause(s) of all accidents arising from work activities in their areas of responsibilities in line with Council Policy.
Unit Managers/Principal Safety Officer
4. Unit Managers ensure that any remedial works identified by the above investigations are implemented as soon as possible.
Unit Managers/Principal Safety Officer

(b) Progress Report on Health, Safety and Emergency Planning Priorities

The Committee was informed of the progress made within the agreed priorities of the Health and Safety and Emergency Planning Programmes, specifically: fire risk assessments; asbestos; legionella; Leisure Centre audits; first aid procedures; Dangerous Substances and Explosive Atmospheres Regulations (DSEAR); training; HSE visit on 12th September 2012; lone worker devices; and emergency planning i.e. Emergency Plan and business continuity.

In relation to the issues at Conway Gardens Members were advised that the reading was higher than average, although no legionella was detected when sampling. The tap has now been changed and P Rodgers is monitoring the situation.

Safety Advisory Group training has taken place, it is intended that a Safety Advisory Group be set up to oversee events.

The Health and Safety Executive (HSE) visited the Depot in September to review the health and safety management of waste and recycling services. A noise assessment was carried out. The results were found to exceed the upper noise exposure limit, therefore ear muffs must be worn by the Refuse Driver and Loader.

The Indenticom lone worker device has been trailed by Environmental Health and Planning. Feedback from the pilot was not very positive and users did not find the device user friendly. Other devices are currently being looked at and Managers are tightening procedures for officers who go out on site.

The Business Continuity Management Plans are due for review during 2013; the Committee will be updated on any findings.

RESOLVED that the progress on the health and safety priorities be noted.

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

None.

30. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

As there was no further business to be discussed, the Chair closed the meeting after thanking everyone for their attendance.

(Meeting closed at 3.00 pm)