

DRAFT

COUNCIL'S HEALTH AND SAFETY COMMITTEE

Minutes of the meeting held at the Town Hall, Worksop, on Tuesday, 12th April 2011

Present:

Employer's Representatives:

P Rodgers (Chairman):
Councillors D Hare, B Hopkinson, J Rickells, J Scott and Miss M Stokes.

Employee Safety Representatives:

K Circuit, J Rose, P Thompson and G Watson.

Officers in attendance: C Crossland, M Ladyman, S Meakin and J Moran.

ACTION BY

24. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs V A Bowles, H M Brand, D Challinor and Mrs J Smith.

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 18TH JANUARY 2011

RESOLVED that the Minutes of the meeting held on 18th January 2011 be approved.

27. MINUTES FOR ACTION

In respect of Minute for action No 12(a) (v) regarding what can be done in adverse weather conditions, the Principal Health and Safety Officer informed the committee that they have information which will be circulated to Parish Councils and be put on the Councils website.

With regard to Minute for action No 12(a) (vi) concerning the removal of a stop tap, the Committee was informed by the Principal Health and Safety Officer that this has now been repaired by British Gas.

The Committee were informed that in relation to Minute 12 (c) (ii) - pigeon control at Retford Town Hall, that they have been informed by Doncaster Council that they shot the pigeons to cull them and are now using spikes and netting to prevent them.

In respect of Minute for action No 12(c) (iii) - the ladder in the clock tower, the Committee were informed that the ladder would be replaced soon.

RESOLVED that the Minutes for Action be received.

28. OUTSTANDING MINUTES LIST

With regard to Outstanding Minute No 23 (a) (ii), occupational health, the Committee was informed by the Principal Health and Safety Officer that Ms Howe-Shilton the occupational health representative will be attending the next meeting of the Committee in July.

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 2010 to 31st December 2010

The Committee was presented with details of all reported injuries for the period October to December 2010 and a comparison with the same period in 2009 was given. There had been a total of 15 injuries compared to 15 in the same period in 2009.

There were 2 over 3 day reportable injuries during this reporting period, compared with 3 during the same period in 2009. 57 working days were lost as a result of the accidents in this report period compared to 21 working days during the same period in 2009.

A summary of all accidents by injury type and accident cause and a summary of all accidents occurring within each Service was also provided, together with a comparison with other District and Borough Councils within the East Midlands Region. The Principal Safety Officer commented that the average has risen compared to the East Midlands figures as the Councils October to December figures are being compared with East Midlands April to June which are the most recent figures available.

The Safety Officer commented that the report covers the severe weather period which resulted in a significant increase in slips and falls directly attributed to snow and ice.

RESOLVED that:

1. The report 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: Risk Assessments ie Hand Arm Vibration, Lone Worker Assessments; Joint Safety Inspections at Leisure Facilities and Emergency Planning i.e. Emergency Plan. .

It was reported that the Council are not proceeding with the use of the TOTM system due to patent application and ownership rights dispute. An alternative to the TOTM is the Reactec Havmeter, eight units of this hand arm vibration monitoring system have been purchased for use within the Grounds Maintenance Department.

The Committee were informed that Safety Officers are working with Mansfield District Council to carry out vibration monitoring on all grounds maintenance equipment starting on 15th April 2011.

The Safety Officer informed the Committee that annual safety compliance audits at Bircotes Leisure Centre and Kilton Forest Golf Course have now been completed and have identified some actions that need rectifying.

The Safety Officer informed the Committee that the defibrillators have now been installed at the predetermined sites and training is being delivered.

The Committee were informed by the Principal Health and Safety Officer that the Council has been working with other Nottinghamshire Councils to produce a Sandbag Policy for use in times of flooding within the County. The draft plan has been submitted to the Local Resilience Forum and received approval.

Members were informed that Corporate Management Team has recently revised the Councils Mission Critical Activity List and have identified timescales for reinstating key services following interruption.

Councillors D A Hare, B Hopkinson, J Scott and Miss M Stokes commented on the Item.

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

SECTION B – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

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

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As there was no further business to be discussed, the Chairman closed the meeting.