

HEALTH AND SAFETY COMMITTEE

Minutes of the meeting held on Wednesday, 13th July 2016 at Worksop Town Hall

Present:

Employer's Representatives:

Councillors D Challinor (Chair), D Hare, D Merryweather, D R Pressley, M Richardson and M Storey.

Employee Safety Representatives:

K Circuit, P Rodgers and G Watson

Officers in attendance: S Bowler, C Crossland and J Moran.

Also in attendance: M Daley – Barnsley Premier Leisure
G Davies - Barnsley Premier Leisure

(Meeting commenced at 1.30pm.)

(The Chair welcomed all to the meeting and read out the Fire Alarm/Evacuation Procedure. He also enquired as to whether any member of the public wished to film/record the meeting or any part thereof; however, there were no members of public present.)

1. NOMINATIONS FOR THE APPOINTMENT OF VICE-CHAIR

RESOLVED that P Rodgers be appointment Vice-Chair for the ensuing year.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors C Entwistle and M T Gray.

3 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.

4. CHANGE OF AGENDA ORDER

The Chair advised of a change of Agenda order in order to accommodate speakers.

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

5. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT

(a) BPL Water Quality Monitoring

Members were advised of the outcome of water quality testing at Bircotes Leisure Centre. An update was given on measures taken since the testing and planned actions.

The Chairman thanked M Daley and G Davies for their attendance.

RESOLVED that:

1. The Committee recommend that a new Chloride Dioxide Injection System be installed at Bircotes Leisure Centre.
2. The Committee be advised once a new Chloride Dioxide Injection System has been installed.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

6. MINUTES OF THE MEETING HELD ON 10TH MARCH 2016

In relation to security at Queen's Buildings Members were advised that there have been acts of petty vandalism but no significant incidents. Implications of the previous vandalism and the impacts was discussed, together with remedial action being taken to assist both management and employees.

Issues were raised regarding access to the town hall. Members were concerned that the code for the security doors was being given out to Members of the public attending training and events. It was suggested that all visitors should sign in with security at the main reception and be given a visitors badge. It was noted that the event organisers should be made aware of the procedures.

In relation to the hire of the town hall for private functions Members were advised that the person hiring the building is responsible for the building. Details are included in the contract hire and a copy of the fire procedure is included.

RESOLVED that:

1. The Minutes of the meeting held on 10th March 2015 be approved.
2. An update on security at Queen's Buildings Security be given at the next meeting of the Committee.
3. The Committee recommend that all visitors to the town hall sign in at the main reception and be given a visitors badge.

7. MINUTES FOR ACTION

RESOLVED that the Minutes for Action be received.

8. OUTSTANDING MINUTES LIST

RESOLVED that the Outstanding Minutes List be received.

9. REPORT(S) OF THE DIRECTOR OF REGENERATION AND NEIGHBOURHOOD SERVICES

(a) Accident Report for the period 1st January to 31st March 2016

The Committee was presented with details of all reported injuries for the period January to March 2016 and a comparison with the same period in 2015 was given.

There was a total of 12 incidents reported, compared with 12 during the same period in 2015. There were three 'reportable injuries' during this reporting period, compared with two during the same period in 2015. 48 working days have been lost to date as a result of the incidents in the report period compared to 181 working days during the same period in 2015. Details were appended to the report.

The Safety and Resilience Manager advised that nine working days were lost due to stress/ anxiety issues following an incident with vehicle and a refuse freighter. A member of the public was injured and has been investigated and reported to the Health and Safety Executive (HSE).

Appended to the report were: a summary of reportable injuries; a summary of all accidents by injury type and accident cause; a summary of all accidents occurring within each Service; a long term comparison of quarterly accident statistics; and a comparison between the Council and the SHE User Group.

Members were advised that a representative from DWP had been invited to the meeting to give an update on their health and safety standards, accident reports and incidents now that they are located in Queen's Buildings. DWP have advised that attending the meeting is not appropriate and it is more appropriate for the DWP to attend the Bassetlaw User Group meetings.

Members commented that they felt it was important that a representative from the DWP attends a future meeting. An Employee Safety Representative advised that there is a new officer at the DWP who should be invited to a future meeting. It was noted that DWP's attendance at meetings cannot be enforced.

The Safety and Resilience Manager advised that he has been invited to attend future meetings of the Bassetlaw User Group and can report back to the Committee.

RESOLVED that:

1. The information regarding the number of accidents for the period January to March 2016 be noted.
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.
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.
4. Unit Managers ensure that any remedial works identified by the above investigations are implemented as soon as possible.
5. A representative from DWP be invited to attend a future meeting.
6. The Safety and Resilience Manager feedback any issues raised at the Bassetlaw User Group to the Committee.

(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; water quality monitoring; training; Employee Protection Register; events – Safety Advisory Group; health and safety audits; refuse rounds monitoring; emergency planning – emergency plans exercise.

RESOLVED that the progress on the Health and Safety priorities be noted.

10. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT

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

(Meeting closed at 2.55pm.)