



Bassetlaw
DISTRICT COUNCIL
— North Nottinghamshire —

HEALTH AND SAFETY COMMITTEE

AGENDA

Meeting to be held in the
Ceres Suite,
Worksop Town Hall, S80 2AH
on Wednesday, 12th October 2016
at 1.30pm

(Please note time and venue)

**Please turn mobile telephones to silent during meetings.
In case of emergency, Members/officers can be contacted
on the Council's mobile telephone: 07702 670209.**

**In accordance with the Openness of Local Government Bodies Regulations 2014,
audio/visual recording and photography at Council meetings is permitted
in accordance with the Council's protocol 'Filming of Public Meetings'.**

COUNCIL'S HEALTH AND SAFETY COMMITTEE

Membership 2016/17

Councillors: D. Challinor, C. Entwistle, M. T. Gray, D. Hare, D. Potts,
D. R. Pressley, M. Richardson and M. Storey

Substitute Members: Any Member

Quorum: 2 Members

Lead Officer for this Meeting

Mr. J. Moran – Ext. 4337

Administrator for this Meeting

Miss. C .Crossland - Ext. 3254

HEALTH AND SAFETY COMMITTEE

Wednesday, 12th October 2016

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS * (pages 5 – 6)
(Members' and Officers' attention is drawn to the attached notes and form)
 - (a) Members
 - (b) Officers
3. MINUTES OF MEETING HELD ON 13TH JULY 2016 * (pages 7 - 10)
4. MINUTES FOR ACTION * (page 11)
5. OUTSTANDING MINUTES LIST * (page 13)

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

6. REPORT(S) OF THE DIRECTOR OF REGENERATION AND NEIGHBOURHOOD SERVICES *
 - (a) Accident Report for the Period 1st April to 30th June 2016 (pages 15 -22)
 - (b) Progress Report on Health, Safety and Emergency Planning Priorities (pages 23 - 26)

Exempt Information Items

The press and public are likely to be excluded from the meeting during the consideration of the following items in accordance with Section 100A(4) of the Local Government Act 1972.

SECTION B - ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

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

- * Report attached
- + Verbal report

NOTES:

The papers enclosed with this Agenda are available in large print if required.

Copies can be requested by contacting us on 01909-533254 or by e-mail
cara.crossland@bassetlaw.gov.uk

DECLARATION OF INTERESTS

HOW TO USE THIS FORM

There are now only two types of Declaration of Interest:

Disclosable Pecuniary Interests)	Details can be found in the Councillors Code of Conduct which is contained in the Council's Constitution (a summary is printed below)
)	
)	
Non Pecuniary Interests)	

Upon receipt of the attached form you will need to enter the name and date of the Committee and your own name. By looking at the Agenda you will no doubt know immediately which Agenda Items will require you to make a Declaration of Interest.

Fill in the Agenda Item number in the first column of the form.

Enter the subject matter and any explanations you may wish to add in the second column.

In the third column you will need to enter **either** if you are declaring a disclosable pecuniary interest, **or** a non pecuniary interest.

The form must then be signed and dated. Please remember that if during the actual meeting you realise that you need to declare an interest on an additional Agenda Item number please simply amend the form during the meeting.

The form must be handed into the Committee Administrator at the end of the meeting.

NB. The following is a summary prepared to assist Members in deciding at the actual meetings their position on INTERESTS it is not a substitute for studying the full explanation regarding INTERESTS, which is contained in the Council's Constitution and the Code of Conduct for Councillors, which is legally binding.

Members and Officers are welcome to seek, PREFERABLY WELL IN ADVANCE of a meeting advice from the Council's Monitoring Officer on INTERESTS.

Disclosable Pecuniary Interests

May relate to employment, office, trade, profession or vocation carried on for profit or gain
May relate to sponsorship
May relate to contracts
May relate to interests in land
May relate to licences to occupy land
May relate to corporate tenancies
May relate to securities

Action to be Taken

Must disclose to the meeting
- existence of the interest
- the nature of the interest
- withdraw from the room
- not seek improperly to influence a decision on the matter

Non Pecuniary Interests

May relate to any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by the Council
May relate to any person from whom you have received a gift or hospitality with an estimated value of at least £25
A Member may also have a non pecuniary interest where a decision in relation to that business might reasonably be regarded as affecting wellbeing or the wellbeing of other council tax payers, or ratepayers or inhabitants in the electoral division or ward, as the case may be, affected by the decision.

Action to be Taken

Must disclose to the meeting
- existence of the interest
- the nature of the interest
- not seek improperly to influence a decision on the matter.

(Note – there are special provisions relating to “Sensitive Interests” which may exclude the above provisions in certain circumstances.)

DRAFT

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.)

MINUTES FOR ACTION AND IMPLEMENTATION SHEET

HEALTH AND SAFETY COMMITTEE 13/08/16

FROM: Senior Democratic Services Officer TO: DSO = Democratic Services Officer
PM = Property Manager
SRM = Safety and Resilience Manager
(for forwarding to Unit Managers)

The following decisions are brought to your attention for action by the appropriate officers within your Service :

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

(a) **BPL Water Quality Monitoring**

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.

SRM/DSO

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

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.

PM

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

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

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.

DSO

6. The Safety and Resilience Manager feedback any issues raised at the Bassetlaw User Group to the Committee.

SRM

HEALTH AND SAFETY COMMITTEE

12th October 2016

OUTSTANDING MINUTES LIST

Members please note that the updated positions are shown in bold type following each item.
 (PM = Property Manager, SRM = Safety and Resilience Manager)

<u>Min No</u>	<u>Date</u>	<u>Subject</u>	<u>Decision</u>	<u>Officer Responsible</u>
6	13.07.16	Minutes of the Meeting Held on 10th March 2016	2. An update on security at Queen's Buildings Security be given at the next meeting of the Committee.	PM

Update to be given at the meeting.

BASSETLAW DISTRICT COUNCIL

HEALTH AND SAFETY COMMITTEE

12th OCTOBER 2016

**REPORT OF THE DIRECTOR OF
REGENERATION & NEIGHBOURHOOD SERVICES**

**ACCIDENT REPORT FOR THE PERIOD
1st APRIL 2016 TO 30th JUNE 2016**

Cabinet Member: Policy, Strategy &
Communications
Contact: David Armiger
Ext: 3160

1. Public Interest Test

David Armiger has determined in preparing this Report that the report is not considered to be confidential.

2. Purpose of the Report

2.1 To provide the Health and Safety Committee with details of all reported injuries for the period April to June 2016 and to provide a comparison with the same period in 2015.

2.2 To also provide the Health and Safety Committee with a summary of all accidents by injury type, accident cause and a summary of all accidents occurring within each Service during the above period.

3. Background and Discussion

3.1 For the period April to June 2016 there were a total of 18 incidents reported. This compares with 10 incidents reported during the same period in 2015.

3.2 There have been 2 “reportable injuries” during this reporting period, compared with 3 during the same period in 2015. Further details of these are included at Appendix 1.

75 working days have been lost as a result of the accidents in this report period compared with 112 days lost during the same period in 2015.

- 3.3 Information on the cause, injury type and location of all reported accidents within the Council for this reporting period is included at Appendix 2.

Appendix 2 provides the following information:

Tables 1 & 2 Show a breakdown of different injury types and causes for all Incidents.
Results show that “Other / No Injury” incidents (7) are the largest contributor to the figures for this period. These incidents were all “no injury incidents” and all were allegations made by one employee regarding threatening behaviour towards him by members of the public. Both of the incidents reported to the HSE this quarter occurred in Refuse Services.

Table 3 Shows a summary of all accidents by Service. The table indicates an increase in the number of incidents within both Regeneration and Neighbourhood Services during this period.

- 3.4 In order to give some further comparison of accident statistics over a longer period (3 Years), Appendix 3 provides details of the quarterly accident figures from July 2013 to June 2016.

This table illustrates that the **total number of accidents** (18) is above the “3 Year Average” of 12.91

The number of **“Reportable” lost time accidents** (2) for this current quarter is slightly below the “3 Year Average” for lost time injuries of 2.58

- 3.5 Bassetlaw District Council shares its SHE Safety Management System with 6 other organisations including A1 Housing and 5 neighbouring Councils. All 7 organisations within this “SHE User Group” have agreed to share anonymised accident data on a quarterly basis. This will permit us to benchmark our performance against other similar organisations. The shared accident data for this reporting quarter shows:

	All Injuries	Reportable Injuries
Bassetlaw DC	4.68	42.15
All SHE Group	3.36	26.49

The figures submitted by the “SHE Group” will become more accurate and reliable for comparison as the group members become more familiar with the system and fully embed it into their organisations.

- 3.6 The above accident data is given as Accident Incidence Rates (AIR) for BDC and the SHE User Group. The purpose of providing data in AIR is to enable a more accurate comparison of statistics by taking into consideration the variations of employee numbers between each employer.

$$\text{AIR} = \frac{\text{Number of Accidents} \times 1000}{\text{Number of Persons Employed}} = \underline{\underline{\text{Number of accidents per 1,000 employees.}}}$$

The Bassetlaw statistics have been compared with the April to June 2016 figures from the "SHE User Group". The SHE User Group figures represent statistics for 4,756 employees across 7 organisations.

- 3.7 The Safety Officers will continue to work with service managers to ensure that the causes of accidents are adequately investigated.

4. Implications

- a) For service users

Work related accidents may cause some disruption for Service Users.

- b) Strategic & Policy

Nil

- c) Financial – 17 463

There will be costs to the Council arising from workplace accidents, including, lost time due to sickness and cost of temporary cover, Investigation and First Aid treatment which will be taken from existing budgets. Some incidents will also involve costs relating to property damage, some of which may be reclaimable under insurance claims.

- d) Legal - Ref: 638/10/16

The Council has a statutory duty to provide a safe system of work under the Health and Safety at Work etc Act 1974.

- e) Human Resources

Accidents contribute to the absenteeism problem.

- f) Community Safety, Equal Opportunity, Environmental

Nil

- g) Whether this is a key decision, and if so the reference number.

Not a key decision

5. Options, Risks and Reasons for Recommendations

Not applicable

6. Recommendations

- 6.1 That the Health and Safety Committee in receiving the information regarding the number of accidents for the period April to June 2016, discuss any measures for further addressing Health and Safety Awareness.
- 6.2 That Unit Managers ensure that they continually provide their employees with the necessary information, training, instruction and supervision to enable them to carry out their jobs safely, in order to eliminate further accidents.
- 6.3 That Unit Managers continue to investigate the cause(s) of all accidents arising from work activities in their areas of responsibility, in line with the Council Policy.
- 6.4 That Unit Managers ensure that any remedial works identified by the above investigations are implemented as soon as possible.
- 6.5 That the Council's Safety Committee supports the above recommendations.

Background Papers

Location

APPENDIX 1

REPORTABLE "OVER 7 DAY" INJURIES FOR THE PERIOD
1ST APRIL 2016 TO 30TH JUNE 2016

DATE OF ACCIDENT	SERVICE	INJURY DETAILS	DETAILS OF ACCIDENT
5/04/16	Refuse Collection	Dislocated thumb	When driving a refuse vehicle the vehicle struck a pothole and jolted the steering wheel. This struck his thumb causing a dislocation.
30/06/16	Refuse Collection	Sprained Ankle	When walking down a lane behind the refuse vehicle he turned his ankle causing a sprain.

Table 1

**Summary of all accidents by injury type for the period
1st April – 30th June 2016**

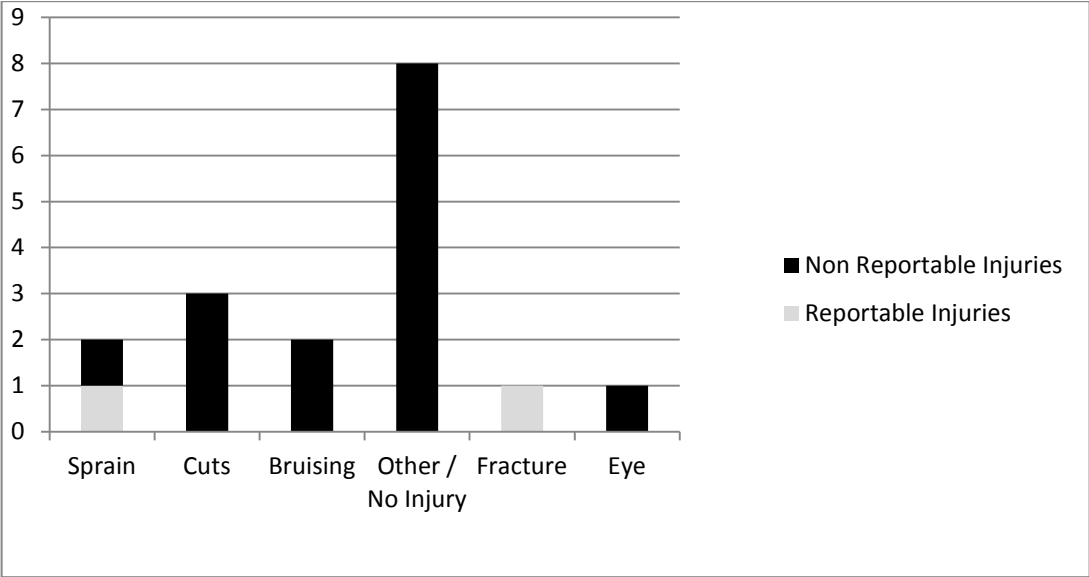


Table 2

**Summary of all accidents by type of accident for the period
1st April – 30th June 2016**

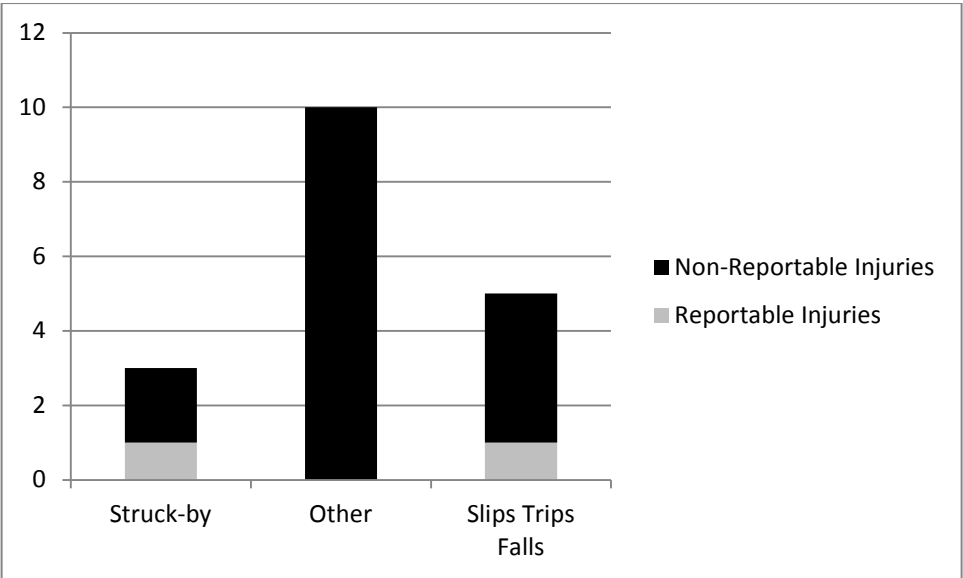
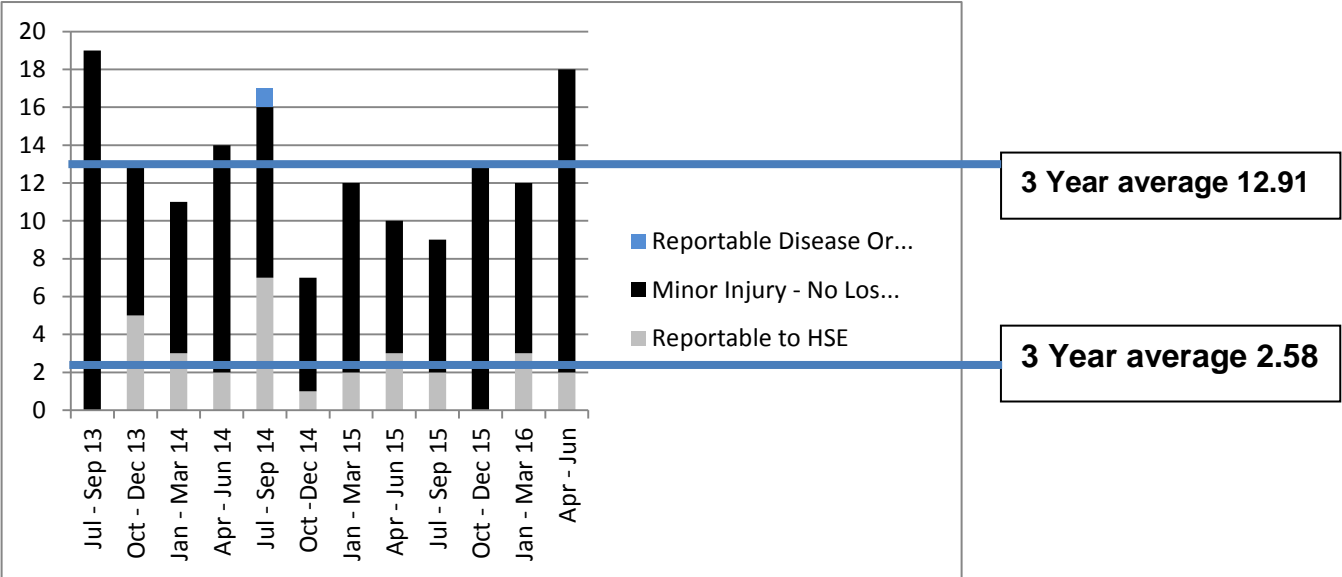


Table 3

Summary Of All Accidents By Service For The Period
1st April to 30th June 2016

Service	Reportable		Not Reportable		+/-
	Previous Year	This Year	Previous Year	This Year	
Neighbourhoods	3	2	5	12	+6
Regeneration			1	3	+2
Corporate Services			1	1	
Finance & Property					
Human Resources					
Contractors etc.					
Total No Of Accidents	Previous Year		This Year		+8
	10		18		

LONG TERM (3 YEARS) QUARTERLY ACCIDENT STATISTICS COMPARISON
JULY 2013 TO JUNE 2016



BASSETLAW DISTRICT COUNCIL

HEALTH AND SAFETY COMMITTEE

12th October 2016

**REPORT OF THE DIRECTOR OF REGENERATION
AND NEIGHBOURHOOD SERVICES**

**PROGRESS REPORT ON HEALTH, SAFETY
AND EMERGENCY PLANNING PRIORITIES**

Cabinet Member: Policy, Strategy &
Communications
Contact: David Armiger
Ext: 3160

1. Public Interest Test

David Armiger has determined in preparing this Report that the report is not considered confidential.

2. Purpose of the Report

2.1 To inform Members of the progress made within the agreed priorities of the Health and Safety and Emergency Planning programmes.

3. Background and Discussion

3.1 This report is submitted to every Health and Safety Committee, detailing progress made on the agreed priority areas.

3.2 Fire Risk Assessments

A number of new fire risk assessments have been completed. Meetings have taken place with relevant Managers for Queens Buildings 1st floor and County wing, and DSO Carlton Forest. We are awaiting the fire risk assessments for Retford Town Hall and 17b The Square and Bassetlaw Museum.

A further fire risk assessment was undertaken for the Creative Village at Worksop on Thursday 8th September 2016, the report is awaited.

Fire Doors – Town Hall

A meeting has taken place to discuss the ongoing issues surrounding the fire doors at Worksop Town Hall. A survey by Stapleton's Locksmiths has reviewed the possibility of installing a Radio Frequency Identification (RFID) system. This will communicate with the fire alarm system and doors will fail safe (open) on activation. The system will be programmable to only allow authorised personnel through into that area of the building. A quote has been received in excess of £15,300 a decision is yet to be made regarding funding. Funding will be from existing budgets.

3.3 Asbestos

Nothing to report.

3.4 Water Quality Monitoring

Water quality testing continues on the schedule. The Chlorine Dioxide unit was installed at Bircotes Leisure Centre as per the committee's recommendation. Water results from August are very good.

Reports were received of several Police officers who were off work with suspected D&V symptoms at 17b The Square. This prompted water samples to be taken. Bacteriological results were outside acceptable parameters. Remedial action was taken with follow up samples taken. The second water sample results were satisfactory. Instructions have been given to the Police regarding flushing and testing the Shower facility by the Water Quality Officer.

The Canch

Routine water quality testing at the Canch showed a presence of e-coli and out of parameter TVCs in August. Remedial action was taken immediately with backwashing the system, sanitisation of the outlet jets and cleaning the surface area. Subsequent water tests showed no e-coli, and reduced TVC's. The early detection of these issues demonstrates the benefits of the Council's proactive water quality monitoring programme.

A meeting has been set up to discuss water quality issues regarding the 3 splash pools.

3.5 Training

Corporate Health & Safety Training 2016/17

The corporate H&S training plan was received by the safety officer at the end of August. H&S training will be programmed in shortly to enable delivery of the training for this financial year.

3.5.1 First Aid Training

Where necessary and in line with the first aid risk assessment training is being delivered. We await the corporate training needs spreadsheet from HR to progress H&S training for this current year.

3.5.2 Fire Warden Training

Fire warden training for QB has taken place with one more mop up session scheduled for the beginning of October 2016. Training included responsible persons from CAB, 2Shires and DWP. The training also covered actions to be taken in the event of bomb threat evacuations.

3.5.3 Display Screen Equipment

There have been 36 new display screen equipment assessments undertaken across the Council in various departments. Remedial solutions have been sent to the users along with Bassetlaw's user guide on how to set up a safe workstation.

There are some items that will be difficult to resolve fully due to open plan offices mainly lighting/heating/ventilation and space which is down to personal preferences.

3.6 Employee Protection Register

As a priority, Mansfield District Council has allocated the task of enabling the EPR system to be migrated across to Bassetlaw District Council to a specific person within their IT dept.

As soon as the EPR system is available at Bassetlaw it will be trialled by managers and other possible users of the system. Employee Safety Representatives will also be consulted as part of this process.

While we wait for the system to be available, the Safety & Resilience Manager has requested details from Heads of Service about which areas of their service will use the system and who they require to have "Manager Access Rights" to the system. This work can be coordinated whilst we are waiting for the software.

Once the system has been agreed, awareness sessions will be delivered on its use. Any necessary amendments will be made to the Council's Policy on Controlling Violence at Work to include the new system.

3.7 A1 H&S Site Monitoring

H&S Site inspections are ongoing by Safety Officers for A1 Housing trades including BRS, Electricians and Gas fitters. This is in line with closer working relationships with A1 Housing.

4. Emergency Planning

4.1 Emergency Plans - Exercise

The Safety and Resilience Manager and an Emergency Planning Manager from Notts County Council have attended Corporate Management Team and gained approval for the delivery of an emergency planning training exercise at some point in the near future.

In addition and before the above training takes place, we will be working with Strategy Owners of Business Continuity Plans to review and modify the strategy document.

5. Implications

- a) For service users
The above actions will help protect the health and safety of service users.
- b) Strategic & Policy
The above actions will assist the Councils compliance with the Health & Safety at Work and Civil Contingencies Acts.
- c) Financial - Ref: 17 464
- d) The above actions will be funded from existing budgets.
- e) Legal - Ref: 639/10/16

- f) The Council has a statutory duty to provide a safe system of work pursuant to the Health and Safety at Work etc Act 1974.

Local authorities have clear legal obligations and a duty of care to provide effective, robust and demonstrable emergency arrangements to mobilise resources to deal with a broad range of emergencies.

From time to time emergencies occur which require special measures to be taken. Such events are defined under the Civil Contingencies Act 2004 as:

- An event or situation which threatens serious damage to human welfare in the United Kingdom or in a part or region,
- An event or situation which threatens serious damage to the environment of the United Kingdom or of a part or region, or
- War, or terrorism, which threatens serious damage to the security of the United Kingdom.

- e) Human Resources

The above actions will further protect the health and safety of employees

- f) Community Safety, Equal Opportunity, Environmental

The above actions will further protect the health and safety of the community.

- g) Whether this is a key decision, and if so the reference number.

This is not a key decision.

6. Options, Risks and Reasons for Recommendations

Not applicable.

7. Recommendations

- 7.1 That the progress on the health and safety priorities be noted.

Background Papers

Location