

Committee:	Safety Committee	Agenda Item No.:	9.
Date:	9 <sup>th</sup> February 2010	Category	Open
Subject:	Street Services	Status	Update
Report by:	Street Services Manager		
Other Officers involved:	Head of Community & Street Services Health & Safety Officer GM & Cleansing Manager		
Director	Director of Neighbourhoods		
Relevant Portfolio Holder	Environment		

### **RELEVANT CORPORATE AIMS**

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation.

The Health & Safety and welfare of employees has a direct impact on their effectiveness in delivering services.

### **TARGETS**

The subject matter does not directly contribute to any targets specified in the Corporate Plan but could indirectly help to achieve efficiency savings by reducing time off work.

### **VALUE FOR MONEY**

Improvements in Health & Safety and general working conditions should reduce instances of industrial injury and compensation claims.

## **THE REPORT**

### **1. Background Information**

- 1.1 At an Appeal Hearing on 13th October 2009; the Appeal Panel identified some issues within Street Services in respect of health and safety.

- 1.2 The Appeal Panel requested that a report be submitted to the next Safety Committee setting out what steps have/are being taken to improve the following issues within Street Services.
- 1.3 Documented on the job health and safety training given to front line employees (in this case grounds maintenance)
- 1.4 Communication on health and safety matters including the Health and Safety Policy
- 1.5 Risk assessments (in particular in relation to COSHH)
- 1.6 Ensuring adherence by employees to safe systems of work

## **ISSUES FOR CONSIDERATION**

### **2. Documented Health & Safety Training**

- 2.1 Street Services obtained the current up to date training records held in Human Resources.
- 2.2 During the December appraisal reviews, current training records were checked and agreed with individual employees.
- 2.3 Where gaps were identified or training was not sufficiently current, arrangements have been made via the corporate training programme to bring these up to date.
- 2.4 Following discussions; the Health & Safety Officer has organised some health and safety training days for Street Services & Housing operatives and their immediate supervisors. There are seven areas covered within the courses with 84 places, and more courses can be slotted in if necessary. The seven areas covered are;
  - 2.4.1 Accidents and ill health, including accident reporting.
  - 2.4.2 Work equipment, including noise and vibration.
  - 2.4.3 Hazardous substances.
  - 2.4.4 Workplace safety; including working in others homes or in the open.

- 2.4.5 Electricity at work, including use of electrical equipment.
  - 2.4.6 Fire prevention, including vehicle fires and refueling.
  - 2.4.7 First aid at Work, Occupational Health and Risk assessment (brief overviews).
- 2.5 Working at heights and manual handling will be covered separately.
  - 2.6 Waste Services staff have recently completed manual handling training specific to the job.

### **3. Communication on health and safety matters including the Health and Safety Policy**

- 3.1 The corporate Health & Safety Policy was reissued to all operatives as part of their appraisal reviews during December 2009. Corporate Health & Safety Policy will also form the basis for the above training days.
- 3.2 The move to the new depot has helped to improve communications in general.
- 3.3 Frequent notices, memos and team meetings cover specific health & safety issues.

### **4. Risk assessments (in particular in relation to COSHH)**

- 4.1 Street Services currently have 74 separate risk assessments in place, it will take time to review all risk assessments.
- 4.2 The Health & Safety Officer and GM & Cleansing Manager are undertaking a full audit and review of all GM & Cleansing risk assessments.
- 4.3 The Health & Safety Officer and Depot & Resources Manager are compiling product data to ensure all COSHH requirements are fully covered in risk assessments.
- 4.4 The Health & Safety Officer and Depot & Resources Manager have recently completed risk assessments on vibration tools and equipment for the vehicle workshop.
- 4.5 The Street Services Manager and Waste Services Manager are reviewing all waste services risk assessments.

**5. Ensuring adherence by employees to safe systems of work**

- 5.1 Since the recent restructure and the move to the new depot facilities Street Services have been given greater direction on ensuring that health & safety is an absolute priority.
- 5.2 The Health & Safety Officer in conjunction with service managers undertakes regular work place inspections.
- 5.3 Street Services supervisors and team leaders are taking a more proactive role in inspections and monitoring at remote locations.

**IMPLICATIONS**

**Financial :None**

**Legal :None**

**Human Resources :None**

**RECOMMENDATIONS that**

- 1. Safety Committee notes the report.**
- 2. Street Services develops and implements an action plan and reports progress to future Safety Committees.**

ATTACHMENT:

FILE REFERENCE:

SOURCE DOCUMENT: