

Your Ref:
Our Ref: WL/TH
Please Ask For: Wes Lumley
Direct Line: 01246 242462
E-mail: wes.lumley@bolsover.gov.uk
Date: 5th March 2010

Ms. F. Coffey,
Health and Safety Executive,
City Gate West,
Toll House Hill,
Nottingham. NG1 6AT

Dear Ms. Coffey,

Thank you for your communication of the 26th of March 2010, which we have received by email and as a hard copy.

We acknowledge receipt of the Improvement Notice number FC4195814 and accept that the practices outlined must and will be improved before 24th May 2010.

We do not intend to appeal against the order.

The following personnel hold copies of the Prohibition Order:

Wes Lumley, Chief Executive Officer
John Brooks, Director of Resources
Sarah Sternberg, Solicitor to the Council
Stuart Tomlinson, Director of Neighbourhoods

These four persons form Bolsover District Council's Senior Management Team.

Tim Walker, Health and Safety Officer
Unite and Unison Representatives

Additionally a copy has been posted in the Canteen at the Riverside Depot.

We have agreed an action plan which we are sure will enable us to comply with the requirements of your notice and verbal guidance given during your visit.

1. Employees to receive tool box talk and HSE pocket card INDG296 within the next two weeks.
2. Employees and managers to have longer half day session within three months.
3. Week long survey of vibrating tools exposure for all appropriate employees.
4. Managers to verify same by sample on the job observation.
5. New information from manufacturers to be obtained to 2006/42/EC standard.
6. Information from 3, 4, 5 above to assess exposure levels.

7. Activities involving vibrating tools to be reassessed or identified where not already assessed.
8. Maintenance and servicing arrangements for tools to be brought into line with manufacturers recommendations.
9. Revise H&S information held by employees.
10. H&S risk assessment training for a quota of managers.
11. Ensure vibration and other safety considerations receive prominent consideration in procurement.
12. Review of the following, which were noted by your colleague but not included under the notice.

Removal/replacement of manhole covers
Handling of paving slabs
Handling setting of fence posts
Use of breakers/pneumatics

Yours sincerely,

Wes Lumley
Chief Executive Officer