

## **SAFETY COMMITTEE**

Minutes of a meeting of the Safety Committee of the Bolsover District Council held in Committee Room One, Sherwood Lodge, Bolsover, on Wednesday 27<sup>th</sup> October 2010 at 1400 hours.

### **PRESENT:-**

R. Farnsworth – In the Chair

### **Members:-**

Councillors R.J. Bowler, P.M Bowmer, J.A. Clifton and B.R. Murray-Carr.

### **Unison:-**

R. Frisby and J. Hendy.

### **Unite:-**

S. Sambrooks.

### **Officers:-**

W. Lumley (Chief Executive Officer), T. Walker (Health and Safety Officer), L. Hickin (Head of Leisure), D. Bonsor (Housing Needs Manager) (to minute no. 478) and R. Leadbeater (Democratic Services Officer).

### **474. APOLOGIES**

Apologies for absence were received from Councillor D. McGregor and L. Keeling (Head of Human Resources and Payroll).

### **475. URGENT ITEMS**

There were no urgent items of business to consider.

### **476. DECLARATION OF INTEREST**

There were no declarations of interest submitted.

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### 477. MINUTES – 28<sup>TH</sup> JULY 2010

Moved by Councillor B.R. Murray-Carr, seconded by Councillor J.A. Clifton  
**RESOLVED** that the minutes of a meeting of the Safety Committee held on 28<sup>th</sup> July 2010 be approved as a true record.

#### Minute No. 194 (897 and 720) Update on Fire Risk Assessments

The Housing Needs Manager advised the meeting that work on installation of smoke alarms was currently in progress. Some revisions had been made to the proposed works since the item was last reported to the Safety Committee, mainly that independent smoke alarm units would be installed rather than a combination door entry/smoke alarm and that communal entrance areas in all of the Council's group dwellings, including general needs flats, would be fitted with smoke alarms. Work was expected to be completed in all cases by 31<sup>st</sup> March 2011.

Derbyshire Fire and Rescue had been contacted with regard to fitting temporary smoke alarms. Members were advised that the Fire Service had been satisfied with the proposed programme of works and had advised that since the completion date was March 2011, the fitting of temporary smoke alarms was not considered necessary.

The Housing Needs Manager left the meeting.

#### Minute No. 197 General Health and Safety Report

The Health and Safety Officer advised Members that Housing Services were currently considering the purchase of replacement trolleys for loading of supplies at the depot. Members raised concerns that this issue had first been noted at the July meeting of the Safety Committee and that little progress had been made to date.

Councillor Murray-Carr requested that the matter should be progressed with urgency. The Health and Safety Officer agreed to contact the Head of Housing.

In response to Members' questions the Health and Safety Officer confirmed that noise risk assessments were currently being reviewed and provision and maintenance of ear protection equipment would be considered.

(Health and Safety Officer)

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### **478. SICKNESS ABSENCE/OCCUPATIONAL HEALTH STATISTICS JULY TO SEPTEMBER 2010**

The Health and Safety Officer presented the report to advise Members on sickness absence and occupational health statistics for the period July to September 2010. The outturn for 2010 was 1.97 days per full time equivalent against 2.65 days per full time equivalent in 2009 which had been a significant reduction. Long term sickness absence was also improved on the previous year and the overall target for 2010/11 was expected to be achieved if the current trends continued.

Referrals to Occupational Health had reduced from last year and 2 health surveillance clinics had been held.

Moved by Councillor J.A. Clifton, seconded by Councillor B.R. Murray-Carr **RESOLVED** that the report be received.

### **479. GENERAL HEALTH AND SAFETY REPORT**

The Health and Safety Officer presented the report to update Members on a number of health and safety issues.

Members were advised that there had been recent changes in the asbestos guidance with regard to management surveys and refurbishment and demolition surveys. This new guidance had been provided to staff with management responsibility for asbestos related work and the Council's Asbestos Policy would be updated in due course.

The Health and Safety Officer added that the Council was planning to outsource its asbestos survey work due to the stringent competency requirements.

Members were advised that Stress Risk Assessments had begun to be received from Managers and had so far not shown any serious issues.

An update was provided on the Improvement Notice Action Plan. The Improvement Notice had now been lifted however monitoring and surveying of some items of seasonal equipment was continuing. Some equipment had been replaced with models with a lower vibration level output.

Positive feedback had been received from staff who had attended first aid courses run by the Mines Rescue Service in Mansfield.

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The procurement process for a new Occupation Health contract had commenced. Chesterfield Borough Council had confirmed they would join the consortium for their internal staff.

Members asked questions with regard to training undertaken in respect of Legionella. The Health and Safety Officer advised that 2½ hour's training was provided by a specialist company on theory and management practice. A new electronic recording system was also being introduced. Members were advised that relevant staff members, mainly Leisure Services, received refresher training every 2 years. Risk Assessments and Management Plans were also maintained to ensure best practice.

Moved by Councillor B.R. Murray-Carr, seconded by Councillor J.A. Clifton  
**RESOLVED** that the report be accepted.

### **480, THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

Moved by Councillor J.A. Clifton, seconded by Councillor P.M. Bowmer  
**RESOLVED** that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Paragraph of Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed.

### **481. ACCIDENT AND STRESS STATISTICS APRIL TO JUNE 2010 EXEMPT - PARAGRAPH 2**

The Health and Safety Officer presented the report to update Members on the Accident and Stress Statistics from April to June 2010. Members were advised that the number of accidents had reduced from the same period in 2009 with no reportable accidents. Days lost due to stress had also reduced.

The Head of Leisure provided Members with a detailed explanation in respect of the reasons for the increase in extreme sports accidents.

Members were advised that a number of factors were involved:

- The numbers of participants had massively increased since last year. In the first 5 months of 2010, more young people had taken part in extreme sports than in the whole of 2009.

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- The number of accidents was equivalent to 1 accident for every 143 participants, or every 5 events held.
- An analysis had been done of the accidents reported and the key age group having most accidents was the 10 to 11 year olds. It was added that this was an age when young people started to become more confident and were keen to attempt to increase their bike riding and skateboarding skills.
- The majority of the accidents reported were bruises, cuts and grazes as a result of falls.
- There had been a significant increase in the use of BMX bikes in preference to skate boards from which a fall was more likely to occur.
- The number of accidents was lower than the national average for these types of activities.
- Robust risk management practices were in place with risk assessments done on an ongoing basis.
- Helmets were provided as a minimum for all supervised skate park sessions and informal BMX sessions.
- Specifically designed safety equipment was provided for BMX competitions.
- Equipment used in extreme sports was regularly inspected.
- Ramps provided for mobile events were no more than 2 feet in height.
- Comprehensive Operating Guides (COGs) were provided to every department. These detailed all the identified risks and safety checks in place. Copies were tabled for Members' information.
- Young people who did not appear to be safe due to their limited riding skills were removed from the scheme.

Members asked questions with regard to the Council's legal liability. The Head of Leisure advised that the Comprehensive Operating Guides outlined the safety precautions and responsibilities in place and offered liability protection for the Council

In response to Members' questions in respect of safety measures at the fixed skate park at Kissingate Leisure Centre, the Health and Safety Officer advised that this was inspected daily to ensure the site was fit for purpose.

Moved by Councillor J.A. Clifton, seconded by Councillor B.R. Murray-Carr  
**RESOLVED** that the report be received

The Head of Leisure left the meeting.

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### **482. ACCIDENT AND STRESS STATISTICS JULY TO SEPTEMBER 2010 EXEMPT - PARAGRAPH 2**

The Health and Safety Officer presented the report to update Members on the Accident and Stress Statistics from July to September 2010.

Members were advised that accidents had risen slightly during this period compared to the previous quarter.

A detailed list of all accidents during the July to September period was included in the report for Members' information.

Moved by Councillor J.A. Clifton, seconded by Councillor B.R. Murray-Carr  
**RESOLVED** that the report be received.

The meeting concluded at 1540 hours.