

Committee:	Safety Committee	Agenda Item No.:	6.
Date:	18 <sup>th</sup> April 2011	Category	
Subject:	General Health and Safety Report	Status	Open
Report by:	Health and Safety Officer		
Other Officers involved:	Head of Human Resources and Payroll		
Director	Chief Executive Officer		
Relevant Portfolio Holder	Councillor J.E. Bennett, Portfolio Holder for Performance and Heritage Champion		

#### **RELEVANT CORPORATE AIMS**

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation, by ensuring we comply with legislation and best practice.

#### **TARGETS**

The subject matter does not relate to any targets specified in the Corporate Plan.

#### **VALUE FOR MONEY**

Helping ensure that the Council discharges its legal responsibilities and does not incur legal costs, fines or civil penalties.

## **THE REPORT**

### **Asbestos Management**

The Asbestos Guidance and Management Plan has been updated in line with the Health and Safety Executive's revised requirements for surveying. The plan is available on ERIC.

All surveying work will in any case be undertaken by external contractors, not by BDC employees. Contractors currently being used are Interserve and Cordtape.

### **Stress Risk Assessments**

A new stress risk assessment questionnaire has been developed for managers to complete. Outstanding stress risk assessments will be completed within a three month period, i.e. by the end of June 2011. Responses will be monitored and audited by HR and reported back to Safety Committee.

### **Workplace Inspection**

Workplace inspections have been carried out at Creswell and Kissingate Leisure Centres. No major issues or issues which could not be easily resolved were recorded.

### **Fire Risk Assessments**

All reports for fire risk assessment for 2010 have been received and an action plan developed to address any outstanding issues.

No 'intolerable' risks were identified.

41 'substantial' risks were identified.

Progress will be reported back to the Safety Committee.

### **Training**

Induction training was undertaken for twenty three apprentices on 6<sup>th</sup> April.

Four apprentices have received asbestos awareness training in February.

Fire warden training was undertaken for twenty four Kissingate and Creswell Leisure Centre personnel at the end of January.

Induction training for new employees has now been handed over to the respective service areas. An audit of new starters has been undertaken, and progress will be reported back to the next Safety Committee.

Bansman training and road safety awareness training has been undertaken for eight operatives in January.

### **Improvement Notice Action Plan (Vibration)**

Work activity continues to be surveyed – all operatives (Garage, Grounds Maintenance and Cleansing, Housing trades) are continuing to record their daily exposure to vibration as before. No further incidents of exposure over the legal maximum ( $5\text{ms}^2/400$  points) have been recorded.

Street Services and Housing will be introducing electronic measuring equipment, which each operative will be able to use to measure their exposure to vibration as they do their work. Information can then be collated at the end of the working day.

### **Occupational Health Contract**

The procurement process for a new three year occupational health service provision contract has been completed, however the final successful bidder has not yet been officially confirmed, as of 22<sup>nd</sup> March 2011.

Five contractors were assessed at the pre-qualification stage, three contractors were assessed at the last stage of the process, which were ranked on a basis of 60% quality, as assessed by the presentation and response to questions and 40% price, based on a schedule of rates for services offered.

The three contractors at the last stage of the selection process were:

Wellwork  
RPS  
Hobson Health (the current provider)

Notification will be provided of the successful bidder at the meeting.

### **Policy Reviews**

The Workplace Inspection Policy has been updated:

Only minor amendments were made to formatting and occasional typos and to reflect changes in organisation and acquisition/disposal of properties, and the removal of duplicated information. Copies have not been attached but are available if required.

### **Legionella - Valley View**

The affected flat has had the water tank cleaned and disinfected, follow up tests show that it is clear of legionella. The flat remains unoccupied.

Temperature checks have been carried out on the three flats in each of the following

Shirebrook  
Parkfields  
Jubilee Court  
Woburn house  
Valley View

At least some cold water temperatures in each of the group dwellings were found to be too warm, and in the range that *could* promote legionella growth.

The initial solution trialled at Valley View to insulate the pipework in the affected flat failed to reduce the temperature of the water in the cold water storage tank.

A meeting was held on the 5<sup>th</sup> April with Housing and Regeneration to put together a plan to determine future action to resolve the issue.

A verbal update will be provided at the meeting.

### **Sherwood Lodge**

Following the reorganisation at Sherwood Lodge, many teams have been moved around to different locations, and an area of the building has been allocated for the new tenant, Bolsover Police.

The fire evacuation procedure has been amended to reflect the changes, and Bolsover police will be integrated into this when they arrive.

The revised evacuation procedure has been communicated to all employees at Sherwood Lodge via the bulletin and via their heads of Service.

There are no alterations which affect Elected Members.

### **IMPLICATIONS**

**Financial:** No direct financial implications or additional commitments

**Legal:** None

**Human Resources:** No direct implications

### **RECOMMENDATION**

**That the report and changes to policies outlined be accepted.**

ATTACHMENT: Yes

FILE REFERENCE:

SOURCE DOCUMENT: