

Bolsover District Council

Safety Committee

7th November 2016

Health and Safety Report

Report of the Health and Safety Advisor

This report is public

Purpose of the Report

- To provide an update on the council's health and safety performance over the last quarter.
- To provide an update on the council's health and safety aims and objectives and the progress made against realising these targets.
- To report on any significant health and safety accidents, incidents, enforcement activity or legislative changes which could adversely affect the council's risk exposure.

1 Report Details

1.1 Actions from Previous Meeting

1.2 Standard Report Items.

1.2.1 Employee Protection Register

During the reporting period five (5) names has been added to the employee protection register with three (3) names removed. As a result of this exercise, the total number of addresses now held on the register is twenty four (26).

1.2.2 Workplace Inspections

Location	Onus	Last WP Inspect.	Next Inspection Due	Report Produced	Actions Closed Out	Status
CORPORATE						
The Arc (main building and external areas excluding tenanted areas, Contact Centre and Leisure Centre)	Buildings and Contracts Manager	Scheduled for W/C 7/11/16	07/05/17	N/A	N/A	Inspection Scheduled

Unit A3 Mill 1, Pleasley Mill	Director of Governance & Monitoring Officer	30/08/16	30/02/16	25/09/16	Actions Awaiting Close out	In Progress
DEPOT						
Riverside Depot, Doe Lea	Joint Assistant Director of Street Scene	04/10/16	04/04/16	26/10/16	Actions Awaiting Close out	In Progress
LEISURE FACILITIES						
The Arc Leisure Centre	Buildings and Contracts Manager	Scheduled for W/C 7/11/16	07/05/17	N/A	N/A	Inspection Scheduled
Frederick Gents	Joint Assistant Director of Leisure	Scheduled for W/C 7/11/16	07/05/17	N/A	N/A	Inspection Scheduled
Creswell Leisure Centre		Scheduled for W/C 31/10/16	31/04/17	N/A	N/A	Inspection Scheduled
Grease works, Pleasley Vale (PVOAC)	Joint Assistant Director of Leisure	01/09/16	01/05/17	29/09/16	Actions Awaiting Close out	In Progress
Boathouse, Pleasley Vale		01/09/16	01/05/17	29/09/16	Actions Awaiting Close out	In Progress
Unit T, Pleasley Vale		01/09/16	01/05/17	29/09/16	Actions Awaiting Close out	In Progress
Castle Leisure Park Pavilion, Carr Vale, Bolsover		17/08/16	17/02/17	02/09/16	Actions Closed Out	Complete
Clune Street Pavilion, Clowne		17/08/16	17/02/17	02/09/16	Actions Closed Out	Complete
Broadmeadows Sports Pavilion, South Normanton		17/08/16	17/02/17	02/09/16	Actions Closed Out	Complete

CONTACT CENTRES						
Clowne Contact Centre	Joint Assistant Director of Customer Services and Improvement	10/05/16	25/11/16	10/05/16	Actions Closed Out	Complete next inspection arranged
Bolsover Contact Centre		10/05/16	25/11/16	10/05/16	Actions Closed Out	Complete next inspection arranged
Shirebrook Contact Centre		10/05/16	25/11/16	10/05/16	Actions Closed Out	Complete next inspection arranged
South Normanton Contact Centre / Hub		10/05/16	25/11/16	10/05/16	Actions Closed Out	Complete next inspection arranged
SHOP UNITS AND GROUP DWELLINGS						
Alder House, Shirebrook	Head of Housing Services	14/10/16	14/04/17	Awaiting Production of Report	N/A	N/A
Ashbourne Court, Shirebrook		14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A
Jubilee Court, Pinxton		14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A
Mill Lane, Whitwell	Head of Housing Services	14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A
Parkfields, Clowne		14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A
Park View, Barlborough		14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A
Queens Court, Creswell		14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A
Valley View, Hillstown, Bolsover		14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A

Victoria House, Creswell		14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A
Woburn house, Blackwell		14/10/16	14/04/17	Awaiting Production of Reports	N/A	N/A
COMMERCIAL AND INDUSTRIAL UNITS (COMMUNAL AREAS)						
Mill 1 - Pleasley Vale Mills	Buildings and Contracts Manager	24/08/16	24/02/17	20/09/16	Actions Awaiting Close Out	In Progress
Mill 2 - Pleasley Vale Mills		24/08/16	24/02/17	20/09/16	Actions Awaiting Close Out	In Progress
Mill 3 - Pleasley Vale Mills		24/08/16	24/02/17	20/09/16	Actions Awaiting Close Out	In Progress
Pleasley Vale Security Lodge		24/08/16	24/02/17	20/09/16	Actions Awaiting Close Out	In Progress
The Tangent, Shirebrook	Buildings and Contracts Manager	19/10/16	19/04/17	Awaiting Production of Report	Awaiting Production of Report	Awaiting Production of Report

1.2.4 Health and Safety Training

COURSE DETAILS	TRAINING IDENTIFIED FOR YEAR (APR 2015 to MAR 2016)			TRAINING DELIVERED THIS QUARTER (Jul - Sep 2016)			TRAINING CARRIED OVER		
	NUMBERS SCHEDULED	NUMBERS TRAINED	NUMBERS OUTSTANDING	NUMBERS SCHEDULED	NUMBERS TRAINED	NUMBERS OUTSTANDING	NUMBERS SCHEDULED	NUMBERS TRAINED	NUMBERS OUTSTANDING
Corporate Health and Safety Induction	60*	20	40	0	0	37	37		
Manual Handling (Street Scene)	63	27	36	0	0	36	36		
Manual Handling (Leisure)	37	18	21	0	0	21	21		
Manual Handling (Housing)	56	59	0	0	0	0	0		
Manual Handling (General)	262	122	140	20	0	140	140		
Asbestos Awareness (Full Course)	3	0	3	0	0	3	3		
Asbestos Awareness (Yearly Refresher)	64	0	64	0	0	64	64		
Fire Safety Awareness	418	185	233	20	0	213	213		
SHE Accident System Training	55	42	13	0	0	13	13		
Risk Perception/ Hazard Spotting	418	185	415	20	0	213	213		
Lone Worker Training	120	101	19	0	0	19	19		
First Aid At Work (Initial)	5	8	0	0	0	0	0		
First Aid At Work (Refresher)	15	15	0	4	4	0	0		
Emergency First Aid	12	12	0	1	1	0	0		
De-Fibrillator Training	24	2	22	22	0	22	22		
Trailer Training (FULL)	6*	2	4	4	0	4	4		
Trailer Training Awareness	25*	0	25	25	0	25	25		
D1/PCV Minibus Training	1	0	1	1	0	1	1		

1.2.5 Near Miss/ Learning Events

There has been no near miss Incidents or learning events reported in this reporting period.

Supplementary Items

No supplementary items for discussion

2 Conclusions and Reasons for Recommendation

All Items – It is recommended that the committee consider and note the information provided.

3 Consultation and Equality Impact

The report is formally reviewed at the health and safety pre-meeting held prior to the main safety committee when any issues requiring further consultation or that may have an impact on equality related issues will be identified and appropriate measures put in place to address them.

4 Alternative Options and Reasons for Rejection

Not applicable for this report.

5 Implications

5.1 Finance and Risk Implications

It is not envisaged that there is any significant financial implications connected with this report other than the expenditure required to provide the external training identified in the health and safety action plan however this has already been allowed for in the overall health and safety training budget.

5.2 Legal Implications including Data Protection

The report and the actions contained within should not have any legal implications on the authority other than reducing the risk exposure of the Authority as a result of providing additional training for its staff and ensuring statutory requirements are fully complied with.

5.3 Human Resources Implications

It is not envisaged that there will be any human resources implications as a result of this report other than the potential up skilling of staff as a result of them attending relevant training.

6 Recommendations

It is recommended that the committee consider and note the information provided.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
District Wards Affected	
Links to Corporate Plan priorities or Policy Framework	

8 Document Information

Appendix No:	Title:
A	Health and Safety Action Plan
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Not applicable for this report	
Report Author	Contact Number
Health and Safety Advisor	242403

Report Reference –