

Bolsover District Council

Safety Committee

6th February 2017

Health and Safety Report

Report of the Health and Safety Manager

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

Health and Safety Manager to give update on Fire Compliance issues - Update to be dealt with as an agenda item with health and safety manager giving a verbal update report.

Health and Safety Manager to give update on Legionella Compliance issues - Update to be dealt with as an agenda item with health and safety manager giving a verbal update report.

1.2 Standard Report Items.

1.2.1 Employee Protection Register

During the reporting period four (4) names has been added to the employee protection register with no names removed. As a result of this exercise, the total number of addresses now held on the register is thirty (30).

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	7/11/16	07/05/17	N/A	Actions Awaiting Close out	In Progress
Unit A3 Mill 1, Pleasley Mill	Director of Governance & Monitoring Officer	30/08/16	30/02/16	25/09/16	Yes	Complete
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	Joint Assistant Director of Leisure	7/11/16	07/05/17	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 Close out	Complete
Boathouse, Pleasley Vale		01/09/16	01/05/17	29/09/16	Actions Close out	Complete
Unit T, Pleasley Vale		01/09/16	01/05/17	29/09/16	Actions Close out	Complete
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	25/11/16	25/05/17	01/12/16	Actions Closed Out	Complete next inspection arranged
Bolsover Contact Centre		25/11/16	25/05/17	01/12/16	Actions Closed Out	Complete next inspection arranged
Shirebrook Contact Centre		25/11/16	25/05/17	01/12/16	Actions Closed Out	Complete next inspection arranged
South Normanton Contact Centre / Hub		25/11/16	25/05/17	01/12/16	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	3/11/16	Actions Awaiting Close out	In Progress
Ashbourne Court, Shirebrook		14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress
Jubilee Court, Pinxton		14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress
Mill Lane, Whitwell	Head of Housing Services	14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress
Parkfields, Clowne		14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress

Park View, Barlborough		14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress
Queens Court, Creswell		14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress
Valley View, Hillstown, Bolsover		14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress
Victoria House, Creswell		14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress
Woburn house, Blackwell		14/10/16	14/04/17	3/11/16	Actions Awaiting Close out	In Progress
COMMERCIAL AND INDUSTRIAL UNITS (COMMUNAL AREAS)						
Mill 1 - Pleasley Vale Mills		24/08/16	24/02/17	20/09/16	Actions Close Out	Complete
Mill 2 - Pleasley Vale Mills	Buildings and Contracts Manager	24/08/16	24/02/17	20/09/16	Actions Close Out	Complete
Mill 3 - Pleasley Vale Mills		24/08/16	24/02/17	20/09/16	Actions Close Out	Complete
Pleasley Vale Security Lodge		24/08/16	24/02/17	20/09/16	Actions Close Out	Complete
The Tangent, Shirebrook		Buildings and Contracts Manager	19/10/16	19/04/17	10/11/16	Actions Close Out

1.2.4 Health and Safety Training

COURSE DETAILS	TRAINING IDENTIFIED FOR YEAR (APR 2015 to MAR 2016)			TRAINING DELIVERED THIS QUARTER (Oct - Dec 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	20	0	17			17
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			
Manual Handling (General)	262	122	140	0	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	0	0	213	213		213
SHE Accident System Training	55	42	0	0	0	0			0
Risk Perception/ Hazard Spotting	418	185	415	0	0	213			213
Lone Worker Training	120	101	19	10	10	9			9
First Aid At Work (Initial)	5	8	0	0	0	0			
First Aid At Work (Refresher)	15	15	0	10	10	0	5		
Emergency First Aid	12	12	0	2	2	0	10		
De-Fibrillator Training	24	2	22	0	0	0	0		
Trailer Training (FULL)	6*	2	4	4	0	4	0		4
Trailer Training Awareness	25*	0	25	25	0	25	0		25
D1/PCV Minibus Training	1	0	1	1	0	1	0		1
*	Approximate Numbers dependant on number of new starters								
Overall numbers scheduled have been adjusted to reflect precise numbers involved									
Delivery dates have been scheduled for all training to ensure required outcomes achieved by year end.									

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: A	Title: 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 –