

Bolsover District Council

Safety Committee

5th February 2018

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.

Report Details

1.1 Actions from Previous Meeting

There were no actions resulting from the previous meeting held on 20th November 2017.

1.2 Standard Report Items.

1.2.1 Employee Protection Register

During the reporting period One (1) name has been added to the employee protection register and zero (0) removed. As a result the total number of addresses now held on the register is forty four (44).

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	17/11/17	17/05/18	28/11/17	Awaiting action close out	In Progress

Unit A3 Mill 1, Pleasley Mill	Director of Governance & Monitoring Officer	Re-schedule 23.01.18	21/07/18	N/A	Awaiting Inspection	Awaiting Inspection
DEPOT						
Riverside Depot, Doe Lea	Joint Assistant Director of Street Scene	26/09/17	26/03/18	14/10/17	Awaiting action close out	In Progress
LEISURE FACILITIES						
Go Active at the Arc Leisure Centre	Joint Assistant Director of Leisure	17/11/17	17/05/18	28/11/17	Awaiting action close out	In Progress
Grease works, Pleasley Vale (PVOAC)	Joint Assistant Director of Leisure	01/09/17	01/03/18	21/09/17	Actions Closed Out	Complete
Boathouse, Pleasley Vale		01/09/17	01/03/18	21/09/17	Actions Closed Out	Complete
Unit T, Pleasley Vale		01/09/17	01/03/18	21/09/17	Actions Closed Out	Complete
Castle Leisure Park Pavilion, Carr Vale, Bolsover	Joint Assistant Director of Leisure	15/09/17	15/03/18	30/09/17	Actions closed out	Complete
Clune Street Pavilion, Clowne		15/09/17	15/03/18	30/09/17	Actions closed out	Complete
Broadmeadows Sports Pavilion, South Normanton		15/09/17	15/03/18	30/09/17	Actions closed out	Complete
CONTACT CENTRES						
Clowne Contact Centre	Joint Assistant Director of Customer Services and Improvement	Inspection Re-scheduled for January 2018	June 2018	N/A	Awaiting Inspection	Awaiting Inspection
Bolsover Contact Centre		Inspection Re-scheduled for January 2018	June 2018	N/A	Awaiting Inspection	Awaiting Inspection

Shirebrook Contact Centre		Inspection Re-scheduled for January 2018	June 2018	N/A	Awaiting Inspection	Awaiting Inspection
South Normanton Contact Centre / Hub		Inspection Re-scheduled for January 2018	June 2018	N/A	Awaiting Inspection	Awaiting Inspection
SHOP UNITS AND GROUP DWELLINGS						
Alder House, Shirebrook	Head of Housing Services	10/10/17	14/03/18	30/10/17	Actions Awaiting Closed Out	In Progress
Ashbourne Court, Shirebrook		10/10/17	14/03/18	30/10/17	Actions Awaiting Closed Out	In Progress
Jubilee Court, Pinxton		12/10/17	14/03/18	30/10/17	Actions Awaiting Closed Out	In Progress
Mill Lane, Whitwell		10/10/17	09/03/18	30/10/17	Actions Awaiting Closed Out	In Progress
Parkfields, Clowne	Head of Housing Services	10/10/17	09/03/18	30/10/17	Actions Awaiting Closed Out	In Progress
Park View, Barlborough		10/10/17	09/03/18	30/10/17	Actions Awaiting Close Out	In Progress
Queens Court, Creswell		10/10/17	09/03/18	30/10/17	Actions Awaiting Close Out	In Progress
Valley View, Hillstown, Bolsover		12/10/17	14/03/18	30/10/17	Actions Awaiting Close Out	In Progress
Victoria House, Creswell		10/10/17	09/03/18	30/10/17	Actions Awaiting Close Out	In Progress
Woburn house, Blackwell		12/10/17	14/03/18	30/10/17	Actions Awaiting Close Out	In Progress

COMMERCIAL AND INDUSTRIAL UNITS (COMMUNAL AREAS)

Mill 1 - Pleasley Vale Mills	Buildings and Contracts Manager	24/07/17	24/02/18	20/08/17	Actions Close Out	Complete
Mill 2 - Pleasley Vale Mills		24/07/17	24/02/18	20/08/17	Actions Close Out	Complete
Mill 3 - Pleasley Vale Mills		24/07/17	24/02/18	20/08/17	Actions Close Out	Complete
Pleasley Vale Security Lodge		24/07/17	24/02/18	20/08/17	Actions Close Out	Complete
The Tangent, Shirebrook	Buildings and Contracts Manager	29/11/17	29/05/18	12/12/17	Actions Awaiting Closed Out	In Progress

1.2.4 Near Miss/ Learning Events

There have been no near miss incidents reported during the reporting period.

1.2.5 Health and Safety Training

COURSE DETAILS	Course Duration	TRAINING DELIVERED IN 1st QUARTER
Corporate Health and Safety Induction	1 Hour	0
Manual Handling (Street Scene)	½ Day	0
Manual Handling (Leisure)	½ Day	0
Manual Handling (Housing)	½ Day	0
Manual Handling (General)	½ Day	0
Asbestos Awareness (Full Course)	1 Day	8
Asbestos Awareness (Annual Refresher)	½ Day	0
Asbestos Unlicensed Removal	1 Day	0
Fire Safety Awareness	1 Hour	0
SHE Accident System Training	2 Hours	0
Risk Perception/ Hazard Spotting	1 Hour	0

Lone Worker Training	1 Day	0
First Aid At Work (Initial)	3 Days	3
First Aid At Work (Refresher)	2 Days	3
Emergency First Aid	1 Day	7
Defibrillator Training (TO BE REMOVED FROM NEXT REPORT AS NOW INCLUDED AS PART OF FIRST AID TRAINING)	1 Day	0
Trailer Training (FULL)	3 Days	0
Trailer Training (Awareness)	1 Day	0
D1/PCV Minibus Training	2 Days	0
Sharps Awareness	3 hours	11
Corporate induction Training	1 hour	10

1.26 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

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p><i>BDC:</i> <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/></p> <p><i>NEDDC:</i> <i>Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/></p> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	

8 Document Information

<p>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)</p>	
Not applicable for this report	
Report Author	Contact Number
Health and Safety Manager	242403