

Bolsover District Council

Safety Committee

15th November 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.

1 Report Details

1.1 Actions from Previous Meeting

There were no actions resulting from the previous meeting held on 30th August 2018.

1.2 Standard Report Items.

1.2.1 Employee Protection Register

During the reporting period nine (9) names have been added to the employee protection register and four (4) removed. As a result the total number of entries now held on the register is fifty seven (57). (As at 30th September)

In addition the new electronic employee protection register is ready for launch.

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	20/09/18	20/03/19	28/09/18	High Priority actions closed out	1 st Review Conducted
Unit A3 Mill 1, Pleasley Mill	Director of Governance & Monitoring Officer	25/09/18	25/03/19	28/09/18	N/A	Awaiting 1 st Review
DEPOT						
Riverside Depot, Doe Lea	Joint Assistant Director of Street Scene	12/09/18	12/03/19	14/09/18	High Priority actions closed out	1st Review completed
LEISURE FACILITIES						
Go Active at the Arc Leisure Centre	Joint Assistant Director of Leisure	20/09/18	20/03/19	28/09/18	High Priority actions closed out	1 st Review Conducted
Grease works, Pleasley Vale (PVOAC)	Joint Assistant Director of Leisure	19/10/18	19/04/19	21/10/18	N/A	Awaiting 1 st Review
Boathouse, Pleasley Vale		19/10/18	19/04/19	21/10/18	N/A	Awaiting 1 st Review
Unit T, Pleasley Vale		19/10/18	19/04/19	21/10/18	N/A	Awaiting 1 st Review
Castle Leisure Park Pavilion, Carr Vale, Bolsover	Joint Assistant Director of Leisure	06/03/18	06/09/18	06/03/18	Actions closed out	Complete
Clune Street Pavilion, Clowne		06/03/18	06/09/18	06/03/18	Actions closed out	Complete
Broadmeadows Sports Pavilion, South Normanton		06/03/18	06/09/18	06/03/18	Actions closed out	Complete

CONTACT CENTRES						
Clowne Contact Centre	Joint Assistant Director of Customer Services and Improvement	25/01/18	25/07/18	30/01/18	All actions closed out	Inspection overdue
Bolsover Contact Centre		25/01/18	25/07/18	30/01/18	All actions closed out	Inspection overdue
Shirebrook Contact Centre		25/01/18	25/07/18	30/01/18	All actions closed out	Inspection overdue
South Normanton Contact Centre / Hub		25/01/18	25/07/18	30/01/18	All actions closed out	Inspection overdue
SHOP UNITS AND GROUP DWELLINGS						
Ashbourne Court, Shirebrook	Head of Housing Services	16/08/18	23/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted
Jubilee Court, Pinxton		16/08/18	23/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted
Mill Lane, Whitwell		21/08/18	22/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted
Parkfields, Clowne		21/08/18	22/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted
Park View, Barlborough		21/08/18	22/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted
Queens Court, Creswell		21/08/18	22/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted
Valley View, Hillstown, Bolsover		16/08/18	23/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted

Victoria House, Creswell		21/08/18	22/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted
Woburn house, Blackwell		16/08/18	23/01/19	26/08/18	High Priority Actions Closed Out	1 st Review Conducted
COMMERCIAL AND INDUSTRIAL UNITS (COMMUNAL AREAS)						
Mill 1 - Pleasley Vale Mills	Buildings and Contracts	21/09/18	21/03/19	10/10/18	High Actions Closed out	1 st Review Conducted
Mill 2 - Pleasley Vale Mills		21/09/18	21/03/19	10/10/18	High Actions Closed out	1 st Review Conducted
Mill 3 - Pleasley Vale Mills		21/09/18	21/03/19	10/10/18	High Actions Closed out	1 st Review Conducted
The Tangent, Shirebrook		22/10/18	22/04/19	30/10/18	N/A	Awaiting 1 st Review

1.2.4 Near Miss/ Learning Events

There has been 1 near miss incident reported during the reporting period. This related to road traffic incidents where the 3rd party was at fault.

1.2.5 Health and Safety Training

COURSE DETAILS	Course Duration	TRAINING DELIVERED IN 1st QUARTER
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	0
Asbestos Awareness (Annual Refresher)	½ Day	0
Asbestos Unlicensed Removal	1 Day	0
Fire Safety Awareness	1 Hour	0
Fire Marshal/ Warden	½ Day	19
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	2
First Aid At Work (Refresher)	2 Days	1
Emergency First Aid	1 Day	0
Trailer Training (FULL)	3 Days	0
Trailer Training (Awareness)	1 Day	0
Sharps Awareness	3 hours	0
Ladder User	½ Day	0
Ladder Inspection	½ Day	0
Scaffold Appreciation	1 Day	0
Scaffold Inspection	1 Day	0
Corporate Safety Induction	1 Hour	7
Trainee Safety Induction	1 Hour	0

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
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 Manager	242403