

Bolsover District Council

Safety Committee

14th February 2019

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 15th November 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 30thSeptember)

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)	HoS Property & Estates	20/09/18	20/03/19	28/09/18	54% Medium Priority actions closed out	2 nd Review Conducted
Unit A3 Mill 1, Pleasley Mill	HoS, Governance & Monitoring Officer	25/09/18	25/03/19	28/09/18	High priority actions closed out 75% Medium actions closed out	2 nd Review conducted
DEPOT						
Riverside Depot, Doe Lea	HoS Street Scene	12/09/18	12/03/19	14/09/18	87% of Medium priority actions closed out	2 nd Review completed
LEISURE FACILITIES						
Go Active at the Arc Leisure Centre	HoS Transformation & Partnerships	20/09/18	20/03/19	28/09/18	Medium actions closed out	2 nd Review Conducted

Pleasley Vale (OAC)	HoS Transformation & Partnerships	19/10/18	19/04/19	21/10/18	67% High actions Closed Out	Awaiting 2nd Review
Castle Leisure Park Pavilion, Carr Vale, Bolsover	HoS Transformation & Partnerships	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	HoS Transformation & Partnerships	25/01/18	25/07/18	07/02/19	All actions closed out	Inspection overdue
Bolsover Contact Centre		25/01/18	25/07/18	07/02/19	All actions closed out	Inspection overdue
Shirebrook Contact Centre		25/01/18	25/07/18	07/02/19	All actions closed out	Inspection overdue
South Normanton Contact Centre / Hub		25/01/18	25/07/18	07/02/19	All actions closed out	Inspection overdue

SHOP UNITS AND GROUP DWELLINGS						
Ashbourne Court, Shirebrook	HoS Housing	25/01/19	25/07/19	pending		
Jubilee Court, Pinxton		16/08/18	23/01/19	26/08/18	Medium Priority Actions Closed Out	2nd Review Conducted
Mill Lane, Whitwell		23/01/19	22/07/19	pending		
Parkfields, Clowne		25/01/19	25/07/19	pending		
Park View, Barlborough		23/01/19	22/07/19	pending		
Queens Court, Creswell		23/01/19	22/07/19	pending		
Valley View, Hillstown, Bolsover		16/08/18	23/01/19	26/08/18	Medium Priority Actions Closed Out	2nd Review Conducted
Victoria House, Creswell		25/01/19	25/07/19	pending		
Woburn house, Blackwell		16/08/18	23/01/19	26/08/18	Medium Priority Actions Closed Out	2nd Review Conducted

COMMERCIAL AND INDUSTRIAL UNITS (COMMUNAL AREAS)						
Mill 1 - Pleasley Vale Mills	HoS Property & Estates	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	Medium actions outstanding	2 nd Review Conducted

1.2.4 Near Miss/ Learning Events

There have been 0 near miss incidents reported during the reporting period. H&S will continue to work on instilling the need to report no injury incidents.

1.2.5 Health and Safety Training

COURSE DETAILS	Course Duration	TRAINING DELIVERED IN 3rd 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	8
Asbestos Awareness (Annual Refresher)	½ Day	0
Asbestos Unlicensed Removal	1 Day	0
Fire Safety Awareness	1 Hour	0
Fire Marshal/ Warden	½ Day	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	2
First Aid At Work (Refresher)	2 Days	4
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	5
Ladder Inspection	½ Day	0
Scaffold Appreciation	1 Day	0
Scaffold Inspection	1 Day	0

Corporate Safety Induction	1 Hour	9
Trainee Safety Induction	1 Hour	0
Coshh Awareness Training	1 Hour	108
Abrasive Wheels	½ Day	43

Summary: 179 Employees trained on 6 courses

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