

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING  
15th October, 2012**

Present:- Councillor R. S. Russell (in the Chair); Councillors Ali and Swift.

**L27. MINUTES OF THE PREVIOUS MEETING HELD ON 1ST OCTOBER, 2012**

The minutes of the previous meeting held on 1st October, 2012 were considered.

Resolved:- That the minutes of the previous meeting of the Cabinet Member and Advisers for Waste and Emergency Planning, as now submitted, be agreed as a correct record for signature by the Chairman.

**L28. MINUTES OF A MEETING OF THE HEALTH, WELFARE AND SAFETY PANEL, HELD ON 13TH JULY, 2012**

The following report was submitted:-

**HEALTH, WELFARE AND SAFETY PANEL  
FRIDAY, 13TH JULY, 2012**

Present:- Councillor R. S. Russell (in the Chair); Councillors Dodson, Swift, Wootton and Whelbourn and Carole Maleham (Unison), Jill Adams (NUT), Susan Brook (NASUWT) and Phil Morris (GMB).

Together with: - Sian Fiander (Principal Health and Safety Officer)

Apologies for absence had been received from: - Councillors G. A. Russell and P. A. Russell and Dean Fenton and Anthony McDermott.

**32. COMPOSITION OF THE MEMBERSHIP OF THE HEALTH, WELFARE AND SAFETY PANEL FOR THE 2012/13 MUNICIPAL YEAR.**

Resolved: - That the following employee and employer representatives be confirmed as members of the Health, Welfare and Safety Panel for the 2012/13 Municipal Year: -

**Employee representatives: -**

- Mrs. Carole Maleham, Unison.
- Ms. Joanne Jenkinson, Unison.
- Mrs. Ruth Asquith, Unison.
- Mrs. Susan Brook, NASUWT.
- Mrs. Jill Adams, NUT.
- Mr. Wayne Bateman, GMB.

**Employer representatives: -**

- Councillor Peter Wootton, Health Select Commission Representative (substitute: Councillor J. Dalton).
- Councillor Jahangir Akhtar, Deputy Leader and Members' Training and Development Panel Representative.
- Councillor Richard Russell, Cabinet Member for Waste and Emergency Planning (Chair).

- Councillor Terry Sharman, Self-Regulation Select Commission Representative (substitute: Councillor J. Hamilton).
- Councillor John Swift, Improving Places Select Commission Representative (substitute: Councillor P. Russell).
- Councillor Glyn Whelbourn, Overview and Scrutiny Management Board Representative.
- Councillor Patricia Russell, Co-opted Member, Catering and Professional Kitchen expertise.
- Councillor Ann Russell, Improving Lives Select Commission (substitute: Councillor S. Ali).

**33. APPOINTMENT OF THE VICE-CHAIR OF THE HEALTH, WELFARE AND SAFETY PANEL FOR THE 2012/13 MUNICIPAL YEAR.**

Resolved: - That Susan Brook, NASUWT Representative, be appointed to the position of Vice-Chair of the Health, Welfare and Safety Panel for the 2012/13 Municipal Year.

**34. MINUTES OF THE PREVIOUS MEETING HELD ON 27TH APRIL, 2012.**

Resolved: - That the minutes of the previous meeting of the Health, Welfare and Safety Panel, held on 27<sup>th</sup> April, 2012, be approved as a correct record for signature by the Chairman.

**35. MATTERS ARISING.**

Nothing was raised under this item.

**36. KEN MOORE, TRADES UNION REPRESENTATIVE TO THE HEALTH, WELFARE AND SAFETY PANEL.**

The Chairman was pleased that Ken Moore was able to attend this meeting of the Health, Welfare and Safety Panel. Minute 26 of the previous minutes marked the ceasing of the membership of the retired Trades' Unions' Representatives under the new Constitution of the Health, Welfare and Safety Panel.

The Chairman referred to Ken's exceptional and long-standing commitment to the Health, Welfare and Safety Panel since early in its existence and thanked him for his commitment on behalf of the Council, employees and his Trade Union members.

**37. STATISTICS OF ACCIDENTS, INJURIES AND INCIDENTS OF VIOLENCE TO EMPLOYEES.**

The Chairman reported that work was ongoing to re-format the statistics of accidents, injuries and incidents of violence to employees. These statistics would be made available to the next meeting.

Resolved: - That the information shared be noted.

**38. HEALTH AND SAFETY BULLETIN.**

Consideration was given to the Health and Safety Bulletin document that had been circulated to the Health, Welfare and Safety Panel representatives. The Bulletin contained UK-wide legal cases relating to health and safety.

The following items were highlighted: -

- Outdoor Play;
- Young people, risk and an exciting education;
- Consultation on proposals to remove fourteen legislative measures

where the Health and Safety Executive believed the legislative measures redundant or had been overtaken by more up to date Regulations, or did not deliver their expected benefits;

- Health and Safety Executive's revised guidance on Portable Appliance Testing;
- The Health and Safety Executive had served two Improvement Notices on an Edinburgh Cooling Tower;
- Recent Court Cases relating to health and safety issues;
- Rotherham M.B.C. Emergency and Safety Team interventions.

Discussion ensued, and the following issues were raised by those in attendance: -

- Westminster Council had been fined £25,000 for failing to maintain gas appliances;
- Health and Safety Executive fees were due to increase from 1st October, 2012, these would include: -
  - Issuing of a letter - £700 charge;
  - Issuing of an Improvement Notice - £1,500 charge;
  - Prohibition Notice - £2,500 charge;
  - Investigation fees - £125 per hour.

Members of the Health, Safety and Welfare Panel raised questions about the Authority's Legionella policy. The Principal Health and Safety Officer confirmed that the policy was well enforced and had been extended to include council house properties. Advice had been offered to tenants on how to mitigate risks.

A School Trade Union representative advised the Panel that many modern schools had had showers installed, particularly in their Foundation Stage units, but that these were not regularly used, increasing their risk of Legionella contamination. The Principal Health and Safety Officer advised the Panel that guidance was issued to School Caretakers on maintenance of showers during the holiday periods.

Resolved: - That the information shared be noted.

### **39. REPORTS ON VISITS OF INSPECTION HELD ON 15TH JUNE, 2012.**

Consideration was given to the reports of the Visits of Inspection of the Health, Welfare and Safety Panel that took place on 15th June, 2012.

Party A Visits of Inspection: -

- Broom Valley Primary School;
  - Snagging issues;
  - Vinyl floor.
- Oakwood Technology College;
  - Holes in fabric of playground surface.
- Boston Castle Park;
  - No issues to report.
- Unity Centre;
  - General presentation required attention;
  - Principal Facilities Officer to follow-up.
- My Place;
  - No issues to report.

Party B Visits of Inspection: -

- Addison Day Centre;
  - No issues to report.
- Hilltop Special School;

- Lockers not fastened/secured to the wall;
- Message to be sent to all schools to enforce message of the importance of fastening lockers to a solid structure to prevent collapsing risks.
- Maltby Library;
  - Some PAT testing was overdue.
- Stepping Stones Children's Centre;
  - Washing line had been re-sited following guidance.
- The Bridge PRU;
  - Lockers not fastened/secured to a wall/solid structure.
- Centenary Market;
  - No issues to report.

Resolved: - [1] That the information be noted.

[2] That the report of Party A be amended to show that Susan Brook was in attendance on both the morning and afternoon sessions.

[3] That the report of Party B be amended to show that Councillor G. Whelbourn was not present for the afternoon session.

[4] That the report of Party B be amended to show that Councillor B. Dodson was present for the afternoon session.

#### **40. ANY OTHER BUSINESS.**

A member of the Panel requested guidance on whether the Council's Arms' Length Management Organisations (ALMOs) had Health and Safety Committees. The Principal Health and Safety Officer confirmed that the ALMOs did have Health and Safety Representatives.

#### **41. DATE AND TIME OF THE NEXT MEETINGS:-**

Resolved: - [1] That the next meeting of the Health, Welfare and Safety Panel take place on Friday 19th October, 2012, in the Rotherham Town Hall.

[2] That the future meetings of the Health, Welfare and Safety Panel take place on: -

- Friday 11th January, 2013;
- Friday 26th April, 2013;
- Friday 12th July, 2013.

[3] That the next Health, Welfare and Safety Panel Visits of Inspection take place on Friday 21st September, 2012.

[4] That the future Health, Welfare and Safety Panel Visits of Inspection take place on: -

- Friday 7th December, 2012;
- Friday 15th March, 2013;
- Friday 21st June, 2013.

#### **L29. GREEN WASTE COLLECTION - WINTER WORKING ARRANGEMENTS**

Consideration was given to a report presented by the Waste Manager concerning a proposal to change the frequency of green waste collection during the Winter months 2012/2013, as a consequence of the peak growing season coming to an end. The report stated that this proposal

incorporates the working arrangements on residual waste and dry recycling during the Christmas and New Year holiday period. The cost of the proposed arrangements will be maintained within the existing Waste Management budget.

Resolved:- (1) That the report be received and its contents noted.

(2) That the collection frequency for the green waste service shall revert to a four-weekly collection for the Winter period, beginning on Monday, 26th November 2012 and lasting until Friday 29th March 2013.

(3) That approval be granted for the suspension of green waste collections during the Christmas/New Year holiday period, 2012/2013, in order to divert resources to residual waste/recycling collection.

### **L30. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES**

Consideration was given to the update provided by the Emergency and Safety Manager. The update included: -

(a) Business Continuity - (i) BCM E-Learning and there have been 31 hits/uses; (ii) BCM Shared system training continues; (ii) work continues on developing plans, specifically severe weather plans (including the A57 report recommendations), Pandemic Influenza and recovery arrangements.

(b) Emergency Planning - (i) work has concentrated upon the public demonstrations which took place in the Rotherham town centre on Saturday 13<sup>th</sup> October, 2012; (ii) visits were made by the Emergency Planning team to a number of hazard sites in Sheffield on Friday 5<sup>th</sup> October 2012 and arrangements were being made for visits to hazard sites in the Rotherham Borough area.

(c) Health, Welfare and Safety - an IOSH Managing Safely Course is taking place, with additional courses planned for later this year and in the New Year. Asbestos awareness courses have also been undertaken for a variety of staff. managing violence and aggression/risk assessment training has taken place for NHS public health staff who now work in Riverside House; risk assessment training was provided for staff in the Children and Young People's Services Directorate; violence and aggression training was provided for newly qualified social workers; there has been general health and safety training for waste management operatives.

Resolved:- That the update be noted and the Emergency and Safety Manager be thanked for his contribution.

### **L31. WASTE UPDATE**

Consideration was given to the update provided by the Waste Manager, Environment and Development Services. Issues raised included:-

(i) Sterecycle - the Company is now in administration.

(ii) investigation of an injury to a waste management operative.

(iii) costs of disposal of waste at landfill sites.

(iv) discussions concerning clinical waste collection arrangements.

Resolved:- That the update be noted and the Waste Manager be thanked for his contribution.