

## **CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING**

**Venue: Town Hall, Moorgate  
Street, ROTHERHAM.  
S60 2TH**

**Date: Monday, 15th October, 2012**

**Time: 9.30 a.m.**

### **A G E N D A**

1. To determine if the following matters are likely to be considered under the categories suggested, in accordance with Part 1 of Schedule 12A (as amended March 2006) to the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Apologies for absence
4. Minutes of the previous meeting held on 1st October, 2012 (copy attached) (Pages 1 - 2)
5. Minutes of a meeting of the Health, Welfare and Safety Panel, held on 13th July, 2012 (copy attached) (Pages 3 - 7)
6. Green Waste Collection - Winter Working Arrangements (report attached) (Pages 8 - 10)
7. Emergency Planning Update and Health and Safety Issues (Officers to report)
8. Waste Update (Officers to report)
9. Date and time of next meeting - Monday, 29th October, 2012 at 9.30 am

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING**  
**Monday, 1st October, 2012**

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

Apologies for absence were received from Councillor Swift.

**L24. MINUTES OF THE PREVIOUS MEETING, HELD ON 17TH SEPTEMBER, 2012**

The minutes of the previous meeting held on 17th September, 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.

**L25. 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) work is continuing to refresh the Council's recovery, severe weather and influenza plans; the Severe Weather Plan will be launched during "get ready for Winter week", 22<sup>nd</sup> to 29<sup>th</sup> October 2012; (ii) training and awareness sessions for M3 managers on the BCMShared system took place during September 2012 and there will be similar training for M2 managers; (iii) discussions continue with the South Yorkshire Passenger Transport Executive about business continuity management arrangements.

(b) Emergency Planning – (i) training is taking place on the financial monitoring system which records information necessary for claims made under the Bellwin scheme; (ii) new Emergency Operations Room managers have been trained in their role.

(c) Health, Welfare and Safety – issues affecting the security of the Riverside building were discussed, including the evacuation of people with a disability in the event of a fire or other emergency; a detailed report would be submitted to a future meeting of the Senior Leadership Team.

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

**L26. WASTE UPDATE**

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

(i) Sterecycle – reference was made to this Company now being in administration.

(ii) Collection arrangements during the Christmas and New Year holidays and collection of green waste during the Winter 2012/13 – reports about these issues will be submitted to a future meeting.

(iii) Eastwood area of Rotherham – delivery of the additional waste bins to households had now been completed.

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

**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.



<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Waste and Emergency Planning</b>
<b>2.</b>	<b>Date:</b>	<b>Monday 15<sup>th</sup> October 2012</b>
<b>3.</b>	<b>Title:</b>	<b>Green Waste Collection – Winter Working Arrangements</b>
<b>4.</b>	<b>Programme Area:</b>	<b>Environment and Development Services</b>

### **5. Summary**

This report outlines the proposal to change the frequency of green waste collection over the winter period as a consequence of the peak growing season coming to an end. The proposal put forward also incorporates the working arrangements on residual waste and dry recycling over the Christmas/New Year holiday period.

### **6. Recommendations**

The Cabinet Member for Waste and Emergency Planning is requested to approve:

- (a) That the collection frequency for the green waste service reverts to a 4-weekly collection for the winter period, from Monday, 26<sup>th</sup> November 2012 to Friday 29<sup>th</sup> March 2013.
- (b) Approve the suspension of green waste collections during the Christmas/New Year holiday period to divert resources onto residual waste/recycling collection.

## 7. Proposals and Details

On 27<sup>th</sup> February 2012 a report was presented to the Cabinet Member for Waste and Emergency Planning outlining changes to the kerbside collection of green waste and dry recyclables.

One of the resolutions from this meeting was that clean green waste only be placed in the green bin for collection. The new working arrangements were introduced on to the service with effect from Monday 19<sup>th</sup> March 2012.

The implementation of the clean green only collections this was incorporated to the normal alternate week collection arrangements.

As the growing season comes to an end it is expected that the volume of green waste collected will reduce significantly with the result that only small quantities of clean green waste would be presented if the normal alternate week collections remain in place.

Consideration has been given to the options available with respect to this service over the winter period. The basic options were:

- a) Cease the service altogether over the winter period – this may breach the council's statutory duty to provide a collection service for green waste.
- b) Maintain the service provision over the winter period by moving from an alternate week to a 4-weekly collection frequency.
- c) Maintain the service provision over the winter period by moving to from an alternate week to a 4-weekly collection service, with a suspension of any green waste collections over the Christmas / New Year holiday period to cater for:
  - The provision of a weekly collection of residual waste for 10 days when the service is in a backlog situation and demand is at its annual peak.
  - Support the collection of paper and cardboard when there is a traditional increase in cardboard and paper presented for collection on dry recycling after the holiday period.

Following deliberation of these options it is proposed to adopt option (c) a 4-weekly collection with a Christmas/New Year suspension over the winter period. This will meet our objectives of the continued provision of a green waste service whilst releasing resources to support Christmas working arrangements which will minimise the impact on collection frequencies for our customers.

## 8. Finance

The proposals contained within this report will be maintained within the Waste Management Budget.

## 9. Risks and Uncertainties

The proposal to reduce the frequency of collection of clean green waste may lead to some individuals seeking to put contaminants in the green bin because of the capacity available. The waste collection crews will continue to inspect all bins presented for collection and if contamination is present the bin will be tagged to inform the resident that it will be emptied on the next scheduled collection if the offending material has been removed.

Our current green waste outlet has been consulted on these proposals and arrangements are in hand to ensure green waste outlets are made available over the winter period.

## 10. Policy and Performance Agenda Implications

The proposals outlined in this report will ensure that:

- Residents will still have the opportunity to dispose of small elements of garden waste over the winter period.
- There will be minimal disruption to residual waste collection over the Christmas / New Year holiday period.

## 11. Background Paper and Consultation

Report to Cabinet Member for Waste and Emergency Planning – 27<sup>th</sup> February 2012.

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