

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING  
21st January, 2013**

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

**L51. MINUTES OF THE PREVIOUS MEETING HELD ON 7TH JANUARY, 2013**

The minutes of the previous meeting held on 7th January, 2013 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.

**L52. MINUTES OF A MEETING OF THE HEALTH, WELFARE AND SAFETY PANEL, HELD ON 11TH JANUARY, 2013**

The following report was submitted:-

**HEALTH, WELFARE AND SAFETY PANEL  
11<sup>TH</sup> JANUARY, 2013**

Present:- Councillor R. S. Russell (in the Chair); Councillors G. A. Russell, P. A. Russell, Swift, Sharman, Wootton and Whelbourn; Mrs. J. Adams (NUT), Mrs. C. Maleham (UNISON), Mrs. S. Brook (NASUWT) and Mr. P. Harris (GMB).

Apologies for absence were received from Councillors Ali and Dodson and from Mrs. R. Asquith (UNISON).

**(1) MINUTES OF THE PREVIOUS MEETING HELD ON 19TH OCTOBER, 2012**

Resolved:- That the minutes of the previous meeting of the Health, Welfare and Safety Panel, held on 19<sup>th</sup> October, 2012, be approved as a correct record for signature by the Chairman.

**(2) MATTERS ARISING**

The Panel noted with regard to Minute No. 46(d) (Visit of Inspection to Whiston Worrygoose Primary School) that Health and Safety Officers had made a further visit of inspection to this School and the majority of the reported issues had been dealt with and action would soon be taken on the remaining ones.

**(3) HEALTH AND SAFETY BULLETIN**

Consideration was given to the Health and Safety Bulletin, containing recent articles and reports of legal cases relating to health and safety.

The following items were highlighted:-

- matters of interest from the Health and Safety Executive;
- safety myths of Christmas (throwing snowballs; carol singing; seats in crowded shops; siting of Christmas trees; throwing sweets at pantomimes; Christmas decorations in the workplace);
- recent Court Cases, with one incident involving the Environment Agency.

Resolved:- That the Principal Health and Safety Officer distribute copies of the bulletin throughout the Authority and also publish the bulletin on the Council's Intranet web site.

**(4) HEALTH, WELFARE AND SAFETY PANEL - OVERVIEW OF INITIATIVES AND PROCEDURES**

The Panel discussed various initiatives relating to employee welfare.

**(5) REPORT OF THE VISITS OF INSPECTION HELD ON 7TH DECEMBER, 2012**

Consideration was given to matters arising from the visits of inspection made by the Panel on Friday, 7th December, 2012. The Panel noted that Councillor Whelbourn attended these visits of inspection.

The report included the responses provided by Service Areas to the various issues raised at the inspections. Particular reference was made to:-

**(a) Bailey House**

The building is now mainly used as a repository for archives and records management. The Elections and Electoral Registration Office is also accommodated there. Discussion took place on the heating of the various parts of the building. The fire-fighting equipment is now in place. Repairs are required to a roof leak.

**(b) Riverside House**

Discussion took place on cash handling within the building. A further issue was reported about toilets being blocked and the Panel requested that the Facilities Manager should investigate.

**(c) Visits of Inspection – 15<sup>th</sup> March 2013**

A visit of inspection will be made to the Swinton Brookfield Primary School.

**L53. 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 – the Corporate Influenza Plan is ready for distribution; during the past week, there have been preparations for the forecast severe weather, including revisiting the draft framework and briefing templates produced and issued.

(b) Emergency Planning - site visits have taken place to the Medico Legal Centre by suppliers of temporary body storage units to assess the options for the Emergency Mortuary Plan; arrangements are being made for a workshop to take place between the Rotherham and Sheffield local authorities on ways of progressing the Community Resilience agenda;

(c) Health, Welfare and Safety - a report is being prepared for the Health and Safety Executive concerning an incident at a primary school; temperatures are being monitored on the first floor of Bailey House, where the archives section is located; a fire drill has been undertaken at the Aston Customer Services Centre and some procedures amended.

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

**L54. WASTE UPDATE**

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

(a) during the current period of inclement weather and heavy snowfall, the 'blue box' recycling collection service has continued, although it has been necessary to suspend the 'green bin' garden waste collection service temporarily; all Members of the Council are to be informed;

(b) discussions continue with trades union representatives in respect of the Waste Operations local agreement.

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