

CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING

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

Date: Monday, 29th July, 2013

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 July 2013 (copy attached) (Pages 1 - 2)
5. Minutes of a meeting of the Health, Welfare and Safety Panel, held on 26th April, 2013 (Pages 3 - 6)
6. Emergency Planning Update and Health and Safety Issues (Officers to report)
7. Waste Update (Officers to report)
8. Nominations to Outside Bodies / Membership of Panels / Sub-Groups etc 2013/14 (Pages 7 - 8)
9. Date and time of next meeting - Monday, 2nd September, 2013 at 9.30 am

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING
1st July, 2013**

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

Apologies for absence were received from Councillor Ali.

L10. MINUTES OF THE PREVIOUS MEETING HELD ON 17TH JUNE, 2013

The minutes of the previous meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 17th June, 2013, were considered.

Resolved:- That the minutes of the previous meeting be approved as a correct record for signature by the Chairman.

L11. 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 – workshops have taken place with Place Portfolio (Sheffield City Council) to help staff understand their business continuity duties after implementation of version 2 of BCMShared, which was launched on 10 June 2013;

(b) Emergency Planning – a member of staff attended a Home Office event about “a Marauding Terrorist Attack” (eg: the Mumbai example), which was held in Leeds; training has been received from the Environment Agency about the extended flood warning system;

(c) Health and Safety – fire evacuation training has taken place at schools and at customer service centres; various highway repair and construction sites and recycling sites have been examined and operations are satisfactory.

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

L12. WASTE UPDATE

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

(a) reference to the continuing discussions with trades unions regional organisers concerning the service standards document;

(b) reference to the continuing discussions about the Interim Waste

Treatment and Disposal Contract; various cost-saving measures were under consideration;

(c) the revised permit and "one-off" tip arrangements were being implemented in respect of the Household Waste Recycling Centres; the information leaflet explaining the reasons why vehicle tyres will no longer be accepted at these recycling centres will be provided for all Members of the Council.

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

L13. REVIEW OF PROVISION OF LITTER BINS

Further to Minute No. 72 of the meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 18th March, 2013, consideration was given to a report presented by Shirley Hallam, Streetpride Area Manager, concerning the review undertaken of the condition and use of all concrete litter bins in the Borough area. A list of litter bins which require attention was appended to the submitted report. Members noted that, in respect of each litter bin included on the list, the review has identified the problem, the estimated cost to rectify the issue and whether it is considered to be a high, medium or low priority.

The report stated that the current financial year's budget for the maintenance and repair of litter bins would be capable of funding the necessary repairs to those litter bins placed in the high priority category and to many in the medium priority category.

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

(2) That the repairs, maintenance and, where necessary, replacement be approved in respect of those litter bins, now reported, which are included in the high priority category.

(3) That, after completion of the works to the litter bins included in the high priority category and in order to utilise the whole budget for the 2013/2014 financial year, repairs, maintenance and, where necessary, replacement be approved in respect of those litter bins, now reported, which are included in the medium priority category.

**HEALTH, WELFARE AND SAFETY PANEL
FRIDAY, 26TH APRIL, 2013**

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

Apologies for absence received from Councillors Dodson and Whelbourn.

52. MINUTES OF THE PREVIOUS MEETING HELD ON 11TH JANUARY, 2013

Resolved:- That the minutes of the previous meeting of the Health, Welfare and Safety Panel, held on 11th January, 2013, be approved as a correct record for signature by the Chairman.

53. STATISTICS OF ACCIDENTS, INJURIES AND INCIDENTS OF VIOLENCE TO EMPLOYEES

Consideration was given to the graphical data showing the statistics of accidents, injuries and incidents of violence to employees and which showed:-

- RMBC Employee Only RIDDOR Reportable Accidents for the Council 2010, 2011 and 2012.
- RMBC Employee Only RIDDOR Reportable Accidents by Directorate 2010,2011 and 2012.
- RMBC Employee Only Accidents 2010, 2011 and 2012.
- RMBC Employee Only Accident Frequency Rate by Month 2012.
- RMBC Accidents by Type – January – December, 2012.
- RMBC Employee Only Accidents by Gender – January – December, 2012.

It was noted that the spikes in relation to Accidents by Type relating to violence and aggression were more prevalent in Children and Young People's Services and the trend for slips and falls was more evident during the winter months.

Agreed:- That the information be noted.

54. HEALTH AND SAFETY BULLETIN

Consideration was given to the Health and Safety Bulletin, which was circulated at the meeting, which contained recent articles and reports of legal cases relating to health and safety.

Reference was made to an accident in Leeds where a flag pole had collapsed and struck a child causing serious injury. This had been previously raised as a risk by officers over a two year period, but nothing

had been done. This highlighted the need to ensure clear lines of communication, especially when relating to health and safety issues.

Questions were asked about injuries to toddlers and whether there was an update to the recent case in York where a toddler had died by strangulation going down a slide.

Agreed:- (1) That the bulletin be received and the contents noted.

(2) That an update be sought on the case involving the York toddler.

55. HEALTH, WELFARE AND SAFETY PANEL - OVERVIEW OF INITIATIVES AND PROCEDURES

Consideration was given to a verbal update by Neil Perry, Principal Health and Safety Officer, which provided an update to:-

(a) Health and Safety Management Group

It was noted that following request from the Senior Emergency and Safety Management Team that a Health and Safety Management Group had recently been established and had met for the first time on the 16th April, 2013. The group was made up by Operational Directors from each of the directorates with the overall aim to ensure that health and safety requirements were properly embedded within their respective areas.

(b) Recycling

Training that has recently been undertaken in Greenspaces/Community Delivery around manual handling highlighted that some workers were put at increased risk of injury due to improper location/positioning of dog waste/litter bins across the Borough. As a result it had been agreed that the ones that posed the greatest risk should be removed or repositioned to mitigate risk over a rolling programme.

(c) Neighbourhoods and Adults Services – External Work Programme

Mark Burkett, Health and Safety Officer, was working closely with Neighbourhoods and Adults Services as part of the major refurbishment works taking place, with both announced and unannounced inspections to ensure working practices were being followed correctly and safely.

56. REPORTS ON VISITS OF INSPECTION HELD ON 15TH MARCH, 2013

Consideration was given to matters arising from the visits of inspection made by the Panel on Friday, 15th March, 2013.

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

Party A

(a) Swinton Brookfield

It was confirmed that the school had not received prior notice of the visit and the Panel apologised for this oversight.

The Panel were pleased with the progress at this school and were happy with the responses.

(b) Swinton Community School

The Panel were pleased to see the efforts being made at this school which would remain ongoing.

(c) Rawmarsh Customer Service Centre

The Panel noted the increased use of the platform lift by members of the public and reports that the instability reported by users. This was to be followed up and the lift inspected by officers from the Health and Safety Team.

(d) Thorpe Hesley Infant School

The Panel asked that clarification be sought on the responsibility to make safe and grit the public right of way to the school.

(e) Thorpe Hesley Junior School

The Panel asked that heavy items stored above head height be removed and stored on lower shelves.

Party B

(a) Aston Lodge Primary School

The Panel expressed some concern at the amount of clutter at this school and the condition of the rubber matting to the main entrance.

It was suggested that the school be paid an unannounced visit to monitor progression of outstanding items.

(b) Aston Fence Junior and Infant School

The Panel noted the deterioration in the floor area to the new extension and asked that this be kept under observation and

retreated in due course.

(c) St. Alban's C. of E. School

The Panel were concerned that some matters that had been highlighted would not be considered until the monthly meeting with the Building Manager.

(d) Flanderwell Primary School

The Panel were concerned about disabled toilets being used for storage and

The Panel expressed some concern at the responses from some of the Building Managers and suggested that invitations be extended to them to attend the meetings of the Health, Welfare and Safety Panel.

The Chairman also asked that a meeting be arranged for him to look at issues arising from the visits with the Facilities Manager and his team.

Reference was also made to the future transport arrangements for the visits of inspection, attendance by Trades Unions and Elected Members and the need to ensure that nominated representatives give a commitment to attend when necessary.

57. DATE OF NEXT MEETINGS

Agreed:- (1) That the next Health and Safety Visits of Inspection take place on Friday, 21st June, 2013 with only one bus being allocated.

(2) That the next meeting of the Health, Welfare and Safety Panel take place on Friday, 12th July, 2013 at 2.00 p.m. in the Town Hall.

ROTHERHAM METROPOLITAN BOROUGH COUNCIL**REPRESENTATION ON OUTSIDE BODIES – 2013-2014 MUNICIPAL YEAR**

For determination by the Cabinet Member for Waste and Emergency Planning:-

ASSOCIATION OF PUBLIC SERVICE EXCELLENCE

Cabinet Member for Waste and Emergency Planning – Councillor R. S. Russell

EMERGENCY PLANNING SHARED SERVICES – ROTHERHAM AND SHEFFIELD

To consider the appointment of 2 Cabinet Members:-

Cabinet Member for Waste and Emergency Planning – Councillor R. S. Russell

Cabinet Member for Regeneration and Development – Councillor G. Smith

SOUTH YORKSHIRE JOINT WASTE PROCUREMENT BOARD

Cabinet Member for Waste and Emergency Planning - Councillor R. S. Russell

MEMBERSHIP OF OTHER BOARDS, PANELS, STEERING GROUPS ETC – 2013-2014 MUNICIPAL YEAR**HEALTH, WELFARE AND SAFETY PANEL**

Deputy Leader:- Councillor Akhtar

Cabinet Member for Waste and Emergency Planning:- Councillor R. S. Russell

Senior Adviser, Waste and Emergency Planning - Councillor S. Ali

Cabinet Member for Regeneration and Development - Councillor G. Smith

together with one Member (and a substitute) from each of the Select Commissions:-

Improving Places Select Commission:- Councillor J. Swift (Councillor P. A. Russell)

Improving Lives Select Commission:- Councillor G. A. Russell (Councillor S. Ali)

Health Select Commission:- Councillor P. A. Wootton (Councillor J. Dalton)

Self-Regulation Select Commission:- Councillor T. R. Sharman (Councillor J. Hamilton)

Chair, Overview and Scrutiny Management Board:- Councillor Whelbourn (Councillor Steele)

(9 Elected Members)

together with:-

Mrs. J. Adams, NUT

Mr. G. Millns, UNISON

Mrs. K. Hall-Garritt, UNISON

Mr. J. Ogle, UNISON

Mrs. S. D. Brook, NASUWT

Mr. P. Harris, GMB

Mr. D. Stockdale, UNITE

vacant, ATL

(8 Trades Union representatives)

RECYCLING GROUP – for consideration:-

Councillor R. S. Russell, Cabinet Member for Waste and Emergency Planning – Chair
Councillor S. Ali, Senior Adviser and BDR representative
Councillor J. Swift, Adviser

Councillor R. McNeely, Cabinet Member for Safe and Attractive Neighbourhoods

Members' Training and Development Panel: - Councillor B. Steele

Representatives of the Select Commissions:

Improving Places Select Commission:- Councillors A. Atkin and J. Falvey

Improving Lives Select Commission:- Councillor T. R. Sharman

Health Select Commission:- Councillor C. Beaumont

Self-Regulation Select Commission:- Councillor S. Ellis

Overview and Scrutiny Management Board:- Councillor J. Hamilton