

CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING

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

Date: Monday, 7th October, 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 2nd September 2013 (copy attached) (Pages 1 - 4)
5. Emergency Planning Update and Health and Safety Issues (Officers to report)
6. Waste Update (Officers to report)
7. Date and time of next meeting - Monday 4th November 2013 at 9.30 am

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING
2nd September, 2013**

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

Apologies for absence were received from Councillor Swift.

L20. MINUTES OF THE PREVIOUS MEETING HELD ON 29TH JULY 2013

The minutes of the previous meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 29th July, 2013, were considered.

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

L21. MINUTES OF A MEETING OF THE HEALTH, WELFARE AND SAFETY PANEL, HELD ON 12TH JULY, 2013

The following report was submitted:-

**HEALTH, WELFARE AND SAFETY PANEL
FRIDAY, 12TH JULY, 2013**

Present:- Councillors Dodson, G. A. Russell, R. S. Russell, Swift and Wootton; together with Mrs. J. Adams (NUT), Mrs. S. Brook (NASUWT), Mrs. K. Hall-Garritt (UNISON), Mr. G. Millns (UNISON), Mr. K. Stoddart (ATL) and Mr. P. Harris (GMB).

Apologies for absence were received from Councillors P. A. Russell, Sharman and Whelbourn.

1. APPOINTMENT OF CHAIRMAN 2013/2014

Resolved:- That Councillor R. S. Russell be appointed Chairman of the Health, Welfare and Safety Panel for the 2013/2014 Municipal Year.

(Councillor R. S. Russell in the Chair)

2. APPOINTMENT OF VICE-CHAIRMAN 2013/2014

Resolved:- That Mrs. S. D. Brook (NASUWT) be appointed Vice-Chairman of the Health, Welfare and Safety Panel for the 2013/2014 Municipal Year.

3. MINUTES OF THE PREVIOUS MEETING HELD ON 26TH APRIL, 2013

Resolved:- That the minutes of the previous meeting of the Health, Welfare and Safety Panel, held on 26th April, 2013, be approved as a correct record for signature by the Chairman, with the inclusion of Councillor Swift in the list of persons present at the meeting.

4. ANNUAL HEALTH AND SAFETY REPORT 2012

Consideration was given to the contents of the Council's Annual Health and Safety Report 2012. The main conclusions contained within the report were:-

: the total for all injuries has increased and this can be attributed to more robust reporting procedures. The main causes remain consistent with 2011 (physical assaults, slip, trips & falls and manual handling).

: on a national basis, the Health and Safety Executive suggests that there may be under-reporting of RIDDOR incidents. Due to the fact that Rotherham MBC 'all accident' figures have remained relatively consistent, the Health and Safety Team are reasonably confident that the procedures in place are being adhered to and that accurate recording of RIDDOR incidents is being achieved.

: the move to over 7-day reporting for RIDDOR from April 2012 will impact on the statistics from 2013. Furthermore, there are additional changes to the reporting criteria for RIDDOR over the coming months and this will also impact on the statistics and the ability to use RIDDOR reliably to measure trends.

: accidents cost organisations money and in the current financial climate, it is important that the Council maintains comprehensive management of health and safety.

: the use of "near-miss" reporting continues to assist in the reduction of accidents.

Summary details of accidents and injuries which had occurred in the year were included in respect of each Directorate and identifiable key locations and services.

The Panel noted the section of the report which stated that since October 2012, the Health and Safety Executive has recovered its inspection, investigation and enforcement costs from employers found in breach of health and safety law. This "Fee for Intervention" applies to 'material' breaches of health and safety law, namely when a Health and Safety Executive inspector judges that there has been a contravention of health and safety law requiring the Health and Safety Executive to notify the employer in writing, by notification of a contravention, an improvement or prohibition notice or a prosecution. The fee is based on the amount of time the inspector spends identifying the material breach, helping the business to take corrective action and investigating and taking enforcement action. The "Fee for Intervention" is charged at £124 per hour, but does not apply to health and safety enforcement by local authorities. This cost could have a significant impact on Directorates and the Council as a whole. In the event of a fatality, serious incident or breach of legislation, were the Health and Safety Executive inspectors to undertake an investigation lasting thirty seven hours, for example, the cost would be more than £4,500.

Resolved:- That the Annual Report be received and its contents noted.

5. VISITS OF INSPECTION HELD ON 21ST JUNE, 2013

Consideration was given to matters arising from the visits of inspection made by the Panel on Friday, 21st June, 2013. It was noted that Councillor Wootton had been present at 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) Hellaby Depot

The Panel noted that, at the recent meeting of the Hellaby User Group, the issues raised at this visit of inspection were considered and have now been dealt with. Reference was also made to issues concerning the garage used by the company May Gurney.

(b) Sandbeck Building

An application is being made for funding from the Local Energy Fund, in order to replace some of this building's window frames.

(c) Depot at Barber's Avenue, Rawmarsh

The Panel received updates on the responses to the various matters raised at the visit of inspection to the Barber's Avenue Depot. Discussion took place on issues affected by the COSHH regulations.

(d) Doncaster Road, Rotherham – highway repair scheme

The Panel noted the very good standard of health and safety at this site.

(e) Sitwell Infant School

The Panel noted that thermostatic control valves have now been installed, to ensure the correct temperature of water.

Resolved:- (1) That the responses to the issues reported at the visit of inspection to the Hellaby Depot be updated at the next meeting of this Panel.

(2) That the Panel be provided with details of the requirements for the provision of signs at highway repair and construction sites, in respect of the wearing of protective clothing and use of equipment on site and prohibiting access to the site by unauthorised persons.

6. DATES OF FUTURE MEETINGS AND VISITS OF INSPECTION

Resolved:- That, during the 2013/14 Municipal Year, meetings and visits of inspection of the Health, Welfare and Safety Panel take place as follows:-

Friday 20th September, 2013 – visits of inspection (9.30 am)
 Friday 18th October, 2013 – meeting (earlier start at 1.30 pm)
 Friday 6th December, 2013 – visits of inspection (9.30 am)
 Friday 10th January, 2014 – meeting (2.00 pm)
 Friday 14th March, 2014 – visits of inspection (9.30 am)
 Friday 11th April, 2014 – meeting (2.00 pm)
 Friday 20th June, 2014 – visits of inspection (9.30 am)
 Friday 11th July, 2014 – meeting (2.00 pm)

L22. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES

Consideration was given to the update provided by the Principal Health and Safety Officer. The update included:-

(a) Business Continuity:

- A draft Post-Exercise report has been produced and will be shared with the Business Continuity Management Group and SESMT
- Arrangements are being made for the seasonal influenza vaccination campaign, to begin during the Autumn 2013;
- The progress with BCMShared continues across the various Council departments.

(b) Emergency Planning

- The Emergency Mortuary planning continues. Recently both South Yorkshire Coroners met with staff and colleagues from Barnsley MBC, and discussed the options available.
- Staff have been participating in training Police Officers in South Yorkshire at their annual 'Street Skills' training. This training includes an outline of the Local Authority responsibilities in an emergency.
- Preparations for a major multi-agency exercise (ex Rutland) continue in collaboration with the Emergency Planning College.

(c) Health and Safety – fire drills at Riverside House; building inspections of schools and other Council premises; advice on the lone working arrangements of Neighbourhoods Directorate staff.

Resolved:- That the update be noted and the Principal Health and Safety Officer be thanked for his contribution.

L23. WASTE UPDATE

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

(a) the new working agreement, including the revised service standards document, began on Monday 5th August 2013;

(b) reference to the continuing discussions about the Interim Waste Treatment and Disposal Contract; with various options still being under consideration; a number of sites are being visited, to view waste treatment operations, as well as discussions with the Environment Agency;

(c) the procurement of the contract for the collection and disposal of dry recyclable materials will soon begin;

(d) calendars for the Christmas and New Year 2013/14 waste collection arrangements are being prepared, in readiness for delivery to households during the Autumn 2013.

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