

## **Health and Safety Committee**

**Minutes of the Meeting held on Wednesday, 17th January, 2024 at The Ceres Suite, Worksop Town Hall, S80 2AH**

Present: Councillor

Councillors:

L A Dixon	T P Eaton
C Entwistle	J O Manners
D R Pressley	L A Sanders
N J Sanders	

Employee Representatives in attendance: M Bassett, J Common, T Walstow, A Watson and G Watson

Officers in attendance: J Hindley, C Hopkinson and N Moon

(The meeting opened at 1.30 pm.)

### **14 Apologies For Absence**

Apologies for absence were received from Councillors D Challinor, J Potts and J Shephard.

Apologies were also received from C Taylor and employee representative K Circuit.

### **15 Declarations Of Interest By Members And Officers**

#### **15a Members**

There were no Declarations of Interest from Members.

#### **15b Officers**

There were no Declarations of Interest from officers.

### **16 Minutes Of The Meeting Held On 4th October 2023**

**Resolved** that the Minutes of the meeting held on 4<sup>th</sup> October 2023 be approved.

### **17 Outstanding Minutes List**

**Resolved** that the Outstanding Minutes be received.

## **Section A - Items for Discussion in Public**

### **Key Decisions**

None.

### **Other Decisions**

## HEALTH AND SAFETY COMMITTEE

### **18 Report(s) Of The Director Of Regeneration And Neighbourhood Services**

#### **18a Accident Report For The Period 1st July to 30th September 2023**

The Committee were presented with details of all reported injuries for the period July to September 2023 and provided with a comparison with the same period in 2022.

For the period July to September 2023 there were 12 incidents reported. This compares with 11 incidents reported during the same period in 2022.

There had been three “reportable injuries” during this reporting period. This compares to one “reportable injury” during the same period in 2022. 119 working days were lost as a result of the accidents from 1st July 2023 to 30th September 2023.

The information on the cause of injury type and location of the reported accidents for the reporting period was appended to the report.

Anti-Social Behaviour / Violent Incidents were also detailed within the report.

Department of Work & Pensions (DWP) accident details relating to their work at Queens Buildings were reported for information. There have been no incidents reported by DWP staff for this reporting period.

#### **Resolved that:**

1. That the Health and Safety Committee in receiving the information regarding the number of accidents for the period July to September, discuss any measures for further addressing Health and Safety Awareness.
2. That Service Managers ensure that they continually provide their employees with the necessary information, training, instruction and supervision to enable them to carry out their jobs safely, in order to eliminate further accidents.
3. That Service Managers continue to investigate the cause(s) of all accidents arising from work activities in their areas of responsibility, in line with the Council Policy.
4. That Service Managers ensure that any remedial works identified by the above investigations are implemented as soon as possible.
5. That the Council’s Safety Committee supports the above recommendations.
6. A comparison of Anti-Social Behaviour/ Violent Incidents over a longer timescale be given at future meetings to monitor the frequency of occurrences.
7. The Safety and Resilience Manager circulate information to line managers to ensure they are aware how to report Anti-Social Behaviour / Violent Incidents incidents.

#### **18b Progress Report On Health, Safety And Emergency Planning Priorities**

The Committee were informed of progress made within the agreed priorities of the Health, Safety and Emergency Planning Priorities, which included;

- Fire Risk Assessments
- Domestic Property Fires
- Housing Water Quality Monitoring
- Corporate Water Quality Monitoring
- Health and Safety Training
- H&S Policy Review
- H&S Audits

## HEALTH AND SAFETY COMMITTEE

- Anti-Social Behaviour Report

Members were updated on the emergency planning priorities. This included business continuity plans, flood containers and the corporate risk group update.

In relation to housing water quality monitoring an elected Member asked how many properties have not had legionella risk assessments carried out due the Council being unable to gain access.

Elected Members/ employee representatives asked questions/ raised comments in relation to needle stick injuries, manual handling training and weapon amnesties.

In relation to training the Safety and Resilience Manager advised that there have been face to face manual handling training sessions. He is working with the Learning and Development Department to develop adequate training.

### **Resolved that:**

1. The progress on the health and safety priorities be noted
2. Information regarding the number of properties have not had legionella risk assessments carried out in relation to housing water quality monitoring due to the Council being unable to gain access be circulated to Members.
3. The Committee be advised if a risk assessment has been completed for the handing in of weapons on amnesty days to the police at Queens Building's.

### **19 Any Other Business Which The Chair Considers To Be Urgent**

As there was no urgent business the Chair closed the meeting.

(Meeting closed at 2.08 pm.)