

FOREST HEATH DISTRICT COUNCIL
ST EDMUNDSBURY BOROUGH COUNCIL
WEST SUFFOLK JOINT HEALTH AND SAFETY PANEL

Minutes of a meeting held on Monday 24 February 2014 at 4.00 pm
in the Committee Room, Forest Heath District Council Offices,
College Heath Road, Mildenhall

PRESENT: Forest Heath District Council
 Councillor Drummond Councillor Simmons
 Mr P Goodspeed

St Edmundsbury Borough Council
 Councillor Chung Councillor Redhead
 Mr P Clifford Mr N Dulieu
 Mr J Smithson

26. Substitutes

No substitutions were declared.

27. Apologies for Absence

Apologies for absence were received from Councillor Mrs Burt, Ms N Brockett (Forest Heath District Council), Councillor F J Warby and Mr L Alexander (St Edmundsbury Borough Council).

28. Minutes

The minutes of the meeting held on 21 October 2013, were confirmed as a correct record and signed by the Chairman.

29. Declarations of Interests

Members' declarations of interests are recorded under the item to which the declaration relates.

30. Proposed Amendments to Terms of Reference

The Joint Panel received Report E288 (previously circulated), which proposed amendments to the West Suffolk Joint Health and Safety Panel's Terms of Reference, attached as Appendix A. The amendments proposed were to enable membership of the 'Employees Side' to be drawn from either employing authority of the West Suffolk shared services arrangements, provided they were members of the Officer Joint Health and Safety Group.

The Joint Panel considered the proposed amendments, and



RECOMMENDED:

That the amendments to the West Suffolk Joint Health and Safety Panel's Terms of Reference, as contained in Appendix A to Report E288, be approved.

31. Minutes: Joint Health and Safety Group

The Joint Panel received and noted Paper E289 (previously circulated) the minutes of the Joint Health and Safety Group meeting held on 8 January 2014.

32. Employee Accidents and Accidents Involving Members of the Public: 1 April 2013 to 31 December 2013: Summary

The Joint Panel received and noted Report E290 (previously circulated) which included, at Appendix A, statistics relating to West Suffolk accidents/incidents involving employees and members of the public during the year 1 April 2013 to 31 December 2013. The statistics provided were combined for both councils and Appendix A contained, where available, comparative data for the previous three financial years.

The Health and Safety Manager advised that there was no significant difference to the number of employee accidents and days lost compared to previous years. He gave an explanation on the slight increases of some incidents. The number of staff days lost had reduced since shared services.

The Joint Panel considered the report and asked a number of questions to which responses were provided.

33. Christmas Fayre: Debrief

The Health and Safety Manager debriefed the Joint Panel on the Christmas Fayre event held between 28 November and 1 December 2013. The fayre attracted 110,000 people over the three-half days. There were no crowd dynamic issues, which had been put down to having the extra half-day.

The Health and Safety Manager then tabled a map, and summarised each of the events held in Zones 1 – 13, the locations of the temporary CCTV cameras and highlighted areas where improvements could be made in future years. Zone 14 covered the Olding Road Car Park and Zone 15 was the Class Site (park and ride).

The A14 slip road to the Claas site had been of concern, but had worked well. However, the Council would be liaising earlier with the Highways Agency in an attempt to improve signage at the A14 exit slip roads.

With regards to the 2014 Christmas Fayre, more emphasis would be put into closer marshalling around parking cars at the Claas park and ride site.

34. Health and Safety Training

The Health and Safety Manager reported following training events to be held in 2014:

- (a) IOSH Managing Safely (12 places) - 4 day course to be held in July/August 2014)
- (b) Event Safety – 8 April 2014
- (c) Fair Ground Safety – (8 places) – to be held on 9 April 2014

35. Health and Safety News: Update

The Health and Safety Manager reported the following news items:

- (a) On 8 February 2014, the Army Reserve held a national recruiting day on Angel Hill, Bury St Edmunds. The initiative was to recruit 30,000 by 2018, to meet the new army structure. Three events had been organised: the first event was held in Norwich in November 2013, the second in Bury St Edmunds and the third would be held in Ipswich in March 2014.
- (b) Corporate Manslaughter - Firm admits corporate manslaughter over banana boat death. The water sports centre had pleaded guilty to corporate manslaughter after an 11 year old girl was killed when she was hit by a boat towing the inflatable she was riding. The firm pleaded guilty to the charge and was fined £135,000.
- (c) UK waste sector worker deaths double in 2012-2013. There were 10 fatal injuries to waste and recycling workers in 2012-2013. Twice that of the five worker deaths recorded during the previous years. Although fatalities were up the overall injury rates were down showing improvement overall.
- (d) Skate Park – Newport City Council had been sentenced for safety failings after a teenager had to have a finger amputated following an electric shock at a skate park. He went to turn on the floodlights, unaware that the electrical cabinet had been vandalised. A Park Ranger had identified the damaged cabinet eight days earlier, but no action had been taken to repair it.
- (e) New Road side drug testing unveiled by Government – The Government plans to make it easier to prosecute people who drive under the influence of illegal drugs in England and Wales.

36. Dates of Future Meetings

The Joint Panel had previously agreed the following date for its future meeting:

16 June 2014 at 2.00 pm at SEBC offices.

All meetings were on Mondays.

The meeting concluded at 4.40pm

**D REDHEAD
CHAIRMAN**