

Joint Health & Safety Group

DATE: 13 January 2016 Mildenhall District Offices.

PRESENT: Martin Hosker, Andrew Catchpole, Chloe Hunt, Paul Goodspeed, David Cowley, Lance Alexander, Tony Edwards, Anne Cusack.

APOLOGIES: Nigel Dulieu, Natasha Brocket, Phil Clifford, John Smithson.

ADDITIONAL DISTRIBUTION: None

	Item	Points Raised	Action
1.	Apologies & Introductions	1.1 Apologies as above.	All
2.	Minutes of Last Meeting	2.1 There were no other outstanding items from the previous meeting.	All
3.	Around the table	<p>3.1 DC talked about outbreak of Noro Virus reported at Community Centre 23/12/15. Also discussed increase of Cryptosporidium in area.</p> <p>3.2 DC also mentioned that a catering outlet that was at the Christmas Fayre had been invited to for discussions regarding hygiene issues.</p> <p>3.3 CH highlighted Violence at work and in particular the occurrence on the previous Friday, Zoe Webb was reviewing the risk assessments.</p> <p>3.4 LA said that staff at West Stow were struggling to complete the online H & S Training due to poor down load speeds, IT has been informed.</p>	<p>PG</p> <p>All</p> <p>All</p> <p>LA</p>
4.	Health & Safety Statistics	<p>4.1 MH went through statistics for the period of 01 September 15 to 31 December 15.</p> <p>4.2 MH stated that we have had an increase of Violence at Work and that there will be an increase in the reporting of Dangerous occurrences due to Verse's increase in reporting faults. MH will continue to monitor, investigate and implement actions where necessary to reduce the likelihood of similar incidents/accidents in the future.</p> <p>4.3 MH gave an update on the Multi Storey Car Park. No incidents have occurred since the fence has gone up.</p>	All

5.	Health & Safety Policy	5.1 MH went through the 4 amendments to the H & S Policy 011 to 014. Recommendation: that the amendments be tabled at the next West Suffolk Joint Health & Safety Panel meeting for formal approval.	All
6.	Drugs & Alcohol	6.1 MH Confirmed that to support the Drink/Drug Drive campaign a number of tests were undertaken on the lead up to Christmas, all tests were negative.	MH/AC
7	Xmas Fayre	7.1 MH gave an overview of the H&S review which included: <ul style="list-style-type: none"> • Attendance (112,000 to 115,000 visitors) • Car Parks and Park and Ride • Police feedback • Stewarding • Power outage • Incidents and accidents 	All
8	Training	8.1 MH reminded all present that staff will have had an email to remind them that their annual online H&S Training is due. 8.2 There will be an IOSH Managing Safely course arranged for April/May 2016.	All
9	H & S Updates	9.1 AC gave the group an update on the following: <ul style="list-style-type: none"> • HSE – Local authority visits/enforcement locally 11 fatalities and 88 prosecution cases. • 2000 fresh Asbestos cases reported although 10% less prosecutions than last year. • New HSE Strategy just released plus 2 new guides • Update on the Glasgow bin lorry • The new sentencing guidelines in force 1/2/16. • Motor cyclist ran into back of road sweeper and killed. 	All
10	Any other business	10.1 There was no other business and meeting closed at 11.15 am	

Dates of next meetings:

West Suffolk Joint Health and Safety Panel
4pm 22 February 2015 (Mildenhall Chamber)

West Suffolk Joint Health and Safety Group
2pm Tuesday 17 May 2016
(WSH GFR14)