

Joint Health & Safety Group

DATE: 12 May 2015 West Suffolk House GFR12.

PRESENT: Nigel Dulieu (Chair), Martin Hosker, Tony Edwards, Andrew Catchpole, Phil Clifford, John Smithson, Anne Cusack.

APOLOGIES: Philip King, Chloe Hunt, Jason Baldwin, Natasha Brocket, David Cowley, Paul Goodspeed, Phil Clifford, Lance Alexander, David Green .

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 TE asked if the mobile phone policy was going to be reviewed as in the future operational staff will have IT tablets fitted into vehicles.</p> <p>MH confirmed:</p> <ul style="list-style-type: none"> • The mobile phone policy will remain the same • A review will take place prior to the roll out of these tablets to ensure the relevant policies and procedures are put into place to ensure that the tablet and its operation does not distract the driver. • New policies and procedures will then be communicated to staff. 	(MH)
4.	Health & Safety Statistics	<p>4.1 MH went through statistics for the period of 1 January 15 to 31 March 15.</p> <p>4.2 MH will continue to monitor, investigate and implement actions where necessary to reduce the likelihood of similar incidents / accidents in the future.</p>	MH
5.	H & S Policy	<p>5.1 MH went through in detail the amendments to the H&S Policy namely:</p> <ul style="list-style-type: none"> • 007 – H&S Cover & Index • 008 – Instruction 29 – CDM • 009 – Annex C – VAW • 010 – Annex K – Fire Risk Assessment 	MH

6.	Drugs & Alcohol	<p>6.1 MH went through a recent case that had been in court regarding Drugs and Alcohol (Bailes v First Bristol Ltd).</p> <p>MH confirmed that the Councils policies and procedures were correct and this type of claim could not be made against either Council.</p>	All
7	Health & Safety Updates	<p>7.1 AC covered the following H&S updates:</p> <ul style="list-style-type: none"> • Glasgow bin lorry crash – no criminal charges against driver or Council but will be a Public enquiry to look at 3 things in particular, fitness to drive, the vehicle and the safety of the route. • Proposed H&S fines from the Sentencing Council. • HSE Stats 2013-14. • Fee for intervention (FFI) • Highway Code. • The owner of an inflatable slide that blew away at a car boot sale causing injury to children and adults. • Bristol Council – fined £25K. 	MH/AC
8	Any other business	<p>8.1 TE said that the member of staff back after TB.</p> <p>8.2 As there was no other business ND closed the meeting.</p>	TE

Dates of next meetings:
West Suffolk Joint Health & Safety Panel (WSJHSP)
2.00pm 15 June 2015 (WSH)

Joint Health & Safety Group – (JHSG)
2pm Wednesday 26 August 2015 (West Stow)