



Public Document Pack
**JOINT NEGOTIATING
AGENDA**

**MONDAY 11 JULY 2016 AT 6.30 PM
DBC DACORUM ROOM - CIVIC CENTRE**

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

MEMBERS:

Councillors G Adshead, S Adshead, Brown, Herbert Chapman, Imarni, Taylor and Whitman

TRADE UNION:

Tina Boggins, Dean Lloyd, Mansour Moini and Bill O Gorman

OFFICERS:

Paul O'Day, Corporate Health and Safety Lead Officer; Anne Stunell, Human Resources Team Leader

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence

2. MINUTES

To confirm the minutes of the previous meeting – to be circulated

3. MATTERS ARISING

To discuss any matters arising from the previous meeting

4. HEALTH AND SAFETY UPDATE (Pages 3 - 4)

5. VERBAL UPDATE ON HR MATTERS

A verbal update will be given at the meeting.

6. ANY OTHER BUSINESS / FUTURE AGENDA ITEMS

Members to suggest any items for the future agendas.

7. DATE OF NEXT MEETING

The next meeting will be held on Monday 5th of September 2016 at 6.30pm in the Gade Room

Update for JNC July 2016

Alcohol Testing

Alcohol testing will go live on the 10th July 2016, for suspicion, random and serious accidents.

Corporate Health & Safety will merely be doing the testing. Random list provided by Robbie File that uses staff national insurance number in excel with a random function. Corporate Health & Safety have no input in generating the list to retain the independence of the testing process.

Above the drink drive limit will be considered a fail. All results passed to Human Resources to take action.

After 6 months the process will be reviewed.

Health & Safety News Letter

A newsletter with a mix of information and updates will be circulated every 2 months.

DSE Software

The Software is now in place after a few IT issues. Corporate Management Team have requested that the process be suspended at the Civic Centre until the move to the Forum. However, non Civic Centre centres will continue to proceed with the process between now and January 2017 (approx. 100 staff).

Hand Arm Vibration (HAV)

DBC has now complied with the 2 Health & Safety Improvement Notices served by the Health & Safety Executive.

Cemeteries have ordered the Reactec monitoring system so will follow the same process as Clean Safe and Green.

All Green Safe and Green staff trained on Hand Arm Vibration.

HSE are still wishing to interview staff, dates have yet to be confirmed.

New Policies

Legionella (non-domestic sites), Sharps, Working at Height and updated Manual Handling Policy presented to H&S Committee and agreed by Corporate Management Team.

These will be appearing on the document centre soon.

British Standards On Line

Corporate Health & Safety have now procured a client package of 100 British Standards. Communications will be sent out shortly to Group Managers advising of the service available and how to make requests to obtain British Standards.

Noise Assessments

Corporate Health & Safety have obtained outline quotes for noise assessments for the key services. The next stage will be to discuss with the service areas affected to obtain more definitive number of staff and activities that need to be assessed.

Accident data

Accident data has been revised on Corvu to include vehicle accidents, and to report non RIDDOR (Reporting of Diseases, and Dangerous Occurrences Regulations) and RIDDOR accidents separately.

Fire Fighting Training

Fire extinguisher training will be offered to Fire wardens for all DBC sites shortly.