

<p>H&S Lead Officers Network Meeting Tuesday 3rd Sept 2019 10.00 - 1.00pm Municipal Buildings Church Road Stockton on Tees</p>	
<p>Attendees:</p> <p>Joanne Skelton Darlington Council Susan Smith Gateshead Council Kevin Lough Durham Council Derek MacDonald Stockton-on-Tees Council Geoff Scrafton Sunderland City Council John Armstrong Middlesbrough Council</p>	<p>Actions</p>
<p>1. Apologies</p> <p>Tracey Gates South Tyneside Council. Katherine Chapman Newcastle City Council</p>	
<p>2. Minutes of the meeting of the 14th May 2019 & matters arising</p> <p>Discussed uptake on regional benchmarking, approx. 50% returns received, SS to reissue benchmarking templates to the group and extend deadline. SS</p> <p>Discussed the national unitary authority annual benchmarking exercise conducted by Shropshire Council, Kevin requested details of the contact - Joanne to forward contact details. JS</p> <p>Brief discussion on current situation on the use Monsanto Roundup or derivative products. Councils are still using as per manufacturer's instruction. Vaping discussed with one Council looking to make vaping more accessible, (externally) to support smoking cessation and health improvement / harm reduction strategies.</p>	
<p>3. Evacuation methods in care homes</p> <p>SS - revisiting FRA in residential care establishments, delivering extensive refresher training to improve understanding & competence, highlighting some inconsistencies in established practice. Horizontal evacuations, methods of client transfers, client assessments, staff ratios, awake staff & night time sleeping staff discussed, arrangements not always compatible with assessed needs of clients. Can the group please feedback on any methods / equipment used for the evacuation of residents. All</p> <p>GS - previous service placed complex clients in close proximity to final fire exits. Considered option for portable / temporary sprinkler - mist systems – possible option to hire. Bariatric case handling and staffing capability discussed balanced against the protection of staff, powered bed options for horizontal evacuation where possible. Assessed clients not always appropriate for establishments. In some establishments staff miss training due to night shift patterns.</p>	

<p>DM to share notes.</p> <p>Newcastle:</p> <ul style="list-style-type: none"> • Retrofitted sprinklers to all our care homes where service users with mobility problems/enduring mental health conditions, to control fire size and spread. • Assess all service users for evacuation purposes to determine whether they can walk, require a wheelchair or Resque mat for evacuation purposes. Bedroom doors are colour coded accordingly to provide quick visual reference. • All remaining care homes are ground floor only – Evacuation (where buildings had more than one floor) was one of a number of factors considered in determining the closure of one of our care homes on more than one floor. • Evacuation strategy used phased horizontal evacuation. • All care staff trained to use the Resque mats and carry out practice on a quarterly basis using a quarter size dummy. <p>4. Fee for Intervention</p> <p>SS - HSE Asbestos management assurance process (AMAP) inspections carried out – verbal warning issued, HSE advocated a very simple approach to the site specific asbestos management plan, which must be retained on site.</p> <p>SS - Was asked to provide addresses of all pre 2000 schools to the HSE.</p> <p>GS, SCC – HSE only requested addresses of two schools to visit – no action arising.</p> <p>HSE mentioned to give consideration to fire doors in FRA & asbestos plans.</p> <p>Discussed academisation of schools, relinquishing asbestos management and or H&S support and subsequent risk factors emerging.</p> <p>GS indicated the HSE are beginning to recognise that Academy Trusts are becoming increasingly vulnerable.</p> <p>Similar risk factors associated with FRA in academy trusts.</p> <p>One HSE accident intervention involving a vehicle maintenance inspection pit fall from height, subsequent follow up visit but no FFI issued.</p>	<p>DM</p>
<p>5. Recruitment issues</p> <p>JA. newly recruited H&S Adv following a retirement, also recruited an apprentice 1yr into role.</p> <p>SS recruited an apprentice.</p> <p>KL 2x apprentices recruited (1x leaving after 2yrs in post) and 2 x Occ Health apprenticeships in post.</p>	

6. Exchange of Information.

JS discussed security arrangements in contact centres.

JA - Council provides 2x security in contact centre.

GS - Concierge on desk, oversees people movement and attends to visitors.
Security in contact centre 2 x – external provision.
Noticeable increase in weapons carried – anti stab vest worn under clothing.

SS - Facility liaison officers available but no security staff.
Reviewing opening and accessibility to civic centre to deter walk-throughs.

KL - New security arrangement in place, looking at inconsistencies in customer contact centres, each helpdesk to have safe havens.
County Hall now screened off with glass screens to prohibit unauthorised access to Council Chamber and Committee Rooms.

GS - Recent incident involving petition issued to Mayor, security now present.
KL - Issues with increasing Member threats and harassment – temporary security provided. Planning meetings attracting anti-social behaviour.

JS - Revised arrangements after Member threat.

JA – Recent issue with mental health self harmer, issues with CCTV inconsistencies uncovered.

KL - Reviewed emergency panic alarm and response arrangements for Contact Centre staff.

DM - Service changes omitted to maintain training in violence and aggression to contact centre staff.

SS - discussed information sharing re mental health cases
KL - gives consideration to individual cases and likeliness to harm 'with intent', panel decision.

GS, LGO - Ombudsman referrals discussed.
Working with ICT to make intelligence more accessible via portable devices.

KL - Bartec lone working implemented for refuse workers.

GS - Tyne & Wear Fire and Rescue, changing their responses to automated fire alarm call outs, now extended to include schools during day time hours.

DM & AJ - Cleveland F&R service contacted residential care establishments directly omitting to inform the Council, alarm response centres not informed of new arrangements.

KL - [What3words](#) App, raise awareness of the usefulness of the App, being used CDDFRS and Durham Police Control rooms and other emergency services.
Valuable for travellers – on-route – getting lost, provides very easy and accurate location identification.

<p>7. Any Other Business</p> <p>GS - Advanced fire risk assessment training with Colin Todd associates – general offices and schools, November, to be arranged, possible 10 x spaces available externally.</p> <p>Recommended by SS. Looking at 3rd party accreditation & QA.</p> <p>JS - Chas GDPR risk exposure from uploaded evidence for accreditation, potential for personal and sensitive data available to view on web.</p> <p>JA - Marton Country Club Fire discussed & ACM implications.</p> <p>DM - Implications from new insurance provider, increasingly robust approach to fire prevention, Thermal imaging requested on consumer boards / Fire Hydrant pressure testing & flows rates / 1x school expected to introduce sprinkler system in the school kitchen (no deep fat fryers present) Still discussing validity of these insurer’s demands. Identifying & painting Council / school owned hydrants to increase conspicuousness.</p> <p>SS - previous insurers expecting bespoke manual handling training per activity.</p> <p>DM - Lease-leasee issues emerging from absent or inadequate leases, re statutory maintenance, shared occupancy, and asbestos management.</p>	<p>GS</p>
<p>8. GDPR</p> <p>Standing Item – no discussion.</p>	
<p>9. Date of Next Meeting</p> <p>Tuesday 19th November 10.00 Gateshead Council Room S21</p>	