

## Appendix 1

### ECF Sub-Group

23 March 2015

#### Present:

Cllr G Henson (Chair)  
Gary Alderson  
Alan Whiting  
Jon Turner

Gary Martin, Unison  
Jacqueline Elliot, Unison  
Davis Searle, Unison

#### Apologies:

Cllr B Kendler  
Pamela Belgrave, GMB  
Tom Whiting  
Richard LeBrun

#### AGREED ACTIONS

		ACTIONS
1	<p><b>Hazard Notice (Waste Service)</b></p> <p>Following lengthy consideration of the issues presented the following was agreed:</p> <ul style="list-style-type: none"><li>• Jaqueline Elliot to attend Waste Services Safety Team meetings</li><li>• Checklist for Team Leaders to use for random observation of working practice to be referred to Safety Team. Safety Team to consider how best to ensure compliance with safe working practices</li><li>• Service management to ensure the workforce (including Agency workers) is appropriately trained on safe working practices.</li><li>• Service management to consider 'pool' induction for Agency workers</li><li>• Service management is addressing issues around logins for Agency workers using the Bartek system.</li><li>• Safety Team to consider any issues arising from 2 recent accidents</li><li>• Risk assessments for refuse collection to be reviewed by the Safety Team by the due date of 14 June 2015 and then on an ongoing basis as appropriate in accordance with agreed procedure</li><li>• Service management to provide Unison with a copy of the previous risk assessment relating to the height barrier if available.</li></ul>	

	<ul style="list-style-type: none"> <li>• Service management to set a target date for completion of the safe system of work document</li> <li>• Unison to raise EMF concerns at the next Safety Team meeting</li> <li>• Unison to ensure safety concerns are raised through the agreed process and are considered by Safety Team prior to escalation in accordance with the agreed escalation route flow chart.</li> </ul>	<b>ALL</b>
<b>2</b>	<p><b>AOB</b></p> <p>None</p>	