

LONDON BOROUGH OF HARROW

Meeting:	Employees Consultative Forum
Date:	Tuesday 21 October 2003
Subject:	Current significant Health and Safety matters - update
Responsible	Interim Head of Personnel Services
Chief Officer:	Executive Director (Organisational Development)
Status:	Part 1
Ward:	N/A
Enclosures:	1

1. Summary

- 1.1 This summary report gives an update on ongoing health and safety matters and action to resolve them.

2. Recommendations

- 2.1 For information.

3. Relevant Previous Decisions

- 3.1 Housing Services – ECF 8July 2003 – minute 69 (ii)
- 3.2 Millmans – None
- 3.3 West Lodge – ECF 8July 2003 – minute 69 (i)

4. Relevance to Corporate Priorities

- 4.1 This report addresses corporate objectives to maintain a safe and secure environment.

5. Background Information

- 5.1 As the matters referred to cover a number of reporting periods, the report informs on the interim position and follow up actions.

6. Consultation

- 6.1 The issues dealt with in this report have been the subject of consultation with trade union representatives.

7. Finance Observations

7.1 None

8. Legal Observations

8.1 None

9. Background Papers

9.1 Relevant papers may be inspected by contacting:

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10. Author

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Current Significant Health and Safety matters - Summary Update

	Health and Safety matter	Progress to date	Further action
1	Housing Services – Policy, training and risk assessments	The departmental policy has been revised. A programme of training and risk assessments has been undertaken with the support of Health and Safety Services and UNISON	A launch of the policy and a staff information day to share the outcome of the assessments will be held as part of European Safety Week's activities.
2	Millman's – fatality of electrical contractor.	Investigation by HSE is ongoing. The contract is currently suspended. Procedure reviews are in progress.	Committee will be informed of the outcome of the investigation and reviews including progress on any actions arising.
3	West Lodge – care taking staff and movement of chairs, manual handling risk assessment.	Alternative chairs are being evaluated. Dates are being agreed for meetings between UNISON, head teachers and caretaking staff and for joint reassessment involving Health and Safety Services.	A report on the outcome will be brought to the next meeting of committee.