

## WORKING GROUPS MONTHLY ACTIONS

June

WORKING GROUP:

**H & S**

TEAM:

### DELEGATED RESPONSIBILITIES: To meet, monitor and report on the following:

Monitor the Council's compliance with relevant legislation and progress towards best practice in health and safety including 1974 Health & Safety at Work Act

To ensure the Council's Health and Safety Policy is implemented, monitored, developed, communicated effectively, reviewed and amended as required.

To ensure suitable and sufficient funds, people, materials and equipment are provided to meet all health and safety requirements

Ensure adequate insurance cover is provided and renewed

Ensure any accidents, ill health and 'near miss's are recorded, investigated and reported where necessary

Ensure any safety issues raised are thoroughly investigated and, when necessary, further effective controls implemented

Ensure contractors engaged are reputable, can demonstrate a good health and safety records and are made aware of relevant local health and safety rules and procedures

To develop an emergency plan/disaster recovery plan involving other partners/officials where necessary and assigning a designated competent person in charge of the planning and control measures for situations involving imminent danger

Develop flood risk planning in conjunction w One is constantly on again

Develop, monitor and review risk assessments linking with the relevant committee.

Ensure checks of capital equipment and assets are made and any remedial actions taken

ISSUE RAISED	LEAD	ACTION TAKEN	PROGRESS	NEXT STEPS, COMPLETE/RESULT
Review H&S for the VH	TM	Started to compile a H & S File	Requested RA's from regular users	RA's needed from new users
Non closing gate at the top of the Rec	AM	Builder quoted to change gate around and fix a closing latch	Gate position changed	Complete
Defibrillator	TM	Church would like defib in porch	Quote approved by PC.	Awaiting authorisation from Diocesan Office
Defibrillator Village Hall/Community Centre	JM	Monthly Check	Check battery and any use	Checked 23/6 VH re-registered after use by SECAMB
Zip Line repairs needed	TM	Repair company found	Approval from TMBC regarding spend	Complete. Consider replacing bearing in unit in near future
Lifebuoy checked	JM/EB	Check status of Lifebuoy in PV	TMBC provided a check list passed to H & S	Checked

SUPPORT NEEDED:

RECOMMENDATIONS:

RESOLUTIONS TO FULL COUNCIL: