

Agenda item 11

For information - Health & Safety Update

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Summary

This standing report to the Council Matters Committee provides updates on the following:

1. Health & Safety (Accidents and incidents)
2. Liability claims
3. Property claims
4. Risk management
5. Training

1. Health & Safety

Accidents and incidents

Nothing to report since the last meeting.

2. Liability claims

Existing claims

The accident at the Old Showfield reported in September 2016 remains with Zurich, FTC's insurance provider.

The accident along the riverside path between Weylands and Welshmill that was reported in December 2017 is also with Zurich.

New claims

The Council hasn't received any new claims since the last Council Matters meeting on 5 September 2018.

3. Property claims

Nothing to report.

4. Risk management

Various site risk assessments for Welshmill, North Parade and the Roundhouse were formally approved at the last Council Matters meeting.

FTC staff have already reviewed the risk assessments for the upcoming fireworks display at the Showfield and will continue to be in contact with the Rotary Clubs up to and including the day of the event.

Risk assessments for the town's Christmas event have been drafted and will be checked and updated up to and including the day of the event.

Fire procedures for the Town Hall have been updated following the installation of two emergency evacuation chairs.

5. Staff Training

In progress

- Peter W: ILCA and SLCC Clerk's Qualification
- Rangers: Tree climbing and aerial rescue
- Mary: Administrative Assistant Diploma
- Kate H: Masters in Community Regeneration
- Anna F: Certificate in Social Enterprise Support

Completed

- Sean P, Chris S, Paul W, Hannah P, Rachel G, Laura H, Mary D: Emergency Chair evacuations from the Town Hall
- Dave K, Toni D, Jay H, Josh Q: Routine play inspections
- Jamie L, Emma P, Chris S, Kate H, Anna F, Nicola C, Mary D, Hannah P, Tricia M: Basic Excel training
- Laura H, Jamie L, Rich A: Emergency First Aid at Work
- Hannah P: Anti-bribery and Corruption and Councillor's Essential Training

Booked

- Sarah W, Paul W: SLCC Regional Training Seminar
- Kate H: Locality conference
- Hannah P, Sarah W: The Essential Clerk Part 3: Finance
- Emma P: Bid Writing