



Caerphilly County Borough Council

Health and Safety Management in Waste and Recycling Services

Tony White: Waste Strategy and Operations Manager

Beth Kendrick: Corporate Senior Health and Safety Officer

Kelvin Brinkworth: Health and Safety Trainer.



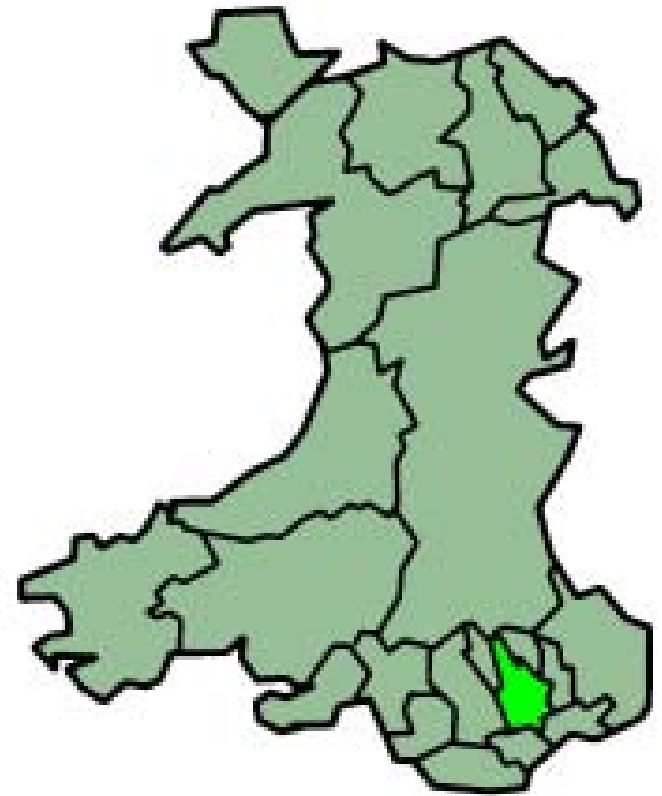
Agenda

1. Caerphilly CBC
2. CCBC's Arrangements
3. Prosiect Gwyrdd
4. CCBC Selection and Management of Contractors
5. Contractor Selection
6. Management of the Service
7. Contractor Monitoring
8. HSE Waste Management Guidance
9. What Next?

Caerphilly County Borough Council



- 5th largest LA in Wales (pop)
- 108 sq miles
- Population – 171,000
- Households – 75,000
- Waste – circa 80 - 90,000 tonnes
- Approx 90 vehicles, 250 employees in waste services.





Caerphilly's Arrangements

- Internal Service Provision
 - Waste Collection
 - Household Waste Recycling Centres
 - Street Cleansing
- External Service Provision
 - Waste Disposal
 - Material Recovery
 - Waste Treatment (Project Green/Prosiect Gwyrdd).



Prosiect Gwyrdd

- 5 Authority consortium
- PQQ includes 30-40 Health and Safety questions
- Reduce number of solutions at each stage including Health and Safety evaluations
- Requirement for Health and Safety Plan against which we will monitor performance of successful contractor



CCBC Selection, Management and Monitoring of Contractors

- Corporate Policy on the Selection, Management and Monitoring of Contractors
- Corporate Management Arrangements provide the practical detail
- H&S as a management issue



Contractor Selection

- Stage 1
 - Specification for Work
 - Passing over of information
 - PQQ – basic H&S info vetting by H&S Officer
 - Best Value – does not mean cheapest
- Stage 2
 - Identifying Risk Control Measures – specific information
 - Identifying agreed safe systems of work
 - o Designing the collection service
 - Route Planning
 - Vehicle Selection
 - o Training



Contractor selection

- Considerations:
 - Safe systems of work
 - Route planning
 - Vehicle selection
 - Collection systems
 - Training
 - Monitoring & auditing



Safe systems of work

- RA, SSoW in place
- Driver/crew occupationally competent
- Communication with crews.





Route planning

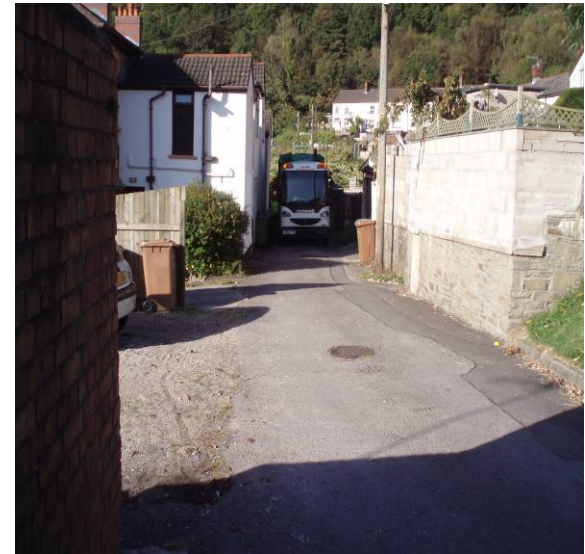
- Does the route minimise reversing, avoid traffic sensitive routes, schools' time restrictions on collections etc.
- Geography, street layout & furniture, suitability of vehicles
- Single vs. double sided collection.





Vehicle selection

- Size – location
- Hoists – compatibility with bin stock
- Maintenance regime in place
- Ergonomics – ease of use.





Collection system

- Wheeled bins, recycling boxes, bags, food caddies
- Urban areas, rural areas, houses, flats, high rise (central collection points?), restricted access (pullouts), outlying properties
- Liaison with planning departments



Training

Are contractors operatives competent. Do they have clearly defined information & instruction?

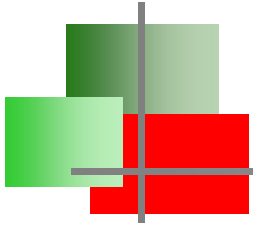
- Internal/external providers- (professional/occupational competence)
- Mandatory training
- On the job training
- Periodic refresher training
- Basic and Key Skills
- NVQ's



Monitoring – what we expect

- Supervisor – compliance with risk assessments/ssow, on site inspections of ppe, vehicles, manual handling
- Fleet manager/supervisor - overloading, weigh bridge tickets defect sheets, tachograph, etc.
- Occupational hygiene consultant - periodic monitoring of noise, vibration etc.
- Review incidents, accidents
- CCBC managers/corporate health and safety inspection/auditing of all the above.

Management of the Service



- Two Way Process
 - Confirming health and safety information on ongoing basis
 - Additional risk control measures
 - Changes to Route Planning/Collection Systems
 - Dynamic risk assessments
 - Client/Worker/Contractor Meetings
 - Ensuring continuation of training



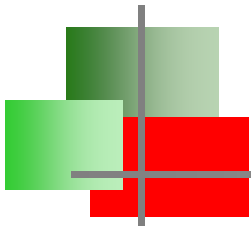
HSE Waste Management Guidance

- Identification of principal issues of concern – ensure that our systems are robust
- Formalises H&S as part of procurement process
- Provides a benchmark



What Next?

- Using Mobile Technology
 - Driver defect reports
 - Dynamic route risk assessments
 - Recording Accidents
- Continually Reviewing Operative Training
 - PDR Process
- New Regime for Driver Training
 - Driver CPC
- Vehicle Tracking and Onboard Camera Usage in Vehicles



Thank You