

CAERPHILLY COUNTY BOROUGH COUNCIL

CORPORATE SAFETY COMMITTEE

MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, TREDOMEN ON 21ST JANUARY 1998 AT 10.00 A.M.

PRESENT:

Councillor L.R. Rees - Vice-Chairman in the Chair

Councillors:

W.H. Coleman, A.I. Evans, E.K. Griffiths and Mrs. C.A. Sadler

Together with:

Principal Commercial and Trading Standards Officer, Personnel Manager (Advice and Consultancy), Corporate Safety Officer (PG), Health, Safety and Welfare Officer, Corporate Safety Officer (SM), Corporate Health and Safety Officer (GH), Health and Safety Project Officer (AW), Admin Officer (Welfare and Central Support) (GP), Senior Admin Officer (DP) and Committee Services Officer (KW).

Safety Representatives:

T.K. Meredith (GMBATU), S. Lane (UNISON) and K.H. Green (UCATT)

APOLOGIES

Apologies for absence were received from Councillors D.J. Bosley, G.R. Court, H.J.B. Rogers and D.T. Wiltshire and D. Edmunds (UNISON).

MINUTES

RESOLVED that the minutes of the last meeting of the Committee held on 8th July 1997 be received and noted.

Reports of Officers

Consideration was given to the following matters of information.

Fire Precautions (Workplace) Regulations 1997

The Committee noted the above Regulations and the effects they have on the safety of certain offices and Council occupied premises. It was also noted that a pro-forma would be circulated to the Managers of premises to which the Regulations apply.

Accident Statistics

The Committee considered a report which detailed the numbers and types of industrial accidents

which had occurred to staff, school pupils, clients of services provided by the Council and members of the public during the period April to September 1997.

A Guide to Risk Assessment

The Committee considered a copy of the 'Guide to Risk Assessment' produced by the Corporate Safety Unit for distribution throughout the Authority. Whilst discussing this matter, reference was made to a recent incident at Heolddu Comprehensive School where a chemical spillage in one of the school's laboratories resulted in an evacuation of the school. The Senior Corporate Safety Officer informed the meeting that the Corporate Safety Unit and the Health and Safety Executive had visited the school and an investigation was ongoing. The results of this investigation would be reported to the next meeting of the Committee.

Health and Safety Executive Enforcement

The Committee noted details of two incidents which resulted in formal action being taken against the Authority by the Health and Safety Executive.

Health and Safety Inspection

The Committee noted the results of the inspection of health and safety management within the Education Division of the Education and Leisure Directorate.

Assessment of Contractors Safety Policies

The Committee noted the involvement of the Corporate Safety Unit in assessing the safety policies of construction contractors wishing to be included in the Authority's Select Tender List.

Management of Health and Safety at Work (Amendment) Regulations 1994 - Protection of Pregnant Women at Work

The Committee received a detailed report which outlined the above Regulations and their effect on the Authority.

First Aid at Work Training

The Committee noted details of the First Aid at Work Training undertaken by the Personnel Services Unit from July to December 1997.

EXEMPT MATTER

RESOLVED that in accordance with Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting because of the disclosure to them of exempt information under paragraph 3 of Schedule 12A of the Local Government Act 1972.

Fatal Accident to a Council Tenant

The Committee noted a report which gave details of the circumstances surrounding an accident which resulted in the death of a Council tenant.