

For all enquiries relating to this agenda please contact
Kathryn Wall (Tel. 01443 864245: Email: walk@caerphilly.gov.uk)

Date: 15th October 2003

Dear Sir/Madam,

A meeting of the **Corporate Safety Committee** will be held at the **Council Offices, Tredomen (Committee Room 1/2)** on **Thursday, 23rd October 2003** at **10.00 a.m.** to consider the matters contained in the following agenda.

Yours faithfully,

Malgwyn Davies
CHIEF EXECUTIVE

A G E N D A

1. Declarations of Interest.
2. To approve and sign the following minutes:-

[Minutes of the Corporate Safety Committee held on 10th July 2003](#)
3. To receive and consider the following reports of the Chief Executive -
 - (a) [Consultation On the Effectiveness of the Health and Safety \(First Aid\) Regulations 1981;](#)
 - (b) [First Aid at Work Training;](#)
 - (c) [Stress Management in the Workplace;](#)
 - (d) [Manual Handling Policy;](#)
 - (e) [Manual Handling Passport.](#)
4. To receive and consider the following reports of the Director of the Environment -
 - (a) [The Constitution of the Corporate Safety Committee;](#)
 - (b) [Employees Health and Safety Handbook;](#)
 - (c) [Hot Air Balloon Festival;](#)
 - (d) [Revitalising Health and Safety;](#)
 - (e) [Action by the Enforcing Authorities;](#)
 - (f) [Big Cheese;](#)
 - (g) [Guidance on Teleworking;](#)
 - (h) [Safety Representatives Concerns;](#)
 - (i) [Hand/Arm Vibration Syndrome;](#)
 - (j) [Accident Statistics.](#)

Circulation:

Councillors H.A. Andrews, P.J. Bevan, P.C.W. Bailie, Mrs M.E. Hughes, A.J. Pritchard, H.E. Styles,
D.T. Wiltshire

Appropriate Officers

Trade Union Branch Secretaries