

CORPORATE HEALTH AND SAFETY COMMITTEE – 11TH JULY 2007

SUBJECT: PROPOSED ACCIDENT STATISTICS REPORT

REPORT BY: DIRECTOR OF THE ENVIRONMENT

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to consult with Members, Management and Trade Union Safety Representatives on the format and type of information that they wish to receive relating to the numbers and types of work related accidents/ incidents during a specific period.

2. SUMMARY

- 2.1 The H&S committee currently receive quarterly statistics reports regarding the number and type of work related accidents/ incidents that have occurred to staff of Caerphilly County Borough Council. The introduction of the new accident reporting software system has allowed more in-depth reports to be compiled.
- 2.2 The proposed accident statistics report is attached in Appendix 1 and covers the data received between 1st April and 1st June 2007.
- 2.3 This report seeks the view of the Corporate Health and Safety Committee Members on the proposed quarterly accident statistics report and welcomes views on its layout, content etc.
- 2.4 Please note that the accident figures used within the attached draft report were taken from the new accident system before the end of June, and therefore do not provide accurate figures for the quarter.
- 2.5 Work is ongoing within the Authority to tighten accident reporting and investigation. The new integrated occupational health and accident reporting system is in place and is being used by Health and Safety Professionals within the Authority. A new accident/incident report form has been introduced along with supporting guidance on its completion. The Corporate Health and Safety Unit also provided Management briefing on the new form and its completion. A new accident/incident investigation form and associated guidance has also been agreed.
- 2.6 The accident/incident reporting and investigation policy is also undergoing review and a new draft will be available for comment shortly.

3. RECOMMENDATION

- 3.1 The Committee are asked to comment on the report and welcomes views on its layout, content etc.

Author: Karen Rogers, Senior Health and Safety Officer, Ext 3763
Consultees: Emma Townsend, Health and Safety Manager Ext 3708
Steve Delahaye, Head of Public Protection Ext. 5316
Councillor David Poole, Cabinet Member

Appendices:

Appendix 1: Report to Corporate Safety Committee dated June 2007 (with appendices)